

REQUEST FOR PROPOSALS (RFP)

INTERNAL AUDIT SERVICES

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 would like appointment of a service provider for a duration of three years to provide internal audit services.

The scope of work includes mainly the provision of internal audit services through the execution of the 3-year rolling internal audit plan. As our internal audit approach is risk based, the scope of the annual audit plans may change based on the entity risk profile.

Reference No.	Description / Name	Closing Date / Time
RFP-CEO-003	Internal Audit Services	07 December 2020 at 12H00

BRIEFING MEETING:

Note: There will be no briefing session. Tenderers are encouraged to submit written questions by email to lulama@elidz.co.za not later than the **27 November 2020 at 16h30**.

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.
- 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 in 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 "Envelope 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 should be registered on CSD database from Treasury and in possession of a MAAA number.

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 **80%** of the total functional requirements will not be considered for the next stage of tender evaluation.

PROPOSAL DOCUMENT & SUBMISSION:

The RFP document will be available for download on **13 November 2020 12h00 (Noon)**, at www.elidz.co.za under **Opportunities >> Tenders**.

The tender must be placed in a sealed envelope marked "Confidential" with the name/address of submitting company and the tender reference number. They must be deposited in the tender box in **ELIDZ's Head offices, East London Industrial Development Zone Head Office Building, Lower Chester Road, Sunnyridge, East London**.

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 Lulama Giba

T: +27 43 702 8206 | **E:** lulama@elidz.co.za

