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NELSON MANDELA MUSEUM

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13 April 2026



RFQ 71 OF 2026- SUPPLY AND DELIVERY OF BRANDED MERCHANDISE FOR AFRICA TRAVEL INDABA 2026

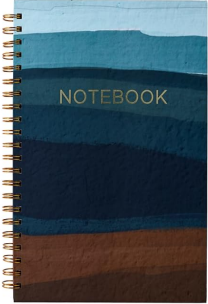

The Nelson Mandela Museum is a not-for-profit institution established by South Africa's government as an agency of the National Department of Arts and Culture. It was established as part of a portfolio of legacy projects that seek to transform the heritage landscape from the apartheid past. At the same time, it is a resource for promoting economic development through tourism in an impoverished region. The museum primarily houses collections of gifts given by Nelson Mandela to the museum to share his legacy with the nation.


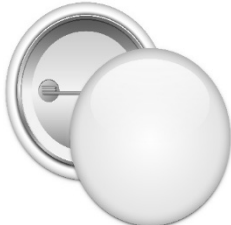
The mandate of the Nelson Mandela Museum (NMM) is to preserve and promote Nelson Mandela's legacy. One of its main strategic goals is to improve the museum's public profile and access. This mandate is executed through the museum's four main facilities, the Qunu Youth and Heritage Centre, Bhunga Building, Ingquza Hill Museum in Flagstaff, and OR Tambo Garden of Remembrance in Bizana (eNkantolo) in Mthatha CBD. The Bhunga Building doubles as the administrative office of the museum.

The Nelson Mandela Museum (NMM) invites quotations from accredited service providers that are registered with the Central Supplier Database (CSD) for the supply and delivery of branded apparel at Bhunga Building, as per the detailed specification below:

Africa Indaba branded merchandise

Item	Description	Qty	Unit price	Total
1	<p>500ml stainless steel insulated branded water bottle with telephone numbers, email address, and physical address</p> <p>Colours: Black, green, blue, and yellow (screen printing)</p> 	150		
2	<p>Bright alpha soft touch pen with stylus</p> <p>Colour: black, green, blue, and Yellow</p> <p>Branding: NMM logo in full colour, telephone numbers, email address, and physical address (screen printing)</p> 	150		
3	<p>A4 notebook, spiral-bound, 60 lined pages</p> <p>Colour: Black, green, burgundy, and yellow</p>	150		

Item	Description	Qty	Unit price	Total
	<p>Branding: NMM logo in full colour, telephone numbers, email address, and physical address (Screen printing)</p> 			
4	<p>Metal key holder with opener</p> <p>Colour: Silver</p> <p>Branding: NMM Logo in full colour with telephone numbers, email address, and physical address (screen printing)</p> 	100		
5	<p>Branded gift paper bags</p> <p>Branding: NMM Logo in full colour with telephone numbers, email address, and physical address (screen printing)</p>	100		

Item	Description	Qty	Unit price	Total
				
6	<p>Branded Button pins</p> <p>Branding: NMM Logo in full colour with telephone numbers, email address, and physical address (screen printing). Content will be provided by the NMM.</p> 	100		
TOTAL BID PRICE – INCLUDING DELIVERY AND OTHER COSTS			TOTAL: R	

MANDATORY:

All bidders must demonstrate competency in producing merchandise in SA, in that the merchandise which they have produced and do produce regularly is being manufactured in SA.

The appointed service provider, in line with SCM prescripts, is expected to supply all merchandise produced as samples before bulk production begins.

❖ **APPLICABLE PREFERENCE SCORING SYSTEM**

Points for this shall be awarded for:

(a) Price; and

(b) Specific Goals.

(c) Where 80 points will be allocated for price, and 20 points allocated for specific goals

Category		Sub-categories	Specific goals points	Verification documents
Local Supplier	5	OR Tambo supplier	5	CIPC Registration Certificate (CK) or Proof of residence
		Eastern Cape Supplier	4	
		Anywhere in South Africa	3	
		Non-South African	0	
Women-owned supplier	4	Black African Women	4	CIPC Registration Certificate (CK) and CSD Report
		Non-Black African Women	2	
Youth Owned Supplier	4	Youth Owned (< 35-year-old persons)	4	CIPC Registration Certificate (CK) and CSD Report
		Non-Youth Ownership (> 35-year-old persons)	2	
People living with disabilities	3	People living with disabilities	3	CSD Report
Small, Micro, Medium & Enterprises	4	SME – Owned by people with disability	4	Sworn Affidavit (BBBEE Affidavit) CSD Report
		SME – Black-owned	3	
		SME – Other	2	

❖ QUOTATION SUBMISSIONS AND RETURNABLE DOCUMENTS

Service providers are required to submit all the returnable documents together with their quotations. ***Failure to provide all the Compulsory Returnable Documents at the closing date and time of this RFQ will result in a respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations***

Compulsory Returnable Documents

- Duly signed & completed SBD 1 Invitation to BID
- Duly signed & completed SBD 3.3 Pricing Schedule
- Duly signed & completed SBD 4 Declaration of Interests form.
- Duly signed & completed SBD 6.1 Preference points claim form
- Duly signed & completed SBD 6.2 Local content
- Duly signed & completed SBD 7.2 contract form (Rendering a service)
- Proof of CSD registration

Essential Supporting Documents

Specific goals verification documents on or before the closing date and time ***(failure to submit on or before the closing date will result in an automatic score of zero for preference***

Quotations Submissions

- All quotations and accompanying documents must be forwarded to: supplychain@nelsonmandelamuseum.org.za
- NO FAXED OR HAND-DELIVERED QUOTATIONS SHALL BE ACCEPTED.

- **Closing date for the submission of quotations is 21 April 2026 @ 12:00**

❖ **ENQUIRIES**

All communications and enquiries/requests for clarification relating to this proposal should be directed to the contact person:

Tel: 047 501 9512
Email: zodwa@nelsonmandelamuseum.org.za
Events Co-ordinator

NB: The NMM reserves the right to amend, modify or withdraw this RFQ at any time, without prior notice and without liability to compensate and/or reimburse any party.

Mr Mandisi Msongelwa CA (SA)
Acting Chief Executive Officer