From: The National Radioactive Waste Disposal Institute

Request for Quotation No:	**NRWDI/IA/2026-02**
RFQ Closing Date:	**02 December 2026**
RFQ Closing Time:	**11:00**
PROVISION OF INTERNAL AUDIT SERVICES FOR TWO PROJECTS	

NAMEOF BUSINESS:……...

CONTACT NAME:……

CONTACT NUMBER:……

CSD NO:……

Email Address:……

ISO CERTIFICATION **YES NO**

QUOTATION VALIDITY PERIOD: **60 Working Days from closing date.**

DELIVERY INCLUDED: **YES NO**

Dear Sir/Madam

Please provide a quotation for the following items as per the specification below. Prices must be firm and indicate all amounts, amounts excluding VAT must be included as a separate line item.

1. SCOPE OF WORK AND COST SPECIFICATION / PRICING STRUCTURE

Professional level	**No. of hours (Quantity)**	**Per hour (Unit Price)**	**Estimated cost (Total Price)**
Senior Auditor	160	R	R
Audit Manager	64	R	R
Audit Senior Manager	16	R	R
Sub Total			R
VAT			R
Grand Total			**R**

2. SCOPE OF WORK

NRWDI seeks to appoint a Service Provider that will support NRWDI with the following:

- Conduct a Determination test in accordance with paragraph 14 of the Fruitless and Wasteful Expenditure Framework issued by the National Treasury to examine and analyse the expenditure details and quantify the amount of fruitless and wasteful expenditure, if any.
- The following determination will be made during the audit engagement:
  - The root causes that led to the fruitless and wasteful expenditure;
  - The employee(s) responsible;
  - Confirmed amounts of fruitless and wasteful expenditure to be recovered;
  - Confirmed amounts of fruitless and wasteful expenditure that are assessed as irrecoverable; and
  - Any breakdown in the designed internal controls

2.1 Detailed scope for the audit

The review will focus on the following for the purpose of conducting a determination test in line with the fruitless and wasteful expenditure framework

a) Whether there was any value received and extent of value received by NRWDI through services paid;

b) Whether the service was received and met the required specifications, through delivery notes, project sign-offs, or acceptance certificates;

c) Whether the request for procurement and the payment authorisation was made in line with an approved contract / SLA and delegations of authority;

d) Assess whether the adequacy of the due diligence processes performed during the appointment process of service providers for procurement of services (IT Services, Consultants e.t.c); (requirements and verification of OEM Accreditation and whether this was part of the TOR)

e) Assess the adequacy of management processes to enforce supplier nonperformance and post the incidents on non-performance;

f) Assess whether the expenditure incurred should be classified as Fruitless and Wasteful expenditure;

g) Identifying possible root causes for the financial losses and opportunities for strengthening the control environment; and

h) Assess the adequacy of the risk management processes relating to the outcomes of the transactions under review.

i) Review the approved procurement plan to assess whether the procurement of the IT services was done in accordance with the approved annual procurement plan (risk of fiscal dumping as the procurements were done in March, last month of the financial year)

j) Consider performing other alternative procedures to establish if there is a trend of procurement of IT services during the last month of the financial year and the reasons thereof.

k) Conduct interviews with affected officials to ascertain the understanding of what was being

procured (a service, a right of use. e.t.c)

l) Conduct interviews with affected officials to establish the actions undertaken on discovery of non-performance by the service provider and assess the adequacy of these actions (Blacklisting of the company directors from doing business with the state, Reporting of the service providers to accreditation bodies)

Transactions that are primary subject of the review:

Number	Service Provider Name	Procured services
1.	Build4GroupZA (Pty) Ltd	To provide an integrated ICT virtual network security solution, including: i. virtual firewall infrastructure; ii. VPN services; iii. cloud-based network infrastructure; iv. configuration, installation and commissioning; v. licensing, including a three-year subscription; vi. The Defendant would fully implement, configure and render the system operational within the Plaintiff's environment; and vii. The Defendant would perform within the agreed timeframe, including a performance date of 27 April 2024.
2.	CMA Process (Pty) Ltd	Pdf and e-Signature software (i.e. ICT Services) for thirty-five NRWDI users.

3. EVALUATION CRITERIA

The evaluation will be carried out in three Phases:

- Phase 1: Mandatory Requirements (At Closing Stage)
- Phase2: Price and Specific Goals
- Phase 3: Mandatory Requirements (At Award Stage)

3.1 Mandatory Requirement (At RFQ Closing Date)

i. A service provider who fails to quote fully or according to the price structure/table and scope of work will be disqualified.
ii. Quotation submitted after the closing date and time will not be considered for evaluation.
iii. Quotations that are not sent through the procurement central email will not be considered

for evaluation.

iv. Submit ID copies of the owners/directors of the bidding company as reflected on official registration documents e.g. CIPC, CSD Report or BBBEE Certificate / Affidavit.

v. The Lead Auditor must possess, at minimum, a Certified Internal Auditor (CIA) qualification, or Certified Fraud Examiner (CFE) or an equivalent internationally recognised internal audit certification. Submit proof of qualification.

vi. The Lead Auditor must provide proof of active membership in good standing with the relevant professional body (IIASA; SAICA; ACFE e.t.c)

vii. Submit a comprehensive proposal including:

- A detailed plan reflecting project time frames, costing and outputs.
- Profile of company including a description of similar work undertaken.
- Demonstration of the firm's substantial internal audit experience, including the experience and qualifications of the team to be assigned in the audit as well as the team composition;
- Number, names and resumes (abbreviated CVs) of the person(s) assigned to the project. A summary of the roles, responsibilities and time spent by each Person.
- The cost structure should be vat inclusive and as detailed as possible

viii. Submit a valid certificate of recognition as a recognised internal audit service provider with the IIASA

Failure to comply with the above mandatory requirements will lead to disqualification of your quotation.

NB: Please ensure quotation proposal complies as follows:

Mandatory Requirements Description	**Please mark under Yes/No to ensure compliance with the RFQ**	
	Yes	**No**
Have you quoted fully or according to the price table and scope of work?		
Will the quotation be sent before the closing time and date of the RFQ and to the correct email address?		
Are the ID copies of the owners / directors of the bidding company submitted?		
Is proof of qualification for the Lead Auditor Submitted?		
Is proof of active membership for the Lead Auditor submitted?		
Is a Comprehensive proposal submitted?		
Is a valid certificate of recognition as a recognised internal audit service provider with the IIASA attached to your quotation?		

3.2 Functional Evaluation Criteria

Technical proposals will be evaluated on a scale of 1–5 in accordance with the criteria below. The rating will be as follows:
1= Very poor
2= Poor
3= Average
4= Good
5= Very good

No.	ELEMENT/CRITERIA	1	2	3	4	5	Weight	Total
1.	Track record in conducting Supply Chain Management audits or investigations in a schedule 3A listed public entity. Submit a referral letter for each project. 1= No evidence that bidder has undertaken similar projects. 2= Bidder has successfully undertaken 1 or 2 similar projects. 3= Bidder has successfully undertaken 3 projects. 4= Bidder has successfully undertaken 4 similar projects. 5= Bidder has successfully undertaken 5 or more similar projects.						20	
2.	Extensive proven track record, knowledge and experience in conducting Supply Chain Management audits or investigations in the Public Sector. 1= Profile does not demonstrate any of the required qualities. 2= Profile makes mention of the required qualities but not convincing. 3= Profile demonstrates a minimum of the required qualities. 4= Profile demonstrates most of the required qualities. 5= Profile exceeds the required qualities.						30	
3.	Team includes an expert in Supply Chain Management audits or investigations. Profiles reflecting skills level and experience of team members should be provided. 1= Team does not meet any skills, knowledge and experience requirements. The Performance Information audit and risk management specialists do not demonstrate adequate reasonable experiance. 2= Team consist of either Performance Information audit and risk management specialist as officers that demonstrate reasonable experience. 3= Team consist of Performance Information audit and risk management as supervisors in the project. 4= Team consist of Performance Information audit and risk management as Managers in the project. 5= Team consist of Performance Information audit and risk management as Senior Managers in the project.						15	
4.	Approach, design and methodology for the audit project. 1= Proposal did not meet methodology requirements set out in the TOR 2= Proposal partially addresses methodology requirements set out in the TOR 3= Proposal meets minimum methodology requirements set out						15	

	in the TOR 4= Proposal exceeds minimum methodology requirements set out in the TOR 5= Proposal exceeds minimum methodology requirements set out in the TOR and proposed value-add items such as interesting approach for undertaking the project							
TOTAL							**80**	

The minimum score required to progress to the next stage is 70%

3.3 Price and Specific Goals Evaluation

a. The 80/20 preference point system will be applied to evaluate the received and acceptable quotations that meet the minimum score on functionality evaluation criteria. Suppliers that will comply with all the mandatory requirements at closing stage will be evaluated further on price (80 points) and specific goals (20 points) in terms of the 80/20 preference points system in line with the Preferential Procurement Regulations, 2022.

b. Price will be evaluated on 80 points and 20 points will be allocated to specific goals as illustrated on SBD 6.

3.4 Mandatory Requirements (at Award Stage)

a. Non tax compliant Bidders will not be awarded the RFQ.

b. Bidders listed in the Register of Restricted Suppliers or in the Tender Defaulters Register from National Treasury will be disqualified.

Failure to comply to the above mandatory requirements will disqualify your quotation.

NB: Please ensure quotation proposal complies as follows:

Mandatory Requirements Description	**Please mark under Yes/No to ensure compliance with the RFQ**	
	Yes	**No**
Are your tax matters in order or compliant?		
Is your business listed on the Register of Restricted Suppliers or on the Tender's Defaulters Register?		

For any clarification

regarding this matter, please contact Moses Shandukani at the email address: Moses.Shandukani@nrwdi.org.za or Manqoba Simelane on 072 693 0381.

Email the quotation to: procurement@nrwdi.org.za

IMPORTANT:

1. Please take note of the different email addresses for clarifications and for submission of your quote. Only quotes submitted to **procurement@nrwdi.org.za** will be considered for further evaluation.

2. Quotes must be emailed to: procurement@nrwdi.org.za before the closing deadline. Any quotation received after the deadline will not be considered.

3. Orders above R 30 000 will be evaluated according to the 80/20 preference point system and a functionality scorecard, where functionality is applicable.

4. Please indicate if you are ISO 9001:2015 certified Quality Management System.

5. Attach a valid BBBEE certificate or affidavit, if applicable.

6. Complete all SBD forms and send back together with your quotation (SBD 4&6.1)

7. The successful bidder must be registered on the Central Supplier Database except for foreign bidders with no local registered entity.

8. The mailbox capacity per email is 10MB. A bidder may send as many emails as necessary to accommodate all files. All emails must be received before the deadline.

9. The RFQ is subject to the General Conditions of Contract from National Treasury, refer to: http://ocpo.treasury.gov.za/Resource_Centre/Legislation/General%20Conditions%20of%20Contr act-%20Inclusion%20of%20par%2034%20CIBD.pdf

Required by:

The National Radioactive Waste Disposal Institute

Delivery address

72 New Road,
Glen Austin AH
Midrand
Gauteng Province

Expected Delivery Date, (to be completed by the Supplier)
(Only a firm delivery date will be accepted)

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……
……
……

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise,

whether or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ……....., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

……	……
Signature	Date
……	……...
Designation	Name of bidder

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[2] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"black people"** is a generic term which means Africans, Coloureds and Indians—

a) who are citizens of the Republic of South Africa by birth or descent; or

b) who became citizens of the Republic of South Africa by naturalisation—

i) before 27 April 1994; or

ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date;

(b) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(c) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(d) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(e) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(f) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000); and

(g) **"women"** means a person of female gender who is a citizen of the Republic of South Africa.

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80\ 1\left(\frac{Pt - P\ min}{P\ min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80\left(1 + \frac{Pt - P\ max}{P\ max}\right)$$

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

The specific goals allocated points in terms of this tender	Maximum number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises owned by Black People: a) **12 points**: 91% - 100% ownership by black people. b) **10 points**: 75% - 90% ownership by black people.	12	
c) **8 points**: 51% to 74% ownership by black people. d) **4 points** for 50% and lower ownership by black people. e) **0 points** for no ownership by black people.		
Enterprises owned by Women: a) **8 points**: 91% - 100% ownership by women. b) **6 points**: 75% - 90% ownership by women. c) **4 points**: 51% to 74% ownership by women. d) **2 points** for 50% and lower ownership by women. e) **0 points** for no ownership by women.	8	

4.3 Tenderers must submit documents as valid proof to substantiate points claimed for specific goals, that should include amongst others the Shareholder Certificate/CIPC Company Registration Documents, certified copies of ID for directors, certified copy of B-BBEE certificate/sworn affidavit, CSD report and/or any other documentation.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.4 Name of company/firm…….

4.5 Company registration number: ……...

4.6 TYPE OF COMPANY/ FIRM

1 Partnership/Joint Venture / Consortium
1 One-person business/sole propriety
1 Close corporation
1 Public Company
1 Personal Liability Company
1 (Pty) Limited
1 Non-Profit Company
1 State Owned Company [TICK APPLICABLE BOX]

4.7 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have —

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

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SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....

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