



Central University of
Technology, Free State

INVITATION TO SUBMIT A TENDER

TENDER NO: T03/2019
CLOSING DATE: Wednesday 26 June 2019
CLOSING TIME: 12:00 noon

PROFESSIONAL/REGISTERED INSURANCE COMPANIES ARE INVITED TO TENDER FOR THE PROVISIONING OF INSURANCE BROKING SERVICES AT THE BLOEMFONTEIN AND WELKOM CAMPUSES OF THE CENTRAL UNIVERSITY OF TECHNOLOGY, FREE STATE FOR A PERIOD OF THREE (3) YEARS WITH THE OPTION TO EXTEND FOR TWO (2) YEARS BASED ON ANNUAL PERFORMANCE REVIEW

1. The Central University of Technology, Free State requires the services of registered/professional Insurance Companies to provide insurance broking services to the CUT in the Bloemfontein and Welkom area.
2. The tender should in all aspects, comply with the conditions as set out below and as specified in the tender document.
3. A copy of the tender document may be requested from Procurement via Email: tenders@cut.ac.za) or collected at CUT, 1 Suid Street, Orion Building, first floor room 68 on the presentation of evidence of payment of a **non-refundable amount of R1000.00** paid into CUT's account:

Central University of Technology
First National Bank
Account no: 62538533531
Branch code: 230134

Reference number: T03/2019 + "Name of Service Provider"

All bid documents (available in English only) are obtainable from 08:00 on Monday 10 June 2019, via e-mail: tenders@cut.ac.za

4. A scoring system is used to rank applicants which favour highly rated BBBEE companies.
5. A bound hardcopy & a digitally signed PDF file of the tender should be submitted in a sealed envelope, clearly marked with the tender number and description, and must be placed in the tender box at the main entrance door of the Orion Building, 1 Suid Street, Bloemfontein, by no later than **Wednesday 26 June at 12:00 PM.**
6. All tenders received will be evaluated for compliance with the requirements and specifications within the tender document. The scoring criteria are stipulated in the tender document.
7. No tenderers may enter into any correspondence with any staff member of CUT for the duration of the tendering process. All correspondence must be directed in writing to the provided email address.
8. Central University of Technology, Free State reserves the right to accept any tender in its entirety or partially and no correspondence will be entered into in connection therewith.
9. Central University of Technology, Free State reserves the right to verify and validate any statements and documents submitted with the tender.