

Didacta Building
211 Nana Sita Street
Pretoria

Private Bag 1758
Pretoria
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REQUEST FOR QUOTATION (RFQ) NUMBER:	RFQ-183-2025-2026 (Please use this number as reference when sending quotations and supporting documentation)
DESCRIPTION	The National Research Foundation- SAASTA (NRF-SAASTA) wishes to appoint a suitable CIDB Grade 1SF (or higher) service provider for the servicing, testing, and certification of an existing 100 mm fire sprinkler system in the NRF-SAASTA Didacta building.
RFQ ISSUED DATE	30 January 2026
RFQ VALIDITY PERIOD	60 days from the closing date.
CLOSING DATE	16 February 2026
CLOSING TIME	11:00 am
EXPECTED DATE SERVICES IS REQUIRED	February/March 2026
NON-COMPULSORY BRIEFING SESSION/SITE VISIT/SITE INSPECTION	<p>Date: Friday 06 February 2026</p> <p>Time: 10:00 AM</p> <p>Venue: Didacta Building, 211 Nana Sita Street Pretoria Central, SAASTA</p> <p>NB: Please note that the briefing session, site visit, and site inspection are non-compulsory. Bidders who did not attend the briefing session, site visit, or site inspection will still be allowed to submit a quotation and will not be disqualified on this basis</p>
DELIVERY ADDRESS OF GOODS/SERVICES	211 Nana Sita Street, Didacta Building, Pretoria Central
RFQ RESPONSES MUST BE EMAILED TO:	All quotations should be emailed to quotes2@saasta.nrf.ac.za Failure to follow these instructions will result in your quote not being considered.

Important Notes to this RFQ:

- Service providers/suppliers should ensure that RFQ responses are emailed to the correct email address, (quotes2@saasta.nrf.ac.za)
- If the quotation is late, it shall not be accepted for consideration.
- The NRF-SAASTA reception is generally accessible 8 hours a day (07h45 to 16h00); 5 days a week (Monday to Friday) for delivery of goods.
- Supplier to complete and sign all Annexures to this document (Standard Bidding Documents and Mandatary Requirements);
- Supplier must provide a CSD no (MAAA.....)
- Supplier must provide a original or copy of certified of SANAS accredited BBBEE Certificate or Sworn Affidavit;

Prohibition of Gifts & Hospitality:

“Except for the specific goods or service procured by the NRF-SAASTA, service providers/suppliers are required not to offer any gift, hospitality or other benefit to any NRF-SAASTA official. To avoid doubt, branded marketing material is considered to be a gift.

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Annex A : **TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)**

SERVICE PROVIDER/SUPPLIER:
REGISTRATION NUMBER:
CSD REGISTRATION NUMBER:
ADDRESS:
CONTACT PERSON:
TEL:

1. NRF-SAASTA's standard conditions of purchase shall apply.
2. Late submissions will not be accepted.
3. The recommended service provider will be required to complete and sign all Standard Bidding Documents (SBDs) and Annexures. Please duly complete and sign the **SBD 1, 4, SBD 6.1 forms** respectively.
4. All service providers/suppliers must adhere to the General Conditions of Contract as prescribed by National Treasury.
5. Any service provider/supplier who has reasons to believe that the RFQ specification is based on a specific brand must inform the NRF-SAASTA before the RFQ closing date and time.
6. It is the responsibility of the service provider/supplier to ensure that the NRF-SAASTA is in possession of the valid Tax Clearance Certificate (TCC). The onus is on the service provider/supplier to ensure that the NRF-SAASTA receives a valid TCC as soon as the validity of the said certificate expires.
7. No goods or services shall be delivered before the issuing of an official authorised NRF-SAASTA Award Letter or Purchase Order (PO) signed by the authorised NRF-SAASTA official. The NRF-SAASTA reserves the right not to make payment or accept the goods or services should the goods or services be delivered to the NRF-SAASTA before the NRF-SAASTA Award Letter or PO is issued. (An official authorised NRF-SAASTA PO should have the Supply Chain Management (SCM): Manager signature or such other official duly authorised in terms of the NRF-SAASTA's Delegations of Authority and Approval Framework), Description of the item, Quantity of items purchased, Date of delivery of the item, Total amount of the items purchased inclusive of Vat where applicable.
8. This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a Rand value of R2 000 up to a rand value of R1 000 000 000. 00. (all applicable taxes included).
9. Please note that RFQ responses should be sent to email address mentioned on the cover page of the RFQ document, failure to do so, it shall not be accepted for consideration.
10. Service providers/suppliers are required to be registered on the Central Supplier Database (CSD).
11. After 14 days of closing date of Request for Quotation (RFQ) without receiving a signed purchase order by a properly delegated official, please consider your Quotation unsuccessful.
12. Append/Submit your correct banking details on your quotation and should be in the correct payee name as per CSD verification.
13. Banking details on the invoice must correspond with those verified on CSD
14. **By responding to this RFQ you agree to all terms and conditions of the **Government Procurement: General Conditions of contract, July 2010**. You can log on www.saasta.ac.za/procurement/openbids to access this document.**

*¹ Which is referred to as tenders in the PPPFA and Preferential Procurement Regulations, 2022 include advertised competitive bids, written price quotations or proposal.

*² It should be noted that written price quotation / RFQ bidding method is applicable to written price quotations up to the rand value of less than R 1 000 000. 00. (Vat inclusive).

I, the undersigned (NAME).....certify that:

I have read and understood the conditions of this RFQ;

I have supplied the required information and the information submitted as part of this RFQ is true and correct.

Signature: _____

Date: _____

Capacity: _____

<https://www.saasta.ac.za/procurement/guidelines/>

<https://www.nrf.ac.za/sites/default/files/documents/General%20Conditions%20of%20Contract.pdf>

Annex C : RFQ SPECIFICATION

1. BACKGROUND TO THE NATIONAL RESEARCH FOUNDATION|SOUTH AFRICAN AGENCY FOR SCIENCE AND TECHNOLOGY ADVANCEMENT

South African Agency for Science and Technology Advancement (NRF-SAASTA) is a business unit of the NRF and its primary function is to advance public awareness, appreciation, and engagement of science, engineering, and technology (SET) in southern Africa.

2. BACKGROUND OF THE PROJECT

The National Research Foundation - South African Agency for Science and Technology Advancement (NRF-SAASTA) wishes to appoint a suitable CIDB Grade 1SF (or higher) service provider for the servicing, testing, and certification of an existing **100 mm fire sprinkler system in the NRF-SAASTA Didacta building**.

The sprinkler system forms part of the building's critical fire protection infrastructure and must comply with all relevant South African fire safety standards and municipal by-laws.

3. DETAILED SPECIFICATION

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
<p>The successful bidder will be required to carry out comprehensive servicing of the 100 mm sprinkler system, which shall include but not be limited to the following:</p> <ul style="list-style-type: none"> • Visual inspection of the complete sprinkler installation, including pipework, valves, fittings, and supports. • Inspection and functional testing of control valves, isolation valves, alarm valves, and pressure gauges. • Inspection, testing, and servicing of sprinkler heads (including checking for corrosion, blockage, damage, or paint contamination). • Flushing of sprinkler lines where required to remove debris and sediment. • Pressure testing of the system to confirm operational integrity and compliance. • Inspection and testing of the fire brigade inlet connection. • Verification of water supply, flow, and pressure adequacy for the system. 	Each	1

<ul style="list-style-type: none"> • Inspection and testing of alarm and monitoring devices linked to the sprinkler system. • Replacement of minor consumables where necessary (to be clearly itemised). • Rectification recommendations for any defects identified during servicing. • Issuing of a service report and compliance certificate upon completion of the work. 		
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Standards and Compliance

All work must be carried out in accordance with, but not limited to, the following:

- SANS 10287 – Automatic Sprinkler Installations
- ASIB 12th Edition Rules: Standard for Automatic Sprinkler Installations.
- SANS 10400 (Part T – Fire Protection)
- Applicable municipal fire regulations
- Occupational Health and Safety Act, 1993

Annex D : EVALUATION CRITERIA

The evaluation criteria will be based on the following requirements:

1. **Stage 1** - Technical Evaluation

No.	Criterion	Grading scheme	Minimum required grade
2.	Proof of registration with a recognised certification body for technicians and companies (e.g. South African Qualification and Certification Committee (SAQCC) or equivalent)	Go/No Go	Go
3.	Proof of registration with a recognised certifications body for inspection of automatic sprinkler systems (e.g. Automatic Sprinkler Inspection Bureau (ASIB) or equivalent)	Go/No Go	Go
4.	Proof of valid registration with CIDB grade 1 SF or higher	Go/No Go	Go

Bidders **must** meet all the mandatory requirements listed above. Failure to comply with any of these requirements will result in automatic disqualification at the technical evaluation stage.

2. **Stage 2**- Evaluation for Price and NRF-SAASTA specific goals based on the 80/20 PPPFA principle.

Evaluation: Price and NRF-SAASTA specific goals:

This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a rand value of up to R1 000 000. 00. (All applicable taxes included).

Annex E : COST BREAK DOWN

1. The service provider/supplier is required to provide a full cost breakdown for each item required on an official company letterhead;
2. The service provider/supplier is required to list all additional costs associated with the services listed above, with the conditions of when such costs will apply;
3. All prices must be VAT inclusive (if VAT registered) and must be quoted in South African Rand (ZAR);
4. No price changes will be accepted after official Purchase Order (PO) is issued.

NB: Price calculation Guide to be aligned to the quotation

No.	Description	Unit of Measure	Quantity	Unit Price	Total VAT inclusive
1.	Full Service: 100 mm Fire Sprinkler Valve	Each	1		
Total VAT inclusive					

Annex F : STANDARD BIDDING DOCUMENTS

[SCM-Bid documents SBD 1](#)

[SCM-Bid documents SBD 4](#)

[SBD 6.1 in terms of PPR 2022](#)

The Following picture is for illustration only

