

**REQUEST FOR QUOTATION**

**JOB TITLE:** \_**Painting work at Indumiso Campus**\_\_\_\_\_\_

**SUPPLIER NAME : ...................................................................................... DUT DATABASE NUMBER: ..................................**

**CO. REG. NO. : ...................................................................... VAT NUMBER : .. .............................................................**

**ADDRESS : ..............................................................................................................................................................................**

**DATE: …………….........................................................**

**The job title must be written on the envelope.**

Suppliers who are interested in supplying the goods as specified hereinafter, and subject to the General and Special conditions of the Durban University of Technology, are requested to complete this set of documents and address it in a sealed envelope marked for **Attention : Procurement and Materials Manager. Envelopes are to be dropped off same in the PROCUREMENT DEPARTMENT, located on the Ground Floor, Block A, M.L. Sultan Campus, 41 / 43 M.L. Sultan Road, Durban, 4001** on the specified Closing time and date. **Please note that no faxed/emailed quotations will be accepted.**

**Site visit details:**

**Date: \_ 16 /04 /2018 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_10h00\_\_\_\_\_\_\_\_\_\_\_\_**

**Venue: Meet on the stairs in front of the Administration Block, Indumiso Campus**

**Unit 1, Fj Sithole Rd, Imbali, Pietermaritzburg, 3201**

**Contact person: \_\_Alvin Pillay\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact number: \_\_\_033 8459033\_\_\_\_\_\_\_\_\_**

I/We hereby quote for the supply of the hereinafter item/s in terms of the SAID description, Specification, Terms and Conditions set herein. The variations are stated where the item offered does not comply with specifications as per original tender.

**RUBBER STAMP**

**........................................... ................................................... ......................................**

**SIGNATURE CAPACITY DATE**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **OFFICIAL USE**

 **DEPARTMENT : PROCUREMENT CLOSED QUOTE NO. 1, 2 & 3**

**CONTACT PERSON : Ettienne Rampaul Tel: +27 03 845 8991**

 **Email: ettienner@dut.ac.za**

**CLOSING DATE : 23/04/2018 CLOSING TIME : 10AM**

**SUBMIT DUPLICATE COPY OF QUOTATION**

**All *NEW* service providers are requested to submit the following compulsory documents:**

|  |
| --- |
| The Tax clearance certificate **together with** unique pin must be submitted. Upon evaluation should the service providers tax clearance status printed from the online portal not be in order at close of the RFQ this will lead to the invalidation of the RFQ |
| Certified valid BBBEE certificate (Sanas or IRBA or sworn affidavit) |
| Certified and Valid Entity Registration Documents |
| VAT registration:* Your company must be registered for vat in order to tender
* Vat number must be stipulated on the Original Tax clearance certificate
 |
| Company Profile  |
| Three x letters of references from customers rating your service  |

**OR**

**If you are a current service provider to DUT kindly, provide the following:**

|  |
| --- |
| **DUT database number**  |
| The Tax clearance certificate **together with** unique pin must be submitted. Upon evaluation should the service providers tax clearance status printed from the online portal not be in order at close of the RFQ this will lead to the invalidation of the RFQ |
| Certified valid BBBEE certificate (Sanas or IRBA or sworn affidavit) |

**SPECIFICATION / SCOPE OF WORK**

**Quote: 1 ADMIN BLOCK, painting external of building**

1. **Walls + Columns**
* **Remove Flaking Paint**
* **Wire brush and Clean**
* **Polyfil cracks and Sandpaper**
* **Use Plascon Bonding Liquid**
* **Paint first coat with Plascon Surecoat**
* **Paint two coat of Plascon final Colour**
1. **Ceiling**
* **Remove Flaking Paint**
* **Nail loose cornice and ceiling**
* **Replace if Damaged**
* **Polyfil where necessary**
* **Nail heads to be undercoated**
* **Apply first coat with Surecoat**
* **Apply two coats of Plascon white**
1. ***Doors and Frames***
* ***Sand paper Doors and Frames***
* ***Apply Undercoat where necessary on Frames and Doors***
* ***Apply two coats of Plascon Enamel***
* ***Apply two coats of Plascon Varnish where necessary***
1. ***Window Frames , Steps & Balustrade***
* ***Sandpaper steel***
* ***Remove flaking Paint***
* ***Wire brush***
* ***Apply Rust convertor where necessary***
* ***Apply Plascon Undercoat***
* ***Apply two coats of Plascon Enamel***
* ***Replace boards on Balustrade where necessary***
1. ***Fascia and Barge Boards & Downpipes***
* ***Remove Flaking Paint***
* ***Sandpaper***
* ***Replace damaged boards***
* ***Apply Plascon Undercoat***
* ***Apply two coats of Plascon Enamel***

 ***Terms and Condition***

***Colours will be Discussed at site Meeting***

***All Paint must be Plascon***

***Safety must be Adhered to***

***Site must be Clean when Handover***

***10% will of Contract Price will be Retained if site not Cleaned***

**Quote 2: Technical Block, painting external of building**

1. **Walls**
	* **Remove Flaking Paint**
	* **Wire brush and Clean**
	* **Polyfil cracks and Sandpaper**
	* **Use Plascon Bonding Liquid**
	* **Paint first coat with Plascon Surecoat**
	* **Paint two coat of Plascon final Colour**
2. **Ceiling**
	* **Remove Flaking Paint**
	* **Nail loose cornice and ceiling**
	* **Replace if Damaged**
	* **Polyfil where necessary**
	* **Nail heads to be undercoated**
	* **Apply first coat with Surecoat**
	* **Apply two coats of Plascon white**
3. ***Doors and Frames***
	* ***Sand paper Doors and Frames***
	* ***Apply Undercoat where necessary on Frames and Doors***
	* ***Apply two coats of Plascon Enamel***
	* ***Apply two coats of Plascon Varnish where necessary***
4. ***Window Frames , Burglar &Balustrade***
	* ***Sandpaper steel***
	* ***Remove flaking Paint***
	* ***Wire brush***
	* ***Apply Rust convertor where necessary***
	* ***Apply Plascon Undercoat***
	* ***Apply two coats of Plascon Enamel***
	* ***Replace boards on Balustrade where necessary***
5. ***Fascia and Barge Boards & Downpipes***
	* ***Remove Flaking Paint***
	* ***Sandpaper***
	* ***Replace damaged boards***
	* ***Apply Plascon Undercoat***
	* ***Apply two coats of Plascon Enamel***

***Terms and Condition***

***Colours will be Discussed at site Meeting***

***All Paint must be Plascon***

***Safety must be Adhered to***

***Site must be Clean when Handover***

***10% will of Contract Price will be Retained if site not Cleaned***

**Quote 3: Block B, painting external of building**

1. **Walls**
	* **Remove Flaking Paint**
	* **Wire brush and Clean**
	* **Polyfil cracks and Sandpaper**
	* **Use Plascon Bonding Liquid**
	* **Paint first coat with Plascon Surecoat**
	* **Paint two coat of Plascon final Colour**
2. **Ceiling**
	* **Remove Flaking Paint**
	* **Nail loose cornice and ceiling**
	* **Replace if Damaged**
	* **Polyfil where necessary**
	* **Nail heads to be undercoated**
	* **Apply first coat with Surecoat**
	* **Apply two coats of Plascon white**
3. ***Doors and Frames***
	* ***Sand paper Doors and Frames***
	* ***Apply Undercoat where necessary on Frames and Doors***
	* ***Apply two coats of Plascon Enamel***
	* ***Apply two coats of Plascon Varnish where necessary***
4. ***Window Frames , Burglar &Balustrade***
	* ***Sandpaper steel***
	* ***Remove flaking Paint***
	* ***Wire brush***
	* ***Apply Rust convertor where necessary***
	* ***Apply Plascon Undercoat***
	* ***Apply two coats of Plascon Enamel***
	* ***Replace boards on Balustrade where necessary***
5. ***Fascia and Barge Boards & Downpipes***
	* ***Remove Flaking Paint***
	* ***Sandpaper***
	* ***Replace damaged boards***
	* ***Apply Plascon Undercoat***
	* ***Apply two coats of Plascon Enamel***

***Terms and Condition***

***Colours will be Discussed at site Meeting***

***All Paint must be Plascon***

***Safety must be Adhered to***

***Site must be Clean when Handover***

***10% will of Contract Price will be Retained if site not Cleaned***