THE PROVISION OF PROFESSIONAL SERVICE PROVIDERS TO ASSIST IN CAPITAL RAISING AND PROVIDE POST FUNDING SUPPORT SERVICES FOR A PERIOD OF 36 MONTHS

RFP NO.:	**RFP/11/04/26**
CLOSING DATE:	**11 DECEMBER 2026**
TIME:	**11:00 AM**
COMPULSORY BRIEFING SESSION	**26 NOVEMBER 2026 @11:00AM**

Microsoft Teams meeting Join:
https://teams.microsoft.com/meet/398769275506375?p=GJ4xXqFHFLr2AbpJnb

Meeting ID: 398 769 275 506 375

Passcode: yX9VP39z

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 channelled **in writing** to:

Department : Supply Chain Management

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

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

1.2 **Compulsory briefing session** will be held on **26 November 2026 at 11:00am**.

1.3 **Closing date for enquiries** in relation to this RFP will be **02 December 2026 at 11:00am**.

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 authorised 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.

1. INTRODUCTION

One of the core mandates of the GPF is to raise capital to increase the GPF's Capital Base. GPF provides funding to developers of affordable and social housing, as well as student accommodation. GPF typically provides junior debt and enters into partnerships or joint ventures with third-party investors who provide the senior debt. In terms of these joint partnerships, joint ventures, or similar arrangements, the GPF will provide loans to developers for its own account and manage third-party funds usually on a discretionary basis in respect of the senior debt.

The Capital Raising programme focuses on sourcing funding to support the implementation of the project, lending and investment activities. The capital-raising strategy and plan in this regard focuses on off-balance sheet structures.

2. THE OBJECTIVES OF THE PROJECT

GPF will be the managing partner in the partnership or joint venture. Generally, the GPF partner(s) will not be involved in the day-to-day operations. In return for managing the partnership, the partners will pay GPF a management fee. In addition, the partnership will pay costs such as audit fees, legal fees directly related to the loans advanced by the partnership to developers.

GPF will use its governance structures, processes, and policies to process loans from origination until the loan is fully repaid. GPF will typically approve two loans, one (junior loan) for GPF's own account and the other (senior loan) on behalf of partner(s). These loans, together with the developer's (borrower) own contribution will be used to build and rent out the units developed.

GPF requires a Service Provider to assist in all aspects leading up to the raising of capital from third-party investors and ensure that the partnership is implemented in accordance with agreements, applicable laws and regulations as well as reporting in terms of international best practices and conventions.

The GPF will consider a sliding scale fee for capital raised as follows:

- R100 million - 2%;
- R100 million to R250 million – 1,75%; and
- above R250 million – 1,5%.

3. SCOPE OF WORKS

The scope of work for the service providers will be to assist the GPF in:

Strategy implementation

- Assist in executing the approved Capital Raising Strategy
- Conduct a gap analysis between GPF's current Capital Raising approach and industry best practice, develop and implement a bridging plan
- Align capital raising activities with GPF's project pipeline and matching- funding limitations.

Transaction Preparation

- The GPF pipeline will be a yardstick for the service provider in terms of the facility required.
- Compile Private Placement Memoranda for potential investors
- Prepare, curate, and manage a comprehensive data room for due diligence.
- Perform gap analysis on the best practice conditions for successful capital raising versus GPF's current situation.
- Prepare data room for due diligence purposes.
- Identify and close information/ documentation, including (e.g., ESG, compliance policies, reporting frameworks, and regulatory requirements, etc.)
- Review and negotiate term sheets and financing agreements to ensure optimal terms for GPF.
- Review legal agreements.

Investor Engagement

- Support GPF in preparing and conducting investor roadshows and presentations.
- Facilitate effective deal origination and engagement with suitable funding partners

Governance, Compliance, and Reporting

- Ensure all capital-raising transactions, legal agreements, and reporting conform to international best practice, applicable laws, and funder requirements.

- Develop and implement a reporting framework for both internal and external stakeholders
- Report monthly progress against the implementation of the approved Capital Raising Strategy and Plan

Skills Transfer and Capacity Building

- Design and implement a skills transference and development plan for GPF staff.
- Measure and report on progress of knowledge transfer.

4. DURATION

The total term of the appointment is 36 months (three years) and is subject satisfactory performance.

5. EVALUATION CRITERIA

THE BID WILL BE EVALUATED BASED ON THE FOLLOWING STAGES.

5.1 Mandatory Requirements (Stage One)
5.2 Functionality Criteria; and (Stage Two)
5.3 Administration compliance (Stage Three)
5.4 Price and Specific Goals (Stage Four)

5.1 Mandatory (Stage One)

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified and will not be considered for further evaluation on the Functional Requirements.

. Bidders must take note of the following:

- Failure to comply with the Mandatory Requirements assessed in this stage one will lead to disqualification of bids.
- Bidders must attach certified copies of proof that they comply. Certified copies should not be older than six months from the closing date of the bid.
- The attachments must be referenced from the table below:

Mandatory Requirements No		Comply	Do not comply	Properly mark your attachments from annexure A - C
1.	Certified valid proof of Financial Services Conduct Authority (FSCA) with a minimum Category 2 License Certified proof of FAIS RE1 and RE5 current accreditation.			Annexure A
2.	Annexure B: SBD 4 (Bidder's Disclosure) Declaration must be duly completed, submitted and signed (failure to fully complete and sign the disclosure form will result in disqualification)			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)			Annexure C
4.	Compulsory Briefing Session: Failure to attend the compulsory briefing session will lead to disqualification **Microsoft Teams meeting Join:** https://teams.microsoft.com/meet/398769275506375?p=GJ4xXqFHFLr2AbpJnb Meeting ID: 398 769 275 506 375 Passcode: yX9VP39z			Proof of attendance will be verified through Microsoft Forms link which will be attached on the Microsoft Teams chat box.

5.2 FUCTIONALITY CRITERIA (Stage Two)

All proposals submitted will be evaluated, in line with the PPPFA Regulations of 2022. The bidders will be required to score a minimum threshold of 70 points to qualify. The evaluation criteria are based on functionality to ensure that the bidder can undertake the scope of work effectively. Failure to attain a minimum score of 70 points will result in the bidder not being considered for further evaluation.

FUNCTIONALITY CRITERION	WEIGHT
1. Company Track Record on Similar Projects Service Providers should demonstrate adequate understanding, experience and track record for similar assignments relating to capital raising and implementation and monitoring. Evidence of this shall be in the form of a minimum **3** Completion Letters. ALL Completion Letters will be **VERIFIED**. Service Providers must provide written contactable completion letters not older than Five (5) years from companies where similar services were rendered: The completion letters from the clients must include: > company name on company letter head > contactable person and contactable telephone numbers > dated and signed **No completion letter 0** **1 to 2 Completion Letters Submitted 10** **3 Completion Letters Submitted 25** **4 Completion Letters Submitted 35** **5 Completion Letters Submitted 50**	**TOTAL POINTS 50**
2. Business Plan & Approach Service Providers should demonstrate the ability to (A) Plan, (B) Execute, (C) Monitor & Control and (D) Close Out the project through the	**TOTAL POINTS 50**

submission of a Business Plan developed based on Best Practice Principles: **2.1 Strategy implementation (Plan & Execute)** • Detail the implementation plan in executing the approved Capital Raising Strategy as provided as per attachment Annexure 1 • Explain how to conduct a gap analysis between GPF's current Capital Raising approach and industry best practice, develop and implement a bridging plan **Failure to address all point of this requirement as communicated above will lead bidders to scoring zero (0 points). Bidders are encouraged to clearly label all bullet point in their response for ease of reference during evaluation.**	**10 POINTS OUT OF 50**
2.2 Transaction Preparation (Plan & Execute) • Provide a framework for compiling a Private Placement Memoranda for potential investors • Detail how to prepare, curate, and manage a comprehensive data room for due diligence. • Identify and list all documentation including (e.g. ESG, compliance policies, reporting frameworks and regulatory requirements etc.) required • Detail what high level conditions can be expected in the legal agreements.	**20 POINTS OUT OF 50**

Failure to address each point of this requirement as communicated above will lead bidders to scoring zero (0 points). Bidders are encouraged to clearly label each bullet point in their response for ease of reference during evaluation. **2.3 Investor Engagement (Plan, Execute, Monitor & Control and Close out)** • Explain how to support GPF in preparing and conducting investor roadshows and presentations. **Failure to address all aspects of this requirement as communicated above will lead bidders to scoring zero (0 points)** **Bidders are encouraged to clearly label each bullet point in their response for ease of reference during evaluation.** **2.4 Governance, Compliance, and Reporting (Monitor, Control and Close out)** • Detail how to ensure all capital-raising transactions, legal agreements, and reporting conform to international best practice, applicable laws and funder requirements. • Detail the development and implementation of a reporting framework for both internal and external stakeholder **Failure to address all aspects of this requirement as communicated above will lead bidders to scoring zero (0 points). Bidders are encouraged to clearly label**	**5 POINTS OUT OF 50** **5 POINTS OUT OF 50**

each bullet point in their response for ease of reference during evaluation. **2.5 Skills Transfer and Capacity Building (Monitor, Control and Close out)** • Detail the design and implementation framework for a skills transference and development plan for GPF staff. • Explain the Measurement and reporting on progress of knowledge transfer. **Failure to address each point of this requirement as communicated above will lead bidders to scoring zero (0 points). Bidders are encouraged to clearly label each bullet point in their response for ease of reference during evaluation.**	**10 POINTS OUT OF 50**
Total points for Functionality	**100**
Bidders will be required to score a minimum of 70 points to qualify to the next level of evaluation criteria.	**70**

5.3 ADMINISTRATIVE COMPLIANCE (Stage Three)

5.3.1 Administrative compliance comprises of checking if bidders have complied with the requirements listed below:

Required Returnable Documents

Required Documents	Comments	Submitted (Yes /No)
Annexure D: SBD 1 (Invitation to Bid)	Duly completed and signed	
Annexure E2: SBD 3.1 - Pricing Schedule : Firm Prices (Purchases)	Duly completed and signed – ZAR currency only (all applicable taxes included). The SBD 3.1 should be submitted in a separate envelope together with the	

Annexure E1: Pricing Schedule	Duly completed. Pricing schedule should be submitted in a separate envelope together with the SBD 3.1	
Annexure F: SBD 6.1(Preferential Points Claim Form)	Duly completed	
A Trust/Consortium/Joint Venture An agreement must be in place at the time of tendering between all parties to the agreement	Duly completed and signed agreement between all stakeholders, clearly outlining the percentage revenue split, roles and responsibilities between the parties	

5.3.2 O*ther 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 G: GPF's Standard Condition of bid and General Condition of Contract	Signed / Initialled	
Annexure H: General Conditions of Contract	Signed / Initialled	
Annexure I: Protection of Personal Information Act 4 of 2013 (POPIA)	Duly completed and signed	
Central Supplier Database (CSD) Registration Report	Bidders to submit proof of CSD registration.	
Bidders can register on CSD using the following link: https://secure.csd.gov.za/	Each party in a Trust/ Consortium/Joint Venture must submit separate proof of CSD registration	

B-BBEE Credentials	
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 level of black 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 black 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.	

5.4 PRICE AND SPECIFIC GOALS (Stage Four)

The contract will be awarded in terms of Preferential Procurement Regulation 2022 using either 80/20 or 90/10 preference point system for acquisition of goods or services with Rand value equal to or below R50 million or above, which calculation comprises the following:

Preference Points Criteria	**Points Allocation**
Price	80 / 90
Specific Goals allocated Points	20 / 10
Total Points	100

5.4.1 Specific Goals

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

- The Bidder must attach supporting documents in support of the specific goals listed, failing which the related points will be forfeited.
- 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 OR 90/10 PREFERRENTIAL POINT SYSTEM AS STIPULATED IN THE BELOW TABLE:

GEYODI	80/20 (Allocation of 20 points)	90/10 (Allocation of Points)
Women	8	4
Youth	8	4
People with Disabilities	4	2

The GEYODI points will be calculated based on the percentage of the ownership information.

ANNEXURE E1: PRICING SCHEDULE

NB: USE INK PREFERABLY BLACK TO FILL IN THIS FORM

NAME OF BIDDER: _____

VALIDITY: 180 DAYS

N. B: PRICES ARE TO BE FIRM FOR THE DURATION OF THE CONTRACT, BIDDERS ARE ADVISED TO TAKE INTO ACCOUNT ALL OTHER COSTS WHEN PRICING THEIR PROPOSALS, AND NO PRICE CHANGE WILL BE ENTERTAINED AFTER THE AWARD OR DURING THE CONTRACT PERIOD.

Description	Year 1 Total Cost	Year 2 Total Cost	Year 3 Total Cost	Total Cost for 3 years
Capital Raising Fee				
R100 000 000	R2 000 000	-	R2 000 000	R4 000 000
R200 000 000	R3 500 000	-	R3 500 000	R7 000 000
R250 000 000	R 3 750 000	-	R3 750 000	R7 500 000
Total Cost to be transferred to SBD 3.1 - Pricing Schedule				