



## **APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT MAINTENANCE AND REPAIRS OF THREE (3) AUTOMATIC SLIDING DOORS AT THE MINING QUALIFICATIONS AUTHORITY HEAD OFFICE FOR A PERIOD OF 3 YEARS.**

### **OBJECTIVES**

- Maintain all three sliding doors in safe, smooth, and reliable operating condition.
- Minimise unplanned downtime through preventative servicing.
- Provide rapid response and repair in emergencies.

### **SCOPE OF WORK**

#### **1. Quarterly Preventative Maintenance**

##### Visual & Functional Inspection

- Check glazing, frame, seals, interlocks and hardware for wear, damage or misalignment
- Test opening/closing action and soft-close

##### Track & Roller Service

- Remove debris from top and bottom tracks; clear drainage channels
- Inspect rollers and guide wheels; replace any worn assemblies
- Lubricate rollers, bearings and guide channels with approved lubricant

##### Alignment & Adjustment

- Adjust roller tension, door leaf alignment and closing buffers to manufacturer's tolerances

##### Seal & Weather-strip Maintenance

- Check brush-pile strips and seals; replace any sections showing deterioration

##### Hardware Check

- Tighten or replace loose locksets, flush-pull handles, door stops and finger-guard interlocks

#### **2. Reactive (Unplanned/ emergency) maintenance**

- Provide a 24/7 emergency call-out number
- Respond to emergencies within 2 hours; non-emergency call-outs within 4 hours
- Diagnose and restore: repair or replace rollers, tracks, buffers, seals, locksets or other failed components.

## Pricing Schedule

### (a) Scheduled maintenance

Description: Scheduled maintenance – 3 doors	Quarterly rate (for all three doors, including VAT)_ costs must include labour, travel and all related costs.	Annual Rate (for all three doors, including VAT)
Year 1		
Year 2		
Year 3		
<b>Grand total for three year contract including VAT</b>		

### (b) Reactive (unplanned/ emergency) Maintenance

Item No	Description	Rate per hour
1.	Technician	
2.	Assistant Technician	
3.	Travel (per KM)	
4.	Mark Up on material and spares	
5.	Call Out Fee	<b>Per call out (not including return jobs):</b>

### Mandatory requirements

1. The prospective service provider must be registered with the CIDB under 1EP/ 1ME or higher.

2. Must attend a compulsory briefing session.

Date: 11 August 2025

Time: 11am

Venue: Mining Qualification Authority Head Office

7 Anerley Road Parktown 2193.

3. Enquiries must be directed to [Muofhek@mqa.org.za](mailto:Muofhek@mqa.org.za)

Contact: 011 547 2630

