



merSETA

MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

SUPPLY, DELIVERY AND ASSEMBLE OF OFFICE FURNITURE TO THE MERSETA CAPE TOWN

SCOPE OF WORK

The merSETA, seeks to appointment of a suitably qualified service provider to supply, delivery and assemble a range of specified furniture for the Cape Town Office. The manufacturing and supply of the furniture must be within the lead time period of between 6 – 8 weeks after being awarded.

1. REQUIREMENTS

Quantity	Description	Colour/Size
25	Mid Back Black Ergonomic Chairs Swivel & Tilt	Black Netting
1	20 Seater Boardroom Table	Mahogany
38	Mid Back Black Swivel & Tilt Genuine Leather Upper Chairs (Stallion)	Black Leather Uppers
5	Ceramic Pot for Plants	Black /Gold
1	Server Lockable Doors & Drawers	Mahogany
1	Server Lockable Doors & Drawers	Mahogany
1	Server Top on Stilts \pm 3,5m	Off white
1	Double Seater Couch Genuine Leather Upper	Black
2	Single Seater Couches Genuine Leather Upper	Black
2	Single Seater Chairs -	Black / Gold
2	Small Coffee Tables	Black / Mahogany
2	2 Tier Trolley	Off white
1	8 Seater Boardroom Table	Mahogany
1	Reception Desk	Cherry with Black Inlay
1	Small Safe Combination Lock and Keys	Mat Grey
1	Small Book Table	Glass Grey

Head Office
8 Hillside Road, Metropolitan Park Block C
Parktown, Johannesburg, 2193
P O Box 61826, Marshalltown 2107
Telephone No: 010 219 3000
www.merseta.org.za
Website: www.merseta.org.za

**Delivery address:**

**35 Carl Cronje Drive
Avanti Office Park
Tygervally
Cape Town**

2. CONDITIONS

- 2.1. In the event of supplying e.g., genuine leather, providers must note that the merSETA, will not accept delivery if the quality is not genuine leather. The goods will not be accepted nor paid for.
- 2.2. All quotation must be accompanied by full description of the offer, including pictures, samples where possible.
- 2.3. All furniture matches or closely the sample pictures accompanying the request for the quotation (RFQ)
- 2.4. All furniture is within the required size, colour as per requirements.
- 2.5. Where applicable, assembling of all new furniture and tables must be done at the respective location.
- 2.6. Ensure that the supplied furniture has been inspected by the Manager and signed off before leaving premises.
- 2.7. Providers who require site visits for measuring purposes can visit the respective offices during office hours , 08:30 to 16:0o Monday to Thursday. All merSETA, offices close at 15:30 on Fridays.
- 2.8. Services providers must provide guarantee of all supplied furniture of 12 months after delivery.

3. CONTACT DETAILS FOR SITE INSPECTION PURPOSES ONLY

Name and Surname: Charles Kock / Olive Netsianda
E-mail: ckock@merseta.org.za –
onetsianda@merseta.org.za
Tel: 082 824 5885/ 066 304 3567