The following questions were received by the Financial Sector Conduct Authority (FSCA) on bid FSCA2026/27-T008 and are responded to accordingly:

NO.	QUESTION	RESPONSE
1.	I would like to confirm if FCSA would consider white-owned companies for this abovementioned tender – Panel for provision of Recruitment Services	The tender process is an open and competitive process; therefore, all bidders, are welcome to submit proposals in response to this tender.
2.	How many agencies will be in the panel for FSCA?	There is no upper limit on the number of bidders that may be appointed. All bidders that meet the specified requirements and successfully pass all stages of the evaluation process will be considered for appointment to the panel
3.	I wanted to reach out regarding the referenced tender for clarity on the following please: Point 25.4 references the services found in paragraph 26, which only stipulates the purpose of the tender rather than the actual breakdown which is found in paragraph 27. Please confirm if this was a typo and that we should rather align it to the points mentioned in paragraph 27?	Yes, this is an error. The reference should be to paragraph 27.
	"Bidders are required to submit their technical profiles under any/or all of the categories listed in paragraph 26. Bidders must submit proposals for each area of recruitment and service they are bidding for, as the FSCA will evaluate each area for functionality separately."	The required organogram should reflect the bidder's internal organisational structure and does not need to include the entire workforce. The organogram should identify the key personnel within the organisation.

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	Please provide clarity on the required organogram that needs to be visible in the profile, is this a people org structure that showcases our internal organisational structure or a business org structure that showcases all the business that form part of our organisation?	Where recruitment is a department within a larger organisation, only the organisational structure of the recruitment department is required, rather than that of the entire organisation.
4.	We have referenced the relevant paragraph numbers as requested in paragraph 3.3 of the bid document.	
	Question 1 - Annexure A and the category structure (paragraphs 27 and 30) Annexure A has two tick boxes, one for general recruitment and one for actuarial and fintech recruitment. But the scoring section (Section 30) shows six separate categories, each with its own scoring criteria. We are not sure how these two sections fit together. Should we submit a separate evidence pack for each of the six categories we are bidding for, or one combined pack for all the general recruitment activities?	Bidders can submit one general evidence pack however must ensure that they provide the required response/ information to the evaluation criteria for each service category the bidder is bidding is provided, unless the same information applies to more than one service category
	Question 2 - Using the same documents across more than one category (Section 30) If we have a reference letter from a client that covers more than one category, can we use that same letter for each of those categories? We have the same question about our specialists' CVs. Or do we need a separate letter and separate CVs for each category	Bidders may submit one response document if the information applies to more than one category.

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	Question 3 - What happens if we score below 80 in one category (paragraphs 25.4 and 29.1.2) If we bid for more than one category and we score below 80 points in one of them, does that affect the other categories? Or do we simply not get appointed to that one category while the rest are treated separately?	No. It will only affect the category in which you received a score below 80 points. Each category will be evaluated independently, and a score below the required threshold in one category will not affect the evaluation or appointment outcome for any other category.
	Question 4 - B-BBEE verification certificate versus sworn affidavit (SBD1) The SBD1 form has two tick boxes, one for a B-BBEE verification certificate and one for a sworn affidavit. We are a Level 2 generic enterprise and we have a valid verification certificate. Can you confirm that we should tick the verification certificate box and that we do not need to submit a sworn affidavit?	Bidders may either submit a B-BBEE verification certificate or a sworn affidavit and should tick the relevant box on the SBD1 form.
	Question 5 - Earlier contracts start date (paragraph 1.5) The bid document says the contract will start on 1 October 2026 or earlier. Can you explain what would need to happen for the contract to start before 1 October?	This is an estimated date, and the contract start date will be discussed with the appointed bidders.
	Question 6 - How often does FSCA use the panel (paragraph 25.5) We understand that being on the panel does not guarantee work. Is there anything you can share about how often FSCA typically uses the	The FSCA is not able to provide that information. Appointment to the panel does not guarantee the allocation of work, and future requirements will depend on the FSCA's operational needs.

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	panel across the different categories? Even a rough idea would be helpful for our planning.	
5.	Could you please assist me with some clarification regarding Category A? I would like to confirm whether advertising in a newspaper is a mandatory requirement. In addition, could you please advise whether it is compulsory to select and complete all three categories, or if we may select only the category that is applicable to our submission?	It is not mandatory to select the Recruitment Advertising (Print Media) category. However, bidders that select this category will be expected to place advertisements in print media (newspapers) when required by the organisation. Bidders should select only the category or categories for which they wish to be considered.
6.	For Category F – Actuarial, Data Analysts and Fintech – do you need to specialise all 3 categories	Yes. Bidders must specialise as recruiters in all three areas: actuarial, data analysis and fintech.
	For Category F – Actuarial, Data Analysts and Fintech – do you need to provide 3 references for each one or 1 reference for each	In order to score 4-5 points, bidders are required to submit three (3) or more contactable reference letters which meet the requirements and the letters must demonstrate that the bidder has performed similar work relating to all three areas: actuarial, data analysis and fintech.
	Is women ownership only black women ownership or women across the board?	This refers to enterprises with 51% or more women ownership.
	Can we do a technical proposal where we address all questions and provide information specific to FSCA, and then attach our generic company profile as well?	Yes, bidders are welcome to provide a technical proposal in line with the FSCA's scope of work.

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	If we are a white female owned firm would you recommend completing the tender?	The tender process is an open and competitive process; therefore, all bidders, are welcome to submit proposals in response to this tender
	If we do a JV with a black-owned firm would this be preferred?	Bidders are welcome to form a joint venture (JV) with any partner, provided that a signed JV agreement highlighting amongst others the responsibilities of the partners is included in the submission.
	What is your preferred turnaround time?	The question is not referenced to any specific paragraph in the tender document and is therefore unclear.
	As FSCA has set the pricing are you only requiring us to agree to pricing or better the pricing?	There is no requirement for bidders to offer pricing that is better than the pricing set by the FSCA.
	Besides the technical functional evaluation criteria what other information would you find valuable to assist you to make a decision?	Bidders are required to meet all the minimum requirements and successfully progress through each stage of the bid evaluation process, as outlined in the tender document.
	Can you please provide us with a list of specialisation areas (e.g. finance, IT, Legal, etc.) that you require for sourcing and headhunting/specialist search?	1. Actuarial Services 2. ICT 3. Fintech and Crypto Regulation 4. Data Science
	What are typical roles that you require most for sourcing, headhunting/specialist search, actuaries, data analysis and Fintech?	- Senior Specialist for all the financial supervision and enforcement areas - Departmental Heads - Divisional Executives - ICT Skills

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	What was the number of roles placed in the last 12 months for sourcing, headhunting, actuarial/data analysis and Fintech?	- Most roles were in Management and Senior Specialist roles - 1 Actuarial role was filled - No headhunting was done
	What roles do you find the hardest to fill	- Actuarial - ICT
	What challenges did you have in the past in recruitment and with prior usage of agencies?	None responsiveness and sending the wrong candidates in the 1st shortlist which requires us to readvertise
	Are you open to us communicating Tech tools to assist your in-house recruitment team as we have proprietary AI that sources and screens to the job spec?	No, we do have an internal recruitment system
	Must we initial only your RFP document?	Yes
	Do you possibly have a full scope of work for response handling, sourcing, headhunting/specialist search and actuarial/data analysis and Fintech? (e.g. assessments required, etc.)	The scope of work is provided in the tender document
	Will the guarantee period be set or do we need to propose our guarantee period?	We will set the guarantee period, and it is between 6 and 12 months. This will be spelt out in the contracts for the successful bidders

NO.	QUESTION	RESPONSE
	You mentioned LLB and B Com in your presentation – can you elaborate on what roles this was for?	Since we are a financial sector regulator, most Analyst roles require employees that can either draft or interpret legal instruments and frameworks in Finance The BComm also is widely used by Analysts – these degrees are not a must. The presentation provided an indication of the current workforce profile in terms of qualifications