



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

Private Bag X54315, Durban, 4000, Tel (031) 314 7000
Corner of West and Aliwal Streets, Durban

From: NATIONAL DEPARTMENT OF PUBLIC WORKS
Tel: (031) 314 7159 / (031) 314 7003
Enquiries: Ms Zamantungwa Khumalo/ Price Malatsi Ref: DBNQ25/08/03

ERRATUM NOTICE FOR : DBNQ25/08/03 that was advertised on the Departmental website on the 02/08/2025 with incorrect SBD 3.1 and PA: 03.

DBNQ25/08/03: NDPWI: Catering service for ministerial visit to commemorate women's day in KwaDukaza (Stanger Siva Sungum Hall) on the 08 August 2025.

PLEASE NOTE THAT DBNQ25/08/03 WAS ADVERTISED WITH INCORRECT SBD 3.1 and PA: 03 ON THE DEPARTMENTAL WEBSITE.

TENDERERS MUST TAKE NOTE OF" DBNQ25/08/03 is still on the website
ORIGINAL ADVERT DATE: 02/08/2025

ERRATUM ADVERT DATE: 04/08/2025

THOKOZANI ZWANE
ASD - SCM: ACQUISITION
04/08/2025

Supply Chain Management
For: REGIONAL MANAGER

Lefapha la Dliro tsa Setshaba Department of Public Works Lefapha la Mesebetsi ya Setshaba Kgoro ya Mésomo ya Setshaba Ndzawuloya Mintirho ya Vaaki LITiko leTemisebenti
yaHulumende Yemphakatsi lSebe leMisebenzi yoluNtu UmNyango wezemiSebenzi yomPhakathi uMnyango Wemisebenzi Yomphakathi eMiphakatsi Muhasho wa Mishumo ya
Tshitshavha Departement van Openbare Werke

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

Name of Bidder:	Bid Number:
Closing Time : 11:00	Closing Date:

OFFER TO BE VALID FOR **84** DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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*The price that appears on this form is the one that will be considered for acceptance as **a firm and final offer.***

ITEM	DESCRIPTION	QUANTITY	COST PER QUANTITY	TOTAL
1	Catering			
1.1	Arrival refreshments- (11h30)			
	1.1.1. VIP Guests (Holding room- 50 people) <ul style="list-style-type: none"> Tea and coffee refreshments 25 x 500ml still water 25 x 500ml sparking water 	50		
1.2	Lunch refreshments (13h00)			
	1.2.1. VIP Guests (Holding room- 50 people) (Halaal meals) <ul style="list-style-type: none"> Meat Platters Fruit platters Various sandwiches platters (Chicken and mayo; cheese and tomato, egg and mayo etc.) Assorted platters (Samoosas, mini pies, mini burgers, cheese puffs, chicken drumsticks/nuggets/ chicken strips etc.) 25 x 330 ml Fizzy cold drinks (cans) 	50		



	<ul style="list-style-type: none"> • 25 x 330 ml 100% Juice cans • 25 x 500ml still water • 25 x 50ml sparking water 			
	<p>1.2.2. Mass catering pre-packed meal- 300 people (250 people, 25 Halaal people and 25 vegetarian)</p> <ul style="list-style-type: none"> • Meat Platters • Fruit platters • Various sandwiches platters • (Chicken and mayo; cheese and tomato, egg and mayo etc.) • Assorted platters • (Samoosas, mini pies, mini burgers, cheese puffs, chicken drumsticks/nuggets/ chicken strips etc.) • 150 x 330 ml Fizzy cold drinks (cans) • 100 x 330 ml 100% Juice cans • 50 x 500ml still water 	300		
2	Hired Community Hall with chairs (350 chairs)	1		
3	Stage furniture (2 x Tables and table cloths)	1		
4	Miscellaneous			
4.1	Generator/Backup Power (185KVA)	1		
4.2	Ambulance	1		
4.3	Waste removal containers (bins)	1		
4.5	Accreditation material (Lanyards and Cards)	400		
5	Ablution Facilities			
5.1	Executive Portable	2		
6	Audio Visuals			
6.1	PA System	1		
6.2	Basic lighting	1		



6.3	Cordless Microphone	2		
6.4	Roving Microphones	3		
6.5	Electrical Extension cables	8		
7	Marshalls			
7.1	Marshalls	10		
8	Transport			
8.1	Taxis (2 taxis for EPWP & 1 for media)	3		
9	Safety Officer			
9.1	Safety Officer and Safety Planner	1		
TOTAL				
10	Management Fee			
10.1	Management fee @5% of the total			
10.2	Contingency @5% of the total			
TOTAL				
VAT				
BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)				

- Required by:
- At:
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
*Delivery: Firm/not firm
- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable



Signature of Bidder

Date

Private Bag X54315, DURBAN. 4000 Int. Code: +27 31 Tel: 031-314 7046
E-mail: anora.singh@dpw.gov.za
website: www.publicworks.gov.za

SPECIFICATION FOR CATERING:

NDPWI: Appointment of Service Provider for rendering of events management services for the National Department of Public Works & Infrastructure Women's Day Commemorations in KwaDukuza, Kwazulu-Natal

Event Date : Friday, 08 August 2025
Time : 13h00 – 17h00
venue : KwaDukuza, Stanger Town Hall
No. of people : 350 people

1. Arrival refreshments- (11h30)

1.1. VIP Guests (50 people)

- Tea and coffee refreshments
- 25 x 500ml still water
- 25 x 500ml sparking water

2. Lunch refreshments (13h00)

2.1. VIP Guests (50 people) (Halaal meals)

- Meat Platters
- Fruit platters
- Various sandwiches platters
(Chicken and mayo; cheese and tomato, egg and mayo etc.)
- Assorted platters
(Samoosas, mini pies, mini burgers, cheese puffs, chicken drumsticks/nuggets/ chicken strips etc.)
- 25 x 330 ml Fizzy cold drinks (cans)
- 25 x 330 ml 100% Juice cans
- 25 x 500ml still water
- 25 x 50ml sparking water

2.2. Mass catering pre-packed meal- 300 people (250 people, 25 Halaal people and 25 vegetarian)

- Meat Platters
- Fruit platters



- Various sandwiches platters
- (Chicken and mayo; cheese and tomato, egg and mayo etc.)
- Assorted platters
- (Samoosas, mini pies, mini burgers, cheese puffs, chicken drumsticks/nuggets/ chicken strips etc.)
- 150 x 330 ml Fizzy cold drinks (cans)
- 100 x 330 ml 100% Juice cans
- 50 x 500ml still water

PA-03 (GS): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES BIDDERS FOR THE
PROVISION OF THE BELOW GOODS AND SERVICES

Quotation description:	NDPWI: CATERING SERVICE FOR MINISTERIAL VISIT TO COMMEMORATE WOMEN'S DAY IN KWADUKUZA (STANGER SIVA SUNGUM HALL) ON THE 08 AUGUST 2025.
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Quote no:		Closing date:	
Closing time:	11:00 AM	Validity period:	84 days

1. RESPONSIVENESS CRITERIA

1.1. Indicate substantive responsiveness criteria applicable for this tender. Failure to comply with the criteria stated hereunder **shall** result in the tender offer being disqualified from further consideration:

1	<input checked="" type="checkbox"/>	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2	<input checked="" type="checkbox"/>	Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
3	<input checked="" type="checkbox"/>	All parts of tender documents submitted must be fully completed in ink and signed where required
4	<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
5	<input checked="" type="checkbox"/>	Submission of PA-32: Invitation to Bid
6	<input type="checkbox"/>	Submission of record of attending compulsory briefing session. <i>insert motivation why the tender clarification meeting is declared compulsory</i>
7	<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database.
8	<input checked="" type="checkbox"/>	<i>Submission of fully completed (SBD 3.1) pricing schedule firm prices (Purchases).</i>
9	<input checked="" type="checkbox"/>	<i>Submission of an award letter/purchase order and the completion letter/certificate for a similar project completed within the period of one (1) year of a minimum value of R 100 000.00 or more with contactable references</i>
10	<input checked="" type="checkbox"/>	<i>Submission of signed declaration in a company letter head indicating readily available equipment, table and chairs, toilets and PA system.</i>
11	<input checked="" type="checkbox"/>	<i>Submission of a signed declaration (in a company letterhead) confirming availability of minimum capital or funds not less than R 100 000.00.</i>
12	<input type="checkbox"/>	

1.2. Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable.

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

1	<input checked="" type="checkbox"/>	Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's .
2	<input checked="" type="checkbox"/>	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.

3	<input checked="" type="checkbox"/>	Submission of (PA-11): Bidder's disclosure.
4	<input checked="" type="checkbox"/>	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	<input checked="" type="checkbox"/>	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer
6	<input type="checkbox"/>	Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.
7	<input checked="" type="checkbox"/>	<i>Service is encourage to utilise local service provider within local municipality .</i>
8	<input type="checkbox"/>	
9	<input type="checkbox"/>	
10	<input type="checkbox"/>	

1.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below document if not provided in the original tender proposals, Failure to comply with the criteria stated hereunder shall result in the tenderer not allocated points for specific goals.

1	<input checked="" type="checkbox"/>	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2	<input checked="" type="checkbox"/>	A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Certificate issued by a SANAS accredited service provider

2. 80/20 POINTS SCORING SYSTEM WILL BE APPLICABLE FOR THIS BID

3. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS

3.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.

			Or <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> National Council for Persons with Physical Disability in South Africa registration (NCPDSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

4. COLLECTION OF QUOTATION DOCUMENTS:

All quotations must be completed on the official forms provided with this invitation and completed in ink, preferably black. Completed forms must be delivered to the Department of Public Works and Infrastructure at the following address or email below.

This quotation is subject to the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Attached Terms and Conditions should be signed and submitted with the official documents.

The taxes of the successful service provider must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations.

☐ Quotation documents may be collected during working hours on **insert date** at the following address **insert physical address insert postal code**.

☐ A **select** pre-bid meeting with representatives of the Department of Public Works and Infrastructure will take place at **insert address** on **dd/mm/yyyy** starting at **insert time**.

5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager	Sbusisiwe Mkhwanazi	Telephone no:	031 314 7101
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Cellular phone no	063 680 0786	Fax no:	
E-mail	sbusisiwe.mkhwanazi@dpw.gov.za		
5.2. SCM enquiries may be addressed to:			
SCM Official	Price Malatsi	Telephone no:	031 314 7217
Cellular phone no		Fax no:	
E-mail	price.malatsi@dpw.gov.za		

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00am** on
 Telegraphic, telephonic, telex, facsimile, electronic and / or late bids will not be accepted.
 Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the bid
 advertisement.
 All bids must be submitted on the official forms – (not to be re-typed)

QUOTATION DOCUMENTS MAY BE DROPPED AT: 157 Monty Naicker street Box number 16 OR QUOTATION DOCUMENTS MAY BE POSTED TO : The Director-General Department of Public Works and Infrastructure Private Bag X 543195 DURBAN 4091	OR	QUOTATION DOCUMENT MAY BE EMAILED TO:
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