

Request For Quotations (RFQ)

Supplier Development Programme: Northern Cape

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1. Contact People

Person	Contact details
Glen Berkat	glen.berkat@globeleq.co.za
Nonini Makhothe	Nonini.makhothe@globeleq.co.za

2. Background

The RFQ aims to acquire Supplier Development services on behalf of the Red Sands project located in !Kheis Local municipality: Northern Cape. Responders must be from the Northern Cape with preference for (but not limited to) service providers from !Kheis Local Municipality and surrounding areas. The contract will be awarded on a 12 months basis. The option to renew remains at the discretion of Globeleq.

3. Anticipated Scope of Work

The anticipated scope of work is as follows but not limited to:

- Develop and implement a supplier development strategy and programme
- Liaise with the EPC and sub-contractors to identify and analyse the supplier database to identify development opportunities for local SMMEs
- Coordinate and offer training, mentorship and networking opportunities that seek to build the capacity of SMMEs to deliver
- Report to and submit performance reports to the Project Management and Steering committee
- Monitor and evaluate the supplier development programme' s impact throughout the implementation period and provide reports on a quarterly and annual basis.
- Provide ad hoc reports as and when required.

Skills to be provided:

- Problem Solving Skills
- Project Management Skills
- Coordination and facilitation skills
- Mentorship skills
- Reporting and presentation skills

4. General requirements

- Submissions will only be accepted electronically
- The submission must be signed by a duly authorised officer or agent of the company
- Knowledge of and experience in supplier development programme development and implementation will be a distinct advantage
- The above scope is used for evaluation purposes and does not necessarily define the final scope. Globeleq retains the right to add, remove and edit the scope as required.

5. Documents to be submitted

All RFQs must be accompanied by the following supporting documentation in PDF format:

- Company profile highlighting capacity to deliver
- Itemised quote aligned to the provided scope of work and timeline
- Verifiable proof of previous work in a similar field
- Proof of BBBEE status
- Letter of good standing
- List of current clients
- CVs of all directors

RFQ's submitted without the required documentation will be considered as invalid and will not be considered.

6. RFQ submission

RFQ's should be submitted on or before 29 August 2025 **at 16:00 pm**. RFQ's should be sent to: Glen.berkat@globeleq.co.za and copy to Nonini.makhothe@globeleq.co.za

7. Selection Criteria

Evaluation Scoresheet for RFQ

Evaluation Scoresheet	
Evaluation Criteria	Weighting
BEE Level (minimum level 4)	10%
Black Women Owned (BWOV)	5%
Price	25%
Locality	20%

Capacity and Track Record	40%
Total Score	100%