



**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: 083 69 1481 / (031) 314 7046**

**Enquiries:**

**Fortunate Mkhize / Anora Singh Ref: DBNQ25/12/01**

**ERRATUM NOTICE FOR : DBNQ25/12/01 That was advertised on the Departmental website on the 03/12/2025 with erroneous of the site meeting on PA03 (GS) Notice and Invitaton for Quotation**

**DBNQ25/12/01 : JUSTICE: NEW HANOVER MAGISTRATE COURT:  
PROVISIONING OF DEEP CLEANING OF FLOOR AND FABRIC CHAIRS  
ONCE OFF**

**PLEASE NOTE THAT DBNQ25/12/01 WAS ADVERTISED WITH ERRONEOUS OF THE SITE MEETING ON PA PA03 (GS) "NOTICE AND INVITATON FOR QUOTATION" ON THE DEPARTMENTAL WEBSITE, CORRECTION THERE IS NO SITE BRIEFYING RESPONSIVENESS CRITERIA NUMBER 06**

**TENDERERS MUST TAKE NOTE OF DBNQ25/12/01 is still on the website**

**ADVERTISED DATE: 3/12/2025**

**CLOSING DATE: 10/12/2025**

**THOKOZANI ZWANE  
ASD - SCM: ACQUISITION**

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**Supply Chain Management  
For: REGIONAL MANAGER**

*04/12/2025*

Lefapha la Ditiro tsa Setshaba Department of Public Works Lefapha la Mesebetsi ya Setjhaba Kgoro ya Mešomo ya Setshaba Ndzawuloya Mintirho ya Vaaki LiTiko leTemisebenti yaHulumende Yemphakatsi lSebe leMisebenzi yohuNtu UmNyango wezemiSebenzi yomPhakathi uMnyango Wemisebenzi Yomphakathi eMphakathi Muhasho wa Mishumo ya Tshilshavha Departement van Openbare Werke

## 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:	<b>JUSTICE: NEW HANOVER MAGISTRATE COURT : PROVISIONING OF DEEP CLEANING OF FLOOR AND FABRIC CHAIRS ONCE OFF</b>		
Quote no:	DBNQ25/12/01	Closing date:	10/12/2025
Closing time:	11:00	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 type="checkbox"/>	Submission of PA-32: Invitation to Bid
6	<input type="checkbox"/>	Submission of record of attending compulsory briefing session. <b><i>insert motivation why the tender clarification meeting is declared compulsory</i></b>
7	<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database.
8	<input checked="" type="checkbox"/>	<b><i>Submission of copy of BCCCI certificate, valid at time of closing (subject to verification)</i></b>
9	<input checked="" type="checkbox"/>	<b><i>Submission of fully completed (SBD 3.1) pricing schedule firm prices)</i></b>
10	<input checked="" type="checkbox"/>	<b><i>Submission of appointment letter/order payment</i></b> <b><i>Submission of Completion Letter indicating minimum value of R 23 000.00 or above of deep cleaning of floor that was successfully done by the company.</i></b>
11	<input type="checkbox"/>	
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"/>	<b>Submission of PA32, Invitation to Bid</b>
8	<input checked="" type="checkbox"/>	<b>Bidder to submit letter of good standing with Workman's Compensation (COIDA)</b>
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"> <li>SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>
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"> <li>Official Municipal Rates Statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Any account or statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.</li> </ul>

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

#### 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		Telephone no:	031 314 7062
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Cellular phone no		Fax no:	
E-mail			

5.2. SCM enquiries may be addressed to:

SCM Official		Telephone no:	
Cellular phone no		Fax no:	
E-mail			

## 6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is *insert time* on *insert date*.

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)

<p><b>QUOTATION DOCUMENTS MAY BE DROPPED AT:</b></p> <p><i>Department of Department of Public Works and Infrastructure</i>  <i>157 Monty Naicker Road, by Securities. (bidders to note that entrance in Dr Pixley Ka Seme is temporarily closed)</i>  <i>Box 16</i></p> <p><b>OR</b></p> <p><b>QUOTATION DOCUMENTS MAY BE POSTED TO :</b>  <i>Department of Public Works and Infrastructure</i>  <i>Private Bag X54315</i>  <i>Durban</i>  <i>4000</i></p>	<p>OR</p>	<p><b>QUOTATION DOCUMENT MAY BE EMAILED TO:</b></p>
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