

REQUEST FOR PROPOSALS

DUBE TRADEPORT CORPORATION

Appointment of a service provider to provide Psychometric Assessments for Dube TradePort Corporation for a period of 3 years

REF NO.: DTP/RFP/21/COR/01/2022

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.

Dube TradePort Corporation invites suitable Service Provider(s) to provide Psychometric Assessment for Dube TradePort for the period of three (3) years.

The scope of work will include the following but not limited to:

- Psychometric assessments and competency assessments, at differing levels, for the purposes of recruitment and selection, leadership and management development, talent management identification and development, and learning and development processes for potential candidates and DTPC employees;
- Training of HR professionals and Managers on psychometric assessments and how to interpret results of the assessment reports, if and when required; and
- Ad hoc specialist consulting services on psychometric assessments, key competencies, interviewing techniques, interview questionnaire alignment and other general specialist consulting, as and when required.

Pre-qualification Criteria

In line with the PPPFA regulations 2017 sub regulation 4, the prequalification for this bid is for bidders to meet the following:-

- Only companies who are B-BBEE Level 1 or 2 or 3 are eligible to tender.

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, 2017 using the 80/20 preference points system.

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available **via email** from, **17 October 2022 up to 24 October 2022** 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 via email. No cash will be accepted and proof of payment must be emailed to tenders@dubetradeport.co.za Please allow 2 days for funds to reflect in the account. DTPC will only release documents once the payment has been cleared in its bank account. Payments must contain the reference, **"DTP/RFP/21/COR/01/2022"** and must clearly identify the Bidder, e.g. "ABC

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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

BRIEFING SESSION

A **COMPULSORY** briefing session meeting (**Virtual**) for service providers, who have paid for and collected the Bid Documents during the collection period as specified above, will be held via **Microsoft Teams** on, **25 October 2022 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 **11 NOVEMBER 2022**.

Documents should be clearly marked "**PROVISION FOR PSYCHOMETRIC ASSESSMENTS FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF 3 YEARS.**"