



mictseta

Media, Information and Communication Technologies
Sector Education and Training Authority

Accelerating quality skills towards an information savvy society

REQUEST FOR PROPOSALS

MICT SETA invites all suitably qualified, capable service providers to submit proposals for the following bid:

Video Conferencing; Bid Number: MICT 04/2014

Bid No	Description	Terms of Reference Document Availability	Evaluation Criteria	Closing Date and Time
MICT 04/2014	Video Conferencing for a period of Three (3) years (subject to MICT SETA license renewal)	MICT SETA website: www.mict.org.za from 9 June 2014, or collected from the address below	90/10 Preference Point Scoring System, in terms of PPPFA	30 June 2014 at 11:00

Collection of Bid Documents: Electronic copies of the tender documents will be made available on the website (**www.mict.org.za**) under "Procurement" from 09 June 2014, and a valid proof of payment is required to be submitted with bid documents. Bid documents can also be collected at the address mentioned below. Bidders will be required to show their deposit slip upon collection of the bid document and sign the collection register. A non-refundable tender fee of R500.00 is payable either by bank deposit or Electronic Fund Transfer. Banking details: Bank Name: First National Bank; Account Name: MICT SETA; Reference: MICT04/2014 and your company name; Account Number: 62016264260; Branch Code: 250655. Bid documents are not transferable.

Closing date: 30 June 2014 at 11:00.

Submission: Three (3) copies of the technical proposal (one (1) original and two (2) copies) and one (1) copy of the financial proposal (original) must be submitted. Upon submission of bids, bidders will be required to sign the Bid Submission Register at the Reception. Submissions must reflect the bidder's name, the bid reference number and description, and must be deposited in the bid box situated at the **MICT SETA Head Office, Block 2, Level 3 West, Gallagher Convention Centre, Gallagher Estate, 19 Richards Drive, Halfway House, Midrand 1685.**

Technical Enquiries: IT Management: Hennie Rheeder at (011) 207-2626 or Cedric Kekana at (011) 207-2637.

Late submissions will not be accepted. MICT SETA reserves the right to withdraw, cancel or not award any bid issued.