



Telkom Tenders

RFP 0334/2011: ENHANCEMENT OF THE ENTERPRISE PORTAL FOUNDATION - PROFESSIONAL SERVICES FOR WEBSITE EFFICIENCY IMPROVEMENT

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Description:

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1. Critical Criteria

Potential Bidders must comply with the following critical criteria. Non-compliance to any one of these criteria or no supporting documentation supplied, with the RFP response for any one of the criteria will invalidate a bid:

Critical Criteria
The Vendor shall have had at least 1 corporate customer* for whom they have implemented search engine optimization during the past 2 years. Copies of testimonial letters signed by the designated company representative must be furnished from the customer as proof.
The Vendor shall have had at least 1 corporate customer* for whom web copywriting services were provided during the past 3 years. Copies of testimonial letters signed by the designated company representative must be furnished from the customer as proof.
The vendor shall have implemented social media moderation for at least 1 corporate customer* during the past 2 years. Copies of testimonial letters signed by the designated company representative must be furnished from the customer as proof.
The vendor shall have conducted web usability studies for at least 1 corporate customer* during the past 3 years. Copies of testimonial letters signed by the designated company representative must be furnished from the customer as proof.
<p>Note:</p> <p>* A Corporate Customer can be defined as:</p> <ul style="list-style-type: none">• a company and their subsidiaries listed on the Johannesburg Securities Exchange (JSE);• Or an unlisted company and their subsidiaries with turnover above R50 million per annum. <p>The Bidder shall provide documentation confirming their business relationship with the corporate customer in the form of a reference letter. The reference signed letter shall be on the official letterhead of that corporate customer and shall include contact details of a senior employee who was/is involved.</p>



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Telkom requires that proposers/bidders must have a minimum effective Black Ownership of 25.1% or more.

- The proposers/bidders must provide documentation to proof compliance to the above-mentioned requirement of effective Black Ownership of 25.1% or more. In case of a CC all the listed documents under 1st column **must** be submitted whereas in the case of a (Pty) Ltd/Ltd all the listed documents under 2nd column **must** be submitted.

*For Public listed companies black shareholding shall be institutionalised black shareholding and not shares traded through Stock Exchange.

- The above required documentation are as follows:

Close Corporations (CC)		Pty (Ltd)/Ltd	
1	The DTI Documents specifying % ownership of members	1	Signed shareholders agreement where the company is owned by more than one entity or individual shareholders
		2	Share certificates of individual companies or individual members tallying with shares allocated
2	Valid verification certificate of your Company's BBEE from a SANAS accredited verification agency (i) Companies with annual turnover of more than R5m verification certificate expected (ii) Companies with annual turnover of less than R5m: A letter from Auditors/Accountants confirming the company annual turnover and the percentage (%) black shareholding in the company	3	Valid verification certificate of your Company's BBEE from a SANAS accredited verification agency
3	External Auditors/Accountants letter confirming level of unrestricted entitlement of Black people to receive their economic interest with percentage (%) indicated	4	External Auditors/Accountants letter confirming level of unrestricted entitlement of Black people to receive their economic interest with percentage (%) indicated



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2. Bid Document Collection

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

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

Contact Person: Benji Ramatlakana
Contact details: **(012) 311 3364**