

# REQUEST FOR PROPOSALS DUBE TRADEPORT CORPORATION



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

REF NO.: DTP/RFP/26/FIN/01/2017

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

DTPC wishes to appoint a service provider who is registered with the Financial Services Board (FSB) and compliant with the Financial Advisory and Intermediaries Services (FAIS) to provide insurance broking services, claim management and risk management services for a period of three (3) years. DTPC's current insurance portfolio includes the following: Assets, Public Liability, Fleet, Stated Benefits, Directors and Officers, Commercial Crime, Carrier's Liability, Warehouseman's Liability, and Sasria – Motor, Non-Motor and Marine.

The contract will have an element of Enterprise Development with a minimum of 35% of the contract to be executed by historically disadvantaged companies which are 51% or more black owned. Enterprise Development is designed to assist with the development and sustainability of black companies who are EME and QSE.

### EVALUATION OF THIS BID

All proposals will be evaluated in various stages in accordance with the PPPFA regulations, 2011 using the 90/10 preference point system.

### REQUESTS FOR DOCUMENTS & ENQUIRIES

Bid documents will only be available from, **27<sup>th</sup> February 2017** to **7<sup>th</sup> March 2017** during the week (Monday to Friday) between 08h30 and 16h00, at the Dube TradePort Corporation offices located at 7 Umsinsi Junction, 4th floor, 29° South, Dube City, Dube TradePort, La Mercy, KwaZulu-Natal. A non-refundable document fee of R 1000.00 (One thousand Rands) must be paid via EFT prior to collection of the Bid Documents. No cash will be accepted and proof of payment must be produced on collection of the Bid Documents. 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, "**RFP/26/FIN/01**" 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 and site meeting for service providers, who have paid for and collected the bid documents during the collection period as specified above, will be held at DTPC, 7 Umsinsi Junction, 4th Floor, 29° South, Dube City, Dube TradePort, La Mercy KwaZulu Natal on, **8<sup>th</sup> March 2017 at 11:00.**

Enquiries should be directed via email: [tenders@dubetradeport.co.za](mailto: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 **22<sup>nd</sup> March 2017**. Documents should be clearly marked "**PROVISION OF INSURANCE BROKING SERVICES, CLAIM MANAGEMENT AND RISK MANAGEMENT SERVICES FOR DUBE TRADEPORT CORPORATION A PERIOD OF THREE (3) YEARS**"