

REQUEST FOR QUOTATION

SENTECH INVITES SUPPLIERS FOR:

Project title:	Appointment of a Service Provider to Supply, Deliver and Install Security Doors and Gates at HOLY CROSS Site under DURBAN OC Sentech Office within the Southern Region		
Quotation or Proposal no:	RFX6000003531		
RFQ Issue date:	19 August 2026		
Briefing session	27 August 2026		
Briefing session place and Time	@12:00 @ Bekabantu JS School, located in Ngqwabeni Village based in Flagstaff, Eastern Cape		
Closing date:	03 September 2026		
Closing time:	12 :00	Validity period:	90 days

You are invited to provide a quote to deliver the goods, services or works defined in the Scope of Work.

QUOTATIONS OR PROPOSALS TO BE RETURNED TO:

Quotations Administrator	Zanele Zulu
Telephone no:	011 471 4000
E-mail:	Quotations6@sentech.co.za

Form of Offer and Acceptance

Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the services as stated in the RFQ: Scope of Work

The Service Providers, identified in the Offer signature block, has examined the documents listed in the RFQ and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of this RFQ.

By the representative of the Service Provider, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the Service Provider offers to perform all of the obligations and liabilities of the RFQ under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the RFQ.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:

(in words)

.....
.....Rand
;

R.....(in figures)

THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the Service Provider before the end of the period of validity stated in the RFQ, or other period as agreed.

Signature(s)

Name(s)

Capacity

**For the
tenderer:**

.....
(Insert name and address of organisation)

Name &
signature of
witness

Date

Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Service Providers Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of the RFQ. Acceptance of the Service Providers Offer shall form an agreement between the Employer and the Service Provider upon the terms and conditions contained in this RFQ.

Deviations from and amendments to the documents listed in the RFQ and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the Service Provider and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The Service Provider shall within two days of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the RFQ. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Service Provider receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)

Name(s)

Capacity
.....
**for the
Employer**
.....
(Insert name and address of organisation)
Name &
signature of Date
witness

RFQ Data

1. ADMINISTRATIVE RESPONSIVENESS CRITERIA

- 1.1. Suppliers are required to ensure that they meet all the Administrative Responsiveness Criteria. Suppliers that do not meet all the Administrative Responsive Criteria may not be awarded this Quote. It is the service provider's responsibility to ensure that they are tax compliant and that all required information is submitted to Sentech. Supplier's providing quotations must be registered on the Sentech Supplier Database.
- 1.2. **Quotations must be in a Company Letterhead.**
- 1.3. Quotations or Proposals must be received on or before the closing date and time specified on the Call for Quotation or Proposal document.
- 1.4. Quotations or Proposals must be fully completed and signed in BLACK ink
- 1.5. Quotations must be submitted via Email or the method specified in this RFQ
- 1.6. The Tenderer undertakes to the Purchaser that it will treat as confidential the terms of this RFQ together with all the Purchaser's confidential information and will not disclose such confidential information to any person, firm or company (other than to its auditors and other professional advisers) or to the media, and will not use such confidential information other than for the purposes of this RFQ, subject always to any prior specific authorisation in writing by the Purchaser to such disclosure or use."

2. AWARD OF RFQ's

Sentech may appoint one or more suppliers, in whole or in part, or not appoint any supplier/s at all, and/or cancel the bid in its entirety, at Sentech's sole and exclusive discretion, in order to satisfy various needs which may be identified, and to manage certain risks associated with the supply of goods or services specified in respect of the Bid.

3. RATE OF EXCHANGE, CURRENCY FLUCTUATIONS AND CURRENCY

All bid prices quoted shall be in South African Rands (ZAR). If prices are in a foreign currency, the rate of exchange quoted shall remain fixed throughout the term of the agreement. Bidders will bear the risk of and all cost/s associated with currency fluctuations, therefore Bidders shall be required to manage such risk in their bid price.

4. GENERAL - PRICES

All prices shall be quoted in ZAR.

Unless written approval has been obtained from Sentech, no adjustment in contract prices will be made. Applications for price adjustment must be accompanied by documentary evidence in support of any adjustment.

5. PRICE NEGOTIATIONS

Sentech reserves the right to negotiate market related prices and discounts. If market-related prices are not agreed to, Sentech reserves the right to cancel the Bid.

6. EVALUATION CRITERIA

The evaluation criteria are stipulated in 7 below. It is the Bidder's responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria will result in the Bidder not being evaluated further. Bidders must ensure that they have included all supporting documentation required to support their response to the Bid

7. RFQ EVALUATION METHOD

This RFQ will be evaluated as described in the table below.

Evaluation Method	1. Stage 1 – Administrative Responsiveness Evaluation All the Quotations will be evaluated against the Administrative responsiveness requirements as set out in section 1 of the RFQ Data. 2. Stage 2 – Functional Evaluation Criteria The proposals that COMPLY with the Mandatory evaluation criteria be evaluated against the Functional Criteria. Suppliers meeting the minimum requirement will be evaluated further. 3. Stage 3 – Price and Preference Suppliers with the lowest Price offered will score the highest points. Only Suppliers that submit a valid B-BBEE Certificate can claim preference points in line with the 80/20 Suppliers with the highest number of points will be recommended for the award of this quotation, unless there are compelling and justifiable reasons not to do so.
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Mandatory Eligibility Criteria	Compliant (Indicate Yes or No)	What Proof is required to show compliance to Mandatory Eligibility Criteria	Reference proof supplied by reference the page number where the information is located in your Tender submission
NOTE: Bidders that do not comply with all the above criteria will not be evaluated further. Annexure 1 to be fully completed. If not completed, bidders will be disqualified			

8. Preference Point allocation – 80/20

Sentech's Specific goals emanate from the section 2(1)d of the Preferential Procurement Policy Act which may include contracting with persons or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability. The

Reconstruction and Development Programme as published in Government Gazette No 16085 dated 23 November 1994

Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	8	A valid BBBEE Certificate showing at least 51% black ownership
	3	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	1	Black owned company showing at least 5 – 25% black ownership
	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	10	A valid BBBEE Certificate showing at least 51% women ownership
	6	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership
	2	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability
Total Points	20	

a. Price Calculation 80/20

The following formula will be used to calculate the points for price.

$$P_s = 80 \left[1 - \frac{(P_t - P_{min})}{P_{min}} \right]$$

Where:

P_s = Points scored for price of bid under consideration
 P_t = Rand value of bid under consideration
 P_{min} = Rand value of lowest acceptable bid

SCOPE OF WORKS AND TECHNICAL SPECIFICATION:

Appointment of a Service Provider to Supply, Deliver and Install Security Doors and Gates at HOLY CROSS Site under DURBAN OC Sentech Office within the Southern Region

SUPPLY, MANUFACTURE, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF SECURITY GATES, STEEL DOORS, ROLLER SHUTTER COMPONENTS AND ACCESS CONTROL SYSTEMS

1. CONTRACT BASIS

The Works shall be executed in accordance with the General Conditions of Contract for Construction Works (GCC 2025), including all applicable amendments, the Occupational Health and Safety Act 85 of 1993, and relevant SANS standards.

The Contractor shall be responsible for all labour, materials, plant, tools, transport, supervision, testing, commissioning, and all incidental works necessary for full completion of the Contract.

All works shall be executed in a professional manner, ensuring durability, security, and compliance with industry standards.

2. SCOPE OF WORKS

The Works comprise the following:

- Supply and installation of a double-swing Clear View security gate
- Supply and installation of industrial roller shutter slats and components
- Supply and installation of a high-security single steel door and frame
- Supply and installation of a high-security double steel door and frame
- Supply, installation and commissioning of an electronic access control magnetic locking system
- Making good of all disturbed building works, finishes, and plastering
- Testing, commissioning, and handover of all installations

3. GENERAL REQUIREMENTS

3.1 Site Verification

- The Contractor shall verify all dimensions on site prior to manufacture.
- No fabrication shall commence without confirmation of actual site measurements.
- Any discrepancies must be reported immediately to the Team Leader/Infrastructure Services Manager.

3.2 Materials and Workmanship

- All steel materials shall be commercial grade, hot-dip galvanised (HDG) unless otherwise specified.
- Minimum galvanising standard shall comply with SANS 121 / ISO 1461.
- Welding shall be continuous, clean, and free from defects.
- All sharp edges shall be ground smooth and treated against corrosion.
- Stainless steel finishes shall be Grade 316 (marine/industrial grade).

3.3 Installation Standards

- Installations shall be plumb, level, and securely anchored to structure.
- All fixings shall be corrosion-resistant.
- All openings shall be properly sealed and made good.
- Doors and gates shall operate smoothly without binding or obstruction.

3.4 Testing and Commissioning

The Contractor shall test and demonstrate:

- Full mechanical operation of gates and doors
- Locking and unlocking mechanisms
- Access control system functionality
- Emergency release functions (where applicable)
- Electrical continuity and backup battery systems

3.5 Handover Requirements

The Contractor shall submit:

- As-built drawings (where applicable)
- Product data sheets
- Warranty certificates
- Commissioning reports
- Operation and maintenance manuals
- Photographic record (before, during, after)

4. DETAILED TECHNICAL SPECIFICATIONS

4.1 DOUBLE-SWING CLEAR VIEW SECURITY GATE

Supply, manufacture, deliver and install a double-swing Clear View security gate complete with frame, hinges, locking system and all accessories.

Specifications

- Approximate size: 4.71m (W) × 2.45m (H) (to be verified on site)
- Hot-dip galvanised steel construction
- Rectangular hollow section steel frame
- Clear View mesh infill: 12.6mm × 76.2mm
- Mesh to be HDG and PVC coated
- Heavy-duty industrial hinges with backing plates
- Hinges fixed into wall structure with chemical or expansion anchors
- Anti-vandal locking mechanism
- Heavy-duty grab handle
- Full corrosion protection system
- Complete installation and finishing

4.2 INDUSTRIAL ROLLER SHUTTER SYSTEM

Supply and installation of roller shutter components to existing opening.

Specifications

- HDG interlocking steel slats (Z275 coating minimum)
- Thickness: 0.8mm – 1.0mm
- Slats to match existing profile and system
- New HDG bottom rail with rubber weather seal
- Installation onto existing shaft and tensioning system
- Alignment with existing guide rails
- Adjustment for smooth manual operation
- Full testing and commissioning

4.3 HIGH-SECURITY SINGLE STEEL DOOR

Supply and installation of a single high-security steel door complete with frame.

Specifications

- Door size: approx. 900mm × 1780mm (to be verified on site)
- 3mm steel plate construction
- Complete steel frame system
- Frame bolted into structure
- Three heavy-duty hinges
- Dog bolts on hinge side
- Anti-twist striker plate cages
- Three-point multi-locking system
- Double gasket sealing system
- Fire-resistant low-flammability seals
- Finish: 316 stainless steel
- Making good of plaster and finishes
- Demolishing the existing wall to cut for the new door

4.4 HIGH-SECURITY DOUBLE STEEL DOOR

Supply and installation of a double-leaf steel security door system.

Specifications

- Approximate size: 2.35m × 2.42m (to be verified on site)
- 3mm steel plate construction
- Heavy-duty steel frame
- Emergency exit functionality on internal side
- Three heavy-duty hinges per leaf
- Dog bolts and anti-twist striker protection
- Three-point locking system
- Double gasket sealing system
- Fire-resistant seals
- Finish: 316 stainless steel
- Complete installation and making good

4.5 ACCESS CONTROL AND MAGNETIC LOCKING SYSTEM

Supply, install and commission a remote access-controlled electromagnetic locking system for diesel tank room door.

Specifications

- Electromagnetic lock (industrial grade)
- Mobile application-based remote control
- Keypad access control system
- Hidden manual bypass switch inside secure room
- Rechargeable backup battery system
- Power supply from existing DB (Sentech supplied breaker point)
- Complete wiring, containment and accessories

- Full system commissioning and testing
- User training and handover

5. PROJECT EXECUTION REQUIREMENTS

5.1 Programme

The Contractor shall submit a detailed construction programme within 7 days of appointment, indicating:

- Site establishment
- Manufacturing period
- Delivery schedule
- Installation sequence
- Testing and commissioning
- Practical completion date
- The project duration should be 2 weeks from the date of safety file approval.

5.2 Quality Assurance

- All works shall be subject to inspection by the OC OR IS Manager.
- The Contractor shall rectify all defects identified during inspections at own cost.
- Materials shall be traceable and compliant with specified standards.

5.3 Health and Safety

The Contractor shall comply with:

- Approved Safety File (before site access)
- Risk Assessments and Method Statements
- Medical fitness certificates for all personnel
- Valid COID/FEM registration
- Public liability insurance
- Full compliance with SANS and OHS Act

5.4 Site Access and Constraints

- Sites may be accessed via gravel, steep, or restricted roads.
- Contractor shall use suitable 4x4 or equivalent vehicles where required.
- Weather conditions may impact execution and shall be considered in planning.
- No additional claims for weather delays shall be entertained unless provided for under GCC 2025 provisions.

5.5 Housekeeping

- Site shall be kept clean at all times.

- All waste shall be removed to licensed disposal facilities.
- On completion, the site shall be left clean and safe.

6. COMPLETION AND HANDOVER

Practical completion shall only be certified once:

- All installations are fully operational
- All testing and commissioning is complete
- All defects are rectified
- All documentation is submitted
- Site is cleaned and cleared

PRICING DATA

ITEM	PAYMENT	DESCRIPTION	UNIT	QUANTIT Y	RATE	AMOUNT
2.1	SANS1200 A	SECTION 1: PRELIMINARY AND GENERAL				
		Fixed-charge items:				
2.1.1		Occupational Health and Safety obligations in terms of Sentech Health and Safety Specifications, including preparation and submission of Safety File, Risk Assessments, Method Statements and all statutory compliance requirements	Sum	1		
2.1.2		Establishment and De-establishment, including transport, supervision, temporary facilities, storage of materials, housekeeping, removal of rubble and debris, contractor's all-risk insurance, protection of existing infrastructure and management of the works.	SUM	1		

TOTAL CARRIED FORWARD TO SUMMARY	R
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ITEM	PAYMENT	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
2.2.		SECTION 2: Building Works: All Rates to Include labor rates.				
		CONTRACTOR'S SPECIFICATIONS				
2.2.1		Supply, manufacture and installation of a new high-security single steel door complete with frame, three heavy-duty hinges, dog bolts, anti-twist striker plates, three-point locking mechanism,	Sum	1		

		fire-resistant seals, stainless steel finish, fixing to structure and making good of disturbed surfaces, all in accordance with the specification. Demolish the wall and make fit the frame for the new door as per the specification.				
2.2.2		Supply, manufacture and installation of a new double security steel door complete with frame, emergency exit functionality, heavy-duty hinges, dog bolts, anti-twist striker plates, three-point locking system, fire-resistant seals, stainless steel finish, fixing to structure and making good, all in accordance with the specification.	Sum	1		
2.2.3		Supply, manufacture and installation of a double-swing Clear View security gate, approximately 4.71m × 2.45m, hot-dip galvanized, complete with frame, Clear View mesh, hinges, locking mechanism, handles, fixing to structure and making good, all in accordance with the specification.	Sum	1		
2.2.4		Supply, installation, configuration, testing and commissioning of a magnetic locking mechanism complete with mobile application control, keypad access, hidden bypass switch, rechargeable backup battery, cabling and accessories, all in accordance with the specification.	Sum	1		
2.2.5		Supply and installation of industrial roller shutter components including hot-dip galvanized interlocking steel slats, bottom rail with weather seal, installation onto existing shaft and tensioning system, adjustment, testing and commissioning, all in accordance with the specification.	Sum	1		
TOTAL CARRIED FORWARD TO SUMMARY						R

TABLE: FINAL SUMMARY OF THE WORKS

ITEM	DESCRIPTION	RATE	AMOUNT
2.1	SECTION 1	PRELIMINARY AND GENERAL	
2.2	SECTION 2	BUILDING WORKS	
NETT TOTAL OF TENDER			

CONTIGENCIES 10%	
ADD 15% VALUE ADDED TAX	
AMOUNT CARRIED TO FORM OF OFFER AND ACCEPTANCE	

Please note that there will be no upfront payments. Should the contractor wish to work outside normal working hours or on weekends to maintain his or her building programme, he or she shall notify and obtain approval from the IS Manager before doing so. The cost of this overtime will be for the contractor's account

