



OFFICE OF THE PREMIER: NORTHERN CAPE

**Request for quotation (RFQ)
Appointment of a service providers for the rendering of
hygiene services.**

Duration: 24 months

Date Issued: 24 November 2025

Closing date and time: 27 November 2025 at 11h00

REQUEST FOR QUOTATION
Appointment of a service providers to render hygiene services

1. Purpose

The purpose of this request for quotation (RFQ) is to appoint a service provider to provide hygiene services to the Office of the Premier for a period of **18 months**.

2. Specification

The scope of work consists of 2 parts:

- Part 1: Supply and installation of once off equipment at:
- Galeshewe Multi-Purpose Community Centre;
 - Pescidia One Stop

- Part 2: Monthly refills to be done at:
- Galeshewe Multi-Purpose Community Centre;
 - Pescodia One Stop;

PART 1 – Supply and installation of once off equipment.

GALESHEWE MUPTI-PURPOSE	
Air freshener dispenser	4
Hot air dryer/ Hand Paper Towel Cabinet	3
Wall mounted bin	3
Foam soap dispenser	3
Sanitary bin (SHE-bins) including liners (7-day service)	3
SHE packet dispenser	3
Auto sanitizer foam dispenser	4
Auto janitor sanitizer dispenser	3
Seat sanitizer dispenser	5
Auto flush for gents urinals	2
TR3 Toilet Roll Holder	5
PESCODIA ONE STOP	
Air freshener dispenser	3
Hot air dryer/ Hand Paper Towel Cabinet	2
Wall mounted bin	2
Foam soap dispenser	2
Sanitary bin (SHE-bins) including liners (7-day service)	2
SHE packet dispenser	2
Auto janitor sanitizer dispenser	5
Seat sanitizer foam dispenser	4
TR3 Toilet Roll Holder	4

PART 2 - Refills to be done monthly.

GALESHEWE ONE STOP		
Description	Quantity	Frequency
Soap foam dispenser	3	Monthly
SHE Packets	3	Monthly
Surface sanitizer foam refill 400ml	5	Monthly

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PESCODIA ONE STOP		
Description	Quantity	Frequency
Soap foam dispenser	2	Monthly
SHE Packets	2	Monthly
Surface sanitizer foam refill 400ml	4	Monthly

3. Duration

The successful bidder will be responsible for the provision of hygiene services to the Office of the Premier for a period of **24 months for the Galeshewe Multi-Purpose Community Centre & Pescodia One Stop.**

4. Pricing model

The Office of the Premier: Northern Cape requires prospective bidders to bid on all items according to the pricing schedule (**Annexure A**) for fair evaluation.

Total pricing should be VAT inclusive. VAT may, by means of a unique VAT registration number issued by SARS, only be charged by service providers registered as a VAT vendor.

The successful bidders must submit their invoice on a monthly basis accompany by a signed service register as proof services rendered.

5. Evaluation Criteria

The bid will be evaluated on the 80/20 principles as guided by the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022.

Stage 1: Compliance with Supply Chain Management

The minimum requirements to participate in this request for quotation are:

- SBD4 - Bidders disclosure (**Annexure B**)
- Critical information form (**Annexure C**)
- Proof of Central Supplier Database (CSD) registration (Unique MAAA-number)
- CSD profiles must reflect a tax compliant status at closing date of the RFQ

Stage 2: Price and specific goals point's calculation (Annexure D)

Price	80
Specific Goals	20

6. Closing date and time

6.1. All quotations must be submitted no later than **Thursday, 27 November 2025 at 11h00.**

6.2. Submission Format:

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Quotations and all supporting documentation may be submitted via one of the following methods:

- Hand delivery

Office of the Premier
t & i Building
69 Memorial Road
Monument Heights
Block B
1st Floor
Room 14

- E-mail

MVice@ncpg.gov.za
PMeruti@ncpg.gov.za

7. Enquiries

For any enquiries, please contact:

- Ms M Vice
Tel: 060 550 8080
Email: MVice@ncpg.gov.za
- Ms P Meruti
Tel: 071 683 4033
Email: PMeruti@ncpg.gov.za

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