



African Exploration  
Mining and Finance  
Corporation SOC Ltd  
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15 November 2021

To: African Exploration Mining and Finance Corporation (AEMFC) Suppliers

**RE: PROCUREMENT PROCESS FOR AFRICAN EXPLORATION MINING AND FINANCE CORPORATION (AEMFC)**

This letter bears reference to AEMFC Procurement Process.

This letter serves as formal notice and reminder to all African Exploration Mining and Finance Corporation (AEMFC) suppliers regarding proper compliance to the AEMFC procurement processes. Suppliers are kindly informed that any goods/ services delivered outside of this process will be considered null and void and therefore no payment will be made thereof.

Suppliers of goods and /or services to AEMFC cannot undertake any work or deliver goods to AEMFC without receipt of a valid Purchase Order or Contract emanating from the AEMFC procurement department. As per AEMFC's Procurement Procedures, the processing of Requisitions and Purchase Orders after receipt of goods and services constitutes a violation and is therefore not recommended.

Verbal and telephonic instructions or agreements are a violation of AEMFC's Procurement Policy and Procedures and will result in an unlawful transaction. Only Purchase Orders and Contracts issued by the AEMFC Procurement department and by a procurement official constitutes a binding commitment by AEMFC in terms of the goods / services procured.

To ensure accurate referencing and prompt processing of transactions, please ensure that the official AEMFC order number (as reflected in the Purchase Order) or Contract number is reflected / quoted on all invoices, delivery / credit notes and all related correspondence.

Directors: Mr MN Ndlala (Chairperson), Mr MJ Besnaar, Ms DR Hlatshwayo, Mr KJ Hodges, Mr LN Makhuba, Mr PM Madokwe, Ms V Masisi\* Ms PC Motsielwa, Ms IA Phoshoko, Ms J Snyman, Company Secretary: Mr TA Piyose  
\*Executive Directors

Responses to RFQ [Quotations] must be completed and emailed to: [quotations@aemfc.co.za](mailto:quotations@aemfc.co.za). Bidders must ensure that bids are delivered timeously to the correct email address. As a general rule, if a bid/quotation is late or delivered to the incorrect email address, it will not be accepted for consideration.

Suppliers of goods and /or services to AEMFC cannot email bids/quotations directly to AEMFC Procurement officials / employees. The correct quotations email is [quotations@aemfc.co.za](mailto:quotations@aemfc.co.za). [Quotations] emailed to incorrect email address it will not be accepted for consideration.

A Proposal may be liable to disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer or employee of AEMFC in respect of RFQ's published between the closing date and the date of the award of the business. Furthermore, Respondents found to be in collusion with one another will be automatically disqualified and restricted from doing business with AEMFC in the future.

Should you suspect any fraudulent activities please report any acts of fraud and/or instances of corruption to AEMFC.

Section 217 of the Constitution Act 108 of 1996 and section 51(1)(a)(iii) of the Public Finance Management Act 1 of 1999 ("PFMA") stipulate that AEMFC must have and maintain an appropriate procurement and provisioning system which is fair, equitable, transparent, competitive, and cost-effective. AEMFC is committed to promoting a fair, transparent, and efficient Supply Chain process.

Should you require any further clarification in respect of the above kindly contact our Supply Chain Manager (Acting) on email: [lulamam@aemfc.co.za](mailto:lulamam@aemfc.co.za).

We thank you for your continued cooperation and support.

**Yours Faithfully**



**Lulama Mangena**  
Procurement Manager (Acting)

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