

REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION



INVITATION FOR PROPOSALS FOR THE LEASING AND MAINTENANCE OF MULTI-FUNCTIONAL PRINTING MACHINES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF 3 YEARS

REF NO.: DTP/RFP/27/CEO/10/2018

Dube TradePort Corporation (DTPC) is a provincial public entity. Refer to www.dubetradeport.co.za for more information on DTPC.

DTPC hereby invites proposals from suitably experienced and competent service providers to provide leased managed printing services for a period of three (3) years. The services will include but will not be limited to the following scope:

- Supply and installation of leased nine (9) multi-functional and one (01) High Volume printing machines;
- Maintenance and support;

In line with the PPPFA regulations, 2017 sub reg. 4 (1) the prequalification criteria for this bid, only companies which are subcontracting a minimum of 40% sub contracting to Black EME/QSE are eligible to tender for this bid.

EVALUATION OF THIS BID

All proposals will be evaluated in various stages – compliance and functionality will be assessed and thereafter all responsive proposals will be evaluated in accordance with the PPPFA regulations, 2017 using the 80/20 preference points system.

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will **only** be available from, **18th February 2019 up to 25th February 2019** during the weekdays (Mon – Fri) between 08h30 and 16h00, at the Dube TradePort Corporation offices at 7 Umsinsi Junction, 4th floor, 29° South, La Mercy, KwaZulu-Natal. A non-refundable document fee of R250 (Two hundred and fifty Rands) must be paid via EFT prior to collection of the Bid Documents. No cash will be accepted and proof of payment must be produced on collection of the Bid Documents. Please allow 2 days for funds to reflect in the account. DTPC will only release documents once the payment has been cleared in its bank account. Payments must contain the reference, "**DTP/RFP/27/CEO/10**" and must clearly identify the Bidder, e.g. "ABC Consortium". Electronic versions of these documents will only be available on confirmation and/or proof of payment.

Dube TradePort Corporation banking details:

Bank: ABSA; A/C No: 405 687 3817; Branch Code: 632 005; A/C Name: Dube TradePort Corporation; Account type: Current

A **COMPULSORY** briefing session meeting, **only** for companies who have paid for and received the Bid Documents during the collection period as specified above, will be held at DTPC, 7 Umsinsi Junction, 4th Floor, 29° South, La Mercy KwaZulu Natal on **26th February 2019 at 11h00**.

Enquiries should be directed via email to: tenders@dubetradeport.co.za

CLOSING TIME & DATE FOR SUBMITTING RESPONSES

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Proposals must be submitted at the **DTPC** offices on or before **11h00**, South African time on **11th March 2019**. Documents should be clearly marked "**PROPOSALS FOR THE LEASING AND MAINTENANCE OF MULTI-FUNCTIONAL PRINTING MACHINES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF 3 YEARS**"