

***AN APPOINTMENT OF A SERVICE PROVIDER TO SUPPORT THE DBSA WITH A REVIEW OF THE EXISTING HUMAN CAPITAL POLICIES, UPDATE / PROVISION OF A COMPLETE SUITE OF HUMAN CAPITAL POLICIES.***

**QUESTIONS AND ANSWERS**

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1. What is the number of new policies that the DBSA intends to adopt?	As per our TOR, we are expecting a policy suite of between 15-20 policies to be formulated. However, the final number will be as a result of the gap analyses conducted by the successful bidder.
2. Have these specific new policies been identified, and which specific policies will the successful service provider be expected to draft?	These policies will be identified and proposed by the successful bidder pursuant to the gap analyses conducted by the bidder. Any proposed new/revised policies identified via the gap analyses will be confirmed for implementation by agreement with the DBSA.
3. Is the DBSA firm on the proposed timelines for the project, or can an expedited timeline be suggested?	The expected outlined timing of the project is conservative due to the internal consultations (business, HC stakeholder engagements and employees) as well as our internal governance processes which require sign off by a number of committees.
4. Can a foreign company without SA tax certificate be eligible to tender?	<p>It depends if the bidder has Tax obligations in SA</p> <p>In terms of National treasury's instruction 7 of 2017/2018," Foreign suppliers with neither South African tax obligation nor history of doing business in South Africa must complete a pre-award questionnaire on the Standard Bidding Document 1 for their tax obligation categorisation. Where a recommendation for award of a bid has been made to a bidder that responded as not being liable for taxation in South Africa, the Accounting Officers and Accounting Authorities must refer such a bidder to the South African Revenue Services on the following email address: <a href="mailto:GovernmentInstitute@sars.gov.za">GovernmentInstitute@sars.gov.za</a> and provide the</p>



	<p>following information to the South African Revenue Service:</p> <p>(a) Details of the foreign entity;  (b) Description of goods and services being supplied by the entity; and the  (c) Name of the South African Government institution the bidder will be providing the goods or services to.</p>
5. Will you share ALL the deliberations with ALL the participants	Yes, only through Q's and A's
6. How do we register as I joined a bit late?	Bidders were encouraged to register on chat during the briefing session over an above the teams auto generated register.
7. Where do we send our further questions post this meeting and when will that window close	<a href="mailto:tumim@dbsa.org">tumim@dbsa.org</a> , the closing date for questions is the 06 <sup>th</sup> of February 2023 at 16h00 as per the RFP document
8. Good day, please advise if the recording or presentation slides will be shared, if so, please advise where they can be accessed from. Thank you	The content in the slides nor the presentation are summary of the RFP therefore bidders are encouraged to refer to the RFP document for a complete scope requirement and for accuracy. further to that bidders are given until 06 February 2023 to pose any clarity seeking questions.
9. Can you please elaborate on the reason why there is a specific requirement for an admitted attorney as project lead for HR Policy review process	As reflected in the TOR, the DBSA requires policies appropriate to its workplace that are legally compliant. The requirement for the Project Lead to be an admitted attorney is to ensure legal compliance with the impact that the introduction of new or revised policies may have on the DBSA/employee relationship. All new/revised policies will be required to be in compliance with labour laws, not only to protect the DBSA from potential labour claims but also to effectively promote good employee relations between the DBSA and its employees.

**NOTED BY:**


Mpumi Tjikane  
Head of SCM: Lending



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