



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

DESCRIPTION OF WORK

**APPOINTMENT OF A SERVICE PROVIDER FOR REFURBISHMENT
WORKS AT UNIT 1251, ELUKWATINI SHOPPING CENTRE, FOR A
DURATION OF TWO (2) MONTHS.
(CIDB GRADE 1GB OR HIGHER)**

QUOTATION DETAILS

QUOTATION NUMBER: **RFQ00093-25/26**

CLOSING Date: **05 / 08 / 2025**

Time: **16:00**

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 THE REFURBISHMENT WORKS OF UNIT 1251 LOCATED AT ELUKWATINI SHOPPING CENTRE

Refer to attached: Unit 1251, Elukwatini Shopping Centre 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) is to solicit quotations from suitably qualified and experienced service providers for the execution of planned maintenance and refurbishment works at Unit 1251, located within the Elukwatini Shopping Centre. The appointed service provider will be responsible for delivering high-quality refurbishment services in line with the project specifications and 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 to carry out the planned maintenance and refurbishment of Unit 1251 at Elukwatini Shopping Centre.

A formal Service Level Agreement (SLA) will be entered into with the appointed service provider, outlining the scope, deliverables, timelines, and obligations associated with 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 capacity, experience, and qualifications of the service provider. The proposal submitted in response to this RFQ will form the basis of the SLA to be concluded between MEGA and the successful bidder.

3. PROPOSAL REQUIREMENTS

GENERAL SCOPE OF WORK

The appointed service provider will be responsible for executing planned maintenance and refurbishment works at **Unit 1251, Elukwatini Shopping Centre**, in accordance with the specifications outlined below. The scope of work includes, but is not limited to, the following:

1. Service provider must be **CIDB GRADE 1GB accredited or Higher**, attach supporting documentation.
2. **Wall Surface Preparation and Finishing**
 - Supply and apply skimming plaster on all internal walls to achieve a smooth, paint-ready finish.
 - Supply and apply two (2) coats of high-quality interior paint (Dulux or Duram brand, or approved equivalent) in cream white to all internal walls, ensuring full coverage and an even finish.
3. **Floor Tile Removal and Surface Preparation**
 - Carefully remove existing quarry tiles from all designated floor areas.
 - Make good the underlying floor surface to ensure it is level and suitable for re-tiling.
 - Transport and legally dispose of all rubble at an approved dumping site, in accordance with environmental and municipal regulations.

4. Wall Tile Removal

- Remove existing wall tiles from designated areas.
- Ensure walls are prepared for new finishing where necessary.
- Dispose of all removed material at an approved dumping site.

5. New Floor Finishes

- Supply and install 350 mm x 350 mm light grey ceramic floor tiles, including surface preparation and leveling as required.
- Include 50 mm ceramic tile skirting around the perimeter of the tiled areas, matching the floor tile in color and finish.
- All tiling works must be done to professional standards and with appropriate tile adhesive and grout.

6. General Site Management and Compliance

- Ensure cleanliness and safety of the work area throughout the project.
- Comply with all relevant building codes, safety standards, and environmental regulations.
- Conduct a final clean-up and handover upon completion of the work.

7. Project Completion and Handover

- Address any snag items identified during joint inspections with MEGA.
- Submit a project completion report, including photographic evidence of work completed and disposal slips for all waste materials.
- Provide a workmanship guarantee where applicable.

4. EXPECTED DELIVERABLES

The appointed service provider is expected to deliver the following:

4.1 Completed Wall Finishes

- All internal walls smoothly skimmed with plaster.
- Two (2) coats of high-quality interior paint (cream white – Dulux, Duram, or approved equivalent) applied evenly to all walls.

4.2 Flooring Works

- Existing quarry tiles removed and disposed of at a certified dumping site.
- Floor surface properly levelled and made good for tiling.
- Supply and installation of 350 mm x 350 mm ceramic floor tiles (light grey) with matching 50 mm tile skirting completed to professional standards.

4.3 Wall Tile Removal

- All designated wall tiles removed and disposed of at an approved dumping site.
- Walls cleaned and made good for final finishes.

4.4 Waste Management

- All rubble and waste from tile and plaster removal disposed of at a legally designated municipal or registered dumping site.

4.5 Site Management and Safety Compliance

- Maintenance of a safe and clean working environment throughout the project duration.
- Compliance with health and safety regulations as per the Occupational Health and Safety Act.

4.6 Final Inspection and Snag List Resolution

- Completion of a joint inspection with MEGA officials.
- Resolution of all snag items to the satisfaction of MEGA prior to final acceptance.

4.7 Completion Report and Handover

- Submission of a project completion report including:
- Before-and-after photographs
- Material and product datasheets (if requested)
- Formal handover of the refurbished unit to MEGA.

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 below:

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 refurbishment works at Unit 1251 Elukwatini shopping centre for a duration of two (2) months

Employer Tender Number: RFQ0093-25/26

cidb Reference Number: 100106628

MPUMALANGA ECONOMIC GROWTH AGENCY INVITES TENDERS FOR REFURBISHMENT WORKS AT UNIT 1251
ELUKWATINI SHOPPING CENTRE FOR A DURATION OF TWO (2) MONTHS

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

Preferences are offered to tenderers who Grade 1 GB or 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 16h00 on Tuesday, August 5, 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.



MPUMALANGA ECONOMIC GROWTH AGENCY
MEGA OFFICE PARK
02 EASTERN BOULEVARD,
RIVERSIDE
MBOMBELA

PO BOX 952, NELSPRUIT, 1200
TEL: +27 13 492 5818
WWW.MEGA.GOV.ZA

Unit 1251, Elukwatini Shopping Centre BOQ

Item	Description	Unit	Qty	Rate	Amount
1	Supply and Apply skimming plaster on walls	m2	207		
2	Supply and Apply two coats of paint on internal walls color cream white (dulux/duram)	m2	207		
3	Remove quarry tiles on floors, make good floors and dump the rubble to a dumping place	m2	187		
4	Remove wall tiles, dump the rubble to a dumping place	m2	207		
5	Supply and install 350 x 350mm ceramic tiles inclusive of 50mm tile skirting color light grey	m2	187		

Sub Total:

Add **15%**
tax

TOTAL

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:

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

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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