

**NATIONAL GAMBLING BOARD**

420 Witch-Hazel Avenue  
Eco-Glades 2  
Block C  
Eco Park  
Centurion, 0144

**INVITATION TO SUBMIT A PROPOSAL FOR:  
NGB003/2016: PROVISION OF SHORT-TERM INSURANCE SERVICES AT THE  
NATIONAL GAMBLING BOARD.**

Physical address of the National Gambling Board Place where bid documents can be collected	420 Witch-Hazel Avenue, Eco-Glades 2, Block C, Eco Park, Centurion, 0144 Bid documents must be collected at the Offices of the National Gambling Board. Bid documents will only be provided upon receipt of proof of payment for bid documents. Alternatively, bid documents are available on Government's e-tender portal.
Time of collection of bid documents	Weekdays (except public holidays) between 08H30 to 16H00.
Payment of bid document fee	A non-refundable amount of R350.00 (three hundred and fifty rand) is payable for the RFP documentation (For those collecting at NGB offices). The said money must be deposited in the bank account of the National Gambling Board.
Bank Account details of the National Gambling Board	Standard Bank, Account Number: 061193887, Branch Code 011545, Account Holder: National Gambling Board, Account Type: Current Account. Please use as a reference your company name and the bid number.
Compulsory briefing meeting	Date: 22 July 2016, 11H00-12H00, Venue: National Gambling Board Offices.
Evaluation on Preferential points	90/10 is applicable
Place of submission of bid documents	Bids must be deposited in the tender box available at reception desk of the offices of the National Gambling Board during working hours except on the date when submissions close. No faxed or e-mailed bid proposals will be accepted. Any bid submitted after the closing date will not be accepted.
Closing date of submission of bid proposal	15 August 2016 at 11H00.
Validity of the bid	90 days
Opening of bid documents	Bidders may attend the opening of bids which shall take place on the closing date of submissions at 11H15 at the offices of the National Gambling Board.
Any queries regarding the bidding process and technical information:	Procurement Officer Contact Number: (010) 003 3475 E-mail address: <a href="mailto:scm@ngb.org.za">scm@ngb.org.za</a>