

REQUEST FOR PROPOSALS

DUBE TRADEPORT CORPORATION

APPOINTMENT OF SERVICE PROVIDER FOR CONSULTATION AND DELIVERY OF A HOLISTIC ORGANISATIONAL CULTURE ALIGNMENT PROJECT FOR A THREE-YEAR PERIOD

REF NO.: DTP/RFP/11/COR/08/2022

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.

DTPC invites proposals from suitably qualified service providers for consultation and delivery of a holistic organisational culture project over a period of three years.

The overall scope of the service provider is indicated hereunder but not limited thereto:

1. Diagnose / Assess current culture;
2. Develop Culture Change Management Plan;
3. Implementation of Culture Change Management Plan;
4. Develop a Communication Strategy; and
5. Monitoring, Evaluation, Learning and Replanning.

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 per the split included in the bid document:

- i. Enterprises that are at least 51% Owned by Black People; and
- ii. Enterprises that are at least 51% Owned by Women.

REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from, **31 March 2023 up to 11 April 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 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/08/2022"**; 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, **12 April 2023 at 11:00**.

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 **5 May 2023**.

DOCUMENTS SHOULD BE CLEARLY MARKED “**APPOINTMENT OF SERVICE PROVIDER FOR CONSULTATION AND DELIVERY OF A HOLISTIC ORGANISATIONAL CULTURE ALIGNMENT PROJECT FOR A THREE-YEAR PERIOD**”.