

# REQUEST FOR PROPOSALS

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## **REQUEST FOR PROPOSAL FOR THE SUPPLY OF WORK WEAR, PERSONAL PROTECTIVE EQUIPMENT (PPE) AND CORPORATE WEAR FOR DUBE TRADEPORT CORPORATION (DTPC) FOR A PERIOD OF THREE (3) YEARS**

**REF NO.: DTP/RFP/07/COR/06/2017**

Dube TradePort Corporation (DTPC) is a provincial public entity (section 3C in terms of the Public Finance Management Act). Refer to [www.dubetradeport.co.za](http://www.dubetradeport.co.za) for more information on Dube TradePort Corporation.

DTPC wishes to appoint a service provider for the supply and delivery of work wear, PPE and corporate wear for Dube TradePort Corporation for a period of three (3) years.

In order to ensure DTPC's Employee personal safety, employees are required to use the correct work wear and Personal Protective Equipment (PPE) on DTPC workplaces, based on the tasks they are expected to perform. It is the duty of the Employer to provide the necessary PPE and workwear as per the Occupational Health & Safety Act 85 of 1993. The allocation of work wear/ PPE is role based.

DTPC also require that their customer facing employees are clothed in corporate clothing to portray a corporate image.

The overall objective is to procure work wear, PPE and Corporate Wear for employees at Dube TradePort to utilize. Currently there are approximately 150 employees at Dube TradePort who will be utilizing this contract.

It is a condition of this bid that **only** tenderers who are black EME or QSE can tender.

National Instruction Note issued 08/05/2013 local production content applies.

### **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 7<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/07/COR/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

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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, 4th Floor, 290 South, La Mercy KwaZulu-Natal on, **8<sup>th</sup> August 2017 at 11:00.**

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 **5<sup>th</sup> September 2017.** Documents should be clearly marked **SUPPLY OF WORK WEAR, PERSONAL PROTECTIVE EQUIPMENT (PPE) AND CORPORATE WEAR.**