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211 Nana Sita Street
Pretoria

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0001

REQUEST FOR QUOTATION (RFQ) NUMBER:	RFQ/NRF-SAASTA 65/2026/2027B (Please use this number as reference when sending quotations and supporting documentation)
DESCRIPTION	The NRF-SAASTA wishes to appoint a suitable CIDB grade 1SL (or higher) service provider to remove, supply, deliver and install steel trellis and steel burglar gates reinforcements to improve security at St Johns College Technology and Innovation Hub
RFQ ISSUED DATE	01 September 2026
RFQ VALIDITY PERIOD	60 days from the closing date.
CLOSING DATE	25 September 2026
CLOSING TIME	11:00 am
EXPECTED DATE SERVICES IS REQUIRED	October 2026
MANDATORY REQUIREMENTS <i>NB: Bidders who do not submit all the required mandatory documents will be considered non-responsive and will not proceed to the next stage of the evaluation.</i>	ANNEXURE D
COMPULSORY BRIEFING SESSION/ SITE VISIT/SITE INSPECTION	Compulsory to be held as follows: Date: 15 September 2026 Time: 11H00am Venue: 50 Callaway Street Mthatha St John's College
DELIVERY ADDRESS OF GOODS/SERVICES	50 Callaway Street Mthatha St John's College
RFQ RESPONSES MUST BE EMAILED TO:	All quotations should be emailed to quotes1@saasta.nrf.ac.za . Failure to follow these instructions will result in your quote not being considered.
ENQUIRIES REGARDING THIS RFQ SHOULD BE SUBMITTED VIA E-MAIL TO	Enquires can be directed at this e-mail address Y.Nkenkana@saasta.nrf.ac.za , you may contact Yanga Nkenkana on 012 392 9395

Important Notes to this RFQ:

- Service providers/suppliers should ensure that RFQ responses are emailed to the correct email address, (quotes1@saasta.nrf.ac.za)
- If the quotation is late, it shall not be accepted for consideration.
- The NRF-SAASTA reception is generally accessible 8 hours a day (07h45 to 16h00); 5 days a week (Monday to Friday) for delivery of goods.
- Supplier to complete and sign all Annexures to this document (Standard Bidding Documents and Mandatory Requirements);
- Supplier must provide a copy of the valid Tax Clearance Certificate or CSD no (MAAA.....)
- Supplier must provide an Original certified SANAS accredited BBEE Certificate or Sworn Affidavit in order to claim for specific goals;

Prohibition of Gifts & Hospitality:

“Except for the specific goods or service procured by the NRF-SAASTA, service providers/suppliers are required not to offer any gift, hospitality or other benefit to any NRF-SAASTA official. To avoid doubt, branded marketing material is considered to be a gift.

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Annex A : **TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)**

SERVICE PROVIDER/SUPPLIER:

REGISTRATION NUMBER:

CSD REGISTRATION NUMBER:.....

ADDRESS:.....

CONTACT PERSON:.....

TEL:.....

1. NRF-SAASTA's standard conditions of purchase shall apply.
2. Late submissions will not be accepted.
3. The recommended service provider will be required to complete and sign all Standard Bidding Documents (SBDs) and Annexures. Please duly complete and sign the **SBD 1, 4, SBD 6.1** forms respectively
4. All service providers/suppliers must adhere to the General Conditions of Contract as prescribed by National Treasury.
5. Any service provider/supplier who has reasons to believe that the RFQ specification is based on a specific brand must inform the NRF-SAASTA before the RFQ closing date and time.
6. It is the responsibility of the service provider/supplier to ensure that the NRF-SAASTA is in possession of the valid Tax Clearance Certificate (TCC). The onus is on the service provider/supplier to ensure that the NRF-SAASTA receives a valid TCC as soon as the validity of the said certificate expires.
7. No goods or services shall be delivered before the issuing of an official authorised NRF-SAASTA Award Letter or Purchase Order (PO) signed by the authorised NRF-SAASTA official. The NRF-SAASTA reserves the right not to make payment or accept the goods or services should the goods or services be delivered to the NRF-SAASTA before the NRF-SAASTA Award Letter or PO is issued. (An official authorised NRF-SAASTA PO should have the Supply Chain Management (SCM): Manager signature or such other official duly authorised in terms of the NRF-SAASTA's Delegations of Authority and Approval Framework), Description of the item, Quantity of items purchased, Date of delivery of the item, Total amount of the items purchased inclusive of Vat where applicable.
8. This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a Rand value of R2 000 up to a rand value of R1 000 000 000. 00. (all applicable taxes included).
9. Please note that RFQ responses should be sent to email address mentioned on the cover page of the RFQ document, failure to do so, it shall not be accepted for consideration.
10. Service providers/suppliers are required to be registered on the Central Supplier Database (CSD).
11. After 14 days of closing date of Request For Quotation (RFQ) without receiving a signed purchase order by a properly delegated official, please consider your Quotation unsuccessful.
12. Append/Submit your correct banking details on your quotation and should be in the correct payee name as per CSD verification.

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13. Banking details on the invoice must correspond with those verified on CSD
14. By responding to this RFQ you agree to all terms and conditions of the **Government Procurement: General Conditions of contract, July 2010**. You can log on www.saasta.ac.za/procurement/openbids to access this document.

*¹ Which is referred to as tenders in the PPPFA and Preferential Procurement Regulations, 2022 include advertised competitive bids, written price quotations or proposal.

*² It should be noted that written price quotation / RFQ bidding method is applicable to written price quotations from R2 000.00 up to the rand value of less than R 1 000 000. 00. (Vat inclusive).

I, the undersigned (NAME).....certify that :

I have read and understood the conditions of this RFQ;

I have supplied the required information and the information submitted as part of this RFQ is true and correct.

Signature: _____ **Date:** _____

Capacity: _____

<https://www.saasta.ac.za/procurement/guidelines/>

<https://www.nrf.ac.za/sites/default/files/documents/General%20Conditions%20of%20Contract.pdf>

Annex C : RFQ SPECIFICATION

1. BACKGROUND TO THE NATIONAL RESEARCH FOUNDATION|SOUTH AFRICAN AGENCY FOR SCIENCE AND TECHNOLOGY ADVANCEMENT

The South African Agency for Science and Technology Advancement is a business unit of the National Research Foundation (NRF) tasked with coordinating public awareness, appreciation and engagement in science, technology and innovation (STI) across South Africa to foster a scientifically literate nation.

2. BACKGROUND OF THE PROJECT

To appoint a suitable CIDB grade 1SL (or higher) service provider to supply, deliver and install steel trellis and steel burglar gates reinforcements to improve security at St Johns College Technology and Innovation Hub

3. DETAILED SPECIFICATION

The following services are needed from the successful bidder:

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
Supply, delivery and reinforcement installation. The two doors already have steel buglers but need some reinforcement. Reinforcement should be done horizontal using either 12mm square bars or (50mmx25mm) steel tubes of 2mm thickness, with spacings of 10cm. Doors; Height: 2.5m; Width: 1.5m 	Each	2
Burglar bars are to be painted with QD Enamel in a bronze colour finish.	Each	2

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
		
Remove the to remove window blinds and their mounting frame as depiction below; Width -1m x Height - 1.27m. NB: All the three windows are of the same size 	Each	3
Supply, delivery and installation of Trellis windows: Physics Lab window: Width -1m x Height -1.27m. Double uprights (12mm x 12mm) for high strength, accompanied by slam-lock and dead-lock systems. Physics Lab & Storeroom windows. NB: All the three windows are of the same size 	Each	3

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
Remove the existing burglar as depicted in the picture below: 	Each	1
Supply, delivery and installation of Trellis window: ICT Lab: Lockable trellis; width 85cm x height – 95cm Double uprights (12mm x 12mm) for high strength, accompanied by slam-lock and dead-lock systems NB: A Small window between the storeroom and main room for issuing tools and equipment. 	Each	1
Remove the to remove window blinds and their mounting frame as depiction below; NB: All three windows are of the same size Windows of the main room 	Each	3

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
Supply, delivery and installation of Trellis for windows: Physics Lab: Width 2m x Height –1,5 Double uprights (12mm x 12mm) for high strength, accompanied by slam-lock and dead-lock systems NB: All three windows are of the same size Windows of the main room 	Each	3
Remove the existing burglar as depiction below: 	Each	3
Supply, delivery and installation of Trellis for windows: Physics Lab: Width 2m x Height – 1.27m Double uprights (12mm x 12mm) for high strength, accompanied by slam-lock and dead-lock systems Windows of the main room NB: All the three windows are of the same size 	Each	3

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT MEASURE	OF QUANTITY OF ITEM(S)
<u>NOTE:</u> Type of steel trellis to be Supply, delivery and installed is depicted below: 		

BIDDERS QUALIFICATION TO EXECUTE THE CONTRACT

- a) Bidder is to supply proof of a valid CIDB grade 1 SL or higher registration certificate
- b) Bidder to submit Two (2) written references with contact details for those customers for whom the service provider has completed work within the last sixty months that meet the minimum threshold of "Meets requirements."

Meet the minimum threshold of "Meets requirements" means that the Two (2) written references:

 - i. has contact details of the referee,
 - ii. must be signed and dated by the referee,
 - iii. not older than sixty months,
 - iv. must talk to work similar or related to building construction services/renovations and
 - v. Indicate that the work performed by the bidder was satisfactory.
- c) The bidder to supply valid Trade Test Certificate(Welder)

Annex D : EVALUATION CRITERIA

Stage 1: Mandatory requirements.

The evaluation criteria will be based on the following requirements:

Technical Evaluation

DESCRIPTION	GRADING SCHEME	TECHNICAL BID EVALUATION CRITERIA
a. Bidder is to supply proof of a valid CIDB grade 1 SL or higher registration certificate	Go/No Go	Go
b. Bidder to submit Two (2) written references with contact details for those customers for whom the service provider has completed work within the last sixty months that meet the minimum threshold of "Meets requirements." Meet the minimum threshold of "Meets requirements" means that the Two (2) written references: i. has contact details of the referee, ii. must be signed and dated by the referee, not older than sixty months, iii. must talk to work similar or related to building construction services/renovations and iv. Indicate that the work performed by the bidder was satisfactory.	Go/No Go	Go
c. Bidder submitted a valid trade certificate(welder)	Go/No Go	Go
d. Service provider attended compulsory site briefing session	Go/No Go	Go

Stage 2: Price and NRF-SAASTA specific goals as per the below NRF Generic Scorecard for Bids ≤ R1 million:

SPECIFIC GOALS AS PER BID INVITATION		
CATEGORY	Sub-Category	Allocated Points
B-BBEE Level - Maximum 8 Points	Level 1 to Level 3	8
	Level 4 to Level 6	6
	Level 7 to Level 8	2
Ownership - Maximum 8 Points	Supplier that is at least 51% Black-owned.	3
	Supplier that is at least 51% Black female owned.	3
	Supplier that is at least 51% Black youth-owned.	1
	Supplier that is at least 51% owned by People with Disabilities.	1
Company Size - Maximum 4 Points	EME	4
	QSE	
TOTAL POINTS ALLOCATED		20

NB: Proof or documentation that may be considered to claim points for specific goal related to this scorecard may include, amongst others;

- **Valid B-BBEE certificate.** A bidder must submit proof of its B-BBEE status level of contributor in the form of a valid B-BBEE certificate as issued by SANAS accredited agency;
- **Valid sworn affidavit.** A certified sworn affidavit by the person or person acting on behalf of an enterprise indicating the level of ownership in the enterprise.
- **Ownership Certificate** issued by the Companies and Intellectual Property Commission (CIPC).

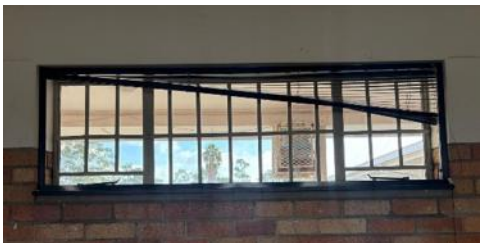
This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a rand value of up to R1 000 000. 00. (All applicable taxes included).

Annex E : COST BREAK DOWN

1. The service provider/supplier is required to provide a full cost breakdown for each item required on an official company letterhead;
2. The service provider/supplier is required to list all additional costs associated with the services listed above, with the conditions of when such costs will apply;
3. All prices must be VAT inclusive (if VAT registered) and must be quoted in South African Rand (ZAR);
4. No price changes will be accepted after official Purchase Order (PO) is issued.

NB: Price calculation Guide to be aligned to the quotation

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)	Unit Price	Total VAT inclusive
Supply, delivery and reinforcement installation. The two doors already have steel buglers but need some reinforcement. Reinforcement should be done horizontal using either 12mm square bars or (50mmx25mm) steel tubes of 2mm thickness, with spacings of 10cm. Doors; Height: 2.5m; Width: 1.5m  	Each	2		
Burglar bars are to be painted with QD Enamel in a bronze colour finish.	Each	2		

BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)	Unit Price	Total VAT inclusive
				
Remove the to remove window blinds and their mounting frame as depiction below; Width -1m x Height - 1.27m. NB: All the three windows are of the same size 	Each	3		
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BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)	Unit Price	Total VAT inclusive
				
<u>NOTE:</u> Type of steel trellis to be Supply, delivery and installed is depicted below: 				
Total VAT inclusive				

Annex F : STANDARD BIDDING DOCUMENTS

[SCM-Bid documents SBD 1](#)

[SCM-Bid documents SBD 4](#)

[SBD 6.1 in terms of PPR 2022](#)