



INDEPENDENT COMMUNICATIONS
AUTHORITY OF SOUTH AFRICA

NON-COMPULSORY BRIEFING SESSION

ICASA 46/2022

**APPOINTMENT OF A SUITABLE SERVICE
PROVIDER TO CONDUCT THE PSYCHOMETRIC AND
COMPETENCY ASSESSMENTS FOR ICASA FOR A
PERIOD OF THREE (3) YEARS ON AN 80/20 PPPFA
2000, PREFERENTIAL PROCUREMENT
REGULATION: 2017.**

14 November 2022



INDEPENDENT COMMUNICATIONS
AUTHORITY OF SOUTH AFRICA

Aim, Objective and Conditions of a Briefing Session

To inform bidders, as well as all relevant stakeholders about ICASA's bidding processes and procedures.

Conditions for the briefing session:

**The briefing session is non-compulsory.
14 November 2022@ 10h00
Virtual Teams**

Applicable Legislation

Supply Chain Management is using the following Legislation, Acts and Delegations, amongst others:

- Constitution of Republic South Africa
- PPPFA
- PFMA
- Treasury Regulations
- Framework for Supply Chain Management and National Treasury's SCM Practice Notes
- ICASA's Supply Chain Management Policy
- BBBEE

All legislations can be downloaded from the National Treasury's website (www.treasury.gov.za)

Constitution

- Section 217 of the Constitution prescribes that the public sector procurement system must be fair, equitable, transparent, competitive and cost effective.

Bids will be subject to Supply Chain Management conditions as follows:

- The Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act, Act No 5 of 2000.
- In accordance with this Act, bidders are required to submit original and valid BBEE Status Level Verification Certificates or certified copies thereof together with their bids, to substantiate their BBEE rating claims.
- The 10 points claimed for BBEE Level will be split in accordance with the SBD 6.1 documents as per the evaluation criteria.
- Bidders who do not submit BBEE Status Level Verification Certificates or are non-compliant contributors to BBEE do not qualify for preference points for BBEE but should not be disqualified from the bidding process. They will score points out of 90 for price only and zero (0) points out 10 for BBEE
- Bidders should submit certified copies of BBEE or alternatively submit an original BBEE certificate per bid
- EME – Exempted Micro Enterprise AND QSE MUST submit original or certified copy of sworn affidavit not copy of copy

Required Documentation

Checklist for required documentation

- Copy of their responses in order to expedite the evaluation process.
- ID documents of Directors (Certified)
- Company registration documents
- Company profile
- Tax compliance
- Certified Copy of BBBEE Certificate or sworn affidavit original or certified copy for EME and QSE not copy of copy

It is the bidder's responsibility to ensure that all required documents are submitted as per RFB

Continue.. Required Documentation

- **Mandatory Documents**

- Individual Bidder
- Tax Clearance Certificate/Pin
- BBBEE Certificate/sworn affidavit

- **Joint Venture**

- Tax Clearance Certificates/Pin of individual entities
- Signed legal agreement
- Consolidated BBBEE certificate

- **Consortium**

- Tax Clearance Certificates/Pin of individual entities and
- Signed legal agreement
- Consolidated BBBEE certificate

Continue.. Required Documentation

- Subcontracting
 - Main bidder – Tax Clearance Certificate/Pin
 - Subcontractor – Tax Clearance Certificate/Pin
 - Main bidder – BBBEE Certificate/sworn affidavit
 - Subcontractor – BBBEE Certificate/sworn affidavit
- Where reference letters, testimonials and experience are required the following will be applied: The primary bidder will be considered together with those of the members of the consortium or joint venture, subject to the applicable mandatory requirements being met.

Bid Threshold

THE BID WILL BE BASED ON 80/20 PRINCIPLE

- 80 Points for price
- 20 points for PPPFA

Response format

SCHEDULES:

The following attached SBD documents must be completed:

- **SBD 1 - Invitation to bid**
- **SBD 2 - Tax Compliance Status**
- **SBD 3.1 - Pricing schedule**
- **SBD 4 - Declaration of Interest**
- **SDB 6.1 - Preference Points claim form**
- **SBD 7.1 - Contract form (rendering of services)**
- **SBD 8 - Declaration of bidder's past Supply Chain Management practices**
- **SBD 9 - Certification of Independent Bid Determination**

Reasons for disqualification

ICASA reserves the right to disqualify any bidders who does not comply with one or more of the following bid requirements, and such disqualification may take place without prior notice to the offending bidder:

- Bidders who submit incomplete information and documentation as per the requirements of this RFB.
- Bidders who submit uncontactable references
- Bidders who are not registered on the Central Supplier Database
- Bidders who submitted information that is fraudulent, factually untrue or inaccurate, for example memberships that do not exist, BBBEE credentials, experience, etc.
- Mandatory requirements are applicable before commencement to functionality
- Bidders who do not meet the cut-off mark (70 POINTS) on functional/technical requirements as stipulated in this RFB.
- Bidders who do not provide the required number of bid responses i.e. one (1) original hard copy, three (3) hard copies and one (1) electronic copy (on USB) in PDF format.
- Bidders that submit un-bound tender documents
- Bidders who have been blacklisted as per the National treasury database.
- Bidders who do not comply with the special conditions or any other condition set out in the bid document

CLOSING DATE

Closing Date: **30 November 2022**

Time: **11H00 am**

Proposals must be submitted to:

TENDER BOX

Block C, Reception

350 Witch-Hazel Avenue,

Eco-Park,

Centurion

Contact Details

- **Email: bidadministration@icasa.org.za**
- **Contact No: 0125683810**

Thank You



ICASA
