



REQUEST FOR PROPOSAL

DESIGN, SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF A COMMERCIAL INCLINED WHEELCHAIR PLATFORM STAIR LIFT TO IMPROVE ACCESSIBILITY TO THE MPL LOUNGE WITHIN THE JOHANNESBURG CITY HALL BUILDING

RFQ NO: PR10068481

CLOSING DATE: 27 July 2026

TIME: 11:00 AM

RFQ SUBMISSION: VLetshokota@gpl.gov.za

 GAUTENG LEGISLATURE Your View — Our Vision	ADMINISTRATIVE REQUIREMENTS	BASIC COMPLIANCE	Section 1
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These are documents required for this bidding. Should the bidder fail to submit the following documents, the bid will be disqualified automatically:

Item	Description	Mandatory	Submitted	
			Yes	No
1	Technical Proposal	Yes		
2	Pricing Schedule (Firm Pricing) SBD 3.3	Yes		
3	Bidder's Disclosure (SBD 4) Original completed and signed.	Yes		
4	Preference Point Claim form (SBD 6.1) Original completed and signed.	Yes		
5	Did you submit a valid CIDB Registration (1SI or 1ME or higher)?	Yes		
6	Did you submit a valid COIDA Letter of Good Standing?	Yes		
7	Did you submit copies of full Company Registration documents?	Yes		
8	Did you submit copies of South African IDs' for shareholders?	Yes		
9	Did you submit your company profile?	Yes		
10	Did you submit a detailed CSD report and SARS Issued PIN?	Yes		
11	Did you submit one (1) electronic copy of the RFQ?	Yes		
12	Joint Venture / Consortium agreement / Trust Deed (if applicable): - Did you submit all documents for all parties of the Joint Venture/Consortium/Trust Deed? ✓ Certified copies of shareholders certificates ✓ Certified copy of Company Registration documents ✓ Certified copy of ID documents of the Directors or Members	Yes		

Service Provider's Name :

Completed by :

Signature:

BID NUMBER: RFQ 10068481

BID DESCRIPTION: DESIGN, SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF A COMMERCIAL INCLINED WHEELCHAIR PLATFORM STAIR LIFT TO IMPROVE ACCESSIBILITY TO THE MPL LOUNGE WITHIN THE JOHANNESBURG CITY HALL BUILDING.

BID CLOSING DATE : 27 July 2026

CLOSING TIME : 11H00am

NON-COMPULSORY SITE BRIEFING SESSION : YES

Venue: Gauteng Provincial Legislature

Date: 23 July 2026

Time: 10h00 am

Address: 43 Rissik Street or CNR City Hall & Helen Joseph Street.

Contact Person: Lesebelele Seteno (LSeteno@gpl.gov.za)

I/We hereby declare that I/we attended the non-compulsory site visit to understand the requirements of the GPL to supply all or any of the supplies and/or to render all or any of the services described in the attached bid documents, on the terms and conditions and in accordance with the specifications stipulated in the bid documents.

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED AT THE NON-COMPULSORY SITE VISIT WAS UNDERSTOOD.

SIGNATURE OF BIDDER OR ASSIGNEE(S)

DATE:

Position

.....

Name Bidder

.....

Name of

Company.....

SIGNATURE OF GPL OFFICIAL _____ DATE:

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	
BID NO.:	
CLOSING TIME :	CLOSING DATE :

OFFER TO BE VALID FOR 7 DAYS FROM THE CLOSING DATE OF BID.

ITEM CURRENCY NO INCLUDED)	DESCRIPTION	BID PRICE IN RSA **(ALL APPLICABLE TAXES
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- The accompanying information must be used for the formulation of proposals.
- Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project. R
- PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

PERSON AND POSITION	HOURLY RATE	DAILY RATE
-----	R-----	R-----
-----	R-----	R-----
-----	R-----	R-----

- PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

-----R-----	----- days
-----R-----	----- days
-----R-----	----- days

- 4.1 Travel expenses (specify, for example rate/km and total km, class of air travel, etc.). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
-----			R.....
-----			R.....
-----			R.....

----- R.....
TOTAL: R.....

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

4.2 Other expenses, for example accommodation (specify, e.g. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
-----	-----	-----	R.....
-----	-----	-----	R.....
-----	-----	-----	R.....
-----	-----	-----	R.....
TOTAL: R.....			

5. Period required for commencement with project after acceptance of bid
6. Estimated man-days for completion of project
7. Are the rates quoted firm for the full period of contract? *YES/NO
8. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.

***[DELETE IF NOT APPLICABLE]**

9. Any enquiries regarding bidding procedures may be directed to the –

9.1 ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Supply Chain Management
Contact Person: Vhukhudo Letshokota
E-mail address: VLetshokota@gpl.gov.za

9.2 ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Department: Building Management
Contact Person: Lesebelele Seteno
E-mail address: LSeteno@gpl.gov.za

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, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- ✓ the 80/20 system for requirements with a Rand value of up to R50 000 000.00 (all applicable taxes included); and
- ✓ The applicable preference point system for this tender is the 80/20 preference point system. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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

- (a) Price; and
- (b) Specific Goals.

1.3 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

1.4 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.

1.5 The Gauteng Provincial Legislature 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 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- $P_{\min}$ = 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:

$$P_s = 80 \left(1 + \frac{80/20}{P_{max}} (P_t - P_{max}) \right) \quad \text{or} \quad P_s = 90 \left(1 + \frac{90/10}{P_{max}} (P_t - P_{max}) \right)$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

3.2.2. Points awarded for specific goals

3.2.2.1 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:

3.2.2.2 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.

3.2.2.3 Specific Goals

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

GROUPINGS	POINTS	VERIFICATION
1. Black Ownership (7)		Registration documents and ID Copy
Enterprise is 100% Black Owned	7	
Enterprise is 51% Black Owned	5	
Enterprise is less 51% Black Owned	3	
Enterprise is not Black Owned	0	
2. Women Ownership (5)		Registration documents and ID Copy
Enterprise is 100% Women Owned	5	
Enterprise is 51% Women Owned	3	
Enterprise is less 51% Women Owned	1	
Enterprise is not Women Owned	0	
3. Youth Ownership (5)		Registration documents and ID Copy
Enterprise is 100% Youth Owned	5	
Enterprise is 51% Youth Owned	3	
Enterprise is less 51% Youth Owned	1	
Enterprise is not Youth Owned	0	
4. PWDs Ownership (3)		Letter from the doctor
Enterprise is 100% PWDs Owned	3	
Enterprise is 51% PWDs Owned	2	
Enterprise is less 51% PWDs Owned	1	
Enterprise is not PWDs Owned	0	

4. DECLARATION WITH REGARD TO COMPANY/FIRM

4.1 Name of company/firm.....

4.2 Company registration number:

4.3 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

4.4 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:

.....

 GAUTENG LEGISLATURE Your View — Our Vision	SPECIFICATION	Section 3
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1. Background

The Gauteng Provincial Legislature invites suitably qualified service providers to submit quotations for the design, supply, installation, testing and commissioning of a commercial inclined wheelchair platform stair lift to improve accessibility to the MPL Lounge within the Johannesburg City Hall Building.

2. Mandatory Requirements

- 2.1 Valid CIDB Registration – **Grade 1SI or 1ME higher.**
- 2.2 CIPC Registration Certificate.
- 2.3 SARS Tax Compliance Status PIN (valid at closing date).
- 2.4 Proof of registration with the Compensation Fund (COIDA Letter of Good Standing), where applicable.
- 2.5 Completed and signed SBD 3.3 and Pricing Schedule (Bill of Quantities).
- 2.6 Completed and signed Declaration of Interest and any SCM returnable schedules required by the Employer.
- 2.1 Proof that the bidder is authorised by the proposed equipment manufacturer/distributor to supply, install and commission the proposed system to be submitted at handover.
- 2.2 Electrical Certificate of Compliance (COC) to be provided at project completion.
- 2.3 As-built drawings, Operation & Maintenance Manuals and Commissioning Certificates to be submitted at handover.
- 2.4 Two (2) reference letters for similar completed projects involving the design, supply, installation and commissioning of Public Address (PA), Voice Evacuation and/or Fire Detection and Alarm Systems

3. Scope of Work

- 3.1 Conduct a detailed site survey and verify all dimensions.
- 3.2 Prepare shop drawings and installation methodology.
- 3.3 Supply one heavy-duty commercial inclined wheelchair platform lift.
- 3.4 Supply and install complete guide rail system, supports and brackets.
- 3.5 Provide dedicated electrical connection and isolator.
- 3.6 Carry out all builder's work and make good finishes.
- 3.7 Test, commission and demonstrate the installation.
- 3.8 Provide operator training, manuals, warranty and as-built drawings.
- 3.9 Provide 12 months' preventative maintenance.

4. Design Basis

Item	Requirement
Location	MPL Lounge – Johannesburg City Hall Building
Stair Configuration	Two flights with intermediate landing
First Flight	2.936 m
Intermediate Landing	1.517 m
Second Flight	2.700 m
Approximate Travel	7.15 m (to be verified on site)
Capacity	Minimum 300 kg
Platform Size	Minimum 800 x 1250 mm
Power	230 V AC, single phase
Battery Backup	Minimum 10 trips
Warranty	Minimum 24 months

5. Technical Requirements

- Commercial/public-use inclined wheelchair platform lift.
- Automatic folding platform.
- Upper and lower landing call stations.
- On-board controls with constant pressure operation.
- Emergency stop and manual emergency lowering.
- Obstacle detection and anti-crushing safety devices.
- Overspeed protection and audible alarm.
- Non-slip platform with safety barriers and access ramps.
- Rail system designed to suit existing staircase geometry.
- Installation to minimize impact on the heritage fabric of the building.

7. Bill of Quantities (BOQ)

Item	Description	Unit	Qty	Rate (R)	Amount (R)
1	Site survey, detailed design and shop drawings	Item	1		

2	Supply of commercial inclined wheelchair platform lift	No	1		
3	Guide rail system complete with support and fittings	Item	1		
4	Electrical installation and dedicated circuit	Item	1		
5	Builder's work and making good	Item	1		
6	Testing, commissioning and load testing	Item	1		
7	Training, manuals and as-built drawings	Item	1		
8	24-month warranty	Item	1		
9	12-month preventative maintenance	Item	1		
Subtotal (Excl. VAT)					
VAT (15%)					
Total (Incl. VAT)					

8. Evaluation Criteria

Stage 1 – Administrative Compliance: Only bidders meeting all mandatory requirements will proceed.

Stage 2 – Price: Responsive quotations will be evaluated on price only in accordance with the applicable Preferential Procurement legislation and the Gauteng Provincial Legislature SCM Policy.

No functionality/technical evaluation will be conducted.

_____ The End _____