

ADVERTISEMENT



Invitation to Submit Bids

Bid Number: SAMRC/FM-PGB&MS/2025/15R

PROVISION OF GENERAL BUILDING AND MAINTENANCE SERVICES-PRETORIA

The South African Medical Research Council (SAMRC) invites bids from suitably qualified, competent, and experienced service providers with a professional team capable of providing general building and maintenance services and repairs at the SAMRC premises located in Pretoria. Bidders must have a physical operational office and demonstrate evidence of past or current services as per the scope of work in this tender (Part 3) within Pretoria and the surrounding areas. Bidders must have a Minimum CIDB grading of 4GB or higher.

A Non-Compulsory virtual briefing session will be held on the 15 January 2026 at 11H00. Prospective supplier(s) who wish to attend the briefing sessions should email their Microsoft Teams credential to Tenders@mrc.ac.za prior to the meeting date. Notwithstanding the above, a link for the briefing session will be provided to all suppliers that have registered and downloaded the bid document within two (2) days before the meeting date and time.

Completed bids must be submitted in a sealed envelope bearing the bidder's company name, address, bid description, and number, and hand delivered or mailed to: SA Medical Research Council, Tender Box, 1 Soutpansberg Road, Arcadia, Pretoria, Gauteng Province; and must arrive before the closing date and time. Late, faxed, or e-mailed bids will not be accepted. One (1) original hard copy of the completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) must be submitted.

Alternatively, bidder(s) can submit their completed bid proposal with supporting documents through the SAMRC website([Current Tenders | South African Medical Research Council \(SAMRC.ac.za\)](http://www.mrc.ac.za/CurrentTenders)) before the closing date and time.

Responsive bids will firstly be evaluated on functionality and thereafter on an 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

Please note that:

- This bid is valid for one hundred and twenty (120) days after the closing date for the submission of bids;
 - It is compulsory that bidders obtain bid documents, available for downloading on the SAMRC website (<http://www.mrc.ac.za/Tenders/tenders.htm>) from 5 December 2025 to 30 January 2026. The SAMRC will issue no hardcopy bid document.
 - Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by login onto <https://secure.csd.gov.za/>. With effect from 1 July 2016, SAMRC may not award any bid to a supplier not registered as a prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company's registration on CSD;
 - Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and whom key information outlined in this bid document is in order;
 - Failure to comply with all submission requirements, such as the USB for traditional submission and others, **will** lead to disqualification of the bidder(s).
 - The SAMRC is not compelled to accept the lowest or alternative bid, and reserves the right to accept part or the whole of any bid or cancel the bid;
 - Bidder(s) must be able to supply all the required items as indicated in the bid specifications;
 - Documents and USB flash drives submitted on time by bidders shall not be returned;
 - Appointment will be subject to the successful bidder agreeing to sign a service level agreement with the SAMRC to adhere to the terms and conditions set out in the bid document;
 - It is envisaged that SAMRC will conclude a service contract with a successful bidder for a period of 36 months, reviewed annually with an option to extend by a further 24 months, subject to budget availability/performance.
- All technical enquiries may be directed in writing to Stanley Modiba (tenders@mrc.ac.za), and any other enquiries related to the bid process may be directed in writing to Supply Chain Management (tenders@mrc.ac.za) before the cut-off time of 16:00(SAST) on **23 January 2026**. The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.

The closing date and time for the submission of bids is Friday, 30 January 2026, at 11H00.