

QUESTIONS AND ANSWERS

APPOINTMENT OF A SERVICE PROVIDER FOR OFFICE SIGNAGE AND BRANDING – SEFA (DURBAN OFFICE)

RFQ No: POS0000003202

1. Question 1:

What is the engraved parking bay sign measurements?

Response 1:

Bidders can conduct a site visit (non-compulsory) in **sefa** Durban Offices in order to take measurements.

Bidders must make arrangements with the Supply Chain Management Department if they want to do a site inspection.

Email: procurement@sefa.org.za

2. Question 2:

What is the double glass door measurements for frosting vinyl?

Response 2:

Bidders can conduct a site visit (non-compulsory) in **sefa** Durban Offices in order to take measurements.

Bidders must make arrangements with the Supply Chain Management Department if they want to do a site inspection.

Email: procurement@sefa.org.za

3. Question 3:

Will the service provider design both interior and exterior signage?

Response 3:

Yes



4. Question 4:

Will consultation with **sefa** officials be a virtual or physical meeting?

Response 4:

Virtual

5. Question 5:

I am sending this email to request for sizes for some items of the required specifications as follows:

- **Item 2** external signage and branding on the building entrance double sided wall mounted office front.
- **Item 3** double glass doors frosting with **sefa's** logo and working hours.
- **Item 4** Engraved parking bay signs with **sefa** logo in colour and written "reserved."
- **item 6** reception and wall by the entrance
- **item 8** Wayfinding signage and branding with **sefa** logo-**sefa** logo.

Response 5:

Bidders can conduct a site visit (non-compulsory) in **sefa** Durban Offices in order to take measurements.

Bidders must make arrangements with the Supply Chain Management Department if they want to do a site inspection.

6. Question 6:

I did send an email to communication@sefa.org.za to arrange for a site meeting but had no response.

Response:

Sefa is experiencing some challenges with the above-mentioned email address; kindly use procurement@sefa.org.za

7. Question 7:

Please can you provide the dimensions for the items under point Number 8:

SIGNAGE AND BRANDING SPECIFICATION AND PRICING SCHEDULE



- Item no. Two - "External signage and branding and on the building entrance....."
- Item no. Four - "PARKING BAY" and..
- Item no. Six - "RECEPTION AND WALL BY THE ENTRANCE sefa LOGO....."

Response 7:

Bidders can conduct a site visit (non-compulsory) in **sefa** Durban Offices in order to take measurements.

Bidders must make arrangements with the Supply Chain Management Department if they want to do a site inspection.

Kind Regards,

SCM Team