

REQUEST FOR PROPOSALS

APPOINTMENT OF SERVICE PROVIDER FOR THE PROVISION OF SAGE EVOLUTION TECHNICAL SUPPORT SERVICES TO THE DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS

REF NO.: DTP/RFP/25/FIN/09/2018

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

Dube TradePort invites proposals from suitably qualified, experienced service providers to provide total accounting solutions to the company and its subsidiaries. These services will include but not limited to:

- Onsite and Offsite Sage Evolution support, training and user manuals;
- Designing of customized and generic reports in the BIC module;
- Implementation of new versions and patches as and when required;
- Provision of additional user licenses when required;
- Provision of free telephonic support to all linked users.

In line with the PPPFA regulations, 2017 sub reg. 4 (1), the prequalification criteria for this bid is that only companies which are Black EME or B-BBEE Level 1 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, **21st January 2019 up to 28th January 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/25/FIN/09**” 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 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, 29° South, La Mercy KwaZulu Natal on, **29th January 2019 at 13h00**.

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

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CLOSING TIME & DATE FOR SUBMITTING RESPONSES

Proposals must be submitted at the DTPC offices on or before **11h00**, South African time on **15th February 2019**. Documents should be clearly marked “**(SAGE EVOLUTION TECHNICAL SUPPORT FOR THREE (3) YEARS)**”