

REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION

INVITATION FOR PROPOSALS FOR THE SUPPORT AND MAINTENANCE SERVICES FOR A POLYCOM UNIFIED COMMUNICATIONS SYSTEM FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS

REF NO.: DTP/RFP/15/COR/10/2023

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 implemented a Unified Communications solution for integration of multiple enterprise communication channels to provide and combine multiple enterprise communications channels, such as voice, video, personal and team messaging, and content sharing at the Dube TradePort. DTPC invites suitably qualified service providers to extend the licenses, provide support and maintenance for the Polycom Unified Communications System at the Dube TradePort for a period of three (3) years.

The bidder must provide the following:

- An OEM Letter/Certificate confirming that the bidder is a Polycom/Cisco VTC Partner or Distributor; or
- A letter or Certificate from a Distributor will be acceptable in the case where the bidder is Reseller or Partner.

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. 20 points allocated to Enterprises (bidders) who are at least 51% or more owned by Black People.

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from **26 FEBRUARY 2024 up to 4 MARCH 2024** during the weekdays (Mon – Fri) between 08h30 and 16h00. A non-refundable document fee of R250 (Two hundred and fifty Rands) must be paid via EFT and the proof of payment **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/15/COR/10/2023**"; 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:

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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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, **5 March 2024 at 13:00**.

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 **27 MARCH 2024**.

DOCUMENTS SHOULD BE CLEARLY MARKED “**INVITATION FOR PROPOSALS FOR THE SUPPORT AND MAINTENANCE SERVICES FOR A POLYCOM UNIFIED COMMUNICATIONS SYSTEM FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS**”