

# REQUEST FOR PROPOSALS (RFP)

## MEDICAL AID BROKER SERVICES FOR A FOUR-YEAR PERIOD FOR ELIDZ

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:

Tenders are hereby invited from suitably qualified and experienced service providers to supply of MEDICAL AID BROKER SERVICES for the East London Industrial Development Zone.

The successful tenderer will be required to enter into a Contract to perform the Medical Aid Brokerage services to the East London Industrial Development Zone SOC Ltd for the period of four (4) years with effect from 01 January 2024.

Reference No.	Description / Name	Closing Date / Time
RFQ-MEDB-01-2023	MEDICAL AID BROKER SERVICES FOR A FOUR-YEAR PERIOD FOR THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD (ELIDZ)	31 July 2023 at 12h00

### BRIEFING MEETING:

**Note:** A compulsory briefing session will be held on the **18 July 2023 starting at 10h00** via Microsoft Teams: [Click here to join the meeting](#)

### BID CONDITIONS:

- Tenderers are required to submit a copy of CIPC Registration.
- Tenderers are required to submit a Certified copy(s) of members Identity document.
- Tenderers are required to submit a copy of share certificate.
- Tenderers are required to submit a Proof of Disability from Medical Practitioner .
- Tenderers are required to submit a Proof of Office Location (lease agreement, statement of account from the municipality and/or confirmation of address/clearance from the municipal councilor).
- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender, or the relevant SARS pin code which will allow the ELIDZ to confirm the tenderers tax status on-line.
- Tenderer must be registered on Central Supplier Database (CSD) from National Treasury and MAAA number must be provided
- Tenderers should submit a Valid original or certified B-BBEE certification. Companies with annual turnover less than R10 million to submit an accountant or SARS letter confirming turnover.
- Tenderers to provide certified copy of Company Registration Certificate.
- The successful Tenderer will be required to have sufficient and competent staff available to commence full-time operations in accordance with the contract with effect from the Commencement Date.
- Completed and signed ELIDZ Procurement Handbook with all relevant supporting documentation (Tax clearance etc.)
- Certification of Accreditation as a Health Care Broker in terms of the Medical Schemes Act (in respect of key individual broker who will be appointed to ELIDZ).
- Financial Advisory and Intermediary Services Act (FAIS) Certification (in respect of key individual broker who will be appointed to ELIDZ).

### EVALUATION:

The evaluation will be guided by the ELIDZ procurement policy. Points will be awarded on the basis of Price and Specific Goals.

#### Score breakdown:

- 80 Points for Price
- 20 Points for Specific Goals

All tenders not providing compulsory responsive documentation and with functionality scoring less than 70% will not be considered for the next stage of tender evaluation.

### PROPOSAL DOCUMENT & SUBMISSION:

The RFP document will be available for download on **7 July 2023 from 12:00 (Noon)** at [www.elidz.co.za](http://www.elidz.co.za) under **Opportunities >> Tenders**.

**To make a tender submission for an open tender you must have completed the registration process before and have an active login account. Navigate to <https://tenderportal.elidz.co.za> and login with your credentials captured as part of the registration process.**

**It will be the responsibility of the respondent to ensure that the tender/bid reaches the ELIDZ. All tender/bids documents are to be submitted online at <https://tenderportal.elidz.co.za> before the closing date and time of 12h00 on 31 July 2023. Only PDF documents must be uploaded with a maximum size limit of 2GB per file. No tenders are to be submitted at the ELIDZ premises and No late tenders will be accepted.**

### TENDER ENQUIRIES:

Questions relating to the RFP will be accepted until **16h00 pm on the 21 July 2023** with responses by 24 July 2023. Queries relating to this tender may be addressed to: Ms Z. Mtebele  
**T:** +27 43 702 8200 | **E:** [zandile@elidz.co.za](mailto:zandile@elidz.co.za)

