REQUEST FOR QUOTATION (RFQ)

RFQ NUMBER: KZN/PRASA/2026/11/13/Q

REQUEST FOR QUOTATION (RFQ) FOR THE APPOINTMENT OF AN AS AND WHEN CONTRACTOR FOR THE SERVICING AND REPAIRING OF AIR-CONDITIONING SYSTEMS IN THE KZN REGION FOR A PERIOD OF 12 MONTHS.

Compulsory Briefing/Site meeting

Date: 01 December 2026

Time: 10H00

Venue: PRASA KZN, 65 Masabalala Yengwa Avenue, Greyville, Durban Station.

SECTION 1: SBD1
PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF PASSENGER RAIL AGENCY (PRASA)					
BID NUMBER:	KZN/PRASA/2026/11/13/Q	CLOSING DATE:	08 December 2026	CLOSING TIME:	12:00
DESCRIPTION	THE APPOINTMENT OF AN AS AND WHEN CONTRACTOR FOR THE SERVICING AND REPAIRING OF AIR-CONDITIONING SYSTEMS IN THE KZN REGION FOR A PERIOD OF 12 MONTHS.				

BID RESPONSE DOCUMENTS SHALL BE ADDRESSED AS FOLLOWS:
BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN TENDER BOX NO.04, SITUATED AT: PRASA OFFICES KZN 65 MASABALALA YENGWA AVENUE, GREYVILLE, DURBAN STATION, 4001

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO	
CONTACT PERSON	**Rani Thevar**
TELEPHONE NUMBER	**031 8130138**
E-MAIL ADDRESS	**Rani.padayachee@prasa.com**

SUPPLIER INFORMATION						
NAME OF BIDDER						
POSTAL ADDRESS						
STREET ADDRESS						
TELEPHONE NUMBER	CODE		NUMBER			
CELLPHONE NUMBER						
FACSIMILE NUMBER	CODE		NUMBER			
E-MAIL ADDRESS						
VAT REGISTRATION NUMBER						
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA……..	
2.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]		2.2 ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]		

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER**

1.3. **PRESCRIBED IN THE BID DOCUMENT.**

1.4. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID NVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

(Proof of authority must be submitted e.g. company resolution)

DATE: ……...

NB:

- ***Quotation(s) must be addressed to PRASA before the closing date and time shown above.***
- ***PRASA General Conditions of Purchase shall apply.***

SECTION 2
NOTICE TO BIDDERS

1. RESPONSES TO RFQ

Responses to this RFQ [Quotations] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

Proposals must reach the PRASA before the closing hour on the date shown on SBD1 above and must be enclosed in a sealed envelope.

2 COMMUNICATION

Respondent/s are warned that a response will be liable for disqualification should any attempt be made either directly or indirectly to canvass any SCM Officer(s) or PRASA employee in respect of this RFQ between the closing date and the date of the award of the business.

3 BIDDERS COMPLAINTS PROCESS

3.1 Bidders are advised utilize this email address (SCM.Complaints@prasa.co.za) for lodging of complains to PRASA in relation to this bid process. The following minimum information about the bidder must be included in the complaint:

3.1.1 Bid/Tender Description
3.1.2 Bid/Tender Reference Number
3.1.3 Closing date of Bid/Tender
3.1.4 Supplier Name
3.1.5 Supplier Contact details
3.1.6 The detailed compliant

4 LEGAL COMPLIANCE

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

5 CHANGES TO QUOTATIONS

Changes by the Respondent to its submission will not be considered after the closing date and time.

6 PRICING

All prices must be quoted in South African Rand on a fixed price basis, including all applicable taxes.

7 BINDING OFFER

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

8 DISCLAIMERS

PRASA is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that PRASA reserves the right to:

- Modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- Reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- Reject Quotations submitted after the stated submission deadline or at the incorrect venue.

Should a contract be awarded on the strength of information furnished by the Respondent, which after conclusion of the contract, is proved to have been incorrect, PRASA reserves the right to cancel the contract.

PRASA reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another Respondent.

Should the preferred fail to sign or commence with the contract within a reasonable period after being requested to do so, PRASA reserves the right to award the business to the next highest ranked Respondent provided that he/she is still prepared to provide the required goods at the quoted price.

9 LEGAL REVIEW

Proposed contractual terms and conditions submitted by a Respondent will be subjected to review and acceptance or rejection by PRASA's Legal Counsel, prior to consideration for an award of business.

10 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Respondents are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. PRASA is required to ensure that price quotations are invited and accepted from prospective bidders listed on the CSD. Business may not be awarded to a respondent who has failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD. The CSD can be accessed at https://secure.csd.gov.za/.

11 PROTECTION OF PERSONAL DATA

In responding to this bid, PRASA acknowledges that it may obtain and have access to personal data of the Respondents. PRASA agrees that it shall only process the information disclosed by Respondents in

their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.

Furthermore, PRASA will not otherwise modify, amend or alter any personal data submitted by Respondents or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Respondents. Similarly, PRASA requires Respondents to process any personal information disclosed by PRASA in the bidding process in the same manner.

12 EVALUATION METHODOLOGY

PRASA will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

EVALUATION CRITERIA	WEIGHTING
Stage 1 – Compliance	
Stage 1A	Mandatory Requirements
Stage 2	
Technical/Functional Requirements	Minimum Threshold of 70%
Stage 3	
Price	80
Specific Goals	20
Stage 4	
Other Mandatory Requirements	
TOTAL	**100**

13 ADMINISTRATIVE RESPONSIVENESS

The test for administrative responsiveness will include completeness of response and whether all returnable and/or required documents, certificates; verify completeness of warranties and other bid requirements and formalities have been complied with. Incomplete Bids will be disqualified.

14 VALIDITY PERIOD

14.1 PRASA requires a validity period of 60 **Working Days** from the closing date.

14.2 Respondents are to note that they may be requested to extend the validity period of their response, on the same terms and conditions, if the internal processes are not finalized within the validity period. However, once the delegated authority has approved the process the validity of the successful respondent(s)' bid will be deemed to remain valid until finalization of the of award.

15 PUBLICATION OF INFORMATION ON THE NATIONAL TREASURY E-TENDER PORTAL

Respondents are to note that, bid awards, amendments and cancellations will be published on the e-tender portal (*where applicable*) and or media used to advertise the bid. For the award of business, PRASA is required to publish the prices and preferences claimed of the successful and unsuccessful Respondents *inter alia* on the National Treasury e-Tender Publication Portal, (www.etenders.gov.za), on CIDB website for construction related RFQ's. *(where applicable*).

16 RETURNABLE DOCUMENTS

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below and Respondents are urged to ensure that these documents are returned with the quotation based on the consequences of non-submission as indicated below:

15.1. Mandatory Returnable Documents

Failure to provide Mandatory Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all documents are returned with their Quotations.

SECTION 3

1 EVALUATION CRITERIA:

Stage 1A – Mandatory Requirements

If you do not submit/meet the following mandatory documents/requirements, your bid will be automatically disqualified.

Only bidders who comply with stage 1A will be evaluated further.

No.	Description of requirement	
a)	Briefing Session Attendance Certificate/Form Signed by Prasa. Bidders must also reflect on the Compulsory Briefing Session Attendance Register	
b)	Bidders to fill the closing register on submission of quotation document; failing which the bidder must provide a proof that the document was submitted on time.	
c)	Service provider must have CIDB grading of 1ME or higher. Tenderers who are capable of being registered for 1ME or higher, shall submit with their bid proof of application to CIDB. *(PRASA shall verify the active status on CIDB)*	

Stage 2 - TECHNICAL / FUNCTIONALITY REQUIREMENTS

ITEM	CRITERIA	WEIGHT
a)	Contractor's experience in servicing and repairing air-conditioning systems	50
b)	Category B certificate trained as a gas practitioner.	30
c)	Trade Tested Refrigeration technicians.	20

Table 1: *Evaluation criteria.*

Technical / Functionality Requirements

Qualifying bidders shall then be evaluated on functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70% as per the standard Evaluation Criteria presented in table below. Bidders who score below this minimum requirement shall not be considered for further evaluation in stage 3

Functional Evaluation Criteria

Details of the detailed scoring methodology are presented on the table below:

CRITERIA	SUB-CRITERIA	SCORES	WEIGHT
A: CONTRACTOR'S EXPERIENCE.	Bidders should indicate the experience of previous work done Evidence required: The bidders are to submit the following documents. • Provide appointment letter or contract or purchase order for each project and • Provide a reference letter or completion certificate relating to the appointment letter or purchase order or contract. Note: No points will be awarded to bidders who fail to submit either a letter of appointment or contract or purchase order that is accompanied by either a reference letter **Each reference letter will be verified by PRASA only on the most suitable service provider/s**	**50 Points** – Provide proof of completed three (3) or more projects each with a minimum value of R 200 000.00 **30 Points** – Provide proof of completed two (2) projects each with a minimum value of R 200 000.00 **0 Points** = No Submission/ Irrelevant Information.	**50**
TECHNICAL PERSONEL EXPERINCE (Individuals in the Company) Minimum Requirements	**Previous experience (CV, academic qualifications and Identity documents are to be submitted).**		
B: Category B certificate trained as a gas practitioner.	Service Provider must submit CV for a Category B certificate trained as a gas practitioner.	**30 Points** = For one Category B certificate trained as a gas practitioner with two (2) years and above experience post qualification. **0 Points** = No Submission / Irrelevant Information.	**30**
C: Trade Tested Refrigeration technicians.	Service Provider must submit CVs for a technician's Trade Tested Refrigeration.	**20 Points** = For two Trade Tested Refrigeration technicians one or both technicians have 2 years of experience post qualification. **0 Points** = No Submission / Irrelevant Information.	**20**
TOTAL			**100**

Stage 3- Price and Specific Goals

The following formula, shall be used to allocate scores to the interested bidders:

The maximum points for this tender are allocated as follows:

DETAILS	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	**100**

FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

POINTS AWARDED FOR PRICE
THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$PS = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

3.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence
Black Owned	15		CIPC documents/ BBBEE Certificate/Affidavit
Black Women Owned	2.5		Certified copy of ID Documents of the Owners.
Black Youth Owned	2.5		Certified copy of ID Documents of the Owners.
TOTAL	20		

A CIPC Registration Documents/CSD Registration Report will be used to verify the above evidence.

- Points will be awarded/allocated on a proportional/pro-rata basis.
- Formula: Number of Points allocated x Percentage (%) owned = Number of Points Claimed.

OBJECTIVE CRITERIA

4.1 Section 2(1)(f) of the PPPFA empowers an organ of state to award a tender to the highest scoring bidder unless there is an objective criteria that justify the award to another tenderer.

4.2 PRASA reserves the right to apply the objective criteria for this bid.

4.3 PRASA may award a bid to a bidder that did not score the highest points under the following circumstances:

a) A negative track record of the bidder in other related projects;
b) spreading the award to bidders that have not been previously appointed;
c) the need to avoid concentrating awards to the previously appointed bidders. Prasa shall take into account the following:
i. the number of bid(s) awarded to the highest scoring bidder(s) in the preceding financial years;
ii. the capacity of the highest scoring bidder(s) despite the previous appointments;
iii. the value and scope of the bid(s) already awarded to the highest scoring bidder(s);
iv. the materiality of the price difference between the highest scoring bidder and other bidders; and
v. whether the goods, services or works are of a specialised nature.

SPLITTING OF AWARDS

4.4 PRASA reserves the right to split the award of this bid to more than one service provider, provided that the nature of the services or goods or works to be provided are capable of being split to more than one service provider.

APPOINTMENTS OTHER THAN THE SUCCESSFUL BIDDER

4.5 PRASA may appoint a bidder other than the successful bidder under the following instances:

(i) When a successful bidder, after having been informed of the acceptance of its Bid, fails to sign a contract within a prescribe period of time e.g. 14 (fourteen) days after being called upon to do so;
(ii) When a successful bidder has failed to provide the necessary security, bonds or guarantees within the time required to do so by PRASA;
(iii) When a successful bidder fails to meet a condition precedent for the award of business (e.g. to obtain the necessary funding); and
(iv) When final contract negotiations with a preferred bidder fails and a contract is not agreed upon.

4.6 PRASA will only award a bid to a bidder other than the highest scoring bidder provided that such bid is still within the bid validity period.

4.7 Only if the second ranked bidder is also unable/unwilling, PRASA may proceed to the third ranked bidder.

Stage 4

If you do not submit/meet the following mandatory documents/requirements, PRASA may request the bidder to submit the information within five (5) working days. Should this information not be provided, your bid proposal will be disqualified.

Only bidders who comply with stage 1B will be evaluated further.

No.	Description of requirement	
a)	Completion of ALL RFQ documentations (including ALL declarations).	
b)	Joint Venture, Consortium Agreement or Partnering Agreement signed by all parties. The agreement should indicate the leading bidder where applicable.	
c)	Supply of valid SARS Pin	
d)	CSD supplier report	
e)	Letter of Good Standing (i.e., COIDA) (Department of Labour or any other recognized institution).	

SECTION 4

PRICING AND DELIVERY SCHEDULE

Respondents are required to complete the attached Pricing Schedule

1 Prices must be quoted in South African Rand, inclusive of all applicable taxes.

2 Price offer is firm and clearly indicate the basis thereof.

3 Pricing Bill of Quantity is completed in line with schedule if applicable.

4 Cost breakdown must be indicated.

5 Price escalation basis and formula must be indicated.

6 To facilitate like-for like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.

7 Please note that should you have offered a discounted price(s), PRASA will only consider such price discount(s) in the final evaluation stage on an unconditional basis.

8 Respondents are to note that if price offered by the highest scoring bidder is not market related, PRASA may not award the contract to the Respondent. PRASA may:

9 negotiate a market-related price with the Respondent scoring the highest points;

10 if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points;

11 if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points;

12 If a market-related price is not agreed with the Respondent scoring the third highest points, PRASA must cancel the RFQ.

I / We _____ (Insert Name of Bidding Entity) of _____ _____ code _____ (Full address) conducting business under the style or title of:_____ represented by: _____ in my capacity as:_____ being duly authorised, hereby offer to undertake and complete the above-mentioned work/services at the prices quoted in the bills of quantities / schedule of quantities or, where these do not form part of the contract, at a lumpsum, of R _____(amount in numbers);_____ _____ (amount in words) Incl. VAT.

DELIVERY PERIOD: Suppliers are requested to offer their earliest delivery period possible.

Delivery will be effected within ……. working days from date of order. (To be completed by Service provider).

SECTION 5

PRASA GENERAL CONDITIONS OF PURCHASE

General

PRASA and the Supplier enter into an order/contract on these conditions to supply the items (goods/services/works) as described in the order/contract.

Conditions

These conditions form the basis of the contract between PRASA and the Supplier. Notwithstanding anything to the contrary in any document issued or sent by the Supplier, these conditions apply except as expressly agreed in writing by PRASA.
No servant or agent of PRASA has authority to vary these conditions orally. These general conditions of purchase are subject to such further special conditions as may be prescribed in writing by PRASA in the order/contract.

Price and payment

The price or rates for the items stated in the order/contract may include an amount for price adjustment, which is calculated in accordance with the formula stated in the order/contract.
The Supplier may be paid in one currency other than South African Rand. Only one exchange rate is used to convert from this currency to South African Rand. Payment to the Supplier in this currency other than South African Rand, does not exceed the amounts stated in the order/contract. PRASA pays for the item within 30 days of receipt of the Suppliers correct tax invoice.

Delivery and documents

The Supplier's obligation is to deliver the items on or before the date stated in the order/contract. Late deliveries or late completion of the items may be subject to a penalty if this is imposed in the order/contract. No payment is made if the Supplier does not provide the item as stated in order/contract.

Where items are to be delivered the Supplier:
Clearly marks the outside of each consignment or package with the Supplier's name and full details of the destination in accordance with the order and includes a packing note stating the contents thereof; On

dispatch of each consignment, sends to PRASA at the address for delivery of the items, an advice note specifying the means of transport, weight, number of volume as appropriate and the point and date of dispatch; Sends to PRASA a detailed priced invoice as soon as is reasonably practical after dispatch of the items, and states on all communications in respect of the order the order number and code number (if any).

Containers / packing material

Unless otherwise stated in the order/contract, no payment is made for containers or packing materials or return to the Supplier.

Title and risk

Without prejudice to rights of rejection under these conditions, title to and risk in the items passes to PRASA when accepted by PRASA.

Rejection

If the Supplier fails to comply with his obligations under the order/contract, PRASA may reject any part of the items by giving written notice to the Supplier specifying the reason for rejection and whether and within what period replacement of items or re-work are required.

In the case of items delivered, PRASA may return the rejected items to the Supplier at the Supplier's risk and expense. Any money paid to the Supplier in respect of the items not replaced within the time required, together with the costs of returning rejected items to the Supplier and obtaining replacement items from a third party, are paid by the Supplier to PRASA.
In the case of service, the Supplier corrects non-conformances as indicated by PRASA.

Warranty

Without prejudice to any other rights of PRASA under these conditions, the Supplier warrants that the items are in accordance with PRASA's requirements and fit for the purpose for which they are intended and will remain free from defects for a period of one year (unless another period is stated in the Order) from acceptance of the items by PRASA.

Indemnity

The Supplier indemnifies PRASA against all actions, suits, claims, demands, costs, charges and expenses arising in connection therewith arising from the negligence, infringement of intellectual or legal rights or breach of statutory duty of the Supplier, his subcontractors, agents or servants, or from the Supplier's defective design, materials or workmanship.
The Supplier indemnifies PRASA against claims, proceedings, compensation and costs payable arising out of infringement by the Supplier of the rights of others, except an infringement which arose out of the use by the Supplier of things provided by PRASA.

Assignment and sub-contracting

The successful Respondent awarded the contract may only enter into a subcontracting arrangement with PRASA's prior approval. The contract will be concluded between the successful Respondent and PRASA, therefore, the successful Respondent and not the sub-contractor will be held liable for performance in terms of its contractual obligations.

Governing law

The order/contract is governed by the law of the Republic of South Africa and the parties hereby submit to the non-exclusive jurisdiction of the South African courts.

Special Conditions: Funding Contingency

1. Paragraph 8.4 of the PFMA SCM Instruction No. 3 of 2021/22 states that the Accounting Authority may not invite price quotations or bids if no or sufficient provision is made in the budget of the institution.

2. PRASA has, in terms of section 79 of the PFMA, obtained approval from National Treasury, for a departure from paragraph 8.4 of the PFMA SCM Instruction No. 3 of 2021/22.

3. PRASA is currently in the process of making provision and allocation of budget for the services required in this RFQ, which provision and/or budget allocation has not yet been completed at the time of the issuance of this RFQ.

4. PRASA will, however, ensure that provision and/or budget allocation is made prior to the award of business in this RFQ.

5. Accordingly, any award pursuant to this RFQ is strictly subject to PRASA, inter alia:
   5.1. securing the necessary funding allocation; and
   5.2. confirming that sufficient budget exists to meet the intended award.

6. PRASA undertakes to keep bidders reasonably informed of the progress and status of the funding allocation and budgeting process.

7. By submitting a bid, bidders expressly acknowledge and agree that PRASA reserves the right to cancel this RFQ at any stage prior to award, in the event that PRASA is unsuccessful in making sufficient provision and/or budget allocation for the required services.

8. PRASA shall not be liable for:
   8.1. any claim, loss, or damages of whatsoever nature arising from or in connection with a failure to source funding; or
   8.2. the non-award of tender due to a failure to source funding; and
   8.3. bidders waive any right to institute proceedings against PRASA in respect of the circumstances contemplated above.

SIGNED at _____ on this _____ day of _____20___

Signature of Witness

1 _____

Name _____

Signature of Witness

2 _____

Name _____

Signature of Bidder's Authorised Representative: _____

Name: _____

Designation: _____"

SECTION 6 **SBD4**

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	**Identity Number**	**Name of organ of state**

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……
……

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ……....., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

…… ……

Signature Date

…… ……..

Designation Name of bidder

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and Specific Goals	**100**

1.4 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.5 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

3.2. POINTS AWARDED FOR PRICE

3.2.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 is allocated for price on the following basis:

80/20

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence
Black Owned	15		CIPC documents/ BBBEE Certificate/Affidavit
Black Women Owned	2.5		Certified copy of ID Documents of the Owners.
Black Youth Owned	2.5		Certified copy of ID Documents of the Owners.
TOTAL	20		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm…….

4.3. Company registration number: ……..

4.4. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....
DATE: .....

ADDRESS: .....

.....

.....

.....

SECTION 11

CERTIFICATE OF ATTENDANCE OF COMPULSORY RFQ BRIEFING

RFQ Number:	**KZN/PRASA/2026/11/13/Q**
Request for Quotation:	**THE APPOINTMENT OF AS AND WHEN CONTRACTOR FOR SERVICING AND REPAIRING OF AIR-CONDITIONING SYSTEMS IN THE KZN REGION FOR A PERIOD 0F SIX MONTHS.**

Attendance

This is to certify that _____ has / have today attended the site inspection / RFQ briefing session to which this enquiry relates.

THUS DONE and SIGNED at _____ on this _____ day of _____

_____ SCM OFFICIAL

for / on behalf of PRASA Designation

Acknowledgement

This is to certify that the Bidder attended the above mentioned briefing session/ site inspection and has / have acquainted himself / themselves with the Contract, Project Specification / Special Conditions, Specifications and / or Bills of Quantities / Schedule of Quantities / Schedule of Prices, together with the drawings enumerated therein, as laid down by the PRASA for the carrying out of the proposed WORKS to which the enquiry relates

THUS DONE and SIGNED at _____

on this _____ day of _____

DULY AUTHORISED SIGNATORY(IES) WITNESSES

1._____ 1. _____

2._____ 2. _____

3._____ 3. _____

SECTION 12

SPECIFICATION/SCOPE OF WORK

1.1. The scope of the work / services to be provided by the contractor is as follows:

- Carry out preventative maintenance and corrective maintenance or repairs to Air-conditioning Units and Cooling Towers listed in this Specification.
- The scope also includes a 24hr, Monday to Friday emergency service as and when required by PRASA.
- The contractor will ensure that Air-conditioning units works effectively and will point out all major faults to PRASA.
- All documentation pertaining to warranties and/or guaranties (as specified by the manufacturer) must be submitted for all newly installed part specifying the warranty and/or guarantee period of no less than twelve (12) months
- The contractor shall provide a guarantee and/or warranty form of minimum of twelve (12) from the day of commissioning.

1.2. All planned work will be carried out during normal working hours at the cost tendered for in the Bill of Quantities. Visits to the premises will be as scheduled for the contractor to carry work on the maintenance units as per this specification. The Air-handling units' room will have a site logbook which is to be properly completed by the Contractor on every visit and the reason for the visit recorded.

1.3. Planned work referred to herein will include

- Monthly service on maintenance units and cleaning of the cooling tower (where applicable);

1.4. The Contractor shall produce and issue to PRASA a written report of any testing, inspection, examination, investigation and/or assessment undertaken and execution of any repairs by the Contractor. Reports will highlight

- the type of work or service done
- problems experienced
- results of inspection
- faults found and their priority thereof

Quotations for any corrective work required shall be submitted to PRASA and on the approval of such quotations the Contractor will correct or repair accordingly.

1.5. PRASA reserves the right to conduct an independent safety and quality audit to be carried out on the maintenance performance of the units. The contractor shall provide his own quality controls to ensure compliance with the specifications, unit's maintenance manuals, any changes to legislation or regulations applicable to the maintenance units and possible modernisation products to upgrade or to improve the reliability and performance of the units will be brought to PRASA for consideration.

1.6. All electrical and air-conditioning work will be in accordance with the following publications

- SABS 0142, SABS 1152 and SABS 0147 Code of Practices
- E7/1 or E7/2, E4E specifications
- OHS Act 85 of 1993 as amended and

Other applicable Municipal By-Laws and Regulations.

The servicing and repairing of air-conditioning systems in the KZN region within 350 KM radius of Durban station at PRASA Stations, Depots and Associated properties.

The scope of work involves the follows:

•Servicing and Repairing of Air-handling Units.
•Servicing and Repairing of Packaged Units with Diffusers.
•Servicing and Repairing of Ducted Systems with Diffusers.
•Servicing and Repairing of Ducted Systems with Cassettes or Indoor Units.
•Servicing and Repairing of Colling Towers.
•Servicing and Repairing of Midwall Split Units.
•Servicing and Repairing of Window Wall Units.
•Servicing and Repairing of Under-Ceiling Units.
•Servicing and Repairing of Cassette Split Units.
•Servicing and Repairing of VRV Cassette Units.
•Servicing and Repairing of Portable Aircons.

Payment

a) Payment will only be made once the entire work has been successfully completed and certified by the project manager.
b) The service provider must attach the before and after pictures when submitting the invoice.

Commencement and Duration of Contract

After the nomination of the contractor, the contractor will be required to submit a safety file and program of the works to the safety officer within 7 seven calendar days. The contact details of the safety officer will be supplied to the service provider that has been awarded the service. The program of works shall state clearly the reasonable starting and completion dates.

The safety officer will go through the safety file, after his/her approval site access certificate will be issued to the contractor to start the work under the supervision of the Project Manager.

HOURS OF WORK

- No work will be permitted outside normal working hours, on Sundays, Saturdays and Public Holidays, unless the permission of the Technical Officer has been obtained.
- Normal working hours shall mean the period from 07:30 to 16:00 on normal weekdays but all stations are open from 4:00 to 19:00 Monday to Sunday
- All planned work will be carried out during normal working hours at the cost tendered for in the Bill of Quantities.
- Purchase Orders to be actioned within 48 hours.

MATERIAL AND LABOUR TO BE SUPPLIED BY THE CONTRACTOR

The Contractor shall provide all Supervision and Labour necessary for the proper execution and completion of the work with a guarantee on workmanship after completion.

SERVICES

The Contractor shall take all reasonable precautions to protect existing services during his activities on the site, and any known service damaged as result of the Contractor's operations, shall be repaired and reinstated by the Contractor or the Authority concerned, all at the expense of the Contractor and to the satisfaction of the Technical Officer. If a known service is damaged, the technical officer must be notified immediately and all work on site must stop until the extent of the damage is quantified.

CLEARING OF SITE

The Contractor shall clear the site. The contractor is to ensure that each site on which he works is cleared of all waste on completion of the day's work. The waste must be disposed of at a registered dumping site and a certificate from the dumping site must submitted. Final payment will not be made unless all waste is removed from site and the site is clean.

INSURANCE

The Contractor will be responsible for insurance of all tools, equipment, vehicles and labour that will be used on this contract.

Bill of Quantities (BOQ)

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
1	AIR-HANDLING UNITS			
1,1	Servicing of Apache Air-handler 46FS 240 including cleaning of ducting and diffusers	monthly	1	
1,2	Servicing of Carrier 39EB21 124 kW including cleaning of ducting and diffusers	monthly	1	
1,3	Servicing of Searle Bush 309 kW including cleaning of ducting and diffusers	monthly	1	
1,4	Servicing of Searle Bush 800 kW including cleaning of ducting and diffusers	monthly	1	
1,5	Servicing of Searle Bush 521 kW including cleaning of ducting and diffusers	monthly	1	
1,6	Servicing of Huski VAH2.5A 19.8 kW including cleaning of ducting and diffusers	monthly	1	
1,7	Servicing of Huski VAH05B 18 kW including cleaning of ducting and diffusers	monthly	1	
1,8	Servicing of Huski VAH02A 10.1 kW including cleaning of ducting and diffusers	monthly	1	
1,9	Servicing of Huski VAH06A 31.8 kW including cleaning of ducting and diffusers	monthly	1	
1.10	Servicing of Huski VAH06ADH6Z 14.4 kW including cleaning of ducting and diffusers	monthly	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
2	PACKAGED UNITS WITH DIFFUSERS			
2,1	Servicing of Pumyang WP 20 Water Cooled Package including cleaning of ducting and diffusers	monthly	1	
2,2	Servicing of Daikin Air Cooled Package Unit including cleaning of ducting and diffusers	monthly	1	
2,3	Servicing of Searle Bush Air Cooled Package Unit 15.5Kw including cleaning of ducting and diffusers	monthly	1	
2,4	Servicing of Lennox CHA 16 Air-Cooled Roof Top including cleaning of ducting and diffusers	monthly	1	
2,5	Servicing of Samsung 100 000 BTU Air Cooled Roof Top including cleaning of ducting and diffusers	monthly	1	
2,6	Servicing of Teco LP 25M1MA Water Cooled Packaged Unit including cleaning of ducting and diffusers	monthly	1	
2,7	Servicing of Hitachi RAS2000CT / RAS200IU Air cooled including cleaning of ducting and diffusers	monthly	1	
2,8	Servicing of 128 kW York Chiller Air-cooled unit including cleaning of ducting and diffusers	monthly	1	
2,9	Servicing of 67.5 kW TECO LP 2032MS Water Cooled Packaged Unit including cleaning of ducting and diffusers	monthly	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
3	DUCTED SYSTEMS WITH DIFFUSERS			
3,1	Servicing of L.G 100 000 BTU 29,28 KW including cleaning of ducting and diffusers	monthly	1	
3,2	Servicing of L.G 120 000 BTU 35 KW including cleaning of ducting and diffusers	monthly	1	
3,3	Servicing of Daikin 68 000 BTU 20kW including cleaning of ducting and diffusers	monthly	1	
3,4	Servicing of Daikin 82 000 BTU 24kW including cleaning of ducting and diffusers	monthly	1	
3,5	Servicing of Daikin 100 000 BTU 29.3kW including cleaning of ducting and diffusers	monthly	1	
3,6	Servicing of Daikin 46 000 BTU 13.5kW including cleaning of ducting and diffusers	monthly	1	
3,7	Servicing of Daikin 95 000 BTU 28kW including cleaning of ducting and diffusers	monthly	1	
3,8	Servicing of Daikin 114 000 BTU 33.5kW including cleaning of ducting and diffusers	monthly	2	
3,9	Daikin 171 000 BTU 50kW including cleaning of ducting and diffusers	monthly	1	
3.10	Servicing of Apache 187 000 BTU 55kW including cleaning of ducting and diffusers	monthly	1	
3.11	Servicing of Daikin 68 000 BTU 20kW including cleaning of ducting and diffusers	monthly	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
3.12	Servicing of Daikin 154 000 BTU 45kW including cleaning of ducting and diffusers	monthly	1	
3,13	Servicing of Daikin 75 000 BTU 22kW including cleaning of ducting and diffusers	monthly	1	
3,14	Servicing of Daikin 191 000 BTU 56kW including cleaning of ducting and diffusers	monthly	1	
3,15	Servicing of Daikin 40 000 BTU 11.6kW including cleaning of ducting and diffusers	monthly	1	
4	DUCTED SYSTEMS WITH CASSETTES/INDOOR UNITS			
4,1	Servicing of Daikin 114 000 BTU 33.5 kW	monthly	1	
4,2	Servicing of Daikin 171 000 BTU 50 kW	monthly	1	
4,3	Servicing of Daikin 43 000 BTU 12.6 kW	monthly	1	
4,4	Servicing of Daikin 48 000 BTU 14 kW	monthly	1	
4,5	Servicing of Daikin 16 000 BTU 15.5 kW	monthly	1	
4,6	Servicing of Samsung 191 000 BTU 56 kW	monthly	1	
4,7	Servicing of Samsung 11.2 kW wall mounted indoor unit	monthly	1	
4,8	Servicing of Samsung 5.6 kW wall mounted indoor unit	monthly	1	
4,9	Servicing of Samsung 4.5kW wall mounted indoor unit	monthly	1	
4.10	Servicing of Daikin 1.8 kW wall mounted indoor unit	monthly	1	
4,11	Servicing of Daikin 2.7 kW wall mounted indoor unit	monthly	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
4,12	Servicing of Daikin 4 kW wall mounted indoor unit	monthly	1	
4,13	Servicing of Daikin 4.4 kW wall mounted indoor unit	monthly	1	
4,14	Servicing of Daikin 6.1 kW wall mounted indoor unit	monthly	1	
4,15	Servicing of Daikin Cassettes Units	monthly	1	
4,16	Servicing of Samsung 2.8 kW cassette indoor unit	monthly	1	
4,17	Servicing of Samsung 7.1 kW cassette indoor unit	monthly	1	
4,18	Servicing of Samsung 11.2 kW cassette indoor unit	monthly	1	
4,19	Servicing of Samsung 4.5 kW cassette indoor unit	monthly	1	
4.20	Servicing of Samsung 5.6 kW cassette indoor unit	monthly	1	
5	COOLING TOWERS			
5,1	Servicing of BAC FCT 1212-A2-G4	monthly	1	
5,2	Servicing of BAC FCT 1818-A2-J6	monthly	1	
5,3	Servicing of BAC XES3E 8518-07/H	monthly	1	
6	DOMESTIC AIRCONS			
6,1	Cassette Split Unit	quarterly	1	
6,2	VRV Cassette Unit	quarterly	1	
6,3	Cassette Unit	quarterly	1	
6,4	Under- Ceiling Unit	quarterly	1	
6,5	Midwall Split Unit	quarterly	1	
6,6	Window Wall Unit	quarterly	1	
6,7	Portable Air-conditioner	quarterly	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
6,8	Console Split Unit	quarterly	1	
6.9	Submission of the safety file as per the scope of work	quarterly	1	
7	ACCESSORIES		1	
7,1	20mm PVC drainpipe	Meter	1	
7,2	40mm PVC drainpipe	Each	1	
7,3	Galvanized bracket	Meter	1	
7,4	Refrigerant copper piping	Meter	1	
7,5	Surfix cable 2.5mm² × 2 core plus earth.	Meter	1	
7,6	Surfix cable 2.5mm² ×4 core plus earth.	Meter	1	
7,7	Surfix cable 4mm² × 2 core plus earth.	Meter	1	
7,8	Surfix cable 4mm² × 4 core plus earth.	Meter	1	
7,9	Surfix cable 6mm² × 2 Core plus earth.	Meter	1	
7.10	Surfix cable 6mm² × 4 Core plus earth.	Meter	1	
7,11	Wire House Red 2.5 mm².	Meter	1	
7,12	Wire House Black 2.5 mm².	Meter	1	
7,13	Wire House Green & Yellow 2.5 mm².	Meter	1	
7,14	Wire House Red 4 mm².	Meter	1	
7,15	Wire House Black 4 mm².	Meter	1	
7,17	Wire House Green & Yellow 4 mm².	Meter	1	
7,17	Wire House Red 6 mm².	Meter	1	
7,18	Wire House Black 6 mm².	Meter	1	
8	Issuing of COC after completion of work	Each	1	

ITEM NO	DESCRIPTION	MAINTENANCE SCHEDULE	QTY	AMOUNT
9	Rate for Skilled labour	Hour	1	
10	Rate for Skilled labour after hours	Hour	1	
11	Rates for Skilled labour Saturdays	Hour	1	
12	Rates for Skilled labour Sundays	Hour	1	
13	Rate for Skilled labour Public Holidays	Hour	1	
14	Rate for Unskilled labour	Hour	1	
15	Rate for Unskilled labour after hours	Hour	1	
16	Rates for Unskilled Saturdays	Hour	1	
17	Rates for Unskilled Sundays	Hour	1	
18	Rate for Unskilled Public Holidays	Hour	1	
19	Call-out fee – for no work done or to be done	Each	1	
20	Travelling cost	km	1	
			SUB TOTAL	
			VAT 15%	
			GRAND TOTAL	

Percentage mark-up for non-schedule material (suppliers' quotation to be provided).

Description	**12 MONTHS**
Percentage % mark- up	