



prasa
PASSENGER RAIL AGENCY
OF SOUTH AFRICA

REQUEST FOR QUOTATION (RFQ)

OUTDOOR LED SCREEN DIGITAL BILLBOARD

1 INTRODUCTION

The purpose of the RFQ is to request quotations from bidders for the supply, installation, and support of a 2-sided Outdoor Digital (LED Screen) billboard at Umjantshi House Braamfontein.

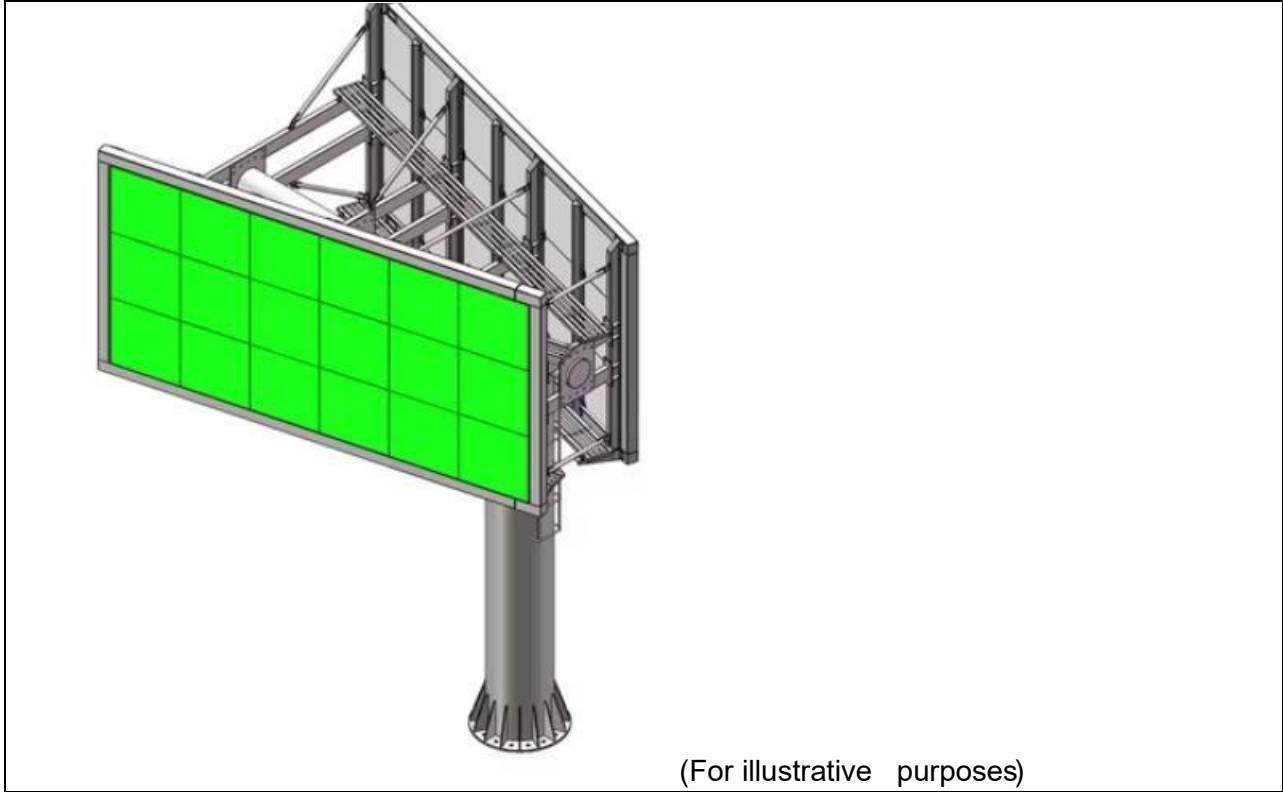
2 BACKGROUND

PRASA would like to install an outdoor Digital billboard (LED screens) on the grounds of the PRASA Head Office in Braamfontein for the disperse of critical performance information to internal and external stakeholders. The screen will also be used for advertising PRASA's and third-party services.

3 SCOPE OF WORK

The scope of the project is as follows:

- Supply and installation of the 2-sided digital billboard (LED screens) on the grounds of Umjantshi House in Braamfontein,
- Including the construction work for the screen structure with 3m ground clearance,
- Electrical and data cabling,
- Content Management Software with 36-months maintenance,
- Control system for the screens and
- Support and maintenance of all hardware and software components for a period of 36 months after handover.
- Provision of services of a Digital Content Services Specialist for digital billboards on as and when required basis. The specialist will be responsible for the technical and creative management of digital outdoor advertising networks. To ensure that content is accurately uploaded, formatted for maximum impact, scheduled, and played without technical issues



4 MINIMUM TECHNICAL SPECIFICATIONS

The proposed bidder's solution MUST meet all the requirements in this section. Product brochures must be submitted to proof compliance. The products must include installation and **3-year warranty and support.**

4.1 Each Outdoor LED Screen must the following requirements:

No.	Description	Comply Y/N
1	Pixel pitch: P6.67	
2	Lamp type: SMD	
3	Size: 3m x 2m	
4	Pixel density: 22478 pixels/m ²	
5	Lifetime ≥ 100,000 hours (70% brightness)	
6	Brightness: ≥ 7500cd/m ²	
7	Refresh rate: ≥3840Hz	
8	Viewing Angle: Horizontal ≥140°, Vertical ≥140°	
9	Weather Resistance: IP65 (or higher)	
10	Warranty for 36-months	

4.2 Control System

No.	Description	Comply Y/N
1	Control system to enable remote content publishing, screen control, and monitoring from PCs or smartphones/tablets.	
2	Supports scheduled playback, real-time scaling, color calibration, and sensor integration (brightness, temperature, humidity).	
3	Must support WIFI and 4G/5G connectivity	
4	All hardware and software must be supplied with 36-months warranty and maintenance	

4.3 Content Management Software

No.	Description	Comply Y/N
1	Supply 5 additional licenses - DC Media On Prem License over 36months	

4.4 Installation

No.	Description	Comply Y/N
1	Bidder must have capacity to install the billboard <u>within 12 weeks</u> on receiving the Purchase Order (PO) from PRASA. Attached a project plan that confirms the adherence to the timeline.	
2	The two screens must be installed in an angled fashion on a structure with 3m clearance from the ground. The structure must be robust to withstand all outdoor elements.	
3	Safety file	
4	Design documents	
5	Electrical work with COC	
6	Installation and commissioning in Braamfontein	

4.5 Other

No.	Description	Comply Y/N
1	The solution pricing must include user training for each installation.	
2	The bidder must provide a rate per hour for services of a Digital Content Services Specialist. The specialist will be used on as and when basis.	
3	The solution must include support and licencing based on 36-month period	
4	All equipment must be quoted with a 36-month warranty.	
5	Solution must be inclusive of support and maintenance of 36-months from handover with next business day response time.	

5 BRIEFING

Compulsory Briefing:

- **Site Details: 30 Wolmarans Street, Braamfontein**
- **Date: 5 March 2026**
- **Time: 10h:00 am till 11h:00 am**

6 EVALUATION PROCESS

Interested bidders for this project shall be evaluated in terms for their administrative responsiveness, substantive responsiveness, technical/functional (capacity testing) evaluation and preference points. The evaluation committee shall use the following Evaluation Criteria depicted in table below for the selection of the preferred bidder that shall render / deliver the required works, goods and / or services.

EVALUATION PROCESS	
Stage 1A - Mandatory Compliance	Substantive responsiveness (mandatory)
Stage 1B - Basic Compliance	Administrative Responsiveness
Stage 1C - Technical Compliance	Mandatory Technical Compliance – Compliance to all requirement items under section 4 (Mandatory Requirement Specification).
Stage 2	
Technical/Functional Criteria	Testing of capacity – meet minimum threshold of 70%.
Stage 3	
Preference Points	
Price	80
BBBEE	20
TOTAL	100

Figure 7.1: Evaluation criteria for the selection of a potential bidder

6.1 STAGE 1 - Mandatory and Basic Compliance Requirements (Substantive and Administrative Responsiveness)

Stage 1A - Mandatory Compliance Requirements (Substantive Responsiveness)

If a supplier / bidder does not submit the following documents the Proposal will be disqualified automatically:

No.	Description of requirement	Compliant
a)	Completion of ALL RFP documentation (including ALL declarations, ALL Standard Bidding Documents (SBD) and Commissioner of Oath signatures required)	
b)	Bidder MUST be accredited by the OEMs of the proposed technologies (LED screens and the controllers) that they can supply and support the technologies. Evidence in the form of a letter or certificate from the respective OEM MUST be provided.	
c)	Bidder MUST provide proof of a certified Structural Engineer <ul style="list-style-type: none"> • Structural Design & Certification: Designing for safety, longevity, and durability, including wind load calculations. • Foundation Engineering: Designing concrete bases for ground-mounted billboards. • Safety Compliance: Ensuring all structures adhere to local municipal by-laws and road safety standards. 	
No.	Description of requirement	Compliant
d)	Bidder MUST provide proof of a certified registered electrical contractor. With a valid Certificate of Compliance (CoC) to verify that the installation meets the safety standards set by the Occupational Health and Safety Act and SANS 10142.	

Stage 1B - Basic Compliance Requirements (Administrative Responsiveness)

If you do not submit the following basic compliance documents your bid may be disqualified and these documents must be made available within a specified period should an award be made: e.g. 7 days

No.	Description of requirement	Compliant
a)	Signed Joint Venture, Consortium Agreement or Partnering Agreement (<i>whichever is applicable</i>)	
b)	Original or certified B-BBEE certificate issued by SANAS (Certificates issued by IRBA and Accounting Officers have been discontinued, however valid certificates already issued before 1 January 2017 may be used until they phase out completely by December 2017) Bidder to include Affidavit for QSEs and EMEs. In cases of JVs or consortiums, a combined B-BBEE certificate in the name of the JV/Consortium must be submitted	
c)	CSD supplier registration number (<i>should a bidder not registered on CSD, the bidder will be afforded 14 days after the closing date to register accordingly</i>)	
d)	A valid and Original Tax Clearance Certificate (valid as at the closing date of this RFP) Or supply SARS Pin	
e)	Company registration documents	
f)	Copies of Directors' ID documents	

Stage 1C – Mandatory Technical Compliance Requirements

The bidder solution MUST meet all the requirements in this section 4. Product brochures must be submitted to support compliance.

**Failure to meet the requirement in the section 4 will lead to automatic disqualification.*

6.2 STAGE 2 - Technical / Functionality Requirements

Qualifying bidders shall be evaluated on technicality / functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70%. Bidders who score below the minimum requirement shall not be considered for further evaluation in **stage 3**.

ITEM	CRITERIA	WEIGHT
1	Company Experience	50
2	Evidence of key Technical Personnel Certifications	50
	TOTAL	100

Details of the scoring methodology presented above are outlined below:

ITEM	CRITERIA	WEIGHT	SCORES
1	<p>Company Experience:</p> <p>Requirement Information: The bidder must submit at least three (3) customer reference letters on a client company letterhead for the projects that have taken place within the past 5 years for installation of billboards. Each reference letter must have a date, signed by the customer, and contains:</p> <ul style="list-style-type: none"> • Customer company name • Company Address • Customer contact details (Email and Phone) • Project Scope of work • Project Start and End dates 	50	<p>0: Information to determine organizational experience is not provided</p> <p>1: One qualifying reference submitted</p> <p>2: Two qualifying references submitted</p> <p>3: Three qualifying references submitted</p> <p>4: Four qualifying references submitted</p> <p>5: Five or more qualifying references submitted</p>
ITEM	CRITERIA	WEIGHT	SCORES
2	<p>Evidence of key Technical Personnel Certifications</p> <p>Bidders MUST provide proof of key technical personnel OEM certifications. Evidence must be provided in the form of certificates obtained or achieved by the bidders' personnel and/or confirmation of training issued by the OEM.</p>	50	<p>0: Information to determine qualifications of key technical personnel not provided</p> <p>1: One person certified/trained.</p> <p>2: Two persons certified/trained.</p> <p>3: Three persons certified/trained.</p> <p>4: Four persons certified/trained.</p> <p>5: Five or more persons certified/trained.</p>
	TOTAL	100	

Bidders MUST meet the 70% threshold to proceed to Price and Specific Goals evaluation.

6.3 Stage 3 - Price and Specific Goals

The following formula, shall be used to allocate scores to the interested bidders: The maximum points for this tender are allocated as follows:

Details	Points
Price	80
Specific Goals	20
Total Points for Price and Specific Goals	100

FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES POINTS AWARDED FOR PRICE THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

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:

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

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 RFQ	Returnables	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black Women Owned	Certified copy of ID Documents of the Owners	04	
Black Youth Owned	Certified copy of ID Documents of the Owners	04	
Owned by Black People with Disability	Certified copy of ID Documents of the Owners and Doctor's note confirming the disability	04	
Entities with BBBEEE contributor status of at least level 2	B-BBEE Certificate / Affidavit	04	
EME or QSE 51% Black Owned	Audited Annual Financial/ B-BBEE Certificate / Affidavit	04	

Annexure A: PRICING SCHEDULE

Item	Room	Unit Price (Excl. VAT)	Quantity	Price (Excl. VAT)
1	Outdoor LED Screens (3m x 2m) - 2 screens			
2	Control System for the LED Screens			
3	DC Media Licences – 5 additional licenses			
4	Robust Steel Structure - Angled 2-sided Digital billboard structure with 3m ground clearance from the ground			
5	Installation and project management - Data/electrical cabling with COC - Safety file - Design drawings - Project management - Site clearance (tree felling/removal, post-sign relocation, etc.) - All Configurations			
6	Support and Maintenance			
7	As and when: A Content Services Specialist for digital billboards (often titled Digital Content Manager, Digital Signage Specialist, or DOOH Specialist) is responsible for the technical and creative management of digital outdoor advertising networks. To ensure that content is accurately uploaded, formatted for maximum impact, scheduled, and played without technical issues.	(provide rate / hour)	624 Hours	
Total Without Vat				
VAT				
Total With Vat				

NB. Equipment quoted above MUST meet Section 4 specifications. Bidders MUST provide detailed quotation.