

REQUEST FOR QUOTATIONS

05 March 2025

REQUEST FOR QUOTATIONS FOR RFQ FOR AIR QUALITY STUDY SERVICES

1. Purpose

- 1.1. To invite service providers to send quotations for RFQ for Air Quality Study Services in Cape Town.

2. Considerations/background

- 2.1. Railway Safety Regulator (RSR) is required in terms of section 8 of the Occupational Health and Safety Act, no 85 of 1993 (OHSA) to provide and maintain, as far as is reasonably practicable, a working environment that is safe and without risk to the health of its employees.
- 2.2. Facilities is responsible for the provision of safe conducive environment for all the Railway Safety Regulator offices. The coastal region based in Cape Town is one of the RSR offices.
- 2.3. The office relies on mainly the mechanical air-conditioning system to circulate air in the office.
- 2.4. To ensure compliance with OHSA, a request is hereby made for the appointment of a suitable service provider registered with the Health Professions Council Of South Africa (HPCSA) or a recognized professional body accredited by HPCSA to conduct the indoor air quality assessment.

3. Scope of work / Specification

Specifications are as follows: RFQ for Air Quality Study Services in Cape Town.

The request is hereby made for the procurement of the following:

- 3.1. **Office Address:** Long Street Building, 2 Long Street 11th Floor, Cape Town, 8000, South Africa.

- 3.2. The assessment/test must include the measurement of carbon monoxide, carbon dioxide, relative humidity, dry bulb temperature and air movement, light quality, and airflow, among others within the RSR offices which is a combination of enclosed offices, open plan offices, boardrooms, passages and kitchenette which are at total of approximately 520 square meters.
- 3.3. Identify any foul air smell and investigate the origin/causes of it and recommendations if any.
- 3.4. Identify any airborne particles that may impact on occupants' health.
- 3.5. Since the office rely on a mechanical air-conditioning system and does not have open windows in the instance of air condition failure, what is the impact of air reticulation.
- 3.6. Provide a comprehensive assessment report with recommendations if necessary, according to the Occupational Health and Safety Act and Its Regulations.

4. Administrative / Compliance Requirements

- 4.1. Registration on National Treasury CSD report
- 4.2. Comprehensive quotation (prices must be VAT Inclusive)
- 4.3. Tax Pin & Tax clearance certificate
- 4.4. Fully Completed and signed Standard Bidding Documents (SBD) forms documents
- 4.5. A valid BBBEE certificate or sworn affidavit (on sworn affidavit indicate the day, month and year of the financial year period ie, 31 March 2022)
- 4.6. Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
- 4.7. A Copy of the identity document of the company owner(s)

- 4.8. Valid Medical Certificate
- 4.9. Valid South African Social Security Agency (SASSA) registration **(Where applicable)**
- 4.10. Valid National Council for Persons with Physical Disability in South Africa registration (NCPDPSA)

Failure to submit valid documents listed above (No - 4.5, 4.6, 4.7, 4.8, 4.9, 4.10) for proof of claim specific goals as stipulated in Section 6 below will lead to the service provider not being awarded points for specific goal.

5. Evaluation 80/20 Preference Point System

- 5.1. The price quotations will be evaluated in accordance with the pre-scripts of the Preferential Procurement Policy Framework Act (PPPFA) and its regulations, in particular Preference Procurement Regulation 2022 which stipulate **80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million (inclusive of all applicable tax).**
- 5.2. **A maximum of 80 points for price and 20 points for the specific goal specified on the request for quotation may be awarded to a Service Provider.**
- 5.3. **Points for the specific goal will be awarded as specified on the table below:**

NO	SPECIFIC GOALS	PREFERENCE POINT (OUT OF 20)	PROOF OF CLAIM
1	An Exempt Micro Enterprises (EME) or	10	• Copy of the identity document of the owner(s)

	Qualifying Small Enterprise (QSE) which is at least 51% owned by black people		• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
2	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by black women	5	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
3	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which	3	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)

	is <i>at least 51% owned by youth</i>		• Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
4	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is <i>at least 51% owned by person(s) with disabilities</i>	2	• Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC) • Valid Medical Certificate • Valid South African Social Security Agency (SASSA) registration (Where applicable) • Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)

- 5.4. For Points to be awarded for the specific goals the proof for the claim for such goal must be submitted.

6. Technical Enquiries

6.1. **SCM Enquiries**

Mr. Fumani Mabunda

fumanim@rsr.org.za

6.2. **Project Manager Enquiries**

Mr. Mathiba Nyama

mathibam@rsr.org.za

7. Closing Date and Time for responses to this request for quotation

- 7.1. The request will be **closed on 14 March 2024 at 16h00**. Responses may be emailed to fumanim@rsr.org.za