

REQUEST FOR PROPOSALS

DUBE TRADEPORT CORPORATION

PROVISION OF CATERING SERVICES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS

REF NO.: DTP/RFP/01/COR/05/2025

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 (DTPC) is seeking a catering company to provide light catering services, equipment, staff, and sundries for small events and networking sessions at onsite venues within Dube TradePort. The contract will be for a duration of 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 (Specific Goals) will be allocated to the following as included in the bid document:

- I. Only Enterprises who are at least 51% Owned by Black People will be allocated (10 points).
- II. Enterprises (or bidders) who are based in KZN (10 Points)

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from **3 July 2025 to 10 July 2025** during the weekdays (Mon – Fri) between 08h30 and 16h00. Documents will not be available physically but will be e-mailed to all companies that purchased bid documents. A non-refundable document fee of **R250.00** (Two hundred and fifty rands) must be paid via EFT, proof of payment must be emailed for the Bid Documents. No cash will be accepted, and proof of payment must be emailed. 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/01/COR/05/2025**" and must clearly identify the Bidder, e.g. "ABC Consortium". Electronic versions of these documents will only be available via email 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 **11 July 2025 at 11:00**.

Enquiries should be directed via email: tenders@dubetradeport.co.za.

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CLOSING TIME & DATE FOR SUBMITTING RESPONSES

Proposals must be submitted at the DTPC offices on or before **11h00**, South African time on **25 July 2025**. Documents should be clearly marked “**PROVISION OF CATERING SERVICES FOR DUBE TRADEPORT CORPORATION FOR A PERIOD OF THREE (3) YEARS**”.