

**REQUEST FOR QUOTATION (RFQ) FOR THE REPAIR AND UPGRADE OF A FLAMMABLE STORE AT IZIKO MUSEUM OF SOUTH AFRICA.**

<b>Reference Number</b>	<b>RFQ SS/FLAMABLE STORE REPAIRS 08/25</b>
<b>Description</b>	<b>REQUEST FOR A QUOTATION FOR A CONTRACTOR TO REPAIR, UPGRADE AND MAINTAIN THE EXISTING FLAMMABLE STORE AT IZIKO MUSEUM OF SOUTH AFRICA</b>
<b>Address</b>	25 Queen Victoria Street Cape Town 8001
<b>Attention</b>	Sinovuyo Nkwali
<b>Issued</b>	August 2025
<b>Compulsory Site Visit</b>	03 September @ 10:30am. Please contact Sinovuyo Nkwali 062 807 4597
<b>Closing date and time for submission</b>	10 September @ 11:00am
<b>Method of delivery</b>	Quotes / Proposals, and accompanying documentation, <b>must be emailed</b> to Noleen Donson (SCM) 021 481 3889 / <a href="mailto:ndonson@iziko.org.za">ndonson@iziko.org.za</a> , and <a href="mailto:scm@iziko.org.za">scm@iziko.org.za</a>
<b>Technical enquiries</b>	<a href="#">Sinovuyo Nkwali</a>
<b>Name of Company</b>	
<b>CSD Supplier Number (MA.....Number)</b>	
<b>B-BBEE Status Level of Contribution</b>	
<b>Quote Price (Incl Vat)</b>	
<b>Signature</b>	



## BIDDER'S DISCLOSURE (SBD 4)

### 1. PURPOSE OF THE FORM (SBD 4)

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise,  
employed by the state? **YES/NO**
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.
- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

Full Name	Identity Number	Name of State institution

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read, and I understand the contents of this disclosure.
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so

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<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	.....
Signature	Date

.....	.....
Position	Name of bidder (Company Name)

(SBD 6.1)

#### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all the tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**



#### 4. GENERAL CONDITIONS

- a. The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- b. **To be completed by the organ of state**
- The applicable preference point system for this tender is the 80/20 preference point system.
- c. Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.

d. **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- e. Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- f. The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 5. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services and includes all applicable taxes less all unconditional discounts.
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes.
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts



through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 6 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 6.1 POINTS AWARDED FOR PRICE

#### 6.2 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

<b>80/20</b>	<b>or</b>	<b>90/10</b>	
$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$	

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{min}$  = Price of lowest acceptable tender

#### 6.3 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

### 6.4 POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

<b>80/20</b>	<b>or</b>	<b>90/10</b>	
$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	or	$P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{max}$  = Price of highest acceptable tender

## 7 POINTS AWARDED FOR SPECIFIC GOALS

7.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations,



preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tender will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

7.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Evidence	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Persons, or categories of persons, historically disadvantaged- (HDI) by unfair discrimination on the basis of	<ul style="list-style-type: none"> <li>• Proof of B-BBEE certificate;</li> <li>• Company Registration Certification</li> <li>• Identification Documentation. CSD report</li> </ul>		
<b>Race: Black persons (ownership)*</b> 50% or more black ownership = 20 points  Less than 50% black ownership = 10 points			



0% black ownership = 0 points			
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## DECLARATION WITH REGARD TO COMPANY/FIRM

7.3 Name of company/firm.....

7.4 Company registration number: .....

7.5 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

7.6 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct.
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct.
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process.
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct.
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audit alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary



	..... <b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....

## 8. BACKGROUND

Iziko Museums of South Africa (Iziko) is a schedule 3A public entity and non-profit organization, partly subsidized by the National Department of Sport, Arts & Culture (DSAC), bringing together 12 national museums and a Social History Centre situated in the Western Cape under a single governance and leadership structure. Iziko was established in terms of the Cultural Institutions Act, 1998 (Act No. No. 119 of 1998) and is required to comply with the Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999) as amended and its concomitant Regulations.

### 8.1 OVERVIEW

Iziko invites suitably qualified fire installation companies to submit a bid for the repair and upgrade of the existing Flammable Storeroom on their premises in the South African Museum. There are Provisional Amounts Allowed for the electrical and mechanical services which will be quoted once the successful bidder is appointed.

### 8.2 PROJECT BRIEF

The Client, Iziko Museums of South Africa, hereon referred to as the Employer, requires the construction, repair and upgrade of the flammable store at the Iziko South African Museum.

Table #1: Building and location where services will be required.

Building No	Iziko Building	Address
1	Iziko SA Museum & Planetarium (ISAM)	25 Queen Victoria Street, Cape Town

### 8.3 SCOPE OF WORK

Refer to the attached drawings and specifications for this building. Please ensure that your programme factors in the Iziko operational requirements.



- 8.3.1 ANNEXURE A 202401- 11 Iziko Flammable Liquids Store-Rev0
- 8.3.2 ANNEXURE B 202401-11 Iziko Flammable Store Annexure A, Technical Flammable Liquid Storage
- 8.3.3 ANNEXURE C 202401-11 Iziko Flammable Store
- 8.3.4 ANNEXURE C 202401-11 Iziko Flammable Store

NB: Contractors shall adhere to all contents of the attached specification and layouts.

## 9 TECHNICAL KNOWLEDGE AND INFRASTRUCTURE

Iziko invites contractors with the requisite technical expertise in the construction/upgrades of flammable store works, to submit quotes for the works outlined in the attached drawings and specifications.

Contractors must demonstrate:

**9.1 Technical Competence:** A strong understanding of the technical requirements outlined in the drawings, including electrical works.

**9.2 Infrastructure Management:** The ability to work within an active museum environment, ensuring the safety and integrity of the building and its collections, as well as the smooth operation of the space during construction.

**9.3** It is to be noted by bidders that the nature of the works requires mechanical and electrical engineering expertise, bidders are required to provide proof of this expertise whether the electrical works is in-house or subcontracted. Upon completion bidders will be required to issue COC's for the trades.

Contractors should also have experience in managing complex flammable stores projects within the parameters of strict safety standards and operational requirements, ensuring minimal disruption to the museum's activities.

## 10. COMPLIANCE DOCUMENTS

Service Providers must submit all documents as outlined in Table below.

1	Central Supplier Database Report – with supplier number and company details ( <a href="http://www.csd.gov.za">www.csd.gov.za</a> ) and Tax Status Verification Pin together with tax registration number.
2	Detailed pricing structure: An hourly costs schedule detailing full cost breakdown, inclusive of VAT, any disbursement, and escalations, if applicable, etc. for the entire duration of the proposed contract must be provided.
3	A Valid B-BBEE Certificate or Sworn Affidavit to determine the Service provider's status level.
4	The bidder must be in possession of a safety file that is compliant with current legislation
5	Professional Indemnity Insurance: Proof of adequate professional indemnity insurance coverage.
6	Signed Request for Quotation Document



## 11. EVALUATION CRITERIA

Iziko promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price, which does not necessarily provide the best value. Best value incorporates the expertise, experience and technical proposal of the organisation and individuals who will be providing the service and the organisational capacity supporting the project team.

Iziko is committed to achieving Government’s transformation objectives in terms of the Preferential Procurement Policy Framework Act.

- Firstly, the bidder will have to comply with eligibility criteria as per Table 3
- Proposals will be evaluated on the 80/20 preference points scoring system: that is, 80% of the points awarded will be based on price, as indicated in the table below; and 20% of the points awarded will be based on specific goals, allocated as indicated in the table below:

**Table 2 Preferential Points**

	<b>Specific goals allocated points</b>	<b>Price</b>
Total maximum points	<b>20</b>	<b>80</b>

### Eligibility Criteria

To be eligible for functionality evaluation, the bidder must submit the following as per Table 3 below. If there is “No” on the Table 3 below, the bidder who didn’t submit the required document (s) with their bid will be requested in writing to submit them within three (3) working days for inclusion in the Bid Evaluation Committee item, if a bidder fails to submit on the 3rd working day, the relevant bid will be rejected.

**Table #3: Eligibility Criteria**

<b>Criteria</b>	<b>Attached (Yes/No)</b>	<b>Comments</b>
Site Briefing Attendance		
CIDB Grade SF 01 or Higher		



## 12. PAYMENT TERMS

- 12.1.1 Payment will only be made based on work completed satisfactorily, and invoices provided and approved by the project manager.
- 12.2 Offer to be valid for 60 days from the bid closing date.

## 13. PRICING SCHEDULE

- **BOQ Attached.**

### Pricing Instructions

- 13.1 . Payment will be made based on the deliverables for the goods received.
- 13.2 Payment will only be made based on work completed satisfactorily, and invoices provided and approved by the project manager.
- 13.3 Offer to be valid for 60 days from the bid closing date.

**Please Note: a formal detailed quotation to be sent with proposal. The pricing schedule above and formal quotation must include all applicable costs and there can be no variation after award has been made.**

## Stage 2 - Functionality Criteria

A proposal which scores lower than the minimum overall percentage of 70% (70 points) will be eliminated from further evaluation; will be regarded as non-responsive and will not be evaluated further. All proposals which score 70% (70 points) and more for functionality will be eligible for further evaluation. Refer to table 8 below for Evaluation Criteria.

## 14 . EVALUATION CRITERIA

Evaluation Area	Evaluation Criteria	Points
<b>Company Experience.</b>	<b>Cumulative experience in number of years.</b> <ul style="list-style-type: none"><li>• 2 – 5 years = (5 points)</li><li>• 5 – 10 years= (15 points)</li><li>• Greater than 10 years = (25 points)</li></ul> <b>The following proof must be submitted:</b> <ul style="list-style-type: none"><li>• Company Profile with company experience</li></ul>	<b>25</b>
<b>List of projects</b>	Provide a list of flammable store projects that you worked (within the past 5 years). The list must include Name of Project, client name, Start & end date project, project duration, contract value & Client contact details.  Project Value: <ul style="list-style-type: none"><li>• R 10 000 – R 100 000 (10 Points)</li><li>• R 100 000 – 1 000 000 (20 Points)</li><li>• R 1 000 000 and above (30 Points)</li></ul>	<b>30</b>



<b>Programme of works (scheduling)</b>	<p>Proposed estimated building programme detailing the timeline for implementation, taking into consideration the risks such as material lead times, site and operational conditions during the project. Programme must be in working days. Working hours from 8: 00 – 16:30.</p> <p><b>Bidder must provide project programme with estimated timelines</b></p> <ul style="list-style-type: none"> <li>• No plan = 0</li> <li>• Plan covering part of the deliverables on the scope of work = 10</li> <li>• Plan to cover all deliverables on the scope of work = 15</li> </ul>	<b>15</b>
<b>Organogram of project team working on this project.</b>	<p>Contractor to submit team structure that will be working on the project and proof of qualifications and experience of team working on this project detailed CVs. Also list the size of the team working on this project.</p> <ul style="list-style-type: none"> <li>• <b>Foremen</b></li> <li>• Minimum of 5 years' experience as a foreman (10 Points)</li> <li>• <b>Safety Officer</b></li> <li>• Recognised Health Safety Qualification/ registered with a professional body with Minimum of 3 years' experience as a safety officer (10 points)</li> <li>• <b>Project Manager/Construction Manager</b></li> <li>• Qualification within the Built environment/ registered with a recognised professional body. Minimum 5 years project/Construction management experience in construction industry (10)</li> </ul> <p><b>CV's Should be of the people/ team members in the <b>ORGANOGRAM</b> clearly stating their names and designation.</b></p>	<b>30</b>
<b>Total</b>		<b>100</b>

## 15 FORMAL CONTRACT

- The proposal and appended documentation read together form the basis for an agreement to be negotiated and concluded in a formal contract between Iziko and the preferred Service Provider.
- A mere offer and acceptance shall not constitute a formal contract of any nature for any purpose between Iziko and the preferred Service Provider/s.

## 16 GENERAL PRINCIPLES

- The lowest or only quotation received will not necessarily be accepted.
- Iziko and its Council reserves the right to accept or reject any quotation in response to the Request to Quote and to withdraw its decision to seek the provision of these services at any time.

**Please Note: a formal detailed quotation to be sent with proposal. The pricing schedule above and formal quotation must include all applicable costs and there can be no variation after award has been made.**



## 17. DECLARATION

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- i) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- ii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iii) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and ;
- iv) confirms that the contents of these questionnaire/forms (SBD 4, & 6.1) are within my personal knowledge and are to the best of my belief both true and correct
- i) accept that, in addition to cancellation of a contract, action may be taken against me should the Declaration prove to be false.
- ii) In terms of Preferential Procurement Regulation 11 and section 2(1) (f) of the Preferential Procurement Policy Framework Act, the IZIKO may consider the following objective criteria in the bid award:
  - iii) The risk of fruitless and wasteful expenditure to the IZIKO.
  - iv) The risk of an abnormally low bid.
  - v) The risk of a material irregularity.
  - vi) The IZIKO reserve the right not to consider bids from Bidders who are currently in litigation with the IZIKO; and
  - vii) The IZIKO further reserve the right not to award this tender to any Bidder based on the proven poor record of accomplishment of the Bidder in previous projects within the IZIKO and the referee submitted by the Bidder.

Signed

Date

Name

Position

*Enterprise  
name*



***Please note that if the supporting documentation is not provided then the submission will be classified as non-responsive.***

**1. Disqualification**

Please note that if a bid document is not filled in correctly or completely, or complied with the specification, or is delivered/send after the bid closing date and time, or the supplier is not registered on the CSD or supplier has a non-compliant tax status, then unfortunately that bidder maybe disqualified. Please return this document with the supporting documents.

**2. Bid Document Submission**

Emailed tender documents will be accepted. However, the onus is on the bidder to ensure that complete email documents have been received by the IZIKO by the due date and time.

Please note that any alterations to the tender document other than filling in the tenderer's details and tender price will automatically disqualify the tenderer.