Glenwood Office Park
Cnr. Oberon & Sprite Streets
Faerie Glen 0043
PO Box 73000, Lynnwood Ridge 0040
Tel: (012) 845-2000 – Fax: (012) 348-1089
Website: www.idt.org.za

Request for Quotation

RFQ number: IDT/ICTUNITCYBER-27112026

Description: Appointment of a Cybersecurity Expert for the Independent Development Trust

Closing date and time: 04 December 2026

Time :12pm

Submission of quotations: All quotations must by email to ~~Quotations@idt.org.za~~ be submitted on or before the closing date and time stipulated above. All quotations received after the closing date and time will not be considered.

Compulsory returnable documents that must be submitted with the response for this quotation are the following:

1. National Treasury Central Supplier Database number MAAA_____
2. Name of Company _____
3. Unique SARS Tax Compliance Pin Number (submit valid letter)
4. Duly completed and signed: SDB 4 (**Bidder's Declaration**), attached in this RFQ document.
5. Duly completed and signed: SDB 6.1 (Preference Points Claim Form in Terms of The Preferential Procurement Regulations 2022), attached in this RFQ document.
6. Detailed CV of the proposed Cybersecurity Expert (with employment dates in month/year).
7. Certified copies of the Master's degree, CISSP, project management qualification, and cloud and firewall certifications.
8. Two (2) client-signed reference letters confirming that the proposed expert authored cybersecurity strategies for two (2) different organisations.
9. Completed Mandatory Minimum Requirements compliance table (Section 4 of the Terms of Reference).
10. **NB:** Failure to meet any mandatory minimum requirement will result in disqualification before price evaluation.

Compulsory returnable document: SBD 6.1

Source Documents to be submitted with the Bid or RFQ

*CIPC Document	(Company Registration Document will be required for verification (CIPC DOC))
*Woman	(Originally Certified ID Document)
*Youth	(Originally Certified ID Document)
*People with Disability	(Letter from the Dr. Confirming the Disability)
*Black Ownership	(Originally Certified ID Document)

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Non-submission of Source documents will result in the allocation of zero points for specific goals

INDEPENDENT DEVELOPMENT TRUST

TERMS OF REFERENCE: RFQ FOR THE APPOINTMENT OF A CYBERSECURITY EXPERT

1. BACKGROUND

The Independent Development Trust (IDT) requests quotations from suitably qualified and experienced service providers for the provision of a Cybersecurity Expert to support the IDT ICT Division. The appointed expert will provide strategic and technical cybersecurity advisory services to strengthen the organisation's security posture across its on-premises, cloud and network perimeter environments.

The contract period will be **five (5) months** from the date of appointment, with services rendered on an as-and-when-required basis against an approved work plan.

2. SCOPE OF WORK

The Cybersecurity Expert will be required to, amongst others:

- Assess the IDT's current cybersecurity posture and maturity, and identify gaps and risks.
- Develop and/or review the IDT Cybersecurity Strategy and implementation roadmap, aligned to recognised frameworks (e.g. NIST CSF, ISO/IEC 27001) and applicable legislation (e.g. POPIA).
- Review and advise on cloud security architecture, configuration and controls.
- Review firewall and network perimeter security architecture, rule bases and configurations, and recommend improvements.
- Develop or review cybersecurity policies, standards and procedures.
- Plan, manage and report on the implementation of approved cybersecurity initiatives using a recognised project management methodology.
- Provide progress reports to the CIO and present to governance structures (e.g. ICT Steering Committee, Audit and Risk Committee) when required.
- Transfer skills and knowledge to IDT ICT personnel.

3. EVALUATION METHODOLOGY

Quotations will be evaluated in the following three (3) phases:

Phase	Criteria and outcome
Phase 1 Administrative compliance	Submission of all compulsory returnable documents listed on the cover page of this RFQ (CSD report, valid SARS Tax Compliance PIN, signed SBD 4 and SBD 6.1).
Phase 2 Mandatory minimum requirements (Pass / Fail)	The proposed Cybersecurity Expert must meet ALL the mandatory minimum requirements in Section 4. Failure to meet any ONE requirement, or failure to submit the required proof, will result in the quotation being disqualified. **Only quotations that pass Phase 2 will proceed to price evaluation.**
Phase 3 Price and specific goals	Qualifying quotations will be evaluated on the 80/20 preference point system: Price (80 points) and Specific Goals (20 points), in terms of the Preferential Procurement Regulations, 2022 and SBD 6.1.

4. MANDATORY MINIMUM REQUIREMENTS (TO BE MET BEFORE PRICE EVALUATION)

The proposed expert must meet every requirement below. Bidders must complete the "Complies" and "Page Ref." columns to indicate where the proof is located in the submission.

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No.	Mandatory requirement	Proof / evidence required	Complies	Page Ref.
1	**Master's degree minimum (NQF Level 9).**	Certified copy of the Master's degree certificate (certified within the last 6 months). Foreign qualifications must be accompanied by a SAQA evaluation certificate.	Yes / No	
2	**Certified Information Systems Security Professional (CISSP) certification.**	Copy of a valid and current (ISC)² CISSP certificate, including the (ISC)² member/certification number for online verification. Expired or lapsed certifications will not be accepted.	Yes / No	
3	**Minimum of fifteen (15) years' experience in the technology domain.**	Detailed CV of the proposed expert showing employer/client names, roles and start and end dates (month/year) for each assignment, totalling at least 15 years. Overlapping periods will be counted once. The IDT reserves the right to verify.	Yes / No	
4	**Authored at least one (1) cybersecurity advisory for at least one (1) organization.**	One (1) reference letter, confirming that the proposed expert developed the cybersecurity advisory. Self-issued letters, or letters from the bidder's own company or related entities, will not be accepted.	Yes / No	
5	**Cloud experience with a relevant completion training.**	Copy of a valid cloud certification completion (e.g. ISC² CCSP, Microsoft Azure Security Engineer (AZ-500), AWS Practitioner Essentials, AWS Certified Security – Specialty, Google Professional Cloud Security Engineer, or equivalent); AND Cloud security experience demonstrated in the CV.	Yes / No	
6	**Firewall experience with a relevant certification.**	Copy of a valid firewall/network security vendor certification (e.g. Fortinet Certified Associate or higher, Palo Alto Networks PCNSE, Check Point CCSA/CCSE, Cisco CCNP Security, or equivalent); AND Firewall configuration and management experience demonstrated in the CV.	Yes / No	
7	**Resource must be available on site at the IDT head offices for the 5 month period.**	Confirmation letter from the bidder that the named resource will be available for the 5 month period at the IDT head office: **Block B, Glenwood Office Park, 294 Sprite Ave, Faerie Glen, Pretoria, 0043**	Yes/No	

NB: *All certifications must be valid as at the closing date of this RFQ. The IDT reserves the right to verify all qualifications, certifications and reference letters with the issuing institutions and clients. Any misrepresentation will result in disqualification.*

5. PRICING SCHEDULE

Service providers must quote an all-inclusive rate. No additional costs (travel, accommodation, subsistence or disbursements) will be paid unless agreed in writing beforehand.

Ref	Item Description	Qty (hours)	Cost
1.	Cybersecurity Expert professional services for **5 months (maximum of 160 hours per month)**– all-inclusive rate per hour: R_____ ****Resource must be available on site at the IDT head offices for the 5 month period at:** **Block B, Glenwood Office Park, 294 Sprite Ave, Faerie Glen, Pretoria, 0043**	**800**	**R**
2.	**TOTAL (excluding VAT)**		**R**
3.	**VAT where applicable @ 15%**		**R**
4.	**TOTAL COST (including VAT)**		**R**

6. Closing date and submission

Responses and proposals to the RFQ must be submitted via email to: **04 December 2026**

Quotations@idt.org.za

Service providers must quote the IDT a total price inclusive of VAT for the service that will be rendered, and the quoted price must be valid for at least thirty (30) days after the closing date of this Request for Quotation.

- All **SCM** queries related to this RFQ must be submitted in writing to: AidaN@idt.org.za

- All **Technical** related Queries must be directed in writing to: Ictbids@idt.org.za and ZamokuhleMa@idt.org.za

NB: No query shall be allowed 12 hours prior to the closing date and time of this Request for quotation.

NB: The Independent Development Trust Reserve the right to withdraw or cancel this RFQ without prior notification to the respondents.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state?

YES / NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES / NO

2.2.1 If so, furnish particulars:

……

……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES / NO

2.3.1 If so, furnish particulars:

……

……

3 DECLARATION

I, the undersigned, (name)…… in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read, and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

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3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……

Signature Date

…… ……

Position Name of bidder

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SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(*delete whichever is not applicable for this tender*).

a) The applicable preference point system for this tender is the 90/10 preference point system.

b) The applicable preference point system for this tender is the 80/20 preference point system.

c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	**90**	**80**
SPECIFIC GOALS	**10**	**20**
TARGETED GROUP		

Women 100% Ownership	3	6
Youth 100% Ownership	3	6
People with Disabilities 100% Ownership	2	4
Black Mail 100% Ownership	2	4
Total points for Price and SPECIFIC GOALS	**100**	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \text{ or } \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps	=	Points scored for price of tender under consideration
Pt	=	Price of tender under consideration
Pmax	=	Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women 100% Ownership	3	6		
Youth 100% Ownership	3	6		
People with Disabilities 100% Ownership	2	4		
Black Male 100% Ownership	2	4		

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Source Documents to be submitted with the Bid or RFQ

*CIPC Document	(Company Registration Document will be required for verification (CIPC DOC))
*Woman	(Originally Certified ID Document)
*Youth	(Originally Certified ID Document)
*People with Disability	(Letter from the Dr. Confirming the Disability)
*Black Ownership	(Originally Certified ID Document)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm…….

4.4. Company registration number: ……...

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

……
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: …….
DATE: ……

ADDRESS: ……

……

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