



REQUEST FOR QUOTATIONS (RFQ)

You are hereby invited to submit Quotation for the requirements of SALGA	
RFQ number:	109835
RFQ Issue Date	05 December 2024
COMPULSORY/ NON COMPULSORY BRIEFING SESSION	No
Briefing Session Date and Time: <i>(if applicable)</i>	No
RFQ Closing date:	12 December 2024 @ 11h00
Submissions	SCM@salga.org.za
RFQ Description:	REQUEST FOR QUOTATIONS (RFQ) FOR THE SUPPLY, DELIVERY AND MAINTENANCE OF OFFICE PLANTS TO ENSURE THAT THE FACILITIES ARE MAINTAINED IN A CLEAN, HEALTHY, AND SAFE PLEASING APPEARANCE FROM 1 JANUARY 2025 UNTIL 31 DECEMBER 2027 (36 MONTHS)
NB: SPECIFICATIONS ATTACHED Please note: 1. Quotation should be valid for at least 90 days. Is the offer strictly according to specifications? Yes/No 2. If not to specification, state deviation(s) 3. Please indicate your delivery period: 4. All the Standard Bidding Documents (SBD) forms must be completed in full and returned with the quotation. 5. Please indicate a valid Central Supplier Database (CSD) registration number on your	

quotation. Tax status will be verified on CSD.

6. All prices must be VAT inclusive, if no indication is given, prices will be evaluated as inclusive.

7. No quotations received after closing time and date will be accepted without prior arrangement with the sender of this request.

8. It is the responsibility of the vendor to verify the receipt of any quotations forwarded to this office.

9. If you are unable to quote, please respond to the sender and state the reason/s for not quoting.

10. This quotation is subject to the general conditions of contract, as well as any special conditions stated in the specifications.

11. Requests relating to procurement of goods for designated sectors, the quotations shall be evaluated in relation with the minimum thresholds for local production and content prescribed per sector:

a) Textiles, Clothing, Leather and Footwear: 100 % b) Office Furniture: 85 %

12. For bids of above R30 000 to R50 million , SALGA evaluates these in terms of the 80/20 adjudication criteria where :

a) Price : 80 b) BBBEE Level of contribution : 20 TOTAL : 100

13. For bids of above R50 million , SALGA evaluates these in terms of the 90/10 adjudication criteria where :

a) Price : 90 b) BBBEE Level of contribution : 10 TOTAL : 100

NAME OF SERVICE PROVIDER

TOTAL PRICE (INCL VAT)

I hereby accept the above-mentioned conditions.

This RFQ is subject to the general conditions of the RFQ, National Treasury's general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC).

NAME OF BIDDER (COMPANY NAME) .

SIGNATURE: -

CAPACITY: DATE: .