



Telkom Tenders

RFB 0162/2009 FOR THE SUPPLY OF EVENT MANAGEMENT SERVICES

Publish Date: 19 June 2009
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 Contact Person: Nangamso Veveza
 Telephone: 012 – 311 2706
 Fax : 012 – 311 1290
 e-mail : vevezana@telkom.co.za

Description:

RFB 0162/2009 for Event Management Service Providers for Telkom

BIDDERS MUST INDICATE IF THEY COMPLY WITH THE FOLLOWING CRITICAL CRITERIA:

1. Critical Criteria

1.1 Black Economic Empowerment

No	Requested	Information Supplied	
		YES	NO
	Effective Black Ownership of twenty five percent (25.1%)		
The following documentary proof is required to substantiate compliance to the Critical Criteria			
	<ul style="list-style-type: none"> certified copy of the latest valid Shareholders certificate 		
	<ul style="list-style-type: none"> certified copy of shareholders agreement & other legally certified docs 		
	<ul style="list-style-type: none"> ID docs 		
	<ul style="list-style-type: none"> The Bidder shall be a registered legal entity as evaluated by Telkom 		



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Note:

- Any Joint Ventures must be a registered legal entity (individual members to the Joint Ventures should have two (2) years experience).

1.2 Technical Experience

No	Requested	Information Supplied	
		YES	NO
1.	Bidders must have executed at least 3 large events (for a minimum of 200 people) in the past 12 (twelve) months.		
2.	A letter of reference from the companies for which the events were executed must be provided signed by a senior manager of that company.		

1.3 Company Experience

BIDDERS must have a minimum of two (2) years experience in the field of Event Management. BIDDERS must provide their company profile including:

Category	Requested	Information Supplied	
		Yes	No
Company Profile	The size of the company – including permanent staffing		
	Provide CVs of freelancing and or permanent staff's experience		
	Provide CVs of subcontractors' experience relating to the requirements of this bid that will be used in this project (if subcontractors are being utilised)		
	Provide CVs of individuals who will be dedicated and allocated to work on the Telkom account or project.		



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The bid document can be collected from the Telkom Tender Office at the following address:

**179 Proes Street, Telkom Tower South,
Lower Ground, Floor 179.**

The contact telephone number is : **012 – 311 3364**

Bidder's conference on:

Date: 26 June 2009

Venue: Erica Conference Room, Telkom Towers North, 152 Proes Street,
Pretoria, 1st Floor

Time: 09:00 - 12:00

Bid document cost: R50