



## ORBIT TVET COLLEGE

### REQUEST FOR QUOTATION NO REQ 24247: SERVICES OF AIR CONDITIONERS AT BRITS CAMPUS.

#### 1. INVITATION

ORBIT TVET College – Brits Campus invites service providers to submit a written price quotation/proposal for Services of Air Conditioners.

- 1.1 The quotation must be valid for 30 calendar days.
- 1.2 All prices should be VAT inclusive.
- 1.3 **No Compulsory briefing session will be held.**
- 1.4 Closing date of proposal is on **Thursday, 03 July 2025 at 11H00am.**

Quotations must be emailed to: [scm@orbitcollege.co.za](mailto:scm@orbitcollege.co.za), Marked REQ 24247: SERVICES OF AIR CONDITIONERS AT BRITS CAMPUS.

**Failure to submit to the above stated e-mail address will automatically disqualify your proposal/quotation.**

#### 1.5 **All enquiries must be directed to:**

Mr Clifford Sebopelo  
Tel 014 597 5500  
Email [csebopelo@orbitcollege.co.za](mailto:csebopelo@orbitcollege.co.za)

#### 2. STATUTORY NON-TECHNICAL MANDATORY REQUIREMENT

- 2.1 Valid Tax Compliance status Certificate – Pin Issued
- 2.2 CIDB Grading of 1ME or Higher.
- 2.3 Completed and Signed SBD 4 Form (Bidder's Disclosure)
- 2.4 BBBEE Certificate (Sworn Affidavit of BBBEE Status Level or SANAS BBBEE Certificate)

#### 2.2.1 TO QUALIFY FOR PREFERENTIAL POINTS

**Should you be recommended, you will be expected to submit an Original Sworn Affidavit of BBBEE Status Level or Original Certified Copy of a BBBEE certificate issued.**

#### 3. TERMS AND CONDITIONS

- 3.1 No late submissions will be accepted.
- 3.2 Quotations should only be submitted to: [scm@orbitcollege.co.za](mailto:scm@orbitcollege.co.za).  
**(Failure to submit to the above stated e-mail address will automatically disqualify your proposal/quotation)**
- 3.3 Service Provider should note that should they be recommended to render the service needed they will be required to complete the College database form obtainable from the College website

([www.orbitcollege.co.za](http://www.orbitcollege.co.za)) in order for the College to issue official Purchase Order from the College system.

**4. EVALUATION CRITERIA**

**4.1 Price and Preferential Procurement**

The quotations will be evaluated on the 80/20 basis, where 80 points will be assigned for the lowest price and the 20 points based on the Preferential Procurement Status level Certificates



**SPECIFICATIONS FOR REQUISITION 24247**

**SERVICE OF AIRCONS**

No	Description	Venue	Quantity
1	MAJOR SERVICE (NEW FILTERS AND REGAS)- reception	18 000 BTU	1
2	1 MAJOR SERVICE (new filters and regas)-A8	24 000 BTU	1
3	MAJOR SERVICE (NEW FILTERS AND REGAS) -A18	24000 BTU	2
4	MAJOR SERVICE (NEW FILTERS AND REGAS) -A19	9000 BTU	1
5	MAJOR SERVICE (NEW FILTERS AND REGAS) -B1	12000 BTU and 24000 BTU	2
6	MAJOR SERVICE (NEW FILTER AND REGAS) -B5	18000 BTU	1
7	MAJOR SERVICE (NEW FILTERS AND REGAS)- B10	24000 BTU	2
8	MAJOR SERVICE (NEW FILTER AND REGAS) -C1	9000 BTU	1
9	MAJOR SERVICE (NEW FILTERS AND REGAS) -A10	12000 BTU	1
10	MAJOR SERVICE (NEW FILTERS AND REGAS) -C1	24000 BTU	2
11	MAJOR SERVICE (NEW FILTERS AND REGAS) -C4	24000 BTU	1
12	MAJOR SERVICE (NEW FILTERS AND REGAS) -C5	24000 BTU	2
13	MAJOR SERVICE D11	36000 BTU	1
14	MAJOR SERVICE - H1	24000 BTU	1
15	CAMPUS MANAGER OFFICE MAJOR SERVICE -REGAS A5	12 000 BTU	1
16	MAJOR SERVICE (NEW FILTER AND REGAS)- H2	12000 BTU	1
17	MAJOR SERVICE (NEW FILTER AND REGAS) H4	12000 BTU	1
18	MAJOR SERVICE ( NEW FILTER AND REGAS)- H8	18000 BTU	2
19	MAJOR SERVICE (NEW FILTER AND REGAS)- H12	12000 BTU	1
20	REPAIR F1 ERROR AND MAJOR SERVICE (NEW FILTERS	18000 BTU	1
21	MAJOR SERVICE (NEW FILTERS AND REGAS) -H14	18000 BTU	1

22	MAJOR SERVICE (NEW FILTERS AND REGAS)- H15	18000 BTU	1
23	MAJOR SERVICE (NEW FILTERS AND REGAS) -H18	18000 BTU	1
24	MAJOR SERVICE (NEW FILTERS AND REGAS) -H20	18000 BTU	1
25	MAJOR SERVICE AIRCON-J6	12000 BTU	2
26	MAJOR SERVICE BOARDROOM AIRCON -A5	12000 BTU	1
27	REPAIR/REPLACE OF COPPER 3M PIPE LEAK M4	36000 BTU	1
28	MAJOR SERVICE OF THE 9 AIRCONS AND REPAIR OF 1 AND SERVICE (NEW FILTERS AND REGAS)	36000 BTU UNDER CEILING	10
29	MAJOR SERVICE BOOKSTORE	60000BTU 12000BTU	2
30	MAJOR SERVICE AI CLASS	24000	1
31	MAJOR SERVICE AND REPAIR - CHIETA	24000BTU	4
32	MAJOR SERVICE (NEW FILTERS AND REGAS) -M3	36000 BTU	1
33	MAJOR SERVICE (NEW FILTER AND REGAS) -E CLASSES	24000 BTU	1
34	MAJOR SERVICE (NEW FILTERS AND REGAS)- M5	18000 BTU	1
35	MAJOR SERVICE (NEW FILTERS AND REGAS)-M7	18000 BTU	1
36	MAJOR SERVICE (NEW FILTERS AND REGAS)-M8	18000 BTU	1
37	MAJOR SERVICE (NEW FILTERS AND REGAS) -M9	18000 BTU	1
38	MAJOR SERVICE (NEW FILTERS AND REGAS)-M13	18000 BTU	1
39	MAJOR SERVICE (NEW FILTERS AND REGAS-M14	18000 BTU	1
40	MAJOR SERVICE (NEW FILTER AND REGAS)-M15	18000 BTU	1
41	MAJOR SERVICE (NEW FILTER AND REGAS)-SC5 social worker office	12000 BTU	1
42	MAJOR SERVICE (NEW FILTERS AND REGAS)-C2	9000 BTU	1
43	MAJOR SERVICE ( NEW SERVICE AND REGAS) C3	12000 BTU	2

APPROVAL: Mogotsi J.R

SIGNATURE: \_\_\_\_\_

## BIDDER'S DISCLOSURE

**1. PURPOSE OF THE FORM**

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 and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are 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. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 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**

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, \_\_\_\_\_ the \_\_\_\_\_ undersigned, (name)..... 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 not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 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.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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.

- 3.6 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 No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature	..... Date
..... Position	..... Name of bidder