

RFS-00006-2014 FOR THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE BUSINESS DEVELOPMENT SERVICES TO TELKOM ESD BENEFICIARIES ON BEHALF OF TELKOM

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Description:

REQUEST FOR SERVICE (RFS-00006-2014) FOR THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE BUSINESS DEVELOPMENT SERVICES TO TELKOM ESD BENEFICIARIES ON BEHALF OF TELKOM

Introduction

Telkom seeks the expertise and services of a panel of Enterprise and Supplier development firms to provide services in respect of the operationalization of the various programmes of its ESD strategy. The nature of the arrangement may be either full-time for a contracted period or as-an-when required.

Successful bidders will be required to provide services in at least one of the following specific categories of services required:

- Category 1 Training of enterprises and their employees
- Category 2 Assessment of enterprises and planning of interventions
- Category 3 Specialised services
- Category 4 General business development support and mentorship
- Category 5 Business incubation

1. Pre-Qualification Criteria (Phase 1)

1.1 Tax clearance

At the closing date of this RFS, the bidder should also provide Telkom with a valid SARS tax clearance certificate (Original copy). This certificate should be attached to the RFS response.

1.2 Telkom Terms and Conditions

Bidders must accept Telkom's Master Service Agreement and Annexure for "Services".

1.3 Availability and capability

The bidder must confirm its availability and capability to start delivering services in its tendered categories of services in its region(s) of operation from mid of January 2015. This should be confirmed in writing on the closing of the RFS.

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1.4 Experience

The bidder must provide evidence regarding previous experience and engagements demonstrating delivery capability in this area on portfolios of similar scale. At least two references are required and must demonstrate two years' experience in previous engagements. At least one of these references must be from a JSE listed Company or a large South African Company (turnover of over R1b).

1.5 Proof of physical business address

The bidder must present proof of the physical business address as indication of the geographical presence of the bidder in the relevant Telkom geographical region listed under 3.6 (of the RFS) for which the bidder is offering services.

1.6 Proof of training course accreditation

In the event that the Bidder is tendering for training, the Bidder shall provide proof of training course accreditation or other certification demonstrating the credibility of the training programme.

1.7 Other Compulsory Documentation Required:

5.1.7.1 The Bidder must read, accept and sign Telkom's Non-Disclosure Agreement

5.1.7.2 Completed Telkom Tax Questionnaire must be submitted

2. Bid Document Collection

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

**Telkom Tender Office (below the overhead bridge)
179 Johannes Ramokhoase Street (formally known as Proes Street),
Lower ground floor of Telkom Tower South,
PRETORIA CBD**

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

3. Bidder's conference

Date: 11 November 2014

Venue: Telkom SA SOC Limited
Telkom Towers North
152 Johannes Ramokhoase Street,
Pretoria Central,

Time: 10:30am for 11:00 am

Please note: Bidders are requested to arrive 30 minutes prior to the scheduled time to be signed in.