



REQUEST FOR INFORMATION

RFI NUMBER:	JW RFI 20/2024	CLOSING DATE:	28/11/2024 Time:16:00
DESCRIPTION:	Cashflow Automation		
ISSUE DATE	20.11.2024		
Submit via Email to:	tshilidzi.takalani@jwater.co.za		

ENQUIRIES MAY BE DIRECTED TO:

Bidding procedure enquiries <u>must</u> be sent to		Technical enquiries must be directed to	
CONTACT PERSON	Tshilidzi Takalani	CONTACT PERSON	Nardia Naiken
TELEPHONE NUMBER	011 688 1772	TELEPHONE NUMBER	0767918131
E-MAIL ADDRESS (Submissions must be made to this address)	tshilidzi.takalani@jwater.co.za	E-MAIL ADDRESS	Nardia.naiken@jwater.co.za

SUPPLIER INFORMATION

NAME OF BIDDER			
STREET ADDRESS			
TELEPHONE NUMBER	CODE		NUMBER
CELLPHONE NUMBER			
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
CENTRAL SUPPLIER DATABASE No:			
MANUFACUTER OR THIRD PARTY			

1. PURPOSE OF THE REQUEST FOR INFORMATION

To assist the organization with business decision-making purposes for a once-off Request for Tender with regards to budget, cost-effectiveness, risk assessment, specific goals to include in the tender, award, and allocation strategy to incorporate, non-firm prices, pricing schedule, and special conditions of the tender.

2. BACKGROUND

Johannesburg Water invites service providers to respond to a Request for Information for a once off solution on the automation of cashflow processes and post go live support for a period of 6 months. This RFI is strictly to solicit market-related information from potential bidder(s) This RFI does not constitute; an offer; or any impression none so ever to do business with Johannesburg Water.

3. SCOPE OF WORK AND SPECIFICATIONS REQUIREMENT

To automate all cash flow processes.

An annual forecast must be generated based on the budget per different revenue and expenditure categories. The solution must allow flexibility of amending the category values.

The solution must reflect the forecast vs actuals on a daily basis, consolidated to monthly totals per category and compare the forecast to actuals to generate a monthly variance report.

The solution must combine information from various sources (SAP GL, Vendor aging, Customer aging Trend analysis and Bank statements etc) to update the forecasts on a monthly basis

Forecast not utilised must be carried forward to the following month.

3.1 LOCATION OF SITES

Head office - Finance.

3.2 SPECIFICATION & SCOPE OF WORK

- Generate an annual forecast based on budget per category for revenue and expenditure.
- The solution must update actual transactions on a daily basis as per bank statement.

- Generate a cash flow variance report based on forecast vs actuals with input explanations (Free text field) on a monthly basis
- The solution must combine information from SAP, external reports, bank statements etc.
- The information must be allocated to the different categories of revenue and expenditure on a daily basis.
- The report must include month and year to date values.
- Forecast not utilized for the month must be carried forward.
- Reports must be able to be exported on PDF and excel,
- The fields must be interactive.

3.2 GENERAL

If further clarity is required , please contact Sinna Hlongwane or email same.

A demo will be required to access if JW business and reporting requirements are met.

4. PRICE SCHEDULE

ITEM DESCRIPTION	UNIT PRICE (Excl VAT) R	VAT@15% R	UNIPRICE INCL VAT
Once off Cash flow solution			
Training			
Post go live support 6 months			
Total			

Prices Firm / Non-Firm?

Suppliers to complete the below according to their company details.

INFORMATION FOR SPECIFIC GOALS ANALYSIS	
BUSINESS OWNED BY 51% OR MORE -BLACK PEOPLE	
1. Percentage (%) of Black Ownership)	
2. Is Black Ownership 51% or more? (Yes or No)	
BUSINESS OWNED BY 51% OR MORE – BLACK YOUTH	
1. Percentage (%) of Ownership by Black Youth	
2. Is the percentage of Black Youth Ownership 51 % or more? (Yes or No)	
BUSINESS OWNED BY 51% OR MORE-WOMEN	
1. Percentage (%) of Ownership by People who are Women	
2. Is the percentage of People who are Women 51 % or more? (Yes or No)	
BUSINESSES LOCATED WITHIN THE BOUNDARIES OF A REGION IN COJ, COJ MUNICIPALITY OR IN GAUTENG PROVINCE	
1. Is your business located in the Gauteng Province? (Yes or No)	
2. Is your business located in the COJ Municipality? (Yes or No)	

3. Is your business located within the region of the COJ? (Yes or No)	
BUSINESS OWNED BY 51% OR MORE - BLACK PEOPLE WHO ARE MILITARY VETERANS	
1. Percentage (%) of Ownership by Black People Who Are Military Veterans	
2. Is the percentage of Ownership by Black People Who Are Military Veterans 51% or more? (Yes or No)	
BUSINESS OWNED BY 51% OR MORE-BLACK PEOPLE WITH DISABILITIES	
1. Percentage (%) of Ownership by Black People With Disabilities	
2. Is the percentage of Ownership by Black People with Disabilities 51% or more? (Yes or No)	
SMME (AN EME OR QSE) OWNED BY 51% OR MORE - BLACK PEOPLE	
1. What is the Enterprise Type? EME – turnover is less than R10m QSE – Turnover between R10m and R50m Generic – Turnover is R50M of more	
JOINT VENTURE (JV), CONSORTIUM OR EQUIVALENT	
1. What is the percentage (%) of ownership for each party?	
SUBCONTRACTING WITH COMPANIES AT LEAST 51% OWNED BY HISTORICALLY DISADVANTAGED INDIVIDUAL (HDI) GROUPS MENTIONED ABOVE	
1. What is the percentage (%) that will be sub-contracted to companies that are at least 51% owned by Historically Disadvantaged Individual (HDI) groups mentioned above?	