



an agency of the
Department of Sport, Arts and Culture

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Incorporating the satellites:	Insluitend die satelliete:
Oliewenhuis Art Museum	Oliewenhuis-kunsmuseum
Freshford House Museum	Freshford-huismuseum
First Raadsaal	Eerste Raadsaal
Wagon Museum	Waenhuis museum
Florisbad Research Station	Florisbad-navorsingstasie

REQUEST FOR QUOTE:

RFQ	RFQ: SUPPLY AND INSTALLATION OF DOUBLE ARMS GATE MOTOR AT OLIEWENHUIS ART MUSEUM
ISSUE DATE	02 October 2025
CLOSING DATE	10 October 2025
CLOSING TIME	15h00
DELIVERY OF QUOTES	Tender Box, National Museum, 36 Aliwal Street, Bloemfontein
Queries	Mr. G. Dlamini scm@nasmus.co.za

BRIEFING SESSION	Oliewenhuis Art Museum, No. 16 Harrismith street, Bloemfontein, 9300
DATE	07 October 2025
TIME	12H00
LOCATION ADDRESS	National Museum 36 Aliwal Street, Bloemfontein, 9300

1. Background to the National Museum

The National Museum - a natural history, cultural history and art museum was established in 1877 and is a declared cultural institution, which resorts under the Department of Arts and Culture and is governed by a council. The mission of the National Museum is to provide heritage resources and an enjoyable experience to all people through quality research, conservation, education and exhibitions. More information about the organisation can be found at www.nasmus.co.za

2. Purpose and Background

The Museum requires a Service Provider for the supply and installation of a centurion Vantage Smart 500 Arm Gate at Oliewenhuis Art Museum. The current arm gate is NOT working.

3. Scope of Work:

- Remove existing double swing gate arms
- Install new double swing gate arms to the existing brackets
- Ensure the wiring is properly done to manufacturer's instructions and be in a good working condition
- 6 months warrantee

4. Compulsory requirements

The bidder must attach the following documents to the quotation as follows;

- 4.1.1.** The company must be an established company in Bloemfontein with established offices/ workshop and in this regard provide us with **proof of your existence with either a copy of your lease agreement or a copy of your municipal rates and taxes account for your premises**. The Museum reserves the right to verify you have an established business premises.
- 4.1.2. At least three (3) written reference letters** showing that you provided similar services in the recent past three (3) years for installation and maintenance of arms gate motor. The letter must be on a letterhead, with contactable details and signed by an authorised person. The Museum reserves the right to verify references.
- 4.1.3.** Valid COIDA registration with the Department of Labour
- 4.1.4.** The bidder must attach CV(s) and copies of qualifications of an technicians with at least three (3) years' experience in security systems environment.
- 4.1.5.** Completed, signed and witnessed SBD forms 4 must be attached.
- 4.1.6.** The bidder must be registered on CSD and CSD supplier report must be attached.

5. Additional requirements

- 5.1.1.** The bidder must be an active company registered in the Republic of South Africa, and a copy of CIPC registration documents must be attached.
- 5.1.2.** The bidder must be tax compliant, and a copy of a valid tax pin issued by SARS must be attached.
- 5.1.3.** A copy of BBBEE certificate or completed and signed BBBEE declaration may be attached for a bidder to earn more points on preferential procurement evaluation.

Matters for noting.

- 1. Non-compliance to the above compulsory requirements will lead to a disqualification of the service provider, except where non-tax compliant with tax matters which is subject to grace period of at least 7 days that will be provided to a preferred service provider should that service provider be non-compliant following bid evaluation.
- 2. Failure by this preferred service provider to rectify its tax matters to a compliant status within the seven (7) days grace period provided will lead to an automatic disqualification.
- 3. Validity period for bids or formal written quotations submitted shall be valid for a minimum period of 90 days. The formal written price quotations received from the service provider/supplier will be regarded as valid for 90 days despite expiry date less than 90 days indicated on a quote.

6. Price schedule

- 7.1 The bidder must provide a cost inclusive quotation including VAT if applicable. The financial offer must be provided in the table below.
- 7.2. emailed or faxed quotes will not be accepted.
- 7.3. Below is the typical work needed and is used for the purpose of comparing your prices in this bid.

DESCRIPTION	Quantity	Rate	Amount
Remove existing Centurion Vantage Smart 500 Double Swing Gate Motor and Install new Arm Gate Motor on the existing gate bracket and programme to the existing system. Ensure the Master and Slave operator wiring is correct.	1	R	R
Sub- Total			R
Vat @15%			R
Total to Quotation			R



7. Bid Evaluation.

All bidders will be subject to a two-staged tactical procurement evaluation process as follows;

- 7.1. the bidder will be evaluated on 100% conformance of the quote to the specifications as issued by the Museum to be eligible for preferential procurement evaluation below;
- 7.2. Preferential procurement calculation of 80/20, whereby 80 is for price and 20 points for specific goals will then be applied to select a successful bidder.

8. Preferential procurement evaluation.

	Preference Points Criteria	Points Allocation
1	Price	80
2	Specific goals	20
	Total Points	100

In accordance with the Preferential Procurement Regulations of 2022, NM has determined the following specific goals for which preference points will be awarded:

Goal 1: Broad-Based Black Economic Empowerment

Section 10 of the B-BBEE Act enjoins every public entity to take into account and apply the B-BBEE Codes of Good Practice in determining and implementing a preferential procurement policy. NM will thus award preference points to suppliers based on their B-BBEE specific preferential goals.

Goal 2: Empowerment of Local Businesses

NM is in the Free State, a rural province on the margins of economic activity. To develop and empower local businesses based in the Free State, NM will award preference point to suppliers based in the Free State.

Goal 3: Youth Empowerment

Youth participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. One of the main challenges for youth has been the high levels of unemployment. The unemployment rate for young people in South Africa is much higher than the national average, which makes it difficult for them to enter the labour market and participate in the economy.

In an effort to empower youth and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by youth.

Goal 4: Women Empowerment

Women participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. For women, the challenge has been unequal access to economic opportunities, including education, training, and employment. Women in South Africa often face discrimination and gender-based violence, which can limit their ability to participate in the economy. Additionally, women tend to be concentrated in low-paying, informal sector jobs, which offer little security and limited opportunities for advancement.

To empower women and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by women.

Goal 5: Empowerment of People with Disabilities

People with disabilities face significant barriers to participating in the South African economy. According to the World Bank, about seven million South Africans have some form of disability, and they are more likely to experience poverty and unemployment compared to those without disabilities.

People with disabilities often face discrimination in the labour market and have limited access to education, training, and employment opportunities. They may also face physical and attitudinal barriers, making it difficult for them to fully participate in the economy.

In an effort to empower people with disabilities and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by people with disabilities.

Points awarded for each goal

Preferential points will be awarded as per below scoring:

CRITERION	80/20	90/10
B-BBEE Status	4	2
Businesses Based in the Free State	4	2
Ownership by Youth	4	2
Ownership by Women	4	2
Ownership by People with Disabilities	4	2
	20	10

B-BBEE Status Points will be awarded as per below:

B-BBEE STATUS	80/20	90/10
Level 1	4	2
Level 2	3	1.5
Level 3	2	1
Level 4 and below	1	0.5
Non-compliant	0	0

Ownership Points for Youth, Women, and People with Disabilities will be awarded as per below:

OWNERSHIP	80/20	90/10
Above 50%	4	2
Above 40%	3	1.5
Above 25%	2	1
Above 10%	1	0.5