



higher education
& training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



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TENDER NOTICE AND INVITATION TO TENDER

Esayidi TVET (Technical Vocational Education and Training) College a government entity engulfed under Department of Higher Education and Training and governed by CET Act of 2006 as amended, hereby extend an invitation to suitable and capable service providers for provisioning of **INTERNAL AUDIT** for the institution.

Tender Number	Tender Description	Term of Contract	Compulsory Information Session	Closing Date
ESATVET/INTA/14/08/2023	INTERNAL AUDIT SERVICES	36 Months	None	22 September 2023 at 11:00

Tender documents are available at a non-refundable fee of R500.00 (VAT included) at Esayidi TVET College. Document to be released with Proof of payment. Documents shall only be obtainable from the **22th of August 2023**.

Tenders need to obtain a minimum percentage score of 70% and above on functionality to proceed to the next stage of Evaluation.

FUNCTIONALITY CRITERIA	POINTS ALLOCATED
Provide three (3) contactable reference letters of projects similar in nature (Telephonic and email refence verification) • Of contracts of similar nature or service • For the past five (5) years • Letters must be clearly dated (Commencement, Completion and Duration) 3 References verified = 15 Points 2 References verified = 10 Points 1 Reference verified = 5 Points 0 Reference verified = 0 Points	15
Provide the name of the professional association of which the bidder is a member, and the bidder's length of membership (e.g. SAICA, IRBA, IIA, etc) Proof of such membership should be provided. (Certified copies not older than three months) Provided = 15 Points Not Provided = 00 Points	15
Provide proof that the bidder or its directors are not under the terms of a public or private reprimand/ warning of a professional Association on a company letter head. Provided = 20 Points Not Provided = 00 Points	20
Proof of Business Office in the District of the Project (Eg, Utility Bill) Proof Provided = 30 Points None Provided = 00 Points	30
Audited Financial Statements for the last 2 years Proof Provided = 20 Points None Provided = 00 Points	20
Total Points	100

The 80/20 preference points system will be applicable during the evaluation and adjudication of this Bid. Proof to be attached to claim the points below.

Historically Disadvantage Individuals Specific Goals	Points
Black woman	4
People with disability	4
Black	4
Youth	4
Specific goal: Locality	4

Payment of tender documents to be deposited in College Bank account only: Esayidi TVET College, ABSA BANK, Current Account 1013042868, No cash deposits will be accepted.

Fully completed original Bid documents, with one (1) of the original document in a sealed envelope, must be clearly marked with the relevant Bid Name and Number. Completed Bids (**Original and USB copies**) must be deposited in the bid box, situated in the foyer of the 3 Shooters Hill, Lot 462 Nelson Mandela Drive Port Shepstone, no later than **22 September 2023 at 11:00**.

Tender document purchases and enquiries: Mr N. Mseleku email: tenders@esayidivet.edu.za tel **039 940 5283** during office hours.

NOTE TO BIDDERS ON BID CONDITIONS:

- The Supply Chain Management Policy of Esayidi TVET College will apply. The Council reserves the right not to accept the lowest bid or any bid and reserves the right to accept the whole or part of the bid, or to reject all bids and cancel the notice to tender.
- Bids that are submitted late, incomplete, unsigned or by facsimile, electronically or not completed in black ink will be rejected and not accepted for further evaluation.
- Members or Directors of Companies or Service Providers who are state employees are not allowed to bid or quote.
- Unsuccessful bidders will be informed of the tender outcome through Esayidi TVET College website or local newspaper/s. Aggrieved unsuccessful bidders will be allowed to lodge, within fourteen (14) days of the decision or action, a written objection or complaint to the Office of the SCM Manager through email: tenders@esayidivet.edu.za. Complaints or objections received after fourteen (14) days of the date of the notice **will not** be entertained
- Bids submitted are to be valid for a period of **120 days**.

NB: FAILURE TO SUBMIT ORIGINAL AND ONE (1) USB WILL RESULT IN DISQUALIFICATION.

Esayidi TVET College
Mrs R. Bodenstein
Acting Rector
3 Shooters Hill
Lot 462 Nelson Mandela Drive, Port Shepstone