



## NOTICE

### **APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF A TRAINING ON INFORMATION TECHNOLOGY INFRASTRUCTURE LIBRARY (ITIL).SCMU 7-17/18-0035**

The Department of Cooperative governance and Traditional Affairs solicit proposals from the potential and competent bidder(s) for the provision of training services for six (6) Departmental Government Information Technology Office officials. The Terms of Reference do not constitute an offer to do business with the department, but merely serves as an invitation to bidder(s) to submit proposals for the requires services.

### **BIDDERS MUST SUBMIT THE FOLLOWING DOCUMENTS AS PART OF THE TENDER DOCUMENTS.**

- Original or certified copy of original B-BBEE level verification certificate or consolidated B-BBEE Status Level Verification Certificate
- Original Completed Standard returnable Bidding Documents
- Status of Tax compliance will be verified on CSD
- Bidders current CSD summary report or each party in the case of a consortium / joint venture is to form part of the bid.
- Proof of accreditation certificates (Certified with 3 months).

Bidding documents are collected from Department of Cooperative Governance and Traditional Affairs, Tyamzashe Building, Phalo Avenue, **Supply Chain Management: Demand Management Unit, 3<sup>rd</sup> Floor Room 3164**. Bidders are requested to submit **One** sealed envelope marked "price" and "functionality" on the outside indicating the name of the bidding company (bidder) and the bid number. Bids are to be submitted / deposited in the departmental bid box situated at the main entrance foyer of the department on or before **06 March 2018 at 11H00**.

### **BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING CONDITIONS:**

- Additional points will be awarded to bidders located within the Eastern Cape Province (proof must be submitted).
- Service providers must be registered in the Centralised Suppliers Database (CSD) and on LOGIS.
- Bidders that do not meet the minimum threshold of 70% in functionality will be disqualified.

The validity of the Bid is 90 days. Failure to provide adequate information or to adhere to the Terms of reference will result in disqualification.

### **PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:**

Price **80 points**

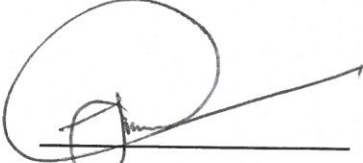
B-BBEE Status Level of Contributor **20 points**

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**NB: E-mailed/faxed documents will not be accepted.**

**All enquiries should be directed to:**

**Mr T Mngaza and Mr L Singama Tel: 040-609 5496/5372 End user  
Mr. S. Mathumbu Tel: 040-609-5999 - Supply Chain Management**



**MS N. MAKI**

**SENIOR MANAGER: SUPPLY CHAIN MANAGEMENT**

**DEPARTMENT OF CO-OPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS**

**DATE: 27/08/2018**