

# REQUEST FOR PROPOSALS FOR THE ACQUISITION OF FINANCIAL REPORTING SERVICES THROUGH SECONDMENT FOR A PERIOD OF TWELVE (12) MONTHS

REFERENCE NUMBER: COR6520/2020/RFP

Airports Company South Africa SOC Ltd  
Reg No: 1993/04149/30

Airports Company South Africa SOC Limited invites suitably qualified bidders to submit bids for the above goods or services.

## BID DOCUMENTS

Bid documents will be made available for download from the National Treasury E-Tender Portal [www.etenders.gov.za](http://www.etenders.gov.za) from **Wednesday 11 November 2020**.

## NON-COMPULSORY BRIEFING / CLARIFICATION SESSION

This RFP includes a virtual non-compulsory briefing / clarification session which will be held on **Tuesday 24 November 2020** from **14h00 to 15h00** that may be attended by potential bidders intending to respond to this RFP. Interested Bidders will be invited to join a **Virtual Microsoft Teams**, only companies that have registered through the following e-mail address will be invited:

[Portia.Motsieloa@airports.co.za](mailto:Portia.Motsieloa@airports.co.za)

**No bidding documents will be available at the briefing / clarification session.**

## CLOSING DATE

The bid closes on **Friday 11 December 2020 at 12:00 midday**. All bid documents must be provided in duplicate (printed) format and electronic copy using a compact disc or flash drive, sealed in a clearly marked envelope / package marked with **Bidder's name, return address and Bid Description**. Replicated documents may **only be accepted as responsive if all the information is identical**

to the original bid document.

## Mandatory Criteria

Bidders that do not meet any one of the following mandatory criteria will be disqualified and will not be evaluated further:

- Bidders acceptance of terms and conditions of bid.
- Bidders must submit the Central Supplier Database Report.

## EVALUATION

Bids will be evaluated in terms of the 80/20 Preference point system as per the Preferential Procurement Policy Framework Act, Regulations 2017.

## DISCLAIMERS

For more information bidders are requested to print and read the tender document as this document does not form part of the actual tender document and serves only to notify bidders of the bid.

Failure to provide proof of B-BBEE status will result in a B-BBEE scoring of 0.

**No tender will be awarded to any bidder:**

1. Whose tax matters have not been declared to be in order

- by the South African Revenue Services;
2. Who is not registered on National Treasury's Central Supplier Database at [csd.gov.za](http://csd.gov.za)
  3. Who has directors employed by the State;
  4. Who is Blacklisted by National Treasury; and

**LATE SUBMISSIONS WILL NOT BE ACCEPTED.**

**Airports Company South Africa reserves a right to withdraw, cancel or not award any issued tender.**

**Airports Company South Africa SOC Ltd reserves the right to withdraw, cancel, award in whole or in part, to more than one bidder.**

## Enquiries and Contact Information:

E-mail: [Portia.Motsieloa@airports.co.za](mailto:Portia.Motsieloa@airports.co.za)

Fax: None

Website: [www.airports.co.za](http://www.airports.co.za)

Enquiries for clarity will close on Friday 04 December 2020 at 11h00.

Airports Company South Africa urges its clients, suppliers and the general public to report any fraud or corruption to:

Airports Company South Africa TIP-OFFS ANONYMOUS

FreeCall: 0800 00 80 80

FreeFax: 0800 00 77 88

Email: [acsa@tip-offs.com](mailto:acsa@tip-offs.com)

Website: [www.tip-offs.com](http://www.tip-offs.com)



**AIRPORTS COMPANY**  
SOUTH AFRICA