

## ADDENDUM

### **SCMU7-25/26-0002: APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, DELIVER AND INSTALL LOCALLY MANUFACTURED OFFICE FURNITURE.**

#### **PURPOSE**

The purpose is to seek approval from the Head of Department to include information on the terms of reference for the “**Appointment of a service provider to supply, deliver and install locally manufactured office furniture**” and extension of the closing date to 08 August 2025.

#### **BACKGROUND**

The project was advertised on the tender bulletin dated 27 June 2025, National Treasury E-Tenders on 30 June 2025, departmental website on 01 July 2025 and as well as the print media (Daily Dispatch) on 02 July 2025. As per the advert, the closing date is 31 July 2025, and this request is extending it to 08 August 2025.

A compulsory physical briefing session was held on the 08 July 2025, subsequent to the deliberations in the session, a resolution was made that an addendum to edit the scope of work be made as follows:

#### **11x High back fabric chair**

- Range 2 piece fully moulded high back shell (two tone)
- Chi gun metal
- Curved poly armrest on steel sub frame
- Swivel and tilt action
- Forward knee tilt mechanism
- Gas height adjustment
- 5-star nylon castor base

#### **8x Visitors arm fabric chair**

- Range 2 piece fully moulded mid back shell (two tone)
- Chi gun metal
- Curved poly armrest on steel sub frame
- Metal sleigh base frame
- Black epoxy coated finish

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**3 X DIRECTORS**

3x High back chair

- Black genuine leather upholstery
- 1 Piece fully moulded high back shell
- Nylon flexible arm
- Swivel & tilt action
- Gas height adjustment
- 5 Star nylon base
- ISO 9001 Design & manufacturing
- ISO 18001 Health & safety
- Synchronous mechanism

3x Heavy duty revolving chair for employees with weight up to 150kg

- 1 Piece fully moulded high back shell
- Nylon flexible arm
- Swivel & tilt action
- Gas height adjustment
- 5 Star nylon base
- ISO 9001 Design & manufacturing
- ISO 18001 Health & safety
- ISO 14001 Environmental management
- EN 1335-1 Dimensioning of furniture
- EN 1335-2 Product safety & testing
- Synchronous mechanism

**RECOMMENDATION**

In view of the above, it is recommended that the Head of Department approves the addendum on the terms of reference for the “**appointment of a service provider to supply, deliver and install locally manufactured office furniture**”.

  
\_\_\_\_\_  
**END-USER**

21 July 2025  
\_\_\_\_\_  
**DATE**

  
\_\_\_\_\_  
**CHAIRPERSON: BID SPECIFICATION COMMITTEE**

21/07/2025  
\_\_\_\_\_  
**DATE**

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**RECOMMENDED / ~~NOT RECOMMENDED~~**



**DIRECTOR: SUPPLY CHAIN MANAGEMENT**

21 July 2025

**DATE**

**RECOMMENDED / ~~NOT RECOMMENDED~~**

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**CHIEF FINANCIAL OFFICER**

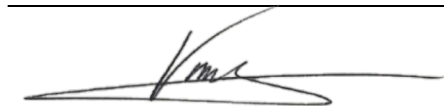
21/07/2025

**DATE**

**APPROVED / ~~NOT APPROVED~~**

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**MR V. MLOKOTHI  
ACTING HEAD OF DEPARTMENT  
DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

21st July 2025

**DATE**