

Two-Stage Automated Public Tender no. 31/23

For the provision of a system for the management of internal auditing and risk

Appendix A1 – The bidder's declaration

I, the undersigned, _____, ID number _____, after being warned that I must tell the truth and that I can expect punishment as specified in the law if I do not do so, hereby declare as follows:

1. My name and ID number are as stated above and I am submitting the declaration in my name and in the name of the bidder _____ private company / public company number _____ (hereafter: the bidder), in which I am one of the signatories.
2. The contact person on behalf of the bidder in this tender is: name _____; position - _____; office telephone number _____; mobile number _____; email address _____.
3. **Fulfilling the threshold criteria:** I declare that I have read all of the tender's threshold criteria, as published by the Bank and if they were revised by the Bank on its website, the final and binding threshold criteria of the tender, and after I have examined them and their significance, I hereby declare that the bidder and his bid fulfill all of the threshold criteria in the tender.
4. **Convictions according to the Foreign Workers Law and the Minimum Wage Law:** I hereby declare that the bidder and anyone with a connection to the bidder have not been convicted of more than two violations of the Foreign Workers Law and/or the Minimum Wage Law and if they were convicted of more than two of these violations, then more than one year has passed since the last conviction.

In this section:

"An individual with a connection", "convicted" and "violation" are as defined in Section 2b of the Public Entity Transactions Law 5736-1976.

"Minimum Wage Law" – the Minimum Wage Law, 5747-1987.

"Foreign Workers Law" – the Foreign Workers Law, 5751-1991.

"Law to Increase Enforcement of Labor Laws" – the Law to Increase Enforcement of Labor Laws, 5782-2011.

5. **Other convictions** – I hereby declare that the bidder has not been convicted of a violation that involves disgrace or a violation of the tax laws of the State of Israel (such as not transferring deductions or not reporting to the tax authorities), unless the period of limitation according to the Law for Criminal Records and the Repentance Regulations, 5741–1981 with respect to the aforementioned conviction has passed and also that on the date of submitting the bids for the tender there was no indictment filed against him nor was there any investigation of a suspicion of such violations. If the bidder is a corporation – I hereby declare that to the best of my knowledge and after carrying out a check, all of what is stated above in this section is correct also with respect to the bidder's controlling shareholders and office holders. We are aware that the Bank, according to its

sole discretion, and according to the circumstances of the situation, will decide whether to disqualify a bidder who has declared the aforementioned violations or they have come to light with respect to him, his controlling shareholders or his office holders.

If there are convictions, indictments or investigations as mentioned above, I hereby attach a description of them as an appendix to this declaration *[non-attachment of an appendix to the declaration will be understood as the absence of the aforementioned.]*

6. **Equal rights for persons with disabilities:** If the instructions of Section 9 of the Equal Rights for Persons with Disabilities Law, 5758-1998 (hereafter: the **Equal Rights Law**) apply to the bidder, I hereby declare that he complies with them and if he employs (as the term is defined in the Equal Rights Law) more than 100 workers as of the last date for the submitting of bids for the tender, the bidder declares and commits as follows: (1) that he will contact the Director General of the Ministry of Labor, Welfare and Social Services in order to determine whether he is fulfilling his duties according to Section 9 of the Equal Rights Law and if necessary to receive instructions for fulfilling them or alternatively (2) that in the past he has contacted the Director General of the Ministry of Labor, Welfare and Social Services in order to determine his fulfillment of his duties according to section 9 of the Equal Rights Law, and if he received instructions in this matter, he acted to comply with them.

The bidder hereby declares and commits that if Section 9 of the Equal Rights Law applies to him, then he will submit a copy of this declaration to the Director General of the Ministry of Labor, Welfare and Social Services within 30 days from the beginning of contractual relations with the Bank.

7. **Lack of an obstacle or conflict of interest:** There is no obstacle according to any law or agreement to the bidder participating in the tender and fulfilling all of the obligations in the agreement attached as Part III of the tender documents and there is no possibility or concern of a conflict of interest, whether direct or indirect, between the bidder and his controlling shareholders on the one hand and the supply of services by the bidder on the other hand.
8. **Kinship to employees at the Bank of Israel:** Neither the bidder nor his controlling shareholders and office holders, nor any workers that will take part in providing services have any first-degree relatives in the Bank of Israel, apart from the following: *[The absence of a list will be understood as a lack of such relatives]*

-
9. **Commercial or professional secrets:** The bidder hereby declares that his bid does not contain any commercial or professional secrets as described in section 13 of the procedure, apart from those described below: *{The absence of a list will be understood as the absence of commercial or professional secrets. If the bidder claims there are such secrets, he must justify that claim. It can be attached as an appendix to the declaration.}*
-

10. The bidder is not a manpower company, according to its definition in the Law for Employment of Workers by Manpower Subcontractors, 5756–1996.

11. What is stated in this declaration does not detract from any of the bidder's declarations appearing in the tender documents, including section 7 of Part I of the tender documents.
12. The bidder agrees that the declaration be considered as permission for the bank to contact the Israel Police and/or any body or authority that operates according to the law, including the Ministry of Justice, and only with respect to the bidder, in order to obtain confirmation of its accuracy. The bidder also agrees that the Bank will have the right to request permission from his controlling shareholders and/or office holders to obtain information from the criminal registry, and the Bank will have the right according to its sole discretion to disqualify a bidder that does not fulfil this request.
13. In this declaration, "controlling shareholders" are as defined in the Securities Law, 5738–1968. An "office holder" is as defined in the Companies Law, 5759–1999.
14. I hereby declare that the signature appearing below is my signature and that the content of my declaration is truthful.

Name of the bidder	Date	Stamp and signature
--------------------	------	---------------------

Confirmation

I, the undersigned, _____ attorney-at-law (License no. _____) hereby confirm the appearance at my office at the address _____ on the date _____ of Mr./Ms. _____ who identified himself using ID number _____ / whom I know personally and that he is the bidder's authorized signatory and is authorized to obligate him by his signature in the context of this tender and that after I warned him that he must declare the truth and that he would be subject to all of the punishments specified in the law if he does not, he confirmed the accuracy of his declaration and signed it in my presence.

Stamp	Signature
-------	-----------

Appendix A2

Information required to prove fulfilment of the threshold criteria and the quality score

1. In order to fulfil the threshold criteria in section 3.3 and for the purposes of the quality score in section 6.5.3, the bidder will list in the table the locations in which the system, in the version proposed in the tender or in previous versions, has been installed and assimilated for the purpose of **internal audit** in a production environment, in at least three (3) organizations, which consist of at least 300 employees, of which at least one (1) is a central bank, during the period 2017–2023.

Name of the organization	Number of employees in the organization	A brief description of the system	The year of the system's installation (start and completion)	Contact details

2. In order to fulfil the threshold criteria in section 3.4 and for the purposes of the quality score in section 6.5.3, the bidder will list in the table the locations in which the system, in the version proposed in the tender or in previous versions, has been installed and assimilated for the purpose of **risk management** in a production environment, in at least two (2) organizations, which consist of at least 300 employees, of which at least one (1) is a central bank, during the period 2017–2023.

Name of the organization	Number of employees in the organization	A brief description of the system	The year of the system's installation (start and completion)	Contact details

3. In order to fulfil the threshold criteria in section 3.5, the bidder will list in the table the locations in which the bidder has installed and integrated at least one computerized system, for the purpose of **internal audit** or **risk management**, in at least one (1) organization, which consists of at least 300 employees, and the installed system began production during the period 2017–2023.

Name of the organization	Number of employees in the organization	A brief description of the system	The year of the system's installation (start and completion)	Contact details

4. In order to fulfil the threshold criteria in section 3.6, the bidder will list in the table at least two service providers (as workers or as freelancers working on his behalf) who participated in at least one project to install a system for the purpose of **internal audit** or **risk management** and whose installation was completed during the period 2017–2023.

#	Name and position at the time of the implementation of the system	The year of installation and implementation of the system	Name of the organization where the system was installed	Details of the contact person in the organization
1.				
2.				
3.				
4.				

Appendix A3

Architecture of the Proposed System

Appendix A4

Registration for a Tender in the Electronic Tender System

Full name of the company (in Hebrew)	
Full name of the company (in English)	
Company number/Registered business number	
Address of the company	
Name of the bidder's representative (Hebrew) (*)	
Name of the bidder's representative (English) (*)	
Office telephone number	
Mobile telephone number	
Identity number	
Email address of the signatory on behalf of the bidder who is authorized to submit a tender bid on his behalf	
Comments	

Details can be provided for up to two representatives of the bidder—a separate form should be used for each.

Two-stage Electronic Public Tender 31/23

For the supply of a system for the management of internal auditing and risk

Part II – Financial bid

Name of the bidder: _____ ID/Company number: _____ (hereafter: the bidder)

Address of the bidder: _____

Type of organization (company, non-profit organization, registered business): _____

Date of incorporation: _____

I, the undersigned, _____ ID _____, hold the position of _____ at the bidder; I am one of the bidder's authorized signatories and I am authorized to sign the tender documents on behalf of the bidder, including this financial bid and the agreement with the Bank. After having comprehensively read the tender documents, including all of its parts and appendixes, I hereby declare on behalf of the bidder as follows:

1. The bidder has read the tender documents and he accepts all of the conditions set by the Bank in the tender and he has no reservations about them, and the bidder declares that he fulfills the threshold criteria in section 3.3 of Part I of the tender documents.
2. Submitting a bid or participation in the tender does not provide the bidder with any rights beyond those described explicitly in the tender documents.
3. The tender and its conditions, including all of the factors that affect or are likely to affect the provision of the services, are known to me and to the bidder; we have had the opportunity to obtain information from the Bank in order to formulate our bid; and we will not have any claims or demands or suits, including those that result from any sort of misunderstanding or lack of knowledge of any detail or condition including in the tender documents or in the clarifications to the tender, if there were any.
4. We have the ability to provide the requested services under the conditions required by the Bank and we face no barriers in doing so according to any law or agreement.
5. All of the tender documents and the bid, including their appendices, are being submitted by us with the signature of the individual who has the authority to commit the bidder and after all of the required details have been filled in, including this price bid.
6. Communication with the Bank will be carried out on a computerized online platform for the receipt and sending of messages that is operated by a third party as determined from time to time by the Bank (hereafter: the **portal**). We will bear the expenses of using the portal if they are imposed on the Bank's suppliers, beyond the proceeds that we have proposed in the tender. We permit the Bank to provide our details to the portal in order to be able to connect to it.
7. The Bank can verify the details of the bank account for the purpose of making payments. We will provide the Bank with permission to do so, which also involves a concession with regard to confidentiality of the banking information, the privacy of the information and the use of the information and its storage.

8. We are also aware that if the bidder is not declared to be the winner of the tender, his bid will remain valid for all purposes for a period specified in section 1.15 of Part I of the tender documents, and the Bank will also have the right to extend that period.
9. Our bid will be valid according to the price quoted in it, even if the Bank decides to acquire only part of the services in the tender.
10. The bidder's detailed bid was submitted in the electronic tender box system according to the instructions in the tender documents and the instructions for filling in the bid and the price tables appearing in it.

After the final date for submitting a bid, the bid will be irrevocable and cannot be cancelled, changed or corrected.

The binding price bid in the tender will only be the prices that the bidder is required to input in the designated place in the electronic tender box and which has been marked as a price bid; the price bid will be submitted separately from the other parts of the tender documents. In order to remove any doubt, if any change / contradiction / inconsistency is found between the aforementioned and any price quoted by the bidder in any other document that constitutes a part of the tender documents, the prices that were required to be input into the electronic tender box will take precedence.

If a price was not input into the electronic tender box, then a "price of zero" will appear in the relevant line of the bidder's financial bid and this price will appear as the price that the bidder is providing in this row of his bid.
11. If any quantities appear in the price tables, they are intended for calculating the cost of the bid and only for comparing the bids and they do not obligate the Bank.
12. The bidder confirms that the discount rates that he has proposed in the electronic tender box system are for prices that do not include VAT.

Confirmation

I, the undersigned, _____ attorney-at-law (License no. _____) hereby confirm the appearance at my office at the address _____ on the date _____ of Mr./Ms. _____ who identified himself using ID number _____ / whom I know personally and that he is the bidder's authorized signatory and is authorized to obligate him with his signature in the context of this tender and that after I warned him that he must declare the truth and that he would be subject to all of the punishments specified in the law if he does not, he confirmed the accuracy of his declaration and signed it in my presence.

Stamp

Signature

Instructions for filling in the price tables

Instructions for filling in the price tables in the electronic tender box: the price bid will be submitted in the place designated for that purpose in the electronic tender box and separately from the rest of the tender documents.

1. For Table 1, the costs of an annual license according to the subscription model, which also includes services to maintain the system (beyond the year of warranty specified in the agreement), in new shekels and without VAT, will be filled in in the electronic tender box.

Table 1 – The pricing component	Unit of calculation – Number of users	Number of years	Price of usage and maintenance per year for the requested number of users in new shekels
License for the system for the purpose of internal audit and risk management – a “heavy user”	13	5	To be filled in in the electronic system
License for the system for the purpose of internal audit and risk management – floating “light user”.	500	5	To be filled in in the electronic system

2. For Table 2, the proposed price for the setting up of the system, including: mapping, installing, conversion of data, implementation and creation of interfaces with the Bank’s systems and 50 hours of instruction about the system (in new shekels and without VAT) should be filled in in the electronic tender box:

Table 2 – Pricing component
To be filled in in the electronic system

3. For Table 3, the cost per hour of work by an expert working on behalf of the bidder for the purpose of changes/improvements and development (in new shekels and without VAT) should be filled in in the electronic tender box:

Table 3 – Services of an expert working for the bidder		
Pricing component	Unit of calculation – estimated number of hours per year	Cost per hour in new shekels before VAT
Cost of an hour for a developer (producer)	100	To be filled in in the electronic system
Cost of an hour of expert services (bidder)	100	To be filled in in the electronic system

4. For Table 4, the estimated cost of priced options (in new shekels and without VAT) should be filled in in the electronic tender box:

Tabel 4 – The pricing of options component	The price in new shekels and without VAT
The proposed price for creation, implementation, installation, creation of interfaces, conversion of data and 20 hours of instruction for a compliance module – including the addition of one “heavy” user license and use of “light” licenses that were acquired for previous models in the system.*	To be filled in in the electronic system
The proposed price for creation, implementation, installation, creation of interfaces, conversion of data and 20 hours of instruction for a SOX module – including the addition of one “heavy” user license and use of “light” licenses that were acquired for previous models in the system.*	To be filled in in the electronic system
The proposed price for creation, implementation, installation, creation of interfaces, conversion of data and 50 hours of instruction for the Audit unit at the Payment and Settlement Systems Department – including the addition of 5 “heavy” user licenses and use of “light” licenses that were acquired for previous models in the system.* And an additional 30 light licenses for entities outside the Bank of Israel with whom there will be a secure communication link.	To be filled in in the electronic system

The proposed price for creation, implementation, installation, creation of interfaces, conversion of data and 50 hours of instruction for the Audit Unit at the Credit Data Registry Department – including the addition of 15 “heavy” user licenses and use of “light” licenses that were acquired for previous models in the system,* and an additional 100 light licenses for entities outside the Bank of Israel with whom there will be a secure communication link.	To be filled in in the electronic system
The proposed price for the setting up, implementation, installation, creation of interfaces, conversion of data and 50 hours of instruction for the Onsite Examination Division at the Banking Supervision Department – including the addition of 50 “heavy” user licenses and use of “light” licenses that were acquired for previous models in the system,* and an additional 100 light licenses for entities outside the Bank of Israel with whom there will be a secure communication link.*	To be filled in in the electronic system
Proposed price for the secure installation of 5 heavy users in the offices of external consultants, including a possible limitation on processes and data according to the Bank’s decision.	To be filled in in the electronic system
* For each of the options that the Bank chooses to exercise, annual maintenance will be added after a year of warranty, at the rate of 15 percent of the cost of setting up the option as proposed by the bidder.	

Table 5: Rate of discount for the acquisition of additional products and services for the system from the producer

Proposed rate of discount
To be filled in in the electronic system

- It is hereby clarified that the proceeds will include all of the expenses needed to execute the work and the services and also related payments of any type, including and without detracting from the aforementioned generality, all taxes, such as levies, fees, obligatory and other payments, insurance, reimbursement of personal expenses, payment for parking, transport and supply, except VAT. It is hereby emphasized and clarified that the bank will not reimburse the bidder for any payment that is in addition to the prices specified in the bidder’s bid. With respect to the hourly rates, it should be clarified that

the Bank will not reimburse for any travel expenses, travel time, payment for parking or wastage of manpower time, but only for actual workhours.

6. In order to obtain the grand total of the above tables, the proposed prices for one unit will be multiplied by the number of units for calculation and the results will be summed for each of the tables separately. The price for each table will be calculated according to the percentage specified in each table within the overall bid price as described in section 6.6 above and the results will be summed. This sum will constitute the bidder's overall bid price in the tender.