

REQUEST FOR PROPOSAL (RFP)

ICT GOVERNANCE SUPPORT SERVICES FOR THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE

The **East London Industrial Development Zone SOC Ltd** is the operator of the East London Industrial Development Zone (ELIDZ), an entity which exists to help manufacturers to become globally competitive through the development and efficient management of a modern, purpose built industrial location, which offers investing industries a streamlined business environment enhanced by a range of supporting services. The zone is already operational and currently houses a number of manufacturers that supply products for the local and international markets.

SCOPE OF WORK:

The ELIDZ invites suitably qualified and competent service providers to respond to the Request for Proposals (RFP) for the **ICT Governance Support Services for a period of three years.**

Tender Reference No.	Tender Description / Name	Closing Date / Time
RFP-ICT-078RT	ICT GOVERNANCE SUPPORT SERVICES FOR THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE	13 September 2019 (12:00pm Noon)

BRIEFING MEETING :

Note: A compulsory Briefing or Site Clarification Meeting with representatives of the Employer will take place at **East London IDZ Head Office building, auditorium on 30 August 2019 starting at 10:00 hours. Participants arriving more than 15 minutes late from start time will not be allowed to attend the meeting.**

BID CONDITIONS:

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender
- Tenderers are required to submit a Verified original or certified B-BBEE Certificate. Companies with annual turnover less than R10 million to submit an accountant letter confirming turnover.
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked **"Envelope A -Technical Proposal"** and **"Envelope B – Financial Proposal"**. Then the financial proposal will only be opened should the technical proposal be found to be acceptable.
- A non-written and non-signed ELIDZ Price Schedule of the financial proposal in the "Envelope B" submission will result in the disqualification of the tender.
- Inclusion of Price Offer and/ or any price details in "Envelop A -Technical Proposal" will result in the disqualification of the tender.
- Tenderers are required to submit company registration documents and ELIDZ procurement handbook with their tender.
- Tenderers must be registered on CSD database from Treasury.

EVALUATION:

The evaluation will be guided by the East London Industrial Development Zone procurement policy. Points will be awarded on the basis of Price and BBBEE.

Score breakdown:

- 80 Points for Price
- 20 Points for BBBEE

All tenders with functionality less than 70% of the total functional requirements will not be considered for the next stage of tender evaluation.

TENDER DOCUMENT & SUBMISSION:

The RFP documents will be available for download at no cost on **23 August 2019 12h00 (Noon)** from the East London Industrial Development Zone website www.elidz.co.za under **Opportunities >> Tenders**

The tender must be returned in two separate sealed envelopes clearly marked "Envelope A-Technical Proposal" and "Envelope B-Financial Proposal" with each marked "Confidential" and with the name/address of the submitting company and the tender reference number on each envelope. Both envelopes are to be deposited in the Tender Box at the **Head Office Reception Area of the ELIDZ, Lower Chester Road, Sunnyridge, East London on or before 12h00 on Friday, 13 September 2019.**

ELIDZ will not be responsible for tenders placed in an incorrect tender box. No late tenders will be accepted. Only original tenders will be accepted. Telegraphic, telephonic, telex, facsimile and e-mail will not be accepted.

TENDER ENQUIRIES:

Queries relating to this tender may be addressed to: Ms Z. Mtebele
T: +27 43 702 8200 | E: zandile@elidz.co.za

