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USHAKA MARINE WORLD INVITES ELIGIBLE AND ACCREDITED SERVICE PROVIDERS TO SUBMIT A WRITTEN QUOTATION ON THEIR OFFICIAL LETTER HEAD FOR THE GOODS/SERVICES REQUIRED AS STIPULATED IN THIS REQUEST FOR QUOTAION.

RFQ NO: **126 SN 12032019**

DESCRIPTION: **APPOINTMENT OF SUITABLE SERVICE PROVIDER FOR THE VERIFICATION OF QUALIFICATION AND EMPLOYMENT BACKGROUND FOR PERIOD OF 12 MONTHS.**

Invitation date	12 March 2020
Closing date	19 MARCH 2020
Closing time	11H00
Compulsory briefing meeting	YES
Date & Time	19 March 2020 at 11H00
Venue	uSHAKA MARINE WORLD RECEPTION
Documents are obtainable from	uShaka Marine World WEBSITE
Submission of RFQ	Sealed Tenders, addressed to the PROCUREMENT DEPARTMENT and marked with the RFQ Number, “Provision of verification of qualification and employment background Screening Services” are to be placed in the Tender Box located in the reception, uShaka Marine World , (and not any other department), no later than: 19/03/2020 at 11H00
Technical enquiries (end user)	Lerato Makoropo; Tel: 031-328-8021; eMail: lmakoropo@ushakamarineworld.co.za
Procedural enquiries (Supply Chain management/Procurement)	Snenhlanhla Nxumalo; Tel: 031-328-8043; eMail: snxumalo@ushakamarineworld.co.za

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)



COMPULSORY RETURNABLE DOCUMENTS

- Current tax clearance certificate/SARS PIN NO
- Current BBBEE certificate
- Proof of CSD Registration
- MBD4 Declaration of Interest

DESCRIPTION / SPECIFICATION

The service provider must be a registered & accredited professional agent who is legally allowed to do vetting and offer the full range of background screening services:

- Verify all qualifications (trade tests, ND/Degree, Honours, Masters, PHD, N6 Certificate, Grade 12 any other NQF aligned certificate);
- Credit Checks; (Must have direct link to all credit record directories)
- Drivers' License, and determine registration accreditation of candidates with a registered professional body Reference Checks;
- Verifying personal history (criminal records, employment history/reference)
- Verifying all qualification within S.A and outside borders

uShaka Marine World will capture the fingerprints of candidate.

It is required that the service provider owns the AFIS license and gives a direct link to the organization for the use of it.

THE ADJUDICATION PROCESS



The adjudication of this quote will be in terms of the example below, The Preferential Procurement Regulations 2011 and compliance with this Brief. Before a final decision is taken, USHAKA MARINE WORLD may wish to call suppliers in for presentations on their submissions.

Criteria	Max. Points Scoring
Company Experience in verification of qualifications and employment Background Screening Services (2 years or more)	40
Ownership of the AFIS license with a direct link to uShaka Marine World for the use of it.	50
3 References with contact details of where similar training has been provided in the past 2 or more years	10
Tenderers that pass quality criteria (score70) will thereafter be evaluated on Price and Preference based on the 80/20 Preference system, in accordance with the SCM Policy, 06/12/2018. The total of the rates tendered will be used for tender evaluation purposes.	
Empowerment:-	20 Points
Price	80 Points



PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

<u>ITEM NO.</u>	<u>QUALIFICATION/DISCRPTION</u>	<u>S.A RATES</u>	<u>OUTSIDE S.A RATES (Africa)</u>	<u>OUTSIDE S.A RATES (Other)</u>
1	Trade Test			
2	National Diploma/Degree			
3	Honours			
4	Masters			
5	Doctorate			
6	N6 Certificate			
7	NQF aligned certificate			
8	Registration with professional bodies accreditation			
9	Criminal records			
10	Employment history			
11	Reference			
12	Work permit verification			
13	Professional driver permit			



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