

REQUEST FOR QUOTATIONS (RFQ)

SPECIFICATION FOR 65 SEATER BUS TO TRANSPORT STAFF FROM 226 FRANCIS BAARD STREET IN PRETORIA CBD TO ECO GLADE 1 PARK, BLOCK B IN CENTURION

1. INTRODUCTION

The Office of Health Standard Compliance (OHSC), is a schedule 3 A public Entity created in terms of the National Amendment Act, 2013. The OHSC has acquired a new building in ECO Glade 1 Park in Centurion and requires bus transportation for its employees for six months period commencing on **1st May 2026 to 31 October 2026**.

The new office space is in Centurion and is about 26km from the employees current designated parking area based at 226 Francis Baard- in Pretoria CBD.

As part of assisting in a transition process to the new building, OHSC has arranged with its employees that they will be assisted with transportation for a determined period. It is within this context that the potential service providers are invited to provide quotations for a 65 hired or leased bus transportation with a driver for period of six months.

2. SCOPE OF WORK

- 2.1 The service provider is required to provide a 65 seater bus with a driver to transport the staff of the OHSC from 226 Francis Baard Street – Pretoria CBD or designated area by OHSC to ECO GLADE 1 PARK , BLOCK B IN CENTURION
- 2.2 The bus service will be required from Monday to Friday for a six months period commencing 1st May 2026 to 31 October 2026.

3. KEY REQUIREMENTS

The service provider is required to provide the bus transportation with the following requirements:

- 3.1 Sixty Five (65) seater hired/leased bus to transport OHSC employees from 226 Francis Baard Street, Pretoria CBD to ECO GLADE 1 PARK, BLOCK B- CENTURION.
- 3.2 Service provide must be able to provide one (1) Bus Driver – with a PDP to transport employees

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- 3.3 Have Insurance for public liability
- 3.4 The Bus to be provided must be airconditioned
- 3.5 Bus must be available from Monday to Friday each week
- 3.6 The transportation must be able to pick up employees at 226 Francis Bard Street in the morning at about 08h00 and pick them up at Eco Glade 1, Park – Block B at around 15h00 after working hours every working day of the month to drop them back at this location afterwork,
- 3.7 The bus transport will be contracted for one month
- 3.8 Service provider must be flexible to scale down or scale up the size of the required bus transportation based on the needs of the OHSC to accommodate any uptake/ increases or decline in number of the usage by staff.

4. Additional Detailed Specifications:

- **Seating Capacity:** 65
- **Safety Features:**
 - Seatbelts on all seats.
 - Emergency exits.
 - Fire extinguisher.

NB-

- The service provider must be willing to sign the service level agreement with the OHSC to regulating the terms and conditions of the arrangement.

FOR PURPOSES OF QUOTATION , PLEASE COMPLETE THE ATTACHED FORM BELOW AND THEREAFTER INDICATE YOUR QUOTATION AT THE BOTTOM

FORM TO BE COMPLETED BY SERVICE PROVIDER / BUS COMPANY

Name of the Bus Company:

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	Item Descriptions	Available- Yes/No		Comments
1	Required bus – Bus company have 65 Seater Bus			
2	Bus have a Driver with PDP			
3	Bus Have insurance for public liability			
4	Bus to be provided have Airconditioned			
5	Bus to be available for working days Monday to Friday each week			
6	Seating Capacity----- 65			
7	Seat belts on all seats			
8	Emergency Exists			
9	Fire Extinguisher			

Breakdown of overall Quotation for 6 months period=

Compiled by :

Name of the person who completed the quotation form for the Bus

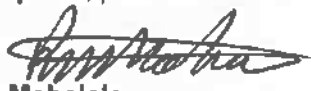
Company:

Signature

Date

For any enquiries, please contact Mr Phillip Moholola on 082 652 2310 or Ms Phemelo Kgwele on 066

300 5294


Mr Phillip Moholola

Director- Human Resources

Date- 20/03/2026