

REQUEST FOR PROPOSALS

DUBE TRADEPORT CORPORATION

APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF FACILITIES MAINTENANCE FOR DUBE TRADEPORT CORPORATION FOR A THREE-YEAR PERIOD

REF NO.: DTP/RFP/12/PRO/08/2023

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

DTPC invites proposals for the service provider to provide facilities maintenance services for Dube TradePort for a period of three (3) years.

These services will include, but not limited to:

- Continuous inspection of all DTPC building facilities to determine the state of the facilities and assess maintenance requirements comprehensively.
- Any defects noted above will be discussed with DTPC for remedial actions;
- To propose to DTPC a preventative maintenance plan, schedule and to review these on an annual basis or as required by DTPC Property Operations. Further highlighting the types of maintenance below:
 - Scheduled Condition Based Maintenance of equipment;
 - Scheduled Maintenance;
 - Corrective Maintenance; and
 - Statutory Maintenance.

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, 2022 using the 80/20 preference points system.

The 20 preference points will be allocated to the following as included in the bid document:

- I. 15 points allocated to Enterprises (bidders) who are at least 51% or more owned by Black People; AND
- II. 5 points allocated to Enterprises (bidders) who are located within in KwaZulu-Natal.

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from **31st January 2024 up to 8th February 2024** 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 you. No cash will be accepted and proof of payment must be emailed for the Bid Documents to be sent to you. Please allow 2 days for funds to reflect in the account. DTPC will only email documents once the payment has been cleared in its bank account. Payments must contain the reference, "**DTP/RFP/12/PRO/08/2023**"; 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:

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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 (virtual) for service providers, who have paid for and received the Bid Documents via email will be held via Microsoft Teams (**Virtually**) on the **9th February 2024** at **11:00** for service providers who have paid for and were emailed the Bid Documents during the collection period as specified above.

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 **23rd FEBRUARY 2024**.

DOCUMENTS SHOULD BE CLEARLY MARKED “**APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF FACILITIES MAINTENANCE FOR DUBE TRADEPORT CORPORATION FOR A THREE-YEAR PERIOD**”.