

REQUEST FOR QUOTATIONS

15 OCTOBER 2025

**Re-Advertised REQUEST FOR QUOTATIONS FOR RFQ
FOR COFFEE MACHINE(M12 COFFEE MACHINE)**

1. Purpose

- 1.1. To invite Services Providers to send quotations for Re-Advertised RFQ For Coffee Machine (M12 Coffee Machine)

2. Considerations/background

- 2.1. N/A

3. Scope of work / Specification

Specifications are as follows: Re-Advertised RFQ for Coffee Machine (M12 coffee machine)

- supply of the multi-purpose coffee machine
- A complete set of the compact multi-purpose coffee machine e.g. must accommodate
- Ground coffee, instant coffee, pre-ground chute for decaf and hot water
- Coffee grinder
- fresh milk
- hot water, hot or froth milk only option
- sugar or no sugar option
- programmable beverage options (including americano)
- programmable functions for hot water or milk only options,
- Screen lock function for limited setting adjustment
- Front panel touch screen with text display

- Stop / cancel function
- Self-cleaning option
- Dip waste tray collector
- Automatic cleaning message to be displayed on the screen when cleaning is required e.g. Emptying of the waste tray collector

Delivery Address	Quantity	Capacity	Water Capacity
Railway Safety Regulator, Building 4, Waterfall Point Office Park Corner Waterfall and, Woodmead Dr, Midrand, 1685	1	20 – 40 People 150 cups per day	Minimum of 1.8 Litres drum capacity

- Quote to include all required accessories for complete functioning of the machine and milk fridge if its optional
- Pump and Drum
- A live demo may be required from potential suppliers
- Full onsite training on delivery.
- 24 months of warranty.
- An onsite repair service for the period under warranty.
- Monthly service and maintenance as per manufacturers requirements for 36 months for the machine.

4. Administrative / Compliance Requirements

- 4.1. Registration on National Treasury CSD report
- 4.2. Comprehensive quotation (prices must be VAT Inclusive)
- 4.3. Tax Pin & Tax clearance certificate
- 4.4. Fully Completed and signed Standard Bidding Documents (SBD) forms documents
- 4.5. A valid BBBEE certificate or sworn affidavit (on sworn affidavit indicate the day, month and year of the financial year period ie, 31 March 2022)
- 4.6. Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
- 4.7. A Copy of the identity document of the company owner(s)
- 4.8. Valid Medical Certificate
- 4.9. Valid South African Social Security Agency (SASSA) registration **(Where applicable)**
- 4.10. Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)

Failure to submit valid documents listed above (No - 4.5, 4.6, 4.7, 4.8, 4.9, 4.10) for proof of claim specific goals as stipulated in Section 6 below will lead to the service provider not being awarded points for specific goal.

5. Evaluation 80/20 Preference Point System

- 5.1. The price quotations will be evaluated in accordance with the pre-scripts of the Preferential Procurement Policy Framework Act (PPPFA) and its regulations, in particular Preference Procurement Regulation 2022 which

stipulate **80/20 preference point system** for acquisition of goods or services with Rand value equal to or below R50 million (inclusive of all applicable tax).

5.2. A maximum of 80 points for price and 20 points for the specific goal specified on the request for quotation may be awarded to a Service Provider.

5.3. Points for the specific goal will be awarded as specified on the table below:

NO	SPECIFIC GOALS	PREFERENCE POINT (OUT OF 20)	PROOF OF CLAIM
1	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by black people	10	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
2	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which	5	• Copy of the identity document of the owner(s)

	is at least 51% owned by black women		• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
3	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by youth	3	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
4	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned	2	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)

	by person(s) with disabilities	• Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC) • Valid Medical Certificate • Valid South African Social Security Agency (SASSA) registration (Where applicable) • Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)
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5.4. For Points to be awarded for the specific goals the proof for the claim for such goal must be submitted.

6. Technical Enquiries

6.1. SCM Enquiries

Mr. Fumani Mabunda

fumanim@rsr.org.za

6.2. Project Manager Enquiries

Ms. Sarah Skosana

Sarah.Skosana@rsr.org.za

7. Closing Date and Time for responses to this request for quotation

- 7.1. The request will be **closed on 20 October 2025 at 10h00**. Responses may be emailed to fumanim@rsr.org.za