



REQUEST FOR QUOTES (RFQ)

Description of Goods/ Service required	Removal of Bulk Filers and Files/Records to a new building in March 2025
SPECIFICATIONS/ DESCRIPTION	
ITEM/ SERVICE	QUANTITY
Removal of Bulk Filers and File/Records from SACAA to the New Office of SACAA at Centurion and Reassemble the Bulk Filer at the New Office with the Files/Records from current location i.e. Building 16, Waterfall Park, Bekker Rd & Treur Cl, Midrand, 1682 to be moved to: 12 Blys Bridge Blvd, Doringkloof, Centurion, 0046 (Building currently under construction next to We buy Cars)	375
The services ensure that all the records are filed correctly back into the bulk filers on arrival at the new building	
Notes:	
The Bulk filers and files are currently not in the same building and not with the same quantity of files	
Ground Floor Building 1 we have 323 Bulk files with files.	
2 nd Floor 32 Bulk files	
4 th Floor 5 Bulk files	
Building 2	
Ground Floor 15 Bulk files	
Recommended that the prospective service provider come for assessment of the area or Bulk filer and exact measurement before they submit their quotations	
GENERAL/ COMMENTS:	
Services provider must submit evidence that they conducted similar work before	
	Cost Centre Code: