

QUESTION AND ANSWERS

BID NUMBER:	TENDER NUMBER SAT 321/25
BID DESCRIPTION:	PANEL OF INTERNAL AUDIT SERVICES PROVIDERS FOR FORENSIC INVESTIGATIONS AUDIT - CATEGORY D

	QUESTIONS	ANSWERS
1	Reference Letters – Value of Services The RFP requests that the value of services be included in the reference letters. Could you please clarify whether this refers to the <i>value of the services rendered</i> or the <i>value of e.g “irregularities” uncovered</i>? Please note that due to the sensitive nature of our work and the confidentiality obligations we uphold with our clients, our reference letters typically do not include monetary values. However, we can include a summary table in our proposal indicating the type of services provided and the corresponding value of the engagement, should that be acceptable.	The reference letters should be in the company’s letterheads. The value of the services rendered should be sufficient.
2	In addition to the above, please advise on the criteria that would be followed to allocate points i.e if reference letter reflect different values (between R10 000 to R10mil), will you allocate same points e.g 5 points for every letter (despite the different values)?	The scoring matrix is indicated under the reference letter criteria; there is no scoring on the different contract values per reference letter.
3	Company Experience – Six or More Years The requirement for “six or more years of relevant company experience” appears to be linked to the reference letters. As these letters may not explicitly state the duration of our company’s experience, would it be acceptable if we demonstrate our experience in the body of our proposal rather?	Correct, this linked to the reference letters. The reference letter and on the proposal can demonstrate the number of years.
4	Pricing and Annual Increases Our pricing is based on the annual rates published by the Auditor-General of South Africa (AGSA). These rates are subject to change and do not follow a consistent trend. Could you kindly advise how you would prefer the annual increase to be addressed in our pricing proposal, given that increased rates are based on AGSA circular published every new financial year?	Pricing should be in line with Annexure H, hourly rate card for the different level of proposed recourse listed, inclusive of annual price escalation, VAT and all other relevant taxes.

5	Would you accept legal qualification for director level, or our limited to accounting, audit etc?	Category relates to Forensic services; legal qualifications will be acceptable for this category.
6	Professional association membership – Please clarify whether this requirement applies to individual resources or to the bidding company. In addition, will membership with the Institute of Commercial Forensic Practitioners (ICFP) be accepted as an alternative to SAICA/IIA?	Professional association membership relates/applicable to the individual resources. The membership with ICFP will be acceptable for bidding proposal.
7	Industry certificate – Will the professional designation (FP) SA with the ICFP be accepted as an alternative to CFE?	Yes, this will be acceptable for bidding proposals.
8	Quality assurance reviews – As a forensic firm, we are not affiliated with the Institute of Internal Auditors and therefore do not undergo Quality Assurance reviews. What documentation would be acceptable to satisfy this requirement?	Evidence from the industry affiliations indicating good standing with the industry requirements or affiliations standards.
9	Team competencies (Page 4 of 12) – For the nominated director, will the (FP) SA designation with the ICFP be accepted as an alternative to CFE?	Yes, this will be acceptable
10	Part B: Scope of Work Applicable rates – Page 6 of 6 states that rates should be in line with/not exceed DPSA rates. Please confirm whether this refers to the DPSA rates published on the DPSA website effective 01 July 2020, or alternatively, whether the AGSA investigation audit charge-out rates for 2025/26 may be applied.	AGSA rates may be applied.
12	Please clarify on the mandatory requirement for the Quality Assurance Review letter from IIA or SAICA, ENS Forensics specialises in Forensic Investigations, while some of our team members are SAICA members, the firm is not affiliated to either SAICA or IIA.	A letter from industry affiliation confirming company in good standing with the affiliations standards.
13	Table 3: Phase 2 Desktop Technical Functional Evaluation 3.TEAM COMPETENCIES - 3.1. The proposed director/partner must possess the following qualifications to be considered for evaluation: Our IT Lead is not a director of the company as registered with CIPC. He does have the required skills and experience as set out in the section referred to above. Will this be acceptable for our submission.	The director or Lead will be the person responsible for the final review and sign off of the reports prior to submission to IA (client). The IT Lead may be alternative to director.
14	In column 3 on Phase 3, it states: Qualifying bidders on Phase 2 will be appointed for inclusion on the non-	Category A is a typographical error; the correct category is D, as per the tender reference.



SOUTH AFRICAN TOURISM

	exclusive panel of Internal Audit Services – Category A for a period of 36 months. Is the reference to Category A correct, given that this submission is for Category D: Forensic Investigations Audit?	
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