



REQUEST FOR QUOTATIONS (RFQ)

You are hereby invited to submit Quotation for the requirements of SALGA	
RFQ number:	121704
RFQ Issue Date	10 January 2025
COMPULSORY/ NON COMPULSORY SITE INSPECTION	Yes
Briefing Session Date and Time: (if applicable)	Date and time: 14 January 2025 @ 10:00 am to 12:00pm Venue: 4th floor Clifton Place, 19 Hurst Grove, Musgrave, Durban 4001
RFQ Closing date:	17 January 2025 @ 11:00 am Strictly Submit RFQ via email: scm@salga.org.za
RFQ Description:	Request for Quotation, Deep Cleaning of office carpet/ paintings/ removal of SALGA Signage and fixing of office ceiling at SALGA KZN Office.
<u>SPECIFICATIONS:</u> DESCRIPTION • Deep cleaning of all carpets in SALGA building • Patch the wall holes where applicable and Painting of all SALGA office wall with white color paint. • Removal of SALGA signage in all the areas where the building is branded both inside and outside. • Fixing of ceiling boards in the specific offices and boardrooms. • Replacement of kitchen handles, adjust the doors. The due date to complete the scope of work as indicated above, within the period of 2 weeks. Please note:	

1. Quotation should be valid for at least 90 days.
- Is the offer strictly according to specifications? Yes/No
2. If not to specification, state deviation(s)
3. Please indicate your delivery period:
4. All the Standard Bidding Documents (SBD) forms must be completed in full and returned with the quotation.
5. Please indicate a valid Central Supplier Database (CSD) registration number on your quotation. Tax status will be verified on CSD.
6. All prices must be VAT inclusive, if no indication is given, prices will be evaluated as inclusive.
7. No quotations received after closing time and date will be accepted without prior arrangement with the sender of this request.
8. It is the responsibility of the vendor to verify the receipt of any quotations forwarded to this office.
9. If you are unable to quote, please respond to the sender and state the reason/s for not quoting.
10. This quotation is subject to the general conditions of contract, as well as any special conditions stated in the specifications.
11. Requests relating to procurement of goods for designated sectors, the quotations shall be evaluated in relation with the minimum thresholds for local production and content prescribed per sector:
 - a) Textiles, Clothing, Leather and Footwear: 100 % b) Office Furniture: 85 %
12. For bids of above R30 000 to R50 million , SALGA evaluates these in terms of the 80/20 adjudication criteria where :
 - a) Price : 80 b) BBBEE Level of contribution : 20 TOTAL : 100
13. For bids of above R50 million , SALGA evaluates these in terms of the 90/10 adjudication criteria where :
 - a) Price : 90 b) BBBEE Level of contribution : 10 TOTAL : 100

NAME OF SERVICE PROVIDER: _____

TOTAL PRICE (INCL VAT): _____

RETURNABLE DOCUMENTS:

- Fully completed and signed RFQ
- Official Quotation on the company letter head
- Latest Tax Compliance Status (SARS Pin document)
- Latest BBBEE certificate- SANAS Accredited or sworn affidavit for EME/QSE
- Company CK documents
- Full CSD Registration Report or (MAAA number)
- ID copies of company directors

I, the undersigned, for and on behalf of the Service Provider, hereby confirm that I/we understand the information as stated above and that I/we will comply with all of the above.

.....

Name (print)

.....

Signature

PICTURES ARE FOR SAMPLE PURPOSES NOT LIMITED TO OTHER AREAS NOT REFLECTED IN THE TERMS OF REFERENCE THAT ARE SUBJECT TO CONFIRMATION BY THE PROSPECTIVE SERVICE PROVIDERS DURING COMPULSORY SITE INSPECTION.

The Wholes on the wall



Canteen (Kitchen)





Ceiling



CARPETS



SALGA SIGNAGE REMOVAL

