



Supply Chain Division
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URL <http://www.sabc.co.za>

REQUEST FOR OFFER (RFO)

RFQ	RFO/KZN/03/2024/LOG
RFQ ISSUE `DATE	18 MARCH 2024
RFQ DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR DISPOSAL OF SABC OF OBSOLETE OFFICE FURNITURE AND EQUIPMENT AT THE SABC, KWAZULU-NATAL REGION.
NON-COMPULSORY PRESENTATION	VENUE: 100 KE MASINGA ROAD (SABC FOYER) DURBAN 20 MARCH 2024 @11H00-12H00PM
CLOSING DATE & TIME	25 MARCH 2024 AT 12H00PM

Submissions must be emailed to: SABC RFQSubmissions@sabc.co.za: on or before the closing date of this RFQ.

For queries, please contact **Nonjabulo Silangwe** on email tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FAX NO. : _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:
 - **RFO Number and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

NOTES ON SITE VISIT

Report to Reception **15 Minutes** before the Session in order to plan with the Protection Service to gain access to the Facility. Bring along your Id or Drivers licence to gain access to the SABC KwaZulu Natal Durban.

NB: SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS.

1. REQUIRED DOCUMENTS

- 2.1 Submit proof of CSD Registration (**Bidder must be registered with CSD to do business with the SABC**)
- 2.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 2.3 Valid SARS Tax Compliance Status Pin Issued to validate supplier's tax matters.
- 2.4 **Certified** copy of Valid BBBEE Certificate/Affidavit (from SANAS accredited Verification Agency)
Note: All section of BBBEE sworn affidavits must be completed in full. Please see guideline for validating BBBEE sworn affidavits.
- 2.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 2.6 Certified copy of Shareholders' certificates.
- 2.7 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

DETAILED TECHNICAL SPECIFICATION

COMPANY OVERVIEW

South African Broadcasting Corporation (SABC) is a Public Entity founded in August 1936 and listed in terms of Schedule 2 of the Public Finance Management Act, Act No. 1 of 1999, as a public broadcaster in South Africa, and provides 19 radio stations as well as five television broadcasts to the general public.










BACKGROUND







In the SABC, KwaZulu Natal region, there is an office furniture and equipment asset that have been obsolete. The disposal committee set on the 07 November 2023, and it was resolved that the asset in question is to be disposed of. It was also agreed that the following method of disposal will be followed, assets that are no longer in a usable state will be disposed by issuing an enquiry to the market and appoint the Supplier to offer a financial offer and purchase the whole lot from SABC.




SCOPE OF WORK





- Sorting, Recycling, and collection of equipment SABC KZN Provincial office,
- The service provider is required to give SABC an offer on the equipment.
- Business may be awarded to the service provider that will give a competitive offer to SABC.
- Transaction should be at no cost to SABC.
- Preference will be given to the service provider that will the whole lot.





LIST OF EQUIPMENT

NO	ASSET NO.	BARCODE	DESCRIPTION	VISUALS	DISPOSAL STORE	ACQUISITION DATE	ACQUISITION COST	NET BOOK VALUE	CONDITION
CATERING AND CANTEEN EQUIPMENT									
1		707503	Electric Fryer		KZN				Poor
		none	Breakfast Griller						
2		707553	Cutlery Steel Rack		KZN				Poor
3		707554	Cutlery Steel Rack		KZN				Poor
4		none	White Double Door - Defy Fridge		KZN				Poor
5		none	Dark Brown - Wooden Side Table		KZN				Fair
6		none	Stainless Steel Canteen Table		KZN				Fair
7		none	Silver - Cake mixer		KZN				Poor
8		708051	White - Fridge with Glass door		KZN				Poor
9		705342	Freestanding dishwashing sink with attachments		KZN				Fair
10		none	Silver Snacks Rack with wheels		KZN				Fair
11		118822	Kelvinator Bar Fridge		KZN				Fair

12	none	Coca-cola branded single glass door mini Fridges		KZN					Poor
OFFICE FURNITURE									
13	none	Red Upholstery Double couch		KZN					Fair
14	2423965	66731 Speaker Container Box		KZN	31.03.2015	R 2 031,74	R 31,73		Poor
15	129771	78389 Green - mid back office chair		KZN	31.03.2015	R 1 775,36	R -		Poor
16	145370	78130 Black high back office chair		KZN	31.03.2015	R 1 250,00	R 22,06		Poor
17	728292	111777 Navy - high back office chair		KZN	31.03.2015	R 2 868,43	R -		Fair
18	728275	111780 Navy - high back office chair		KZN	31.03.2015	R 2 868,43	R -		Fair
19	728255	111740 Navy - high back office chair		KZN	31.03.2015	R 2 868,44	R -		Fair
20	104755	65244 Black and navy- high back office chair		KZN	31.03.2015	R 759,00	R -		Fair
21	106350	65586 Navy high back office chair		KZN	31.03.2015	R 840,00	R -		Fair
22	106351	65581 Navy - high back office chair		KZN	31.03.2015	R 840,00	R -		Fair
23	124212	67993 Black and blue -high back office chair		KZN	31.03.2015	R 3 755,00	R -		Fair
24	124096	66299 Black and blue -high back office chair			KZN	31.03.2015	R 3 755,00	R -	
25		78609 Black Leather - high back office chair	KZN						Fair
26	728254	111739 Navy -high back office chair	KZN		31.08.2015	R 2 868,44	R -		Fair
27	106345	65359 Navy -high back office chair	KZN		31.03.2015	R 840,00	R -		Fair
28	728234	111719 Navy -high back office chair	KZN		31.08.2015	R 2 868,44	R -		Fair
29	137843	65118 Brown -high back office chair	KZN		31.03.2015	R 2 400,00	R -		Fair
30	142250	66814 Black and blue- high back office chair	KZN		31.03.2015	R 1 592,64	R 21,89		Fair
31	120123	66285 Black and blue - high back office chair	KZN		31.03.2015	R 2 175,00	R -		Fair
32	145370	78130 Black leather and net material - high back chair	KZN		31.03.2015	R 1 250,00	R 22,06		Fair
33		66321 Brown wood/white steel office desk	KZN						Fair
34	none	15 x Cream steel filing cabinets with 4 drawers		KZN					Poor
35	none	35 x Brown steel filing cabinets - Music Library c		KZN					Fair
36	none	5 x Steel filing cabinets with two doors		KZN					Fair
37		65070 Oak wood- Double door filing Cabinet		KZN					Fair
38	788117	65033 Mahogany wood - Large office Desk with red leath		KZN	01.04.2016	R 14 208,67	R 757,79		Good
39		65037 Brown wooden side Cabinet with two shelves		KZN					Good
40	none	Brown wooden double door filing Cabinet		KZN					Good

41	none	Brown wooden double door filing Cabinet		KZN				Good
42	none	Brown wooden Credenza with sliding doors		KZN				Good
43	none	White Fitness Tricycle		KZN				Good
44	none	Grey Steel locker for Music Library with 4 doors		KZN				Good
45	none	Brown steel Fire-arm locker		KZN				Good
46	96016	Brown Steel filing cabinets with 4 drawers		KZN				Fair
47	118904	Grey Office desk, 3 drawers		KZN				Fair
48	118906	Grey Filing cabinet, double door		KZN				Fair

47	118904	Grey Office desk, 3 drawers		KZN				Fair
48	118906	Grey Filing cabinet, double door		KZN				Fair
		WORKSHOP MACHINERY						
49	none	De Walt Planer- Thicknesser (Model DW1150)		KZN				Poor
50	407303	Frgram Heavy Duty drill press (Model KFT-16)		KZN				Poor
51	400055	Hunter Heavy Duty Electrical Bench Grider (Model HG6A)		KZN				Poor
52	none	Grass Cutter - Robin EC		KZN				Poor

53	none	Garden Sweeper - Cleanfix		KZN					Poor
54	none	Weed Eater - STIHL FS40		KZN					Poor
TELEVISION SETS									
55	138091	Panasonic 51" TV		KZN					Fair
56	137660	Panasonic 51" TV		KZN					Fair
57	2420830	66198	Telefunken 51" TV	KZN	31.03.2015	R	5 698,70	53,45	Fair
58	2421431	65112	Sony 43" flatscreen TV	KZN	31.03.2015	R	7 000,00	41,03	Poor
59	118525	65027	LG 51" TV	KZN	31.03.2015	R	4 907,49	0	Poor
60		67279	Phillips 51" TV	KZN					Poor
61		78635	LG 51" TV	KZN					Poor

END OF RFO DOCUMENT

ANNEXURE A

DECLARATION OF INTEREST

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favouritism, should the resulting tender, or part thereof be awarded to-
 - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
 - (b) any person who acts on behalf of SABC; or
 - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
 - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:
POSITION	:
OFFICE WHERE EMPLOYED	:
TELEPHONE NUMBER	:
RELATIONSHIP	:

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
 - recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
 - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER