

RFQ : 5 Feb 2020/Admin and Governance

ASSAf requires to appoint a service provider for a period of 3 years commencing 1 March 2020 to 29 February 2023 to provide Media Monitoring Services.

SPECIFICATIONS

The Academy of Science of South Africa requires an all-inclusive media monitoring service to fulfill in the monitoring and evaluation needs of the Academy.

Media monitoring is required for print, broadcast and online coverage of the Academy's activities as reported in a wide variety of media.

The service should be an interactive, web-based delivery platform that gives access to media coverage, with conversion to Advertising Value Equivalency (AVE).

Statistics should be easily accessible and should allow sharing with clients, colleagues or stakeholders.

Note: The quotation must show monthly as well the total of three years.
Indicate any increases within the three years.
Quotations must include all taxes

Deadline for Quotes: **22 February 2020**

All technical queries may be directed to Henriette Wagener at communications@assaf.org.za

All SCM queries may be directed to Ms Lebo Makgae at lebo@assaf.org.za

EVALUATION CRITERIA

The evaluation criteria will be based on compliance, specifications and where applicable B-BBEE price point'

SUPPORTING DOCUMENTATION

- B-BBEE status level verification certificate/Sworn affidavit must be submitted in order to qualify for preference points for B-BBEE)
- Must be tax compliant.
- Quotations must reflect a cost breakdown where applicable. Prices quoted must be inclusive of VAT. In case of a Non Vat Vendor please indicate so.
- ASSAF has the right to withdraw any quotation at any time within the validity of the quotation. ASSAF will not award the contract to any bidder who does not comply with the terms and conditions of the bidding document and will at its own discretion appoint next qualifying supplier.