



African Commission on Nuclear Energy

Building 6. Princeton Office Park, 8 Olievenhoutbosch Street,
Highveld Techno Park, Centurion, Pretoria South Africa, 0157

Request for Proposal

Ref: AFCONE/PROC/002/26

Date: 21 January 2026

The Treaty of Pelindaba established the African Commission on Nuclear Energy (AFCONE) for the purpose of ensuring States Parties' compliance with its undertakings. The AFCONE plays a key role in advancing the peaceful application of Nuclear Science and Technology in Africa as well as bringing much-needed support to States Parties to fully benefit from nuclear sciences and technology applications in the areas of health, agriculture, and energy. AFCONE is also actively engaged in global and regional efforts towards disarmament and Non-Proliferation.

The African Commission on Nuclear Energy (AFCONE) has its Head Quarters in Centurion Pretoria, South Africa.

The African Commission on Nuclear Energy (AFCONE) hereby invites qualified and experienced service providers to submit proposals, including detailed technical and financial submissions, for the design, supply, configuration, implementation, and commissioning of a Financial Reporting System for the organisation.

Description of the Goods:

No.	Module / Area	Technical Requirement / Specification
1	System Overview	Secure financial management software suitable for a public or intergovernmental organisation, supporting accounting, reporting, and internal controls.
2	Bank Accounts	Support for the following accounts: • Standard Bank – ZAR • Standard Bank – USD • Nedbank – ZAR • Nedbank – USD
3	Petty Cash	Petty Cash account with tracking and reconciliation functionality.
4	Reporting Currency	All financial reports must be generated in United States Dollars (USD).
5	Exchange Rate Management	Manual monthly input of exchange rates based on the United Nations rate applicable on the 1st day of each month.
6	Exchange Rate Restrictions	No spot exchange rates permitted. No automated foreign exchange gains or losses.



African Commission on Nuclear Energy

Building 6. Princeton Office Park, 8 Olievenhoutbosch Street,
Highveld Techno Park, Centurion, Pretoria South Africa, 0157

7	General Ledger	Full General Ledger with configurable chart of accounts.
8	Trial Balance	Support for a generic Trial Balance structure (template to be provided by AFCONe).
9	Debtors Module	Accounts Receivable module for managing receivables and outstanding balances.
10	Member State Invoicing	Ability to generate invoices for statutory contributions and other revenue from Member States.
11	Receivables Structure	One balance sheet control account with multiple sub-accounts, including staff loan sub-accounts.
12	Creditors Module	Accounts Payable module for supplier and invoice management.
13	Purchase Orders	Creation and management of Purchase Orders linked to suppliers and expenditure tracking.
14	Payments Module	Vendor setup and verification, transaction preparation, and upload of approved payments to bank systems.
15	Fixed Assets Module	Fixed Assets register with automated depreciation based on defined asset categories and useful lives.
16	Payroll Module	Integrated payroll module with posting to the General Ledger.
17	Document Attachment	Ability to attach supporting documents throughout the system, including GL, debtors, creditors, payments, and fixed assets.
18	Templates	Configurable templates for receipts, invoices, payment vouchers, and disbursement vouchers.
19	Member State Statements	Generation of statement templates for statutory contributions and revenue due from Member States.
20	Bank Reconciliation	Bank and petty cash reconciliation functionality.
21	Financial Statements	Generation of full financial statements.
22	Management Reporting	Generation of monthly and quarterly management reports.
23	User Management	Support for a minimum of three (3) users with role-based access control.

- 1) Currency of Quotation: **ZAR**
- 2) Quotations should be based on: **Specifications Listed Above.**
- 3) The delivery period required. **TBD**
- 4) Quotations must be valid for **(14)** days from the **RETURN BY DATE** given below.
- 5) Quotations must be returned by **02 February 2026** by email to:

AFCONe Procurement

African Commission on Nuclear Energy (AFCONe)

Email : afcone.admin@afcone.org & procurement@afcone.org



African Commission on Nuclear Energy

Building 6. Princeton Office Park, 8 Olievenhoutbosch Street,
Highveld Techno Park, Centurion, Pretoria South Africa, 0157

- 6) Kindly quote your delivered price for the items requested by completing Sections **B** or via a quotation on an official letterhead.
- 7) Payments will be made in accordance with mutual agreed T&C's.
- 8) Delivery address for the goods requested is:

The Procurement Department

African Commission on Nuclear Energy

**Building 6, Princeton Office Park,
8 Olievenhoutbosch Street, Highveld Techno Park,
Centurion, 0157**

EVALUATION

Quotations will be evaluated based on (i) technical compliance with the minimum specifications (including completeness of the proposal and confirmation of the required service levels), and (ii) total cost of services supplied. AFCON may request clarifications; however, clarifications shall not constitute an opportunity to materially amend the quotation.



African Commission on Nuclear Energy

Building 6. Princeton Office Park, 8 Olievenhoutbosch Street,
Highveld Techno Park, Centurion, Pretoria South Africa, 0157

SECTION B: QUOTATION DETAILS (TO BE COMPLETED BY THE RESPONDING PARTY)

- 1) Currency of Quotation: **ZAR**
- 2) Delivery period offered: **TBD.**
- 3) The validity period of this Quotation is: **(14)** days from the **RETURN BY DATE.**
- 4) We confirm that the prices quoted below are fixed for the duration of the validity period will not be subject to revision or variation and are inclusive of VAT and a VAT registration number.

Quotation				
Nº	Description	Quantity	Unit Price	Total Price
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
				Total

Authorised By:

Signature: _____

Name: _____

Position: _____

Date: _____

Authorized for and on behalf of:

Company: _____

Registered Address:

.....

.....