

REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION

INVITATION FOR PROPOSALS FOR THE PROVISION OF INSURANCE BROKING SERVICES, CLAIM MANAGEMENT AND RISK MANAGEMENT SERVICES FOR DUBE TRADEPORT CORPORATION A PERIOD OF 3 YEARS

REF NO.: DTP/RFP/08/FIN/08/2020

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.

DTPC wishes to appoint a service provider who is registered with the Financial Services Board (FSB), has a Short Term Insurance License and Financial Service Provider License and is compliant to provide insurance broking services, claim management and risk management services for a period of three (3) years.

DTPC's current insurance portfolio includes the following: Assets, Public Liability, Fleet, Personal Accident, Directors and Officers, Commercial Crime, Carrier's Cargo Liability, Warehouseman's Liability, and Sasria – Motor, Non-Motor and Marine.

In line with the PPPFA regulations 2017, sub reg. 4 the prequalification criteria for this bid is that:

- Only B-BBEE Level 1 or 2 companies are eligible to tender.

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 September 2020 up to 28th September 2020 via email** during the weekdays (Mon – Fri) between 08h30 and 16h00. A non-refundable document fee of R250.00 (Two hundred and Fifty Rands) must be paid via EFT and must be emailed in order for the Bid Documents to be sent via email. **No cash will be accepted and proof of payment must be emailed to tenders@dubetradeport.co.za**. 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/08/FIN/08/2020**" 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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BRIEFING SESSION

A **NON - COMPULSORY** briefing session meeting (**Virtually**) for service providers, who have paid for and received the Bid Documents during the period as specified above, will be held virtually via **Microsoft Teams** on **29th September 2020 at 11:00**.

Enquiries should be directed via email: 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 **9th October 2020**.

DOCUMENTS SHOULD BE CLEARLY MARKED "**PROVISION OF INSURANCE BROKING SERVICES, CLAIM MANAGEMENT AND RISK MANAGEMENT SERVICES FOR DUBE TRADEPORT CORPORATION A PERIOD OF 3 YEARS**".