

# REQUEST FOR PROPOSALS

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## **APPOINTMENT OF A SERVICE PROVIDER TO ASSIST DUBE TRADEPORT CORPORATION IN DEVELOPING AND ROLLING OUT DTPC'S ENVIRONMENTAL MANAGEMENT SYSTEM**

**REF NO.: DTP/RFP/04/IFR/06/2017**

Dube TradePort Corporation (DTPC) was created as a provincial public entity to develop Dube TradePort. Refer to [www.dubetradeport.co.za](http://www.dubetradeport.co.za) for more information on DTPC.

DTPC wishes to appoint a competent service provider to assist Dube TradePort Corporation in developing and rolling out DTPC's Environmental Management System.

The works consist of the development and roll-out of an EMS designed specifically to manage DTPC operations. The service provider will therefore assist DTPC in fulfilling clauses 5-10 of the ISO 14001: 2015 standard.

A decision has been taken by DTPC during Phase 1 of the EMS development process, to adopt a 4-tier EMS Model for DTPC. In this regard, an 8 phase roll out strategy has been developed. DTPC intends to internalise some of the implementation requirements throughout the different phases.

Proposals are hereby invited from competent service providers to assist Dube TradePort Corporation in developing and rolling out DTPC's Environmental Management System.

It is a condition of this bid that the tenderer must subcontract a minimum of 30% to an African Black EME or QSE.

## **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, **31<sup>st</sup> July 2017 to 9<sup>th</sup> August 2017** 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 R1000.00 (one thousand rand) 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, "**RFP/04/IFR/06**" 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 and site meeting for service providers, who have paid for and collected the Bid Documents during the collection period as specified above, will be held at DTPC, 7 Umsinsi Junction, 4<sup>th</sup> Floor, 29° South, La Mercy KwaZulu Natal on, **10<sup>th</sup> August 2017 at 11:00.**

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Enquiries should be directed via email: [tenders@dubetradeport.co.za](mailto:tenders@dubetradeport.co.za).

## **CLOSING TIME & DATE FOR SUBMITTING RESPONSES**

Proposals must be submitted at the DTPC offices on or before **11h00**, South African time on **21<sup>st</sup> August 2017**. Documents should be clearly marked "**Appointment of a Service Provider to assist Dube Tradeport Corporation in developing and rolling out DTPC's Environmental Management System.**"