

## REQUEST FOR QUOTATION

Notice is hereby given that quotations from suitable experienced providers for the below mentioned RFQ, located at the Cape Town International Convention Centre Company SOC Ltd (RF)(CTICC) for the following request for quotation:

CTICC

REQUEST FOR QUOTATION NUMBER	SCORING MECHANISM	RFQ COLLECTION DETAILS		
		DATE	TIME	VENUE
RFQ 007/2017 PROFESSIONAL SERVICES – INDUSTRIAL RELATIONS TRAINING FOR SENIOR MANAGERS	80/20 80 = PRICE 20 = BBBEE STATUS	Please request a set of Documents via e-mail to <a href="mailto:eben@cticc.co.za">eben@cticc.co.za</a>		

The quotation will be evaluated on the below functionality criteria. The minimum threshold of **70** is required for functionality, in order to be regarded as responsive.

FUNCTIONALITY / QUALITY CRITERIA	SUB CRITERIA	MAXIMUM NUMBER OF POINTS
<b>BIDDERS EXPERIENCE</b>	Bidder's experience in the provision of similar industrial relations training to the value of R 200 000 per brief.	<b>60</b>
<b>EXPERIENCE OF KEY STAFF PERSONNEL</b>	CV's of Key staff personnel working on the project, to be submitted.	<b>40</b>
<b>TOTAL POINTS FOR FUNCTIONALITY</b>		<b>100</b>

Vendors must be registered on the CTICC-and Central Supplier Databases. Vendors who are not registered on the CTICC- and CSD Databases are not precluded from submitting proposals, but must however be registered prior to the closing date of this request for quotation to be responsive.

The following personnel may be contacted **only in writing** in respect of enquiries with the following subject line: "RFQ 007/2017 – Enquiries"

- Enquiries: Eben Lewis at [eben@cticc.co.za](mailto:eben@cticc.co.za)

Sealed quotations may only be submitted in hard copy on the quotation documentation that has been issued. The completed original quotation documents must be placed in a sealed envelope – clearly stating the quotation number (**Request for Quotation RFQ 007/2017**) and the name of bidder. The sealed quotation must be deposited into the **Tender box 2** situated at the reception area on the ground floor of The Cape Town international Convention Centre.

The closing time for receipt of quotations is **12:00 on Tuesday, 27 September 2016**.

Telegraphic, telephonic, telex, facsimile, electronic mail and late quotations will **not be accepted**.

The CTICC reserves the right to withdraw any proposal, invitation and/or to re-advertise or to reject any proposals. The CTICC reserves the right to accept any quotation in full or a part thereof.

**EBEN LEWIS (SUPPLY CHAIN MANAGER)**  
**CAPE TOWN INTERNATIONAL CONVENTION CENTRE COMPANY SOC LTD (RF)**