



## Repairs and Maintenance

The Ekurhuleni Housing Company (EHC) hereby invites suitably qualified and experienced service providers to submit an RFQ for the provision of Carpentry and Joinery Trade Services. RFQ NO: EHCCAPENTRY/2026

### 3.EVALUATION OF THE QUOTATIONS

RFQ will be evaluated in terms of the below-mentioned criteria:

- Stage One - Phase One: Mandatory Compliance
- Phase Two: Compulsory Administrative Compliance
- Stage Three - Price and preference points (80/20)

#### STAGE ONE - PHASE ONE: MANDATORY REQUIREMENTS

- Late submissions will not be accepted.
- Bidder must sign submission register.
- Financial capability. Submit latest 3 months bank statements reflecting a positive cash flow or access to short-term finance (e.g. overdraft facility) confirming the bidder's ability to deliver the project.
- Completed Pricing Schedule.
- Active CIDB status with grading of 1GB or Higher.
- Minimum of three (3) written references from previous commercial or residential.

NB: Service providers who fail to comply with the above requirements will be disqualified and will not proceed to Phase 2 of the evaluation.

#### STAGE TWO: ADMINISTRATIVE COMPLIANCE

- Certified Director's ID copy. (Not older than three months from the closing date)
- Proof of CIPC registration (Please also enclose a document indicating the Directors' full names and ID numbers)
- Up to date municipal account/statement for the company (not in arrears for more than

### Scope of work

#### Background

Ekurhuleni Housing Company (EHC) derives its mandate from the City of Ekurhuleni (CoE). This mandate is informed by the national housing imperatives that are outlined through the Rental Housing Act, the Social Housing Act, and the MFMA. EHC provides and manages affordable rental housing for the lower income market as an integral part of efforts to eradicate the housing backlog in the Ekurhuleni Metropolis. The main target market comprises of home seekers whose household incomes meet the criteria for the Consolidated Capital Grant (CCG), which comprise of the Restructuring Capital Grant and the Institutional Housing Subsidy, which are available to beneficiaries whose total household income is between R1850 and R22 000 per month.

#### 1.Scope of work

The successful bidder will be required to provide general carpentry maintenance, repairs, and installations across EHC-managed properties on an as-needed (ad-hoc) basis. Responsibilities include, but are not limited to:

- Repair and replacement of internal and external doors, frames, and locks.
- Maintenance of kitchen cabinetry and built-in cupboards (BICs).
- Repair of wooden flooring, skirting, and ceiling panels.
- General joinery work for common areas and office facilities.
- Contract Nature & Value
  - Contract Type: Open-ended (Term Contract) based on a Schedule of Rates.
  - Duration: Until the maximum expenditure is reached or 11 months from the date of appointment (whichever occurs first).

#### 2.Pricing Schedule

DESCRIPTION	UNIT OF MEASURE	UNIT PRICE	TOTAL AMOUNT (excl. vat)
Ease and adjust internal/external door (shaving/realignment)	each		
Supply and install standard hollow-core internal door	each		
Supply and install solid-	each		

90 days). In case a bidder is a lessee, a valid original or certified copy of a lease agreement must be supplied

- Company pricing with letter head
- Valid BBEE/affidavit (failure to comply bidder will forfeit points allocations of specific goal (80/20 specific goals points allocations as per threshold)
- Bank Confirmation letter not older than three months
- Respond to RFQ.
- Signed MBD Forms
- Valid Tax Pin
- CSD report

**STAGE THREE: PRICE AND PREFERENCE POINTS EVALUATION IN TERMS OF PPPFA REGULATIONS 2022 (AS AMENDED):**

Evaluation In Terms of PPPFA Regulations 2022 (As Amended):

This bid will be evaluated and adjudicated according to the 80/20 preference point system, in terms of which a maximum of 80 points will be awarded for prize and 20 points will be awarded for specific goals CSD report

80/20 Preference Point Components	Points
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
Bidder HDI (5pts)	5
Woman (3 pts)	3
Disability (2pts)	2
Youth (2pts)	2
Within Ekurhuleni (8pts)	
	8
<b>Total</b>	<b>100</b>

**CLOSING DATE:**

**25/02/2026**

Delivery Address:

Cnr Victoria Street and Linton Jones Street, Germiston (next to Fire Station)

Submission must hand be delivered to EHC head office (Cnr Victoria Street and Linton Jones Street, Germiston 1400 next to fire station) in a sealed envelope stating the description and RFQ NO: EHCCAPENTRY/2026 and **IN A RED TENDER BOX BY THE RECEPTION. PLEASE SIGN SUBMISSION REGISTER.**

core external door (Hardwood)			
Supply and fit heavy-duty barrel bolt or door closer	each		
Replace 2-lever or 3-lever mortice lockset	each		
Supply and install standard hollow-core internal door	each		
Supply and install solid-core external door (Hardwood)	each		
<b>KITCHEN CABINETRY &amp; BICs</b>			
Re-align cabinet doors and replace concealed hinges	each		
Replace damaged kitchen cupboard carcass (standard unit)	each		
Supply and fit Postform kitchen countertop (per meter)	each		
Repair/replace BIC (Built-in Cupboard) drawer runners (pair)	each		
Replace kickplates or melamine shelving	each		
<b>FLOORING, SKIRTING &amp; CEILINGS</b>			
Re-align cabinet doors and replace concealed hinges	m		
Replace damaged kitchen cupboard carcass (standard unit)	m		
Supply and fit Postform kitchen countertop (per meter)	m		
Repair/replace BIC (Built-in Cupboard) drawer runners (pair)	m		
Replace kickplates or melamine shelving	m		
<b>FLOORING, SKIRTING &amp; CEILINGS</b>			
Repair/replace timber skirting boards (matching existing)	m		
Replace damaged ceiling panels (Gypsum or Knotty Pine)	m 2		
Supply and fit brandering for ceiling support	m		
<b>GENERAL JOINERY &amp; AD-HOC</b>			
Labor Rate: General Carpenter (For non-scheduled items)	H/R		
Labor Rate: Assistant/General Worker	H/R		
<b>Sub</b>			
<b>Vat</b>			
<b>GRAND TOTAL (incl of vat)</b>			

**NB: please ensure to drop the bid document in a red box by EHC reception.**

NB: The RFQ document will be available for downloads on EHC website [www.ehco.org.za](http://www.ehco.org.za)

The entity reserves its following rights:

- To award the bid in part or in full,
- Not to make any award in this bid or accept any bids submitted,
- Request further technical information from any bidder after the closing date,
- Verify information and documentation of the bidder(s),
- Not to accept any of the bids submitted,
- To withdraw or amend any of the bid conditions by notice in writing to all bidders before closing of the bid and post-award, and
- If an incorrect award has been made to remedy the matter in any lawful manner it may deem fit.

Proposals are subject to the Standard Conditions of Tender and the Supply Chain Management Policy of EHC

The entity reserves the right to negotiate with the shortlisted bidder prior to the award and with the successful bidder post award. The terms and conditions for negotiations will be communicated to the shortlisted bidder prior to the invitation to negotiations. This phase is meant to ensure value for money is achieved through the measure of quality that will assess the monetary cost of the items or services against the quality and or benefits of that item or services.

The entity reserves the right to conduct due diligence during the evaluation phases, before the final award, or at any time during the contract period and this may include pre-announced/ non-announced site visits. During the due diligence process, the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid in whole or in part.

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Non-Executive Directors: L. Mtimde (Chairperson); T. Hangana; F. Dikgale; D. Hlawula

Executive Directors: Z. Nkamana (CEO); N. Ndimande (CFO)

Company Secretary (Vacant)

Reg. No. 2000/007937/07

  
**Contact Person**

Technical (Specification queries)

Xolile Mbatha

[xoliileb@ehco.org.za](mailto:xoliileb@ehco.org.za)

Supply Chain Management (only queries related to SCM)

Dolly Phatlane/ Thozama Dalindyebo/Patricia Mngomezulu/SCM Interns

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