



REQUEST FOR QUOTATIONS (RFQ) FOR PROCUREMENT OF GOODS AND SERVICES.

DESCRIPTION OF WORK

**APPOINTMENT OF A SERVICE PROVIDER FOR PROPERTY
REFURBISHMENT WORK AT WHITE RIVER, FOR A DURATION OF
TWO (2) MONTHS.
(CIDB GRADE 1 GB OR HIGHER)**

QUOTATION DETAILS

QUOTATION NUMBER: **RFQ00098-25/26**

CLOSING Date: **07 / 08 / 2025**

Time: **12:00**

Compulsory Briefing session:

Yes ☐

No ☒

If Yes, Date and time of compulsory briefing
session:

Date: _____ Time: 10:00 am

DETAILS OF RESPONDENT

Name of bidder: _____

Please indicate whether it is the original or copy, tick the applicable block

ORIGINAL

☐

COPY

☐

REQUEST FOR QUOTATIONS (RFQ)

1. GENERAL CONDITIONS OF THE RFQ:

- 1.1. The 80/20 evaluation criteria for requirements with a Rand value of up to R50 000 000 (all applicable taxes included) will be used for this bid.
- 1.2. The value of this bid is estimated not exceed R1 000 000.00 (all applicable taxes included).
- 1.3. Fully comply with the scope of work / service or **(Attached Scope of work / service)**
- 1.4. Quotations must be valid for a period of **30 days**
- 1.5. The Bidder's quotation to bear correct contact details and address
- 1.6. Fully completed Standard Bidding Documents **(SBD4 and SBD 6.1)**
- 1.7. The bidder must be registered on the **Central Supplier Database (CSD)**
- 1.8. This bid will **NOT** be evaluated on functionality

2. SCOPE OF WORK / SERVICE OR ITEMS

No	Scope of work
1	APPOINTMENT OF A SERVICE PROVIDER FOR PROPERTY REFURBISHMENT WORK AT PLOT 52 COTTAGE 4, WHITE RIVER.

Refer to attached: PLOT 52, COTTAGE 4 BOQ

INITIALS AND SURNAME:

SIGNATURE:

Submissions and enquires must be directed to: scm@mega.gov.za

1. PROJECT PURPOSE

The purpose of this Request for Quotation (RFQ) invites suitably qualified and experienced service providers to submit quotations for the refurbishment work at Plot 52 Cottage, White River.

The appointed service provider will be responsible for delivering high-quality work in accordance with the project specifications, applicable standards, and the required timelines.

2. SERVICE PROVIDER'S TERMS OF REFERENCE

The Mpumalanga Economic Growth Agency (MEGA) seeks to engage the services of a suitably qualified and experienced service provider for the **refurbishment, repair and installation works** at **Plot 52 Cottage 4, White River**. The scope of work involves general building maintenance, internal finishes, roofing, plumbing, electrical works, fumigation, and joinery installations to improve the overall condition and usability of the facility..

A formal **Service Level Agreement (SLA)** will be entered into with the appointed service provider, outlining the full scope of work, deliverables, timelines, and contractual obligations related to the project.

These **Terms of Reference (ToR)** serve as a framework for the evaluation and appointment process, ensuring alignment between MEGA's project requirements and the technical capabilities, compliance, and qualifications of the service provider. The successful bidder's proposal will form the basis of the SLA to be concluded with MEGA.

3. PROPOSAL REQUIREMENTS

GENERAL SCOPE OF WORK

The Service provider must be **CIDB GRADE 1 GB accredited or Higher**, attach supporting documentation

The scope of work includes but is not limited to:

a. Painting and Surface Finishes

- Painting internal walls, ceilings, and doors with two coats of paint.
- Application of waterproof-based paint on roof sheets and steel trusses.
- Supply and installation of hardwood skirting.
- Repair of floor cracks.

b. Tiling

- Floor and wall tile removal and replacement with matching ceramic tiles.
- Supply and installation of new cement floor tiles.

c. Carpentry and Joinery

- Supply and installation of interior and exterior timber doors.
- Installation of PVC folding closet door.
- Installation of kitchen and bedroom built-in cupboards (BICs).
- Installation of white floor-standing bathroom cabinet with drop-in basin.
- Brickwork construction.
- Supply and installation of brass window handles and stays.

d. Electrical Installation

- Installation of ceiling lights, LED spotlights, light switches, and plug points.
- Electrical cabling and connections.
- Supply and installation of complete downlights and wiring where needed.

e. Plumbing and Sanitary Ware

- Installation of:
 - Toilet seat cover
 - Close-coupled cistern (Bibo)
 - Chrome-plated showerhead (160 mm)
 - Kitchen sink with hot and cold taps
- Repair and replacement of leaking pipes and fixtures.
- Refurbish any affected brickwork and plastering after plumbing work.

f. Roofing

- Repair roof leaks, apply waterproof coating, and install ridge capping.

g. Gutters and Downpipes

- Supply and installation of:
 - galvanised downpipes and brackets
 - galvanised gutters and brackets

h. Fumigation

- Complete fumigation treatment for all internal spaces including roof and ceiling voids, using approved chemicals to eliminate pests.
- Provide a **valid fumigation certificate**.

4. EXPECTED DELIVERABLES

The appointed service provider is expected to deliver the following:

- **Painting of internal walls, ceilings, and timber doors**
- **Installation of cement and ceramic floor and wall tiles**
- **Supply and installation of interior and exterior timber doors**
- **Installation of door handles**
- **Installation of ceiling lights, light switches, wall plugs, and electrical cabling**
- **Installation of gutters and downpipes with brackets**
- **Installation of hardwood skirting**
- **Installation of toilet seat cover, cistern, and showerhead**
- **Plumbing repairs and replacement of leaking pipes**
- **Roof repairs, waterproof painting, and ridge capping**
- **Full fumigation of the building and issuance of a valid certificate**
- **Repair of floor cracks**
- **Installation of kitchen and bedroom built-in cupboards**
- **Installation of bathroom cabinet with basin and taps**
- **Construction of new brick wall section in the kitchen**
- **Removal of steel door frame and installation of folding PVC door**

- **Installation of brass window handles and sliding stays**

5. DURATION

Commence work immediately after appointment and the project period will not exceed **TWO (2) MONTHS**.

PREPARATION OF THE BID

Language of documents

The bid and all correspondence and documents related to the bid exchanged by the interested parties and MEGA shall be written in English.

SUBMISSION OF THE BID

All bids must be scanned and submitted through the email address: scm@mega.gov.za

Late submissions

Bids are late if they are received after closing time and date.

MEGA will not consider any late bid(s).

Tender Notice and Invitation to Tender

Appointment of a Service Provider for Property Refurbishment Work at White River, for a Duration of Two (2) Months

Employer Tender Number: RFQ00098-25/26

cidb Reference Number: 100106714

MPUMALANGA ECONOMIC GROWTH AGENCY INVITES TENDERS FOR PROPERTY REFURBISHMENT WORK AT WHITE RIVER, FOR A DURATION OF TWO (2) MONTHS

It is estimated that tenderers should have a cidb contractor grading of 1GB or higher. 0GB Potentially Emerging Enterprises who satisfy criteria stated in the Tender Data may submit Tender offers.

Preferences are offered to tenderers who CIDB Grade 1GB of higher

Queries relating to the issues of these documents may be addressed to:

Sibusiso Lekhuleni

Tel No. 0134925818

E-mail. scm@mega.gov.za

The closing time for receipt of Tenders is 12h00 on Thursday, August 7, 2025.

Late Tenders will not be accepted.

Tenders may only be submitted on the tender documentation that is issued.

Requirements for sealing, addressing, delivering, opening and assessment of Tenders are stated in the Tender Data.

PLOT 52, COTTAGE 4 BOQ

Item	Description	Unit	Qty	Rate	Amount
1	Supply and apply two coats of paint on internal walls color White (Dulux/Duram0	m2	146.30		
2	Supply and Apply 2 coats of paint on doors (Dulux/Duram)	m2	13.44		
3	Supply and Apply 2 coats of paint on ceilings color White (Duram/Dulux)	m2	75		
4	Supply and install 400mm x 400mm cement floor tiles to match existing	m2	8.24		
5	Remove existing brocken floor tiles, Supply and install 250mm x 250mm ceramic floor tiles	m2	16.00		
6	Remove existing brocken wall tiles, Supply and install 250mm x 250mm ceramic wall tiles	no.	5.67		
7	Supply and install 813mm interior timber doors	no.	2.00		
8.00	Supply and Install 2 lever door handle set	no.	2.00		
9.00	Supply and Install 3 lever door handle set	no.	1.00		
10	Supply and Install ceiling lights to match the existing	no.	5		
11	Supply and install light switch	no.	5		
12	Supply and install wall plugs	no.	4		
13	Supply and install 813mm exterior timber doors	no.	1		
14	Plumbing piping and connections	Sum	1		



15	Electric cabling and connections	Sum	1		
16	Supply and install 75mm galvanised iron down pipe incl. brackets	no.	2		
17	Supply and install 75mm galvanised iron gutter incl. brackets	m	18.4		
18	Supply and install hardwood skirting to match the existing	m	46.2		
19	Supply and install toilet seat cover	no.	1		
20	Close Couple Cistern - Bibo Front Flush Mechanism	no.	1		
21	Fumigation treatment inside the building at all floors/top of ceilings using approved chemicals to eliminate cockroaches, mosquitoes, rats, Black ants and other crawling insects. Treatment will be applied by spray with manually operated machine, by fogging or by using gel according to the nature of the area complete in all respects and as directed by the Project Manager Incharge. Provide a valid Fumigation certificate	m2	224.48		
22	Repair roof leaks, Supply and Apply two coats of waterproof based paint on roofs and on steel trusses color green	m2	112.24		
23	Supply and install Vic Chrome Plated 160 mm Showerhead	no.	1		
24	Chop off BWK to remove and replace leaking plumbing pipes. Make good of BWK and plaster	sum	1		
25	Supply and install LED spotlights inclusive of cabling	no.	4		




26	Supply and install ridge capping	m	9.2		
27	Fix/repair floor cracks	m	28		
28	Supply and install kitchen BIC inclusive of Sink with hot/cold taps and kitchen ceramic tops as shown or instructed on site	no.	1		
29	Supply and install bedroom BIC as shown or instructed on site	no.	2		
30	White Floor Standing Cabinet & Ceramic Drop-In Basin inclusive of hot/cold taps	no.	1		
31	220mm double brick wall in the kitchen to match the existing	m2	3.36		
32	Remove the existing steel door frame, make good of wall. Supply and install Hoggan Tivoli PVC Folding Closet Service Door 810 mm x 2030 mm	no.	1		
33	Supply and install brass handles on windows to match existing	no.	14		
34	Supply and install brass sliding stay on windows to match existing	no.	14		
			Sub Total		

add
Vat@15%

Total

Compiled by: **Luvo Ntabeni**



BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

SBD4

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (Name).....
in submitting the accompanying bid, do hereby make the following
statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

SBD4

1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date

.....
Position	Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	
Enterprise owned by Black people	4
Enterprise owned by Women	4
Enterprise owned by Youth	4
Enterprise owned by Disabled	4
Enterprise owned by SMME's-QSE and EME	4
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps} = \mathbf{80} \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)
 \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprise owned by Black people	N/A	4	N/A	
Enterprise owned by Women	N/A	4	N/A	
Enterprise owned by Youth	N/A	4	N/A	
Enterprise owned by Disabled	N/A	4	N/A	
Enterprise owned by SMME's-QSE and EME	N/A	4	N/A	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

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