

# REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION

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## **INVITATION FOR PROPOSALS FOR THE PROVISION OF INSURANCE BROKING SERVICES, CLAIM MANAGEMENT AND RISK MANAGEMENT SERVICES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS**

**REF NO.: DTP/RFP/10/FIN/08/2023**

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

Dube TradePort wishes to cost effectively transfer some of its risk by taking out insurance. DTPC requires the services of a reputable, capable and effective service provider that is registered with the Financial Sector Conduct Authority (FSCA), to provide insurance broking services, risk management and claims services in all aspects of the DTPC business for a period of three (3) years.

### **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. 10 points will be allocated to Enterprises (or bidders) who are at least 51% or more owned by Black People; and
- II. 10 points will be allocated to Enterprises (or bidders) who are located in KwaZulu-Natal.

### **REQUESTS FOR DOCUMENTS & ENQUIRIES**

Bid documents will only be available **via email** from, **16<sup>th</sup> October 2023 up to 23<sup>rd</sup> October 2023** 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 **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](mailto: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/10/FIN/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

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 **24<sup>th</sup> OCTOBER 2023 at 11:00**.

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Enquiries should be directed via email: [tenders@dubetradeport.co.za](mailto: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 **13 NOVEMBER 2023**.

DOCUMENTS SHOULD BE CLEARLY MARKED **"INVITATION FOR PROPOSALS FOR THE PROVISION OF INSURANCE BROKING SERVICES, CLAIM MANAGEMENT AND RISK MANAGEMENT SERVICES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS"**.