

# 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 UP TO 48 MONTHS

REF NO.: DTP/RFP/16/COR/08/2014

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 enter into a contract with a suitably qualified service provider for leasing and maintenance of nine (09) multi-functional 4 paper trays printing machines and one (01) High Volume printing machine in a phased approach for a period up to 48 months.

### 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, 2011 using the 90/10 preference point system where 90 points will be reserved for price only and 10 points reserved for preference points as per the B-BBEE verification certificates or EME letters.

### REQUESTS FOR DOCUMENTS & ENQUIRIES

Request for Proposals and Specification documents will be available **from Monday, 17<sup>th</sup> November 2014** until Monday, **24<sup>th</sup> November 2014** during the weekdays (Mon – Fri) between 08h30 and 16h00, at the Dube TradePort Corporation offices at 7 Umsinsi Junction, 4<sup>th</sup> floor, 29° South, La Mercy, KwaZulu-Natal. A non-refundable document fee of **R 500.00** (five hundred Rands) must be paid 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. The DTPC will only release documents once the payment has been cleared in its bank account. Payments must contain the reference, **"DTP/RFP/16/COR/08"** 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 for service providers, who have paid for the Bid Documents, will be held at DTPC 29° South, 7 Umsinsi Junction, La Mercy, KZN on **Wednesday, 26<sup>th</sup> November 2014 at 13:30**.

Enquiries should be directed to Vanishree Naidoo 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 **Tuesday, 9<sup>th</sup> December 2014**. Documents should be clearly marked **"PROPOSALS FOR THE LEASING AND MAINTENANCE OF MULTI-FUNCTIONAL PRINTING MACHINES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD UP TO 48 MONTHS"**