

INVITATION TO BID

Suitably qualified, experienced and registered companies are hereby invited to submit proposals to the Cape Town International Convention Centre (CTICC) for the following tender:

CTICC

BID NUMBER	SCORING MECHANISM	COLLECTION DETAILS		
		DATE	TIME	VENUE
CTICC 025/2017 PROFESSIONAL SERVICES: SHORT TERM CASH MANAGEMENT, FOR A CONTRACT PERIOD ENDING JUNE 2020	80/20 80 = PRICE 20 = BBBEE STATUS	26 January 2017	10H00	CTICC Main reception

The tenders will be evaluated on the below functionality criteria. The minimum qualification score for functionality is 70.

FUNCTIONALITY / QUALITY CRITERIA	SUB CRITERIA	MAXIMUM NUMBER POINTS
TENDERER EXPERIENCE	Tenderers experience on similar projects	30
EXPERIENCE OF STAFF	Experience and qualifications of key staff member.	30
METHODOLOGY/ PROJECT PLAN	Approach paper and Methodology	40
TOTAL POINTS FOR FUNCTIONALITY		100

Tenderers not registered on the CTICC Database or the Central Supplier Database are not precluded from submitting tenders, but must be registered prior to the closing date of this tender to be responsive. Tender documentation can be purchased at a **non-refundable cash fee of R 200** per document during office hours, which will be made available as per date stated on the advertisement. Alternatively, the tender document can be obtained electronically from the eTender Publication at www.etenders.gov.za.

The following personnel may be contacted only in writing in respect of enquiries with the following subject line: "**CTICC 025/2017 – Enquiries**"

- Enquiries: Mariam Fortune at mfortune@cticc.co.za;
- Technical Enquiries: Ms. Melissa Cupido at melissa@cticc.co.za

To ensure that bids are not invalidated, bid documents must be completed in accordance with the terms and conditions stated on them. The completed original bid documents must be placed in a sealed A4 envelope – clearly stating the bid number and name of tender. The sealed bids must be deposited into **Tender box 1** situated at the reception area on the ground floor of the Cape Town International Convention Centre.

CLOSING DATE AND TIME FOR BID: 09 FEBRUARY 2017 at 12:00H

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender data.

All bids received will be opened in public, late proposals and proposals submitted by e-mail or fax will not be accepted. The CTICC reserves the right to withdraw any proposal, invitation and/or to re-advertise or to reject any proposals or to accept any part of it. The CTICC does not bind itself to accepting the lowest bid or to award a contract to the bidder who scores the highest number of points. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

CAPE TOWN INTERNATIONAL CONVENTION CENTRE

Cape Town International Convention Centre

