

REQUEST FOR PROPOSALS

DUBE TRADEPORT CORPORATION

PROCUREMENT OF A SERVICE PROVIDER TO LEASE VEHICLES WITH FULL MAINTENANCE FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF FIVE (5) YEARS

REF NO.: DTP/RFP/11/COR/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.

Dube TradePort Corporation invites service providers with the necessary knowledge, expertise, capacity and experience to provide services in relation to full maintenance lease of new vehicles, fleet support and managed maintenance for a period of five (5) years with no intention of ownership for DTPC. The service provider shall ensure that vehicles are supplied, serviced, and maintained at an optimal working standard.

The scope of work encompasses, but is not limited to:

- To provide a comprehensive full maintenance lease agreement service for vehicles that are consistent and reliable to maintain a high level of satisfaction.
- To provide a five (5) year full maintenance plan, road assistance, replacement/courtesy vehicle, comprehensive insurance, turnaround times, planned and unplanned repairs, licensing of vehicles, roadworthiness for vehicles, tracking unit delivery costs, and accessories as per the specification.

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

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from **27th November 2023 up to 5th December 2023** 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/11/COR/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:

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, **6th December 2023 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 **19th JANUARY 2024**.

DOCUMENTS SHOULD BE CLEARLY MARKED **“PROCUREMENT OF A SERVICE PROVIDER TO LEASE VEHICLES WITH FULL MAINTENANCE FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF FIVE (5) YEARS”**.