



RFQ AK157

12 March 2019

Verification Agency to Conduct an Annual BBBEE Verification

UShaka Marine World invites eligible and accredited service providers to submit a written quotation on their official letter head for the above service.

The quotation must be submitted with the following documents;

- A valid tax clearance certificate
- A current BEE status certificate
- Valid Letter of Good Standing for Workmen's Compensation
- Proof of CSD Registration
- Proof of accreditation by South African National Accreditation Association (SANAS)

Verification Agency to Conduct an Annual BBBEE Verification

Procurement of the services of a duly accredited Broad Based Black Economic Empowerment (BBBEE) agency to conduct an annual BBBEE verification (30 June 2019) for UMW

1. The response should be in a form of a proposal which should outline the following:

(a) Methodology

(b) Proposed Duration

(c) Cost Implications, excl VAT

(d) Reference site (at least 2 written/ contactable relevant references, where similar work has been completed and of the same size and stature of UMW (i.e. organs of state)).

2. Only verification agencies accredited by South African National Accreditation Association (SANAS)



OBJECTIVES OF THE SERVICE

1. Conduct on site verification for the entity in compliance with the requirements set by the DTI and SANAS for B-BBEE Scorecard requirements;

SCOPE OF WORK

The B-BBEE verification process will provide the certificate and detailed report for the 01 July 2018 to 30 June 2019 financial year.

ELEMENTS OF THE PROPOSAL

The proposal must include, at minimum, the following information and documents:

- Proposal for above mentioned requirements with costs
- Provide an overview of the operating structure.
- Describe the resources your organisation has to deliver the required services and support to UMW
- List the key resources that will be involved in supplying these services with their project role and relevant qualifications, certifications, skills and experience.
- Briefly describe your organisation's track record and experience in delivery this type of service.
- Provide information regarding the utilization of industry standards and guidelines, as they apply to your business and your proposal.
- Describe the relevant memberships, certifications and partnerships that your organization has, and that pertain to this bid. Elaborate on the level of these certifications and partnerships, specifically with regards to SANAS.
- Briefly describe how your organisation manages their client relationships – how many points of contact exists, how you manage interaction and reporting with regards to delivery issues, quality, SLA's etc.
- Certified copy of Identity Documents of Shareholders/Directors and cancelled cheque/letter from the bank;
- Original Valid Tax Clearance Certificate and Broad Based Black Economic Empowerment Certificate or Affidavit substantiating the bidders B-BBEE rating must accompany the proposal.
- Certificate of SANAS accreditation : R47-02



Quotation for the above mentioned, must be submitted, marked "**RFQ AK157–Verification Agency to Conduct an Annual BBBEE Verification**" quotes must be placed in our quotation box, located at our main reception area, **not later than 11h00 on 18 March 2019.**

Enquiries can be directed to: Saloshini Govender Email: sgovender@ushakamarineworld.co.za

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THE ADJUDICATION PROCESS

The adjudication of this quote will be in terms of the example below, The Preferential Procurement Regulations 2011 and compliance with this Brief. Before a final decision is taken, USHAKA MARINE WORLD may wish to call suppliers in for presentations on their submissions.

Criteria	Max. Points Scoring
Price	80 Points
Price	80
Empowerment:-	20 Points
Empowerment Status of the Company	20
Total Points (Max.)	100