

Request for Quotation Document (RFQ)

RFQ Description:	BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE) VERIFICATION SERVICE
RFQ No:	6000006533
Closing Date:	08/12/2021

1. KEY DATES AND ACTIVITIES

The table below lists certain key dates and activities relevant from time of publishing of the RFQ up until the closing date for questions:

No	Description	Start Date/ Time
1.	RFQ is published	18/11/2021
2.	Bidders briefing session	N/A
3.	Bidders to submit written questions relating to RFQ	18/11/2021
4.	Closing dates for questions	07/12/2021

2. BACKGROUND

2.1. African Exploration Mining and Finance SOC Ltd (AEMFC) is a State-Owned junior mining enterprise with a coal mining operation in Vlakfontein, Ogies, Mpumalanga Province, supplying ESKOM power stations Kendal and Kusile with 2.5 million tons of thermal coal per annum. The company started operations in 2011 and employs an average of 350 employees between the Vlakfontein Mine and Head Office – the latter based in Waterfall, Midrand, Gauteng. The company also has other prospecting and mining rights around South Africa in various minerals. The aim is to ultimately convert these rights into operating mines.

In terms of the Broad-Based Black Economic Empowerment Act, 2003, Act No. 53 of 2003 and the DTI Codes of Good Practice issued under Section 9(1) of the same act that are applicable to all types of business entities in the Republic of South Africa, African Exploration Mining and Finance Corporation (AEMFC) as a Public Entity, also referred to as a State-Owned Company (SOC) is measurable under the said Codes of Practice. To this end AEMFC requires the services of a B-BBEE Verification Service Provider for the performance of an evaluation, verification, and rating of its Black Economic Empowerment Profile/Status.

2.2. Turnover

Our Turnover for the financial year (2020/21), meaning from 01 April 2020 to 31 March 2021 was **R536,817,772.79**

2.3. Employees

AEMFC Full Time Employees: **350** personnel are employed by AEMFC at the Vlakfontein Mine and Head Office at Waterfall in Midrand.

2.4. Industry.

3. SCOPE OF WORK (SOW)

BBBEE VERIFICATION SERVICES	Deliverables
Official appointment of the Service Provider	Draft and submit an engagement letter to AEMFC. Request and guide AEMFC on Verification File Submission.
Verification	Conduct a Verification Visit to the site
Evaluation	Deliver and present a Preliminary Report to AEMFC.
Rating	Submit a B-BBEE Rating Certificate to AEMFC.

4. SUBMISSION

Quotations must be emailed to quotations@aemfc.co.za. Suppliers are requested to submit the following documents:

- A certified copy of B-BBEE certificate or Sworn Affidavit for EMEs and QSEs
- Central Supplier Database (CSD) report

5. EVALUATION CRITERIA

7.1 FUNCTIONALITY- PHASE 1

Minimum threshold value of 70 points should be obtained by the bidders to qualify for the Third phase.

Evaluation Criteria	Weight (Points)
1. Bidding company experience in B-BBEE verification for mining companies in the past 5 years: 1.1. More than 5 mining companies (20 points) 1.2. More than 3 to 5 mining companies (15 points) 1.3. Less than 3 mining companies (5 points) Note: Bidding companies must include a summary list of verifications as per the above (within the last 5 years) preferably with accompanying letters of reference on relevant company letter heads. (Annexure A). At the bare minimum, bidding companies must include contactable references with the summary list provided. AEMFC reserves the right to perform an independent verification on the (satisfactory) work performed from the companies through the names supplied. <u>Failure to supply any of the afore going will result in the bid company scoring zero points.</u>	20

2. <u>Verification Agency's experience in B-BEE verification for Large Companies.</u> 2.1. More than 10 years' experience (20 points) 2.2. More than 5-9 years experience (15 points) 2.3. More than 2-4 years experience (10 points) 2.4. Less than 1 year experience (5 points) Note: Bidding companies must include a summary list of verifications as per the above (within the last 10 years) preferably with accompanying letters of reference on relevant company letter heads. (Annexure B). At the bare minimum, bidding companies must include contactable references with the summary list provided. AEMFC reserves the right to perform an independent verification on the (satisfactory) work performed from the companies through the names supplied. <u>Failure to supply any of the afore going will result in the bidding company scoring zero points.</u>	20
3. <u>Proof of Verification Agencies' Accreditation with the South African National Accreditation System (SANAS)</u> 3.1. Valid SANAS Accreditation Certificate Provided (20 points) 3.2. No SANAS Accreditation Certificate Provided (0 points) Note: Certified Copy of SANAS Accreditation Certificate should be submitted. Only valid certificates will be accepted.	20
4. <u>Team composition and qualification in the B-BEE Verification field (B-BEE Analyst)</u> 4.1. A B-BEE analyst with more than 10 years experience in the B-BEE Verification field, as an analyst (20 points) 4.2. A B-BEE Analyst with more than 4 to 9 years in the B-BEE Verification field, as an analyst (15 points) 4.3. A B-BEE Analyst with more than 1 to 3 years in the B-BEE Verification field, as an analyst (10) 4.4. A B-BEE Analyst with less than 1 year of experience in the B-BEE Verification field, as an analyst (5 points) Bidding companies <u>must include</u> a detailed CV of the relevant team member(s) with contactable references and clearly state the number of years of experience within the B-BEE verification field (B-BBEE Analyst). (Annexure C)	20
4. <u>Commercial and a B-BBEE Management Development Programme Qualifications or and expertise (Technical Signatory)</u> 4.1. The Verification Agency Team consists of a qualified technical signatory with more than 10 years of experience (20 points) 4.2. The Verification Agency Team consists of a qualified technical signatory with more than 5 to 9 years of experience (15 points) 4.3. The Verification Agency Team consists of a qualified technical signatory with more than 1 to 5 years of experience (10 points) 4.4. The Verification Agency Team consist of a qualified technical signatory with less than 1 year of experience (5 points) Note: Bidding companies <u>must include</u> a detailed CV and Copies of Qualifications of the relevant team member(s) with contactable references and clearly state the number of years of experience within the field of B-BBEE Verification (Annexure D)	20
• MINIMUM THRESHOLD	70 POINTS
• TOTAL	100 POINTS

Only bidders who achieve a threshold of 70 points in functional evaluation will be evaluated on Price and B-BBEE.

7.2 PRICE AND B-BBEE – PHASE 2

Price Quotations will be evaluated in accordance with the Preferential Procurement Policy Framework Act (PPPFA), using the 80/20 preference point system, where 80 points will be for price and the remaining 20 will be for B-BBEE Status of Level of contribution.

B-BBEE Status Level of Contribution	Number of Points (80/20)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

6. THE PRICE QUOTATION

- 8.1 Quotation to be in Rands.
- 8.2 Price quoted must include VAT (If applicable).
- 8.3 Bids will be valid for 60 days.
- 8.4 Quotation to be submitted in the Company's letter head.