QUESTION AND ANSWER SHEET FOR AGSA/BERE/RF2/2021

Question	Answer
This is a follow –up email regarding mentioned RFI and to find out if you would be keen on a product Demo?	This is an RFI process wherein the procuring BU is gathering data to understand the different products in the market. So there is no options to suppliers to demo the products but however the information should be submitted by way of a response to the RFI.
I have a question related AGSA/BERE/FR2/2021 ref Supply Chain Management points 1 and 6. Please provide an indication of the number of vendors you would include for both bank verifications and conflict of interest checking?	It is as and when we need to procure. We cannot give a round figure at this point as the procurement is decentralized across all offices of AGSA

Please advise on approximately how many procurement transactions you undertook in the past 12 months and we can estimate a range of fees from there. The fees are related to volume (number of vendors checked) and the more you- verify, the lower the price etc.	Below a breakdown of the purchase order status as per transactions entered during the last year. | Count PO No.	Status | |---|---| | 50 | Approved | | 652 | Canceled | | 244 | Complete | | 17605 | Dispatched | | 38 | Open | | 231 | Pending Cancel | The 17605 total for dispatch is the amount of PO's vouchered.
Our Organisational IT policy and security controls do not allow us to share any information from Microsoft one drive with persons outside our organisation (we work and hold PPI and payments information within our system and it is a requirement of our insurance company that we have these restrictions in place). We will be unable to share a link with you as per RFI request. There are three possible options to share this information – which one would be acceptable? 1. We make the information available by WeTransfer 2. We set up a Microsoft Teams site that your nominated persons could access files from. This will require your team members to use Microsoft Authenticator to access our site 3. We make files available on our sftp server and supply your team members with a secure encrypted key where they can use any file transfer program to log in and down load the files.	May we try the WeTransfer option.

1.	What are your anticipated check frequencies for continuous monitoring of employees and which specific checks should be included?	Vetting internal colleagues: • Moving to another position through a recruitment or talent management process. • Going on an audit The type of checks are according to the risk level of the role and level: • Qualifications, Membership, Transunion ITC, Experian, CDX, Compuscan, Bank account verification, Referenced (job history), Risk Management, Application and police clearance / SAPS check, Civil Litigation, ID and citizenship, Social Media check, World check.
2.	Do you envisage the system to execute an	This is not a specific requirement but if it is available as a value added service, you may state so.
3.	Can you list or describe your current systems you have in place in terms of gifts and entertainment, personal account dealing, declaration of potential conflicts of interest and outside business interests?	We have an internal conflict of interest tool, where employees declare actual and potential conflicts in the following categories: • Financial and business interest, private work, gifts, relationships, auditors joining auditees.
4.	Do your staff declare their closely known contacts and spouses?	Yes, where an actual or potential conflict exists.

5. Do you have a system that currently manages the information of your vendors, tenders and suppliers (all 3rd parties)?	No, we only use PeopleSoft Finance System.