

MTC34-22-0: REQUEST FOR PROPOSAL FOR THE PROVISION OF E-RECRUITMENT SOLUTION FOR MTC

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EVALUATION PROCESS

- First technical compliance (preliminary evaluation to sort out solutions meeting the “deal breaker” criteria) – no scoring
- Example of deal break criteria
- The tenderer must provide evidence on solution capabilities that the bidder has indicated as technically compliant and a minimum of 3 references where the solutions is successfully implemented and currently in use.

EVALUATION PROCESS

- Firstly, technical capability scoring out of a 100% such as:
 - Technical specification strength
 - Relevance of reference



**MTC usually
calls for
presentations
from tenderers
at this stage**

EVALUATION PROCESS

- Secondly commercial evaluation – making sure prices are comparable on all shortlisted offers:
 - All inclusive prices as per the price schedule

MTC BEE POLICY APPLICATION

- BEE price advantage is a maximum of 10% or N\$100k per contract
- SME price advantage is a maximum of 2% or N\$100k per contract

HOW TO ALIGN WITH BEE REQUIREMENTS

- Submit all or any BEE related documentation:
 - NPPC certificate
 - Other BEE agencies verifications certificates
 - SME certificates



SUMMARY OF DEADLINES

ACTION	DUE DATE
BRIEFING MEETING:	6th April 2022 @ 10h00
SUBMISSION OF QUESTIONS:	8th April 2022
MTC RESPONSE TO QUESTIONS:	13th April 2022
TENDER CLOSING DATE:	22nd April 2022 by 14H30

WEBSITE SUBMISSION

- All soft copy must be uploaded on the MTC website, the link for submission is listed below
- <https://www.mtc.com.na/corporate/tenders>
- Should tenderers experience any technical difficulties you are encouraged to contact the MTC Procurement Department for assistance before the deadline via **(tenders@mtc.com.na)**.
- **NB:** For each tender, the apply button is located on the right side of the screen.

Closing date: 25 Mar, 2022

Closing time: 14:30

Apply

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BRIEF IN A NUTSHELL

SOLUTION REQUIREMENTS

- DESCRIPTION

- Allow users to create an online profile when applying for vacancy and system could scan through cv and complete mandatory fields for the user.
- System needs to be user friendly and allow applicants to upload their documents (unlimited).
- Mobile enabled for users
- Allow the recruiter to select filters when posting a vacancy to minimize applications (screening questions).
- Reporting and analytics option should be available.
- Internal application tracking
- Candidate record with application history
- Customizable candidate and vacancy search options
- Sage system integration
- Cloud based
- Publishing of jobs to agencies, for example (Linkedin)

- The tenderer must provide evidence on solution capabilities that the bidder has indicated as technically compliant and a minimum of 3 references where the solutions is successfully implemented and currently in use.
- **Support**
- The tenderer must include information on warranties and after-sales assistance. For the provision of licensing, solution implementation, and update, the tenderer shall be an original equipment manufacturer (OEM) or an authorized partner of an OEM. A letter from the OEM confirming the level of certification is required.

- • The bidder must clearly indicate roadmap of the solution in terms of versions upgrades and indicate whether the upgrades cost is included in the cost or not.
- • The bidder must indicate what happens to the data after the expiry of the contract and should MTC choose a different software.

Installation

- Where installation is required, tenderers shall be responsible for implementation and configuration of the proposed solution.

QUESTIONS

THANK YOU