THE APPOINTMENT OF AN ACCOUNTING AND PROCUREMENT SOLUTIONS BUSINESS PARTNER TO IMPLEMENT A CLOUD-BASED ACCOUNTING APPLICATION AND A CLOUD-BASED PROCUREMENT APPLICATION, AND TO PROVIDE MIGRATION, MAINTENANCE, SUPPORT, TRAINING AND LICENSES FOR THREE (3) YEARS.

RFP NO:	**RFP/11/03/26**
CLOSING DATE:	**11 December 2026**
TIME:	**11:00 AM**
COMPULSORY BRIEFING SESSION	**26 NOVEMBER 2026 @ 11:00 AM** Via Microsoft teams (To joint click on the link below): https://teams.microsoft.com/meet/3501884344295175?p=K8GWPvbjEColaV9Myk
SUBMISSION VENUE:	**GAUTENG PARTNERSHIP FUND** **82 GRAYSTON DRIVE** **1st FLOOR** **SANDTON** **2196**

ACRONYMS

GPF	Gauteng Partnership Fund
ICASA	Independent Communications Authority of South Africa
SLA	Service Level Agreement
GDHS	Gauteng Department of Human Settlements
PPE	Provincial Public Entity
GPG	Gauteng Provincial Government
PFMA	Public Finance Management Act
SLA	Service Level Agreement
BBBEE	Broad Black Based Economic Empowerment
SANAS	South African National Accreditation System
CIPC	Companies and Intellectual Properties Commission
EME	Exempted Micro Enterprise
QSE	Qualifying Small Enterprise

GENERAL CONDITIONS OF BID

Proprietary Information

GPF considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to GPF. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of GPF.

1. Enquiries

1.1 All communication and attempts to solicit information of any kind relative to this RFP should be channeled **in writing** to:

Department **:** Supply Chain Management

Contact Persons **:** Ms. Mandudu Legodi / Mr. Sandile Ngwenya

E-mail address **:** tenders@gpf.org.za

1.2 **Closing date for enquiries** in relation to this RFP will be on 01 December 2026

1.3 **Compulsory briefing session for this tender** 26 November 2026**.**

1.4 The enquiries will be consolidated and GPF will issue one response, and such response will be posted, within two days after the last day of enquiries, onto the GPF website (www.gpf.org.za) under tenders i.e. next to the same RFP document.

1.5 The GPF may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the GPF on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

2. Bid Validity Period

Responses to this RFP received from bidders will be valid for a period of 180 days counted from the bid closing date.

3. Instructions on submission of Bids

3.1 Bids should be submitted in duplicate (2 hard copies) and one electronic copy on USB in PDF format all bound in a sealed envelope endorsed. The sealed envelope must be placed in the bid box at the First-floor area of the GPF Offices, 82 Grayston Drive, 1st Floor, Sandton, 2196 by no later than **11 December 2026 @11:00 AM [Telkom time].**

3.2 Bids must be submitted in the prescribed response format, herein reflected as **Response Format.**

3.3 The bid closing date, bidder name and the return address must also be endorsed on the envelope.

3.4 If a courier service company is being used for delivery of the bid response, the bid description must be endorsed on the delivery note/courier packaging and the courier must ensure that documents are placed / deposited into the bid box found on the GPF Offices, 82 Grayston Drive, 1st Floor, Sandton, 2196. **The GPF will not be held responsible for any delays where bid documents are handed to the GPF Receptionist/ officials.**

3.5 No bid response received by telegram, telex, email, facsimile or similar medium will be considered.

3.6 Where a bid response is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is the GPF's policy not to consider late bids for tender evaluation.**

4. Preparation of Bid Response

4.1 All the documentation submitted in response to this RFP must be in English.

4.2 The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.

4.3 Bids submitted by bidders which comprised of companies must be signed by a person or persons duly authorized thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.

4.4 The bidder should check the numbers of the pages of its bid to satisfy itself that none of their documents are missing or duplicated. No liability will be accepted by GPF in regard to anything arising from the fact that pages/documents of a bid are missing or duplicated.

4.5 A valid tax compliance status PIN must be included in the bid response to verify bidders' tax compliance status.

4.6 All bidders must be registered on the Central Supplier Database (CSD) prior to submitting bids and include in their bid a copy of their Master Registration Number (Supplier Number) in order for GPF to verify the bidder's tax status on CSD and other Governing compliances.

5. Supplier Performance Management

5.1 Supplier Performance Management is viewed by the GPF as a critical component in ensuring value for money acquisition and good supplier / or service provider relations between the GPF and all its suppliers.

5.2 The successful bidder shall, upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the GPF, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier 's performance and ensure effective delivery of service, quality and value-add to GPF's business.

6. Supplier Development

6.1 The GPF promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the GPF and the successful bidder.

7. GPF's Rights

7.1 The GPF is entitled to amend any bid conditions, bid validity period, RFP specifications, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the GPF has record of such bidders, may be advised in writing of such amendments in good time and any such changes will be posted on the GPF's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.

7.2 The GPF reserves the right to award this bid as a whole or in part.

7.3 The GPF reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the **National Treasury Instruction 01 of 2024/2025: Revised Cost Containment Measures**, where relevant.

7.4 The GPF reserves the right to request all relevant information, agreements and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the GPF to conduct background checks on the bidding entity and any of its directors / trustees / shareholders / members.

8. Undertakings by the Bidder

8.1 By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the GPF on the terms and conditions and in accordance with the specifications stipulated in this RFP document.

8.2 The bidder may be required to attend an interview should GPF require such and the bidder shall be notified thereof in good time before the actual presentation date. Such interview may include a practical demonstration of understanding products or services as called for in this RFP.

8.3 The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with GPF, as the principal(s) liable for the due fulfilment of such contract.

8.4 The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become GPF property unless otherwise stated by the bidder/s at the time of submission.

9. Reasons for disqualification

9.1 The GPF reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder will be notified in writing of such disqualification:

9.1.1 Bidders who submit incomplete information and documentation according to the requirements of this RFP document.

9.1.2 Bidders who submit information that is fraudulent, factually untrue or inaccurate.

9.1.3 Bidders who receive information not available to other potential bidders through fraudulent means.

SECTION 1:

1. INTRODUCTION

The Gauteng Partnership Fund (GPF) is a Schedule 3C public entity that was founded in 2002 as a Trust under the Trust Properties Control Act 57 (1988). The main objective of the GPF was to leverage private sector funding in order to accelerate the delivery of affordable housing. There has been a shift in emphasis from social and affordable housing to the full spectrum of human settlements; in particular, the role GPF needs to play as a financing vehicle and an implementing agent for integrated, sustainable human settlements.

2. BACKGROUND

The GPF has been using SAGE 200 - Pastel for over five years and has ten user licenses. Meanwhile, the Supply Chain Management unit has been utilizing Business Process Management (BPM) for more than three years with forty-three licenses. Both applications run on a Hyper-V machine hosted by Windows Server 2019 Standard.

As part of GPF's initiatives to strengthen its information security strategy and adopt a cloud-based approach to improve operations, GPF has recognized the need to implement a cloud-based Finance and Procurement system. This transition will provide the organization with a more secure environment and promote innovation and enjoying all benefits that come with cloud-based systems.

For business continuity and a successful migration, both systems must be implemented simultaneously to ensure seamless integration and migration to both systems. This is particularly important due to the dependency between SAGE Evolution (Finance) and BPM (Procurement system) at the purchase order level, which requires both systems to be upgraded at the same time.

3. DESCRIPTION OF RFP

Proposals are being sought from the Business Partners to provide a once-off implementation of the cloud-based Accounting Application System and Supply Chain Management (SCM) system, migration services, a 3-year support and maintenance, training and licenses for both Finance and SCM systems.

4. SCOPE OF WORK

4.1. Key skills required to successfully implement both systems

For the implementation of both projects to be successful, the following key skills will be required

Project Manager - with experience in the ICT project implementations using key phases including planning, execution, monitoring and project closure and the project management documentation required thereof

Business analyst- with experience in the areas of business architecture analysis, problem identification, solution design, and process documentation to increase efficiency and strengthen business processes

System integrator - a skilled system integrator who will be expected to integrate the new system with existing systems and also the National Treasury Central Supplier Database (CSD).

Database administrator – This skill is required to be able to migrate the current Structured Query Language (SQL) database which is hosting both systems to the new system

4.2. Expected output for both systems

- Project Management of the entire implementation including project documentations
- Facilitate knowledge transfer to designated users
- Prepare a workflow diagram connecting all modules.
- Define the “As Is” and “To Be” process mapping and definition
- The solution platforms should have an open API capability, to facilitate any future interfaces or integration requirements with other application systems.

a. CLOUD-BASED ACCOUNTING APPLICATION

The accounting system should adhere to the International Financial Reporting Standards (IFRS) or the Generally Recognised Accounting Practice (GRAP) as required for public entities. This adherence guarantees accurate and transparent financial reporting.

Additionally, the system must comply with the Public Finance Management Act (PFMA) to promote accountability, proper record-keeping, and sound financial management. It should also meet the requirements set by the South African Revenue Service (SARS) by producing valid tax records, VAT-compliant invoices, and payroll reports in accordance with the Income Tax Act and the VAT Act.

Furthermore, compliance with the Protection of Personal Information Act (POPIA) is essential to protect client and employee data. The accounting system should implement robust internal controls, maintain audit trails, and ensure a segregation of duties, following the King IV governance principles and the International Standards on Auditing (ISA).

Overall, the accounting system must promote transparency, accountability, data security, and compliance with all relevant financial, tax, and governance standards governing public sector institutions in South Africa.

Modules required:

The selected vendor will provide, implement, and support a cloud-based accounting system that includes:

Core financial modules, Integration capabilities, Advanced reporting and analytics, Security and compliance features, Training and ongoing support

- Core functionality required but not limited to the following:

Accounts receivable

- Handles customer invoicing and collections
- Tracks outstanding balances and aging reports
- Supports recurring billing and payment processing

Accounts payable

- Manages vendor invoices and payments
- Tracks due dates, discounts, and approvals
- Supports payment methods like ACH, checks, and wire transfers

General ledger

- Central repository for all financial transactions
- Supports multi-dimensional chart of accounts
- Enables financial reporting and audit trails

Cash management

- Bank reconciliation and cash forecasting
- Tracks inflows/outflows across multiple accounts
- Supports secure bank integrations

Project Accounting / Job Costing

- Tracks costs and revenues by project or grant
- Supports time tracking and resource allocation
- Enables budget vs actual analysis

Budgeting & Forecasting

- Allows creation and monitoring of budgets

- Supports scenario planning and variance analysis
- Integrates with reporting tools

Reporting & Analytics

- Generates financial statements and compliance reports
- Offers dashboards and KPIs
- Supports custom report creation and scheduling

Fixed Assets

- Records asset acquisition, depreciation, and disposal
- Supports multiple depreciation methods
- Integrates with GL and procurement

b. CLOUD-BASED PROCUREMENT APPLICATION

- The proposed system must be able **to integrate** with Central Supplier Database (CSD)
- The system must be **PFMA Compliant as** GPF is governed by Treasury Regulations.

- **The system must offer the following core functionality or and modules:**

  - **Demand management**

The system must offer a structured process designed to facilitate the timely review and authorization of procurement plans, ensuring accountability and transparency including seamless alignment with capital expenditures, allowing for strategic investment in long-term assets and effective oversight and administration of ongoing operational costs, contributing to fiscal responsibility and sustainability.

DEMAND MANAGEMENT	**The system must be able to do but not limited to the following:**
	• Demand plan template which must enable end users to capture the

	departmental demand plans onto the system. • Need analysis template. • Closing date for demand plan and need analysis submissions must be built into the system. • The system must enable SCM to extract reports from the consolidated procurement plan. • The system should generate report templates in excel,word, pdf, csv

- **Acquisition Management**

To streamline and enhance the efficiency, transparency, and accountability of the procurement process, this project seeks to implement a structured and automated procurement workflow. The process will encompass pre-approval, sourcing, approval, and purchase order (PO) creation stages. Evaluation of compliance with SCM legislation or prescripts and internal policies, value-based decision-making, and timely procurement of goods and services.

REQUISITION	**The system must be able to do but not limited to the following:**
	• Capturing of purchase requisitions. • Downloading and uploading of terms of reference by end users onto the system. • System must enable budget holders to approve purchase requisitions (PR) on the system. • Approval of requisitions by delegated officials • Generation of Purchase Requisition numbers. • System must be able to assign tasks according to certain roles and

	responsibilities must have parameters for separation of duties. • Alerts for all role players e.g. budget holders, SCM, end users. • Requisition process tracking capabilities • Escalations with time frames • SCM must be able to access documentation sent by end users. • Generate rejection codes & reasons for rejecting requests (this must be applicable to all processes. • System must be able to generate reports on purchase requisition logged with SCM but not actioned. • Integrate with Central Suppler Database (CSD) hosted by the National Treasury. • Ability to upload the standard Requests for Quotations (RFQ) templates • To generate system based RFQ's and send the RFQ's request to the list of selected service providers via the system. • The system should generate reports template in Excel, DSV, XML, PDF file format
PETTY CASH (Procurement of R0 – R2 000)	• The system must allow users to upload and attach supporting documentation received e.g quotations, invoices etc. • The system should allow for users to capture the request for procurement through petty cash and approval by delegated officials.

REQUEST FOR QUOTATION (Procurement below R1 000 000)	• System must allow users to upload and attach supporting documentation received e.g., quotations, Standard Bidding Documents (SBD) etc. • Allow SCM officials to evaluate quotations and provide comments / recommendations in accordance with regulations. • Ability to verify and confirm available budget. • PPPFA formula and evaluation criteria (Price and Specific Goals) • The system should provide 80/20 preference points scoring system. • System must allow capturing of BBBEE credentials (All elements of the scorecard). • Template for award / regret letters to be built into the system. • Allow delegated official/s to approve the recommendation. • Allow SCM to create fully detailed purchase orders (PO's) and send the approved PO's via the system. • The system should have an automated approval for all requests initiated via the system. • The system must be integrated with the accounting system from which purchase orders will be generated. • Classification of open orders (once-off or contract) • Loading of purchase order approvers • GRV (goods receipt voucher) tool. • Payment requisitions Template.

	• Generation of reports such as open orders and age analysis thereof. • System must be able to generate reports on status of procurement processes. • The system should generate report templates in Excel, DSV, XML, PDF file format

- **Tender Management**

The system should be able to enforce compliance with relevant and applicable SCM legislation while embracing the latest technological advancements to facilitate a faster and more efficient tendering process. It is essential to achieve complete integration with the Central Supplier Database (CSD) to ensure compliance and access to vital supplier information. The system should also enable robust online meeting support to promote efficient communication and collaboration among all stakeholders. Additionally, the system must provide comprehensive online platforms specifically designed for tender registration, evaluation, and awarding.

OPEN TENDER PROCESS (Procurement above R1 000 000)	**The system must be able to do but not limited to the following:**
	• Template for terms of reference. • Downloading and uploading of terms of reference. • Bid Adjudication Recommendation template for the CEO approval of the terms of reference prior to advertising. • Template of recording of Bids received. • Template for administration compliance on bids received. • Template for declaration of interest and confidentiality. • Attendance registers template (BSC, BEC & BAC) • Template of Bids evaluation Report

	• Template to record evaluators scores (Evaluation formulae to be built into the system: Functionality, price and specific goals with 80/20 and 90/10 preference points scoring system). • Automatic consolidation of evaluators scores. • Bid Adjudication Recommendation template for the CEO approval. • Template for award, and regret letters. • The system should generate reports template in Excel, DSV, XML, PDF file format.

- **Contracts and Contract Performance**

The system must be able to manage the entire lifecycle of contracts and ensure that all parties meet their obligations effectively. It must include tools for monitoring performance, ensuring compliance, managing risk, and improving processes.

CONTRACTS MANAGEMENT	**The system must be able to do but not limited to the following:**
	• Contracts templates • Contract repository must have an upload and download functionality • Alert for contract balance e.g. 25% remaining of the original amount or 6 months remaining period, whichever comes first. • Approval of variations, deviations and contract extensions. • National Treasury variation stipulation of 15% or 20%. System must require approval variation exceeding 15% or 20%. • National Treasury extension of works or services stipulation of 15% or 20%.

	must require approval if extension exceeds 15% or 20% of the original contract value. • System must block or decline extension after expiry of contracts. • Generation of contracts status report • Contract performance and monitoring template. • Close out report template. • Supplier termination notification letter template • Contract reference template. • The system should generate reports template in Excel, DSV, XML, PDF file format

- **Supplier Management**

The system must offer comprehensive functionality for the careful selection and seamless onboarding of suppliers, ensuring that each partner meets stringent standards of quality, compliance, and performance. In addition, it should include robust mechanisms for ongoing monitoring to assess supplier performance continuously. By effectively managing risks and nurturing collaborative relationships, the system aims to drive a culture of continuous improvement.

SUPPLIER MANAGEMENT (Supplier Panel On-boarding and approval)	**The system must be able to do but not limited to the following:**
	• A list of Panel Appointed suppliers • Supplier and Enterprise Performance Monitoring and Management • Enterprise Development and Intervention Tracking • Integrated Supplier Engagement, Training and Development Tool.

	• The system should generate reports template in Excel, DSV, XML, PDF file format

5. Directorate

5.1. Finance Department.

6. Supplier Compulsory Briefing

6.1. There will be a compulsory supplier briefing session that will be held on Microsoft Teams and a link to the session will be shared on the bid document. Failure to attend the compulsory briefing session will result to disqualification.

7. Evaluation Criteria

7.1 The Bid will be evaluated based on the following:

7.1.1. Mandatory Criteria

7.1.2. Functionality requirements

7.1.3. Administration Compliance

7.1.4. Price and Preference Points System Evaluation

7.2 The bidder must comply with the Mandatory requirements to be considered for functional criteria. Non-compliance with Mandatory requirements leads to disqualification.

Mandatory Requirements

Mandatory Requirements No		**Attach each letter under the relevant Annexure as stated below and clearly marked Annexure A and Annexure B**	**Comply**	**Do not comply**
1.	Accounting Cloud-Based Solution OEM partnership letter/certificate	**Annexure A**		

	(Attach a signed letter or certificate in the OEM official letterhead and dated from the OEM - Original Equipment Manufacturer).			
2.	Procurement Cloud-Based Solution OEM partnership letter/certificate **(Attach a signed letter or certificate in the OEM official letter head and dated from the OEM - Original Equipment Manufacturer.**	**Annexure B**		
3.	Annexure C: Integrity Pact for Businesses.	**Annexure must be duly completed, signed and submitted (failure to fully complete and sign the disclosure form will result in disqualification)**		
4.	Annexure D: SBD 4 (Bidder's Disclosure)	**Declaration must be duly completed, signed and submitted (failure to fully complete and sign the disclosure form will result in disqualification)**		

	Compulsory Briefing Session Attendance. Failure to attend the compulsory briefing session will lead to disqualification.	Proof of attendance will be verified through Microsoft Forms link which will be attached on the Microsoft Teams chat box. https://teams.microsoft.com/meet/3501884344295175?p=K8GWPvbjEColaV9Myk Meeting ID: 350 188 434 429 517 5 Passcode: v3Dn9Wn9		

NB: Failure to attach a copy of the certificate /letter or required documents shall lead to disqualification.

7.3. Functionality Criteria

On Functional criteria points are allocated as per each functional requirement, the total number of points is 100, however, bidders need to score a minimum of 70 points to be further evaluated on pricing and specific goals.

FUNCTIONAL CRITERIA		WEIGHTING
1. Experience in implementing a cloud-based accounting solution. The bidder is to attach signed reference letters, not older than 5 (five) years, limited to 2 (Two) letters per client for the implementation of the cloud-based accounting software within the past five years. The letter must have contactable details, dated and be signed off by the client on the client's official letter head. The content of the letter must specifically reference to the implementation of the cloud-based accounting software system. • **No reference letter provided or reference letters not meeting the requirements stated above - 0 points** • **1 - 2 reference letters – 2 points** • **3-5 reference letters – 5 points** • **6 and above reference letters – 10 points.** **Reference letters with inadequate information or information not related to the implementation of a cloud-based accounting system will be deemed invalid and as such will not be awarded any points.**		**10**

FUNCTIONAL CRITERIA		WEIGHTING
2. Experience in implementing cloud-based supply chain management (SCM system) The bidder is to attach signed reference letters, not older than 5 (five) years, limited to 2 (Two) letters per client for the cloud-based implementation of the SCM system in a government institution within the past five years. The letter must have contactable details, dated and be signed off by the client on the client's official letter head. The content of the letter should reference implementation and integration of the cloud-based SCM system with the National Treasury CSD. • **No reference letter provided or reference letters not meeting the requirements stated above - 0 points** • **1 - 2 reference letters – 2 points** • **3–5 reference letters – 5 points** • **6 and above reference letters - 10 points.** **Reference letters with inadequate information or information not related to the implementation of a cloud-based supply chain management and integration to CSD will be deemed invalid and as such will not be awarded any points**		**10**
3. Skills and Expertise The bidder must submit an organogram of the team that will deliver on GPF with a list of names, designations, qualifications and areas of specialty. For each resource, a detailed CV should be submitted, The qualification has to be accredited in accordance with SAQA accreditation, and certification should be from a reputable and accredited institution. All copies to be certified not older than 3 months. **3.1 BUSINESS ANALYST (Maximum Score 5 points)** A **certified** Business Analyst with over 3 years of working experience in implementing ICT systems **Certification in Business Analyst (3 points)** • No certificate attached - (0 points)		**20**

FUNCTIONAL CRITERIA		WEIGHTING
• Business analyst professional certification attached - (3 points) **Years of experience in Business analysis (2 points)** • Less than 3 years working – (0 points) • 3 to 5 years working experience – (1 points) • Over 5 years working experience - (2 points) **3.2 ICT Project Manager (Maximum Score 10) points)** A **certified** ICT Project Manager with over 3 years of working experience in implementing ICT systems **Qualification in Information and Communication Technology (ICT) Field (5 points)** • No required qualification attached - (0 points) • National Diploma (NQF Level 6) - (2 points) • Degree (NQF Level 7) - (3 points) • Post Graduate or higher qualification (NQF Level 8) – 5 points) **Certification in any ICT Project Management (2 points)** • No certificate attached - (0 points) • ICT project Management certification attached - (2 points) **Years of experience in implementing ICT systems (3 points)** • Less than 3 years working experience – (0 points) • 3 to 5 years working experience – (2 points) • Over 5 years working experience - (3 points) **3.3 Database Administrator (Maximum Score 5 points)** A **certified database administrator** with over 3 years of working experience in implementing ICT systems **Certification in database administrator (3 points)**		

FUNCTIONAL CRITERIA		WEIGHTING
• No certificate attached - (0 points) • Certificate in database administrator – 3 points) **Years of experience in Database Administration (2 points)** • Less than 3 years working experience – (0 points) • 3 years to 5 years working experience years – (1 point) • Over 5 years working experience - (2 points) **Failure to meet all the above requirements will lead to zero point scores.**		
4. Project Delivery Capabilities • The bidder must show its capability of delivering the project within limited time frames using industry project management tools. A bidder must attach a Project Plan on Gantt Chart showing activities of the project and timelines and also attach a Software Development Life Cycle (SDLC) plan including processes (Requirement analysis, Planning, Software/ architectural design, Testing and Deployment • If no Gantt Chart or SDLC plan- 0 Points • If Gantt Chart is attached with activities and timelines but no SDLC plan – 3 points. • If the SDLC plan is attached with all processes but no Gantt chart – 3 points. • If both the Gantt chart with activities and timelines defined and the SDLC plan with processes defined – 5. **If both the Gantt chart and SDLC does not meet the requirements no score will be allocated.**		**5**
The bidder will be required to present a system demonstration for the SCM and Financial Systems, demonstrating full compliance with the project scope and requirements as outlined in Section 4.2, Parts A and B. The		**55**

FUNCTIONAL CRITERIA		WEIGHTING
system must meet all specified requirements; failure to do so will result in no points being awarded. Section A – 25 Points • 0-8 elements covered - 0 • All 8 elements covered - 25 Section B – 30 Points • 0 – 7 elements covered - 0 • All 7 elements covered - 30 **To qualify for total points all systems must meet the requirements.** **A demonstration of the system will be done online, showing system capability as per scope of work and adequate time will be allocated.**		
Total score for Functionality		**100**
Bidders will be required to score a minimum of 70 points to qualify to the next level of evaluation criteria.		

7.4 Pricing and Specific Goals

This bid will be evaluated in terms of Regulation 4 of the Preferential Procurement Regulation 2022 issued under the Preferential Procurement Policy Framework Act (Act No.5 of 2000). The 80/20 preference point system will be applied for the acquisition of goods or services with Rand value equal to or below R50 million comprising a maximum of 80 points for price and 20 points for specific goals as outlined below:

80/20 – PREFERENCE POINTS		POINTS
Price	In accordance with Preferential Procurement Regulation of 2022.	**80**
Specific Goals		**20**

The following preferential procurement targets will be scored out of 20 points as outlined below:

- A bidder who fails to duly complete the SBD 6.1 or completes it incorrectly, will receive a score of zero for that specific goal.

THE RFP WILL BE EVALUATED USING THE 80/20 PREFERRENTIAL POINT SYSTEM AS STIPULATED IN THE BELOW TABLE:

GEYODI	80/20 (Allocation of 20 points)
Women	8
Youth	8
People with Disabilities	4

The GEYODI points will be calculated based on the percentage of the ownership information using the Central Supplier Database (CSD).

7.5 ANNEXURE G: PRICING SCHEDULE

NB: USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER: _____

VALIDITY: 180 DAYS

Items	Quantity	Unit Price	Year 1 cost	Year 2 cost	Year 3 cost	Total Cost for three years
Implementation services for accounting inclusive of costing such as integration services, project management, migration and all other cost that may be incurred in the successful implementation of the system	Once off			n/a	n/a	
Implementation services for procurement	Once off			n/a	n/a	

systems inclusive of costing such as integration services, project management, migration and all other costs that may be incurred in the successful implementation of the system						
Support and maintenance for accounting systems (rate per hour) using 100 hours per year as a base	3 years					
Support and maintenance for SCM systems (rate per hour) using 100 hours per year as a base	3 years					
SCM system Training (43 users)	Once-off			n/a	n/a	
Accounting System Training (10 users)	Once-off			n/a	n/a	
3-year license renewal for accounting system (10 users)	3 years					
3-year license renewal for procurement system (43 Users)	3 years					
Total cost of the project for Supply Chain Management System						
Total cost for Finance System						
Grand Total for both systems						

7.1.5. Administration Compliance

Returnable Documents

Required Documents	Comments	Submitted (Yes /No)
Annexure E: SBD 1 (Invitation to Bid)	Duly completed and signed	
Annexure F: SBD 3.1 - Pricing Schedule: Firm Prices (Purchases)	Duly completed and signed – ZAR currency only (all applicable taxes included)	
Annexure G: Pricing Schedule	Duly completed	
Annexure H: SBD 6.1 (Preferential Points Claim Form)	Duly completed	
Annexure I: Sworn Affidavit	Duly Completed and Signed	
A Trust/Consortium/Joint Venture An agreement must be in place at the time of tendering between all parties to the agreement (If applicable)	If applicable, a duly signed agreement between all parties, clearly outlining the structure, percentage revenue split, roles and responsibilities. Failure to provide the requisite duly signed agreement will result in automatic disqualification.	

B-BBEE Credentials The Bidder must attach valid BEE certificate or sworn affidavit in support of the specific goals as follows: 1. An Exempted Micro Enterprise (EME) is required to submit a valid sworn affidavit confirming their annual total revenue of R10 million or less and the percentage of company ownership to claim preference points as prescribed by the Preferential Procurement Regulations. 2. A Qualifying Small Enterprises (QSE) which is at least 51% black owned is required to submit a valid sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of company ownership to claim preference points as prescribed by the Preferential Procurement Regulations. 3. A Qualifying Small Enterprise (QSE) which is less than 51% black owned is required to submit a valid B-BBEE Status Level Verification Certificate including a valid sworn affidavit declaring their annual total revenue of between R10 million and R50 million, based on the Financial Statements/Management Accounts and other information available on the latest financial year- end. 4. Bidders who do not qualify as EME's and QSE's as outlined above, must submit valid B-BBEE Status Level Verification Certificates. 5. Public entities and tertiary institutions must submit valid B-BBEE Status Level Verification certificates. 6. A trust, consortium or joint venture must submit a valid consolidated B-BBEE status level verification certificate for every separate bid.	

7.6. Other Returnable Documents

Other Returnable Documents	Comments	Submitted (Yes /No)
Tax Compliance Status Pin (issued by SARS) (A trust, consortium or joint venture must submit a valid TCS Pin for each party)	This information will be used to verify the bidder's tax compliance status.	
Annexure J: GPF's Standard Condition of bid and General Condition of Contract	Signed / Initialled	
Annexure K: General Conditions of Contract	Signed / Initialled	

Annexure L: Protection of Personal Information Act 4 of 2013 (POPIA)	Duly completed and signed	
Central Supplier Database (CSD) Registration Report Bidders can register on CSD using the following link: https://secure.csd.gov.za/	Bidders to submit proof of CSD registration. Each party in a Trust/ Consortium/Joint Venture must submit separate proof of CSD registration	