

TENDER MANAGEMENT SYSTEM - BID 08/2026

QUESTIONS	RESPONSES
Please can we have sight of the GEPF Procurement Policy and Standard Operating Procedures as it pertains to tenders and / or quotations. This will provide us with clear direction on the procedures you currently implement.	Policy and procedure documents will only be shared with the appointed bidder due to the confidential nature of the information contained therein. Should clarification be required on any specific aspect, kindly direct your questions to us, and we will provide the necessary clarification without compromising the confidentiality of the relevant documents.
Please provide us with an example of the GEPF Delegation of Authority - we need this to determine compatibility with our platform's roles and responsibilities	Below are the roles involved when approving transactions: • Requester/end-user • Manager (with applicable threshold) • Head of Department (with applicable threshold) • Bid Adjudication Committee (with applicable threshold) • Accounting Officer (with applicable threshold) • Board level approval (with applicable threshold)
Please provide us with a copy of the GEPF AI Policy. We need to determine how AI can be deployed to comply with your policy, or where it may diverge.	Policy and procedure documents will only be shared with the appointed bidder due to the confidential nature of the information contained therein. Should clarification be required on any specific aspect, kindly direct your questions to us, and we will provide the necessary clarification without compromising the confidentiality of the relevant documents.
Please provide us with an estimated number of procurements you have processed in the last year. We need an estimate of the volume of traffic that might be expected.	It is estimated that approximately 15 transactions per annum will be subject to the tender process.

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Please would you identify specific GEPF platforms that you require integration with the tender management system.	Required integration with the following: • 4Flow, • Sage 300 and • Central Supplier Database (CSD)
Please provide us with the specific requirements for the Penetration testing that is required as a technical returnable. This will be undertaken specifically for this tender process, and we wish to ensure that all your requirements are met.	The penetration testing requirement is intended to provide independent assurance regarding the security posture of the proposed Tender Management System solution. The following minimum requirements apply: • The penetration test must have been conducted by an independent external assessor. • The assessment must have been completed within the last twelve (12) months from the bid closing date. • The assessment should cover the externally accessible components of the proposed solution, including web application security, authentication controls, access management, and infrastructure components where applicable. The bidder must submit a signed letter or attestation from the independent external assessor confirming: • The date the penetration test was performed; • The scope of the assessment; • That the assessment was concluded successfully; and • That no material or critical unresolved cybersecurity vulnerabilities exist in the proposed solution. • N.B. GEPF does not require submission of the full penetration testing report.

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Please provide a template for the client reference letters that you require. We will obtain these for submission with our bid.	There is no standard template available for the reference letter. Please refer to page 12,13 and 17 of 52 under Functionality: Phase 2 and Guide to Response respectively for guidelines: • Signed reference letters on company letterhead with contact details of clients not older than 5 years (relating to the supply, implementation and support & maintenance of the automated tender management system) • Letters must include contact details, scope, duration, and cost of work delivered.
Page 6 - 1.4.4. Bid Submission and Receipt: Ability to track participating bidders. • We need more insight on this	This point speaks to the bid receipt register, which will consist of the particulars of all companies that have submitted proposals by the tender closing date and time.
Page 9 - 1.8. Duration of Appointment: The appointment of the service provider will be for an initial period of 3 years with an additional 1 year and another 1 year, extension based of satisfactory performance. • Initial period of 3 years will be started from PO issuing date or from the date of live deployment of the portal?	The initial period of three (3) years will start when both parties have signed the contract/agreement.
Page 16 - Technical Requirements: The system must enforce Single Sign-On (SSO), and Multi-Factor Authentication (MFA) integrated with Entra ID • Can you please specify what are the factors to be considered for this purpose (viz. Digital Certificates, OTP etc.) apart from log in credentials?	The solution should at least support One-Time Password (OTP) functionality as an additional verification. The intent of this requirement is to ensure that the proposed solution can securely identify, authenticate, and track participating bidders throughout the tender process. The solution may support Multi-Factor Authentication (MFA) through integration with Microsoft Entra ID, in addition to standard login credentials. Alternative security

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	mechanisms that provide an equivalent level of security, traceability, and auditability may also be proposed by bidders.
Please confirm if Requisitions and Requisition Approvals/Release will done in 4Flow and that we will need to integrate with 4Flow to receive the Approved Requisitions for SCM Tender/RFP Processing ? - Then we assume we will need to send back award information to 4Flow for further processing and PO creation? - If Requisitioning Management will continue to be done in 4Flow, then we assume you will not require Requisition Management as part of the solution. - If requisitioning management will be required per this tender, then please advise estimated number of Requisitioners and Requisition Approvers (Line Managers)	Capturing of requestions and approvals will be executed on 4Flow. - After the tender process has been completed, integration with 4Flow will be required for PO generation and further processing - Correct, the tender management system solution to be proposed doesn't require requisition management process. - Requisition management will not be required for the tender management system solution to be proposed
Please confirm number of SCM users? (3-5 Users?)	Estimated number of SCM users is three (3)
Based on the above, please confirm what the other users to make the 50 users will be required on the system - Contract Managers? - BSC/BEC Members? - Requisitioners? - Requisition Approvers? - Other users and roles?	The user allocation is as follows: - Contract/Project Managers – depends on the projects to be undertaken in that particular year (maximum 10 projects) - BSC/BEC members – there is no specific number allocated, each project can have between three (3) to eight (8) members - Requisitioners – not applicable for this solution - Requisition Approvers - not applicable for this solution - Other estimated users and roles

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	• SCM users – 3 (Super users) • ICT users – 3 (administration rights) • Demand plan capturers – 13 users • Demand plan approvers – 13 users The provision for 50 users was based on the number of licences that may be required at any given time, taking into consideration that not all system users are expected to access the system simultaneously.
Will Integration only be required with 4Flow only or with 4Flow and SAGE 300 a. i.e, for Integration with Requisitions from 4Flow and also to push back award information for creation of POs?	a) After the tender process has been completed, integration with 4Flow will be required for PO generation and further processing
We kindly request an extension of the closing date for Bid No. GEPF 08/2026 – Request for Proposals for the Supply, Implementation and Support of an Automated Tender Management System. RFP-Tender-Management-System.pdf The requested extension will allow us sufficient time to finalise the required OEM documentation and supporting technical information to ensure that our proposal is complete, accurate, and fully compliant with the bid requirements.	The closing date for submission of the bid has been extended from 19 August 2026 at 12:00:00pm to 02 September 2026 at 12:00:00pm.