



Telkom Tenders

RFB 0107/2008: TO OBTAIN THE SERVICES OF AN EXPERIENCED COMMUNICATION MANAGEMENT SERVICE PROVIDER.

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Closing date & Time	:	2008/09/12 @ 11:00
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Cost of document	:	R 50.00

Description:

Telkom's Corporate Communication Team has identified a need to obtain the services of an experienced Communication Management service provider.

Critical Criteria

The following critical criteria will be used to evaluate:

1.1 The bidder must have continuously rendered integrated communication services for at least three years prior to the publishing date of the tender document. (Note that three years experience can be individually or collectively in case of subcontracting other services except for the Communication Strategy.)

In order for the bidder to qualify for critical criteria one (1) the following must be provided:

- **The bidder must provide at least three references from three different corporate clients, for which the bidder has provided communication services in written form. (A corporate client refers to a legal entity that has over a 1,000 employees that have been serviced). A letter of reference in this regard will suffice, and it must stipulate and confirm their number of employees.**
- **The reference must stipulate which services the bidder rendered and the duration of the involvement.**
- **References must be on an official corporate letterhead of the client and signed by a senior client representative.**
- **The bidder must provide a case study of an integrated Communication Strategy and the implementation plan for a client, preferably a company listed as reference.**



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The bidder must not outsource or subcontract Communication Strategy development as it must be a key output of the bidder. (The bidder must confirm in writing that the Communication Strategy will not be outsourced).

1.2 Telkom requires that bidders must have a minimum of 25.1% or more Effective Black Shareholding/equity ownership.

Note: Telkom applies the Flow Through Principle AND NOT Modified Flow Through Principle.

The following documentary proof is required to substantiate compliance to the critical criteria:

- All registration documentation, as per the BEE questionnaire in the tender document e.g.
 - o certified copy of the latest valid shareholders certificate
 - o certified copy of Shareholders agreement and other legally certified docs
 - o ID documents

Note: The Bidder must complete the BEE Questionnaire in the RFB document and provide all the documents as stated above

Definition of terminology:

Economic Interest:

Economic Interest shall mean a member's entitlement to receive any payment from the company, which arises by virtue of the member's holding any equity interest. This shall include a shareholder's entitlement to dividends of a company limited by shareholding and a beneficiary's entitlement to share in the distributions of a trading

NB:* for the purpose of evaluation, where reference is required, full supporting information is required.

NB * Bidder's conference on:

Date: 05 September 2008

Venue: Erica Conference Room, Telkom Towers North, 152 Proes Street, Pretoria.

Time: 10h00 to 12H00

The bidders' conference is not compulsory

The bid document can be obtained from Telkom's Tender Office at the following address:

Attention: Marietjie Mattheus
179 Proes Street
Pretoria
0002
Telephone No.: 012 311 3009