



SUPPLY CHAIN MANAGEMENT
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FIRST AVE ENTRANCE
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INVITATION FOR A QUOTATION

REFERENCE NUMBER: Re-Advert: RFQ010306AssetValuation2024

1. Background

The purpose of this RFQ is to request a qualified and experienced service provider to perform a fair value assessment of PACOFS heritage assets in terms of GRAP 103.

2. Scope of Work

Classes of Assets	Number of Assets
1. Artwork	65 Items
2. Sculptures	8 Items
3. Tapestries	3 Items

3. The service provider is required to:

- 3.1 Physically inspect each heritage asset in order to do a fair value assessment.
- 3.2 Value the heritage assets of PACOFS in line with GRAP 103 using the fair value approach;
 - 3.2.1 Provide the entity with a report of the methodology used to fair value the assets as well as proof of how values were derived. A list or description of the assumptions behind the valuation of each asset must be supplied;
 - 3.2.2 Provide evidence of active legal market for valued heritage assets;
- 3.3 Assist with queries (if any) from the Auditors in relation to the revalued heritage assets with regards to the revaluation method, supporting evidence, explanations etc.
- 3.4 Advise and document any heritage assets identified that may be impaired.
- 3.5 Submit to the entity a detailed spreadsheet reflecting each item, its value and how the value was derived.

NB: Service providers will be evaluated according to the criteria on Annexure A. Service providers are expected to submit their quotations along with returnable documents in Annexure A (Functionality Criteria).

For any queries, please contact Supply Chain at quotation@pacofs.co.za or 051 – 447-7771

- 1. Please provide your CSD supplier and unique registration number for verification on the CSD database. Please attach a SARS Tax Compliance Pin and B-BBEE certificate.
- 2. Please submit the completed SBD 4 Bidders Disclosure and SBD 6.1 Preference Points claim form in



terms of the Preferential Procurement Regulations 2022.

3. Evaluation criteria 80/20 will be applicable as per Preferential Procurement Regulations 2022.
4. The service provider will be allocated points based on the goals stated in table 1 of SBD 6.1 as may be supported by proof/ documentation/. The CSD report shall be used to verify claim of such points.
5. The offer scoring the highest points should win the quote. This quotation is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

VERY IMPORTANT NOTICE!

1. PLEASE SUBMIT QUOTATIONS ON A COMPANY LETTERHEAD.
2. PAYMENT WILL BE DONE WITHIN 30 DAYS AFTER RECEIPT OF THE ORIGINAL INVOICE.
3. BANKING DETAILS (REMITTANCE NAME; BRANCH CODE AND ACCOUNT NUMBER) MUST APPEAR ON YOUR INVOICE AND MUST CORRESPOND WITH THE BANKING DETAILS DISPLAYED ON THE CSD REGISTRATION REPORT.
4. PLEASE REMEMBER TO SIGN YOUR QUOTATION. UNSIGNED QUOTATIONS – INVALID.
5. THE TOTAL PRICE QUOTED MUST INCLUDE VAT AS WELL AS DELIVERY COSTS (THE COMPANY WHICH IS NOT VAT REGISTERED SHOULD NOT INCLUDE VAT IN THE PRICE).
6. IF VAT IS CLAIMED, VAT NUMBER SHOULD APPEAR ON THE QUOTATION.
7. NO CESSIONS WILL BE SIGNED.
8. A VALID B-BBEE CERTIFICATE SHOULD BE SUBMITTED.
9. QUOTATIONS SHOULD BE VALID FOR 30 DAYS.
10. PRICE QUOTED SHOULD NOT BE ON SPECIAL OR SALE.
11. PLEASE DO NOT INFLATE PRICES.
12. PACOFS RESERVES THE RIGHT TO AWARD OR WITHDRAW THE BID.
13. NO PREPAYMENT/UPFRONT PAYMENT WILL BE MADE BY PACOFS.
14. QUOTATIONS NOT OBTAINED THROUGH THE DEDICATED QUOTATIONS EMAIL WILL NOT BE USED TO APPOINT A SERVICE PROVIDER.

OPENING DATE: 23 APRIL 2024
CLOSING DATE & TIME FOR QUOTATION / PROPOSALS:
02 MAY 2024 at 11h00
Please submit quotation via E-mail to
quotation@pacofs.co.za
No late submission will be accepted!



ANNEXURE A: FUNCTIONALITY EVALUATION CRITERIA:

Functionality Criteria (100 points)		Points Allocation	Value
1.	Experience/Track Record	25	
2.	Technical Capability	55	
3.	Methodology	20	
Sub Total		100	
Minimum Stipulated Threshold to be met to progress to price and specific goals		70	
Detailed Functionality Criteria		Points Allocation	Value
1.	Experience / Track record:		
	For the purpose of this proposal, the Service Provider will need to provide details of previous experience and expertise of providing valuation services: Heritage Assets (i.e. Art Collection, Sculptures etc.)		
	Provide reference letters for projects (or similar) successfully undertaken. The reference letter(s) should be on the letterhead of the serviced client and should reflect at least name of the client, full description of the service rendered, contact person, signature and contact details. <ul style="list-style-type: none"> 5 points per letter (maximum 25 points) 	25	
2.	Technical Capability		
	For the purpose of this proposal, the service provider must provide an organogram including detailed Curriculum Vitae (CV) of the key staff that will be assigned to this project with defined roles and responsibilities of each staff member. The CV must include tertiary qualifications and details of experience. The proposed project team must consist of the following:		
	Project Manager with a minimum of five (5) years' relevant experience. Attach certified copy of qualification. <ul style="list-style-type: none"> 4 points per year (maximum 20 points) 	20	
	Senior Supervisor on site with three (3) years' relevant experience. <ul style="list-style-type: none"> 5 points per year (maximum 15 points) 	15	
	Other key personnel to be assigned to this project with tertiary qualification and four (4) years relevant practical experience: <ul style="list-style-type: none"> 5 points per year (maximum 20 points) 	20	
3.	Methodology		



	<p>Demonstrate in-depth understanding and implementation of GRAP 103 on the classes of heritage assets stipulated in these Terms of Reference and taking into account all relevant legislation that governs each class. Provide the detailed methodology as part of the Project Plan.</p> <ul style="list-style-type: none"> • Provide the detailed methodology that will be used; • Demonstrate in-depth understanding and implementation of GRAP 103 on Heritage Assets; and • Project Plan, deliverables and time frames. • Provide details of experience in providing similar services to other organisation/public entities <ul style="list-style-type: none"> • 5 points per component (maximum 20 points) 	20	
	Total score	100	
	Minimum Stipulated Threshold to be met to progress to price and specific goals	70	