higher education & training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

VUSELELA TVET COLLEGE

Request for Quotations

RFQ NUMBER:	5.0 IR/KLD/2026	CLOSING DATE:	31 July 2026	CLOSING TIME:	11:00
DESCRIPTION	**Supply and delivery of Computers**				
RFQ RESPONSE DOCUMENTS MUST BE SUBMITTED TO					
Vuselela TVET College **SCM offices** **25 President Kruger Street** **Sanlam Building** **Klerksdorp** **2571**					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**MOLEFI RL**	CONTACT PERSON	**Ms G Mankae**
TELEPHONE NUMBER	**018 150 0537**	TELEPHONE NUMBER	**018 150 0537**
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	**molefi@vuselelacollege.co.za**	E-MAIL ADDRESS	gloria@vuselelacollege.co.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
RFQ Submission			

1. Submission must be made by the stipulated date and time to Vuselela TVET College, Late submissions will not be accepted for consideration.
2. All submission must be made on the official forms provided (not to be re-typed)
3. Fully complete and sign Form of Offer
4. No Submission will be considered from persons in the service of the state, companies with directors who are in the service of the state, or close corporations with members / person in the service of the state.
5. Vuselela TVET College will provide any clarifications / addenda / extension of closing date by no later than three (3) calendar days before closing date
6. Service providers / contractors must be registered on Central Supplier Database

SBD 3.1

PRICING SCHEDULE – FIRM PRICES

(PURCHASES)

NOTE: **ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder………………………………………….… RFQ number **5.0 IR/KLD/2026**

Closing Time **11:00** Closing date: **31July 2026**

OFFER TO BE VALID FOR <u>60 DAYS</u> FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
1	21	Computers	
2	21	Monitors 21.5”	

- Required by: Vuselela TVET College
- At: Klerksdorp Campus

- Brand and model …………………………………
- Country of origin ………………………………….
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s) ………………………………….
- Period required for delivery ………………………………….
  *Delivery: Firm/not firm
- Delivery basis ……………………………………

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……………………………………………………………………………………………
……………………………………………………………………………………………
……………………………………………………………………………………………

2.4 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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification**.**

3 GENERAL DECLARATION

I, ………………………………………………………................................., the undersigned, 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

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

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

………………………………	…………………………………………
Signature	Date
………………………………	………………………………………..
Designation	Name of bidder

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

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

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

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations for Quote:

- 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).

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once qoutes are received.

1.3 Points for this quote (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this RFQ are allocated as follows:

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

1.5 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.

1.6 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.

2. 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).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. **FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT**

3.2.1. **POINTS AWARDED FOR PRICE**

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

80/20

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right)$$

Ps	=	Points scored for price of tender under consideration
Pt	=	Price of tender under consideration
Pmax	=	Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. 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 tenderer 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:

4.2. 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	Number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDI's (Who had no franchise on national elections before the 1983 and 1993 constitution)	3	
Locality: Within areas where Vuselela TVET College operates/ has campuses [Taung; Jouberton; Klerksdorp and Potchefstroom]	3	
51% Black owned	10	
Woman	2	
40% youth owned	2	
Total	**20**	

Bidders must submit proof of all specific goals that are claimed for:

- list of all HDI's and their certified copies of identity documents and their shareholding percentage as it appears on CIPC documents.
- Locality (Municipal account in the name of a bidder or a valid lease agreement with lease statement of account)
- Certified copies of identity documents of youth within the company as directors / owners and their shareholding percentage as it appears on CIPC documents
- Certified copies of identity documents of Woman within the company who are directors and or / owners and their shareholding percentage as it appears on CIPC documents
- Proof of Company registration (CIPC documents)
- Proof of 51% ownership, CIPC ownership beneficial and BBBEE certificate/affidavit (Ownership points will be allocated when both certificates are attached)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm……………………………………………………………

4.4. Company registration number: …………………………………………………

4.5. 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]

4.6. 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 *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

………………………………………

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: ……………………………………………………..

DATE: ………………………………………………………

ADDRESS: ………………………………………………………

………………………………………………………

………………………………………………………

………………………………………………………

CONTRACT FORM - PURCHASE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to **Vuselela TVET College** in accordance with the requirements and specifications stipulated in bid number **5.0 IR/KLD/2026** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Proof of tax compliance status;
   - Pricing schedule(s);
   - Technical Specification(s);
   - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
   - Bidder's Disclosure form;
   - Special Conditions of Contract;

   (ii) General Conditions of Contract; and
   (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) ………………………………………….

CAPACITY ………………………………………….

SIGNATURE ………………………………………….

NAME OF FIRM ………………………………………….

DATE …………………………………………..

WITNESSES	
1	…….……………
2.	……………………
DATE:	…………………….

CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I……………………………………………. in my capacity as…………………………………………………...….. accept your bid under reference number ………………dated………………………for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.

3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ………………………………………ON………………………………..

NAME (PRINT) …………………………………….

SIGNATURE …………………………………….

OFFICIAL STAMP

WITNESSES

1. ……………………….

2. ……………………….

DATE ……………………….

SCOPE OF WORK

SUPPLY AND DELIVERY OF COMPUTER RELATED EQUIPMENTS

1. Purpose

The purpose of the document is to procure services for supply and delivery of Computer related equipment for established EoN centre at Klerksdorp Campus, Vuselela TVET College, for purposes of virtual reality simulation workshop, tis is to ensure that student have resources for practical and simulation purpose.

2. Background

- The College has identified Klerksdorp campus, as a site suitable for virtual reality practical's and simulation, to ensure that students are well trained in this area of new developing technological knowledge.

3. Evaluation Criteria

RFQ will be evaluated in terms of administrative requirements, Functionality, Price and Preference Points.

Administrative requirements	• Suppliers must have fully completed RFQ document and sign all applicable areas • Suppliers must be registered on Central Supplier Database of National Treasury (CSD) • Supplier must be Tax compliant *Bidders who meet all mandatory requirement will be evaluated further for Functionality.*
Functionality	• Provide proof from manufacturer / distributor that equipment's are new and have guarantees and warranties • Three (3) reference letters with Purchase Orders from previous clients. • Have delivered at least minimum of 10 Computers intel core i7 and screens *Bidders who meets all Functionality requirements will be evaluated further for Price and Preference Points*
Price and Preference Points	• 80/20 system will be applied • All specific goals points will be allocated based on proof for each point claimed (see all required documents on SBD 6.1)

4. STATUTORY AND REGULATORY REQUIREMENTS

Components must have manufacturers guarantee.

5. QUALITY OF MATERIAL

All materials shall be new, undamaged and free from rust or other defects. Only material of the best quality, with a certificate from manufacturer that proves that the equipment is new and has warranty and guarantees.

6. Bills of Quantity

No	Description	Specification	Quantity
1	Desktop Computer –	Ryzen 7 7700 Processor - AMD Radeon RX 7600 - 32GB DDR5 RAM - 1TB NVMe SSD - EON-XR Optimised Performance - VR / AR / 3D Rendering Ready	21
2	Monitor Screen	21.5 -inch LED Monitor 1920×1080 Anti-glare HDMI Energy Saver	21

7. Table 1
Documents that suppliers must submit for Administrative / mandatory requirements

Document to be submitted	Mandatory	Requirement	Suppliers comment (Submitted/ Not Submitted/NA)
RFQ document	Yes	duly completed and signed RFQ	
SBD 1 Invitation with CSD number (MAAA)	Yes	completed and signed	
SDB 3.1	Yes	completed and signed	
SBD 4	Yes	completed and signed	
SBD 6	No	completed and signed	
SBD 7.1	Yes	completed and signed – bidder	
Pricing schedule	Yes	Fully completed and with rate per item and total price and all other applicable fees payables	

Suppliers / bidders who do not comply with the requirements as stipulated will be disqualified.

8. Functionality phase

No	Criteria	Points		
1.	Letter from Manufacturer / distributor confirming that desktops and monitors are new,	20	1 letter from manufacture/distributors	

	not refurbished and there are warranties and guarantees for a specific period as per manufacturer		***Bidders who do not have this letter will be disqualified for from evaluation.*** Letters that do not indicate warranties and guarantees with a period will be disqualified	
2.	Warranty Support	10	Letter from client indicating the support offered in terms of Warranty, and how was it done, and the period	
3.	Three (3) Reference letters from clients, with purchase order or appointment letter and completion certificate that proves that bidder has undertaken similar service	30	Reference from previous clients each letter will get 10 points each.	
4.	Proof of experience; provide a cv of company technician and copy of qualifications	30	CV with degree in Information Technology (30 points) CV with National diploma IT (20 Points) CV with TVET Certificate NCV IT (10 points) Technician must have a minimum of three (3) year experience in IT Environment	
5.	Delivery date commitment	10	Supplier /bidder must provide a letter committing a date for delivery if appointed	

Bidders/ suppliers must obtain a minimum of 50 points to be evaluated further for price and preferences.
Preference will be given to bidders/suppliers who have indicated their ETA (delivery date)

9. Suppliers must submit the following documents:
   - All required administrative / mandatory documents
   - Manufacturer /distributor letter
   - Copy of identity document of owners / directors
   - All required documents for functionality
   - All required documents to claim Specific goals
   - Fully priced (Firm)
   - CSD summary report not older than three (3) months

10. Notes to bidders /Suppliers

Bidders must ensure that they comply with all requirements of this RFQ

11. Disclaimer

The College reserves the right to accept or reject any or RFQ without providing any reasons, submission of RFQ implies acceptance of all terms and conditions outlined in these terms of reference.
Suppliers must submit their RFQ response to SCM Office in a sealed envelope, clearly marked, Supply and delivery of Computers and Name of Supplier.

Please note that SCM offices operate as follows:
Monday to Thursday 07:30 – 16:00
Fridays 07:30 – 13:00

Thanks