



DURBAN UNIVERSITY OF TECHNOLOGY
INYUVESI YASETHEKWINI YEZOBUCHWEPHESHE

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CALL FOR EXPRESSIONS OF INTEREST (EOI) – RFI-DUT-006

COMMERCIALISATION OF DUT CAMPUS SPACES, INFRASTRUCTURE AND CONCESSIONS

EOI CLOSING DATE: 25 SEPTEMBER 2026 by 11am - TO BE EMAILED TO tenders@dut.ac.za

Contact person for EOI queries - Demand-Procurement@dut.ac.za

1. PURPOSE OF THIS EOI

The Durban University of Technology (DUT) invites Expressions of Interest from suitably qualified and experienced service providers for potential commercial opportunities across DUT campuses. This EOI is an initial market-sounding and pre-qualification process intended to identify capable providers and assess market interest before DUT issues a targeted Request for Proposals (RFP), where applicable.

This EOI is not an invitation to tender, an offer of a site, a lease, an appointment, or a commitment by DUT. No respondent may undertake site works, installation, trading, advertising, or use of DUT infrastructure unless and until it has received a written appointment and concluded the required agreement with DUT.

2. GOVERNANCE AND STRATEGIC ALIGNMENT

The process will be administered in accordance with the DUT Space Management – Commercialization SOP, DUT procurement processes, and the Envision 2030 values. Any shortlist or recommendation remains subject to the applicable evaluation process and endorsement by the Space Committee.

- DUT will profile and assess available spaces before any allocation or procurement decision.
- DUT will seek a balanced, complementary tenant mix that supports student life, affordability, wellness, safety, and institutional sustainability.
- Final commercial terms, site allocation, lease duration, utilities, maintenance responsibilities, fit-out approval, and performance requirements will be determined only at RFP and contracting stages..

2.1 INFORMATION BRIEFING SESSION

DUT will host a virtual briefing session for prospective respondents on 4 September. The session will explain the purpose and scope of the EOI, the commercial streams, submission requirements, the

distinction between the EOI and any subsequent RFP, and the process for submitting questions or requests for clarification.

Date: 4 September | Format: MS teams | Time: 11 to 12pm | Meeting link:
<https://teams.microsoft.com/meet/373522746697531?p=JGeXsF07h2x9pVyTKh>

Attendance is compulsory for interested respondents, respondents will be required to sign an online register. Any formal clarification arising from the briefing session will be managed and communicated in accordance with the EOI process.

NB: a list of available spaces will be made available to the respondents after the compulsory briefing session

3. COMMERCIAL STREAMS OPEN FOR EXPRESSIONS OF INTEREST

Stream	Commercial opportunity	Examples of acceptable proposals
1	Food and Hospitality	Cafeterias, food outlets, coffee shops, healthy meal bars, bakeries, and grab-and-go kiosks.
2	Retail and Convenience	Convenience retail, grocery, stationery, textbooks, academic supplies, and DUT merchandise.
3	Academic and Technology Support	Printing, copying, binding, device repairs, technology accessories, and digital support services.
4	Banking and Financial Services	Bank branches, ATM services, student financial-service points, and fintech kiosks.
5	Personal and Health Care Services	Pharmacies or dispensaries, grooming, laundry services, courier collection points, and parcel lockers.
6	Outdoor and Digital Media	Digital or static advertising infrastructure, building wraps, campus media, transit media, and indoor digital signage.
7	Rooftop Telecommunications Infrastructure	Cellular base stations, 4G/5G infrastructure, micro/macro sites, and fibre/telecommunications equipment rooms.
8	Vending Machine Services	Snack, beverage, hot-drink, hygiene, and stationery vending machines.
9	Student Enterprise Incubation	Pop-up kiosks, trading bays, mobile food trailers, and craft stalls for qualifying student entrepreneurs.

Catering, sports, events, and brand activation services are excluded from this EOI and are not a commercial stream under this call.

4. EOI SUBMISSION REQUIREMENTS

Respondents must submit sufficient information for DUT to assess capability, experience, financial standing, and suitability. Information required at this EOI stage is deliberately limited to matters reasonably available before appointment. Site-specific approvals and final technical certifications are not required at this stage.

Requirement	Applicability
Completed supplier/operator information form and signed declaration.	All respondents.
CIPC registration documents, active directors/owners, and SARS Tax Compliance Status PIN.	All respondents.
Company profile, relevant experience, and at least two contactable references for comparable work.	All respondents.
High-level business concept and operating model, including intended product/service range and indicative pricing approach where relevant.	Streams 1–9, as applicable.
Bidders shall submit their latest audited annual financial statements, or independently reviewed financial statements where applicable, to demonstrate their financial capacity and stability.	All respondents.
Relevant existing sector licenses, registrations, accreditations, or proof of eligibility to hold them.	Where applicable.
Indicative concept, photographs, product brochures, layout, or technical proposal. This must be non-site-specific unless DUT has provided a specific site brief.	Where applicable.
Public liability insurance certificate, or an undertaking to obtain and maintain suitable cover before commencement.	Where applicable.
Written undertaking to meet all statutory, municipal, health and safety, electrical, and building requirements before operations or installation commence.	Where applicable.
Proof of authority to represent the relevant principal, brand, network operator, or asset owner, where the respondent acts as an intermediary.	Where applicable.

5. EOI-SPECIFIC REQUIREMENTS BY COMMERCIAL STREAM

Stream	EOI-stage evidence required	Not required at EOI stage
Food and Hospitality	Comparable operating experience; proposed concept/menu; affordability approach; current COA/health permit if already operating, or an undertaking to obtain all approvals before trading.	Site-specific food premises approval, final kitchen drawings, grease-trap design, or fit-out approval.
Banking and Financial Services	Proof of regulatory standing/authorization where applicable; experience; proposed service model and security approach.	Site-specific ATM/branch security design and final building approvals.
Personal and Health Care	Relevant existing professional registration/licence where applicable; concept and experience.	Site-specific licensing, building plans, or final health/medical-waste approvals.

Outdoor and Digital Media	Portfolio of comparable legally approved installations; municipal approval track record; credentials of a suitably qualified structural engineering partner; preliminary non-site-specific concept; written undertaking to obtain all approvals before erection.	Site-specific municipal outdoor advertising permit, landowner consent, building-plan approval, traffic assessment, or final structural engineering certificate.
Rooftop Telecommunications	Proof of relevant network/operator authority or mandate; comparable rooftop deployment experience; preliminary technical concept; credentials of suitably qualified structural and waterproofing professionals; written undertaking to obtain approvals before installation.	Site-specific structural load assessment, roof-access approval, final method statement, municipal approvals, or final electrical certification.
Vending Machine Services	Machine brochures/specifications; product categories and indicative pricing; payment methods; restocking, cleaning, security, refund, and maintenance approach; comparable references.	Site-specific electrical Certificate of Compliance, final location approval, and completed installation sign-off.

6. EOI EVALUATION AND NEXT STEPS

EOI submissions will first be screened for completeness and mandatory compliance. Responsive submissions may then be assessed qualitatively against relevant experience, commercial and operational capability, institutional fit, financial capability, compliance approach, and the suitability of the proposed concept.

DUT may invite suitable respondents to a subsequent RFP. Only the RFP will specify a particular site or package, detailed technical scope, final evaluation weights, commercial proposal requirements, and the conditional appointment process.

7. CONDITIONS OF SUBMISSION

7.1 Validity period

Each EOI must remain valid for at least six (6) months from the closing date.

7.2 Cost of response

Respondents bear all costs of preparing and submitting their EOI. DUT accepts no liability for such costs.

7.3 Reservation of rights

DUT reserves the right to accept or reject any response, request clarification, shortlist respondents, issue an RFP, negotiate where permitted, or cancel or withdraw this EOI in whole or in part.

7.4 Disclaimer

This EOI is an expression of interest only and is not an offer document. Submission does not create a contract, confer a right to appointment, or guarantee allocation of a site. DUT makes no representation, warranty, assurance, guarantee, or endorsement regarding the completeness of this EOI and has no liability in connection with it.

7.4.1 Respondents may not assume that documents or information previously supplied to DUT remain available to DUT and must submit all information relied upon in their response.

7.4.2 Copies of relevant existing registrations, licences, affiliations, memberships, accreditations, and compliance certificates supporting the response must be included where available and applicable.

7.4.3 A material omission, factual inaccuracy, or misrepresentation may result in disqualification or cancellation of any resulting process or agreement

7.4.4 Failure to comply with the stated terms and submission requirements may invalidate the response

8. RETURNABLE SCHEDULES AND COMPLIANCE FORMS

The following Annexures constitute the mandatory returnable documents for this EOI. All applicable annexures must be fully completed, signed, and returned with the submission. Incomplete or unsigned returnable forms will render the EOI submission non-responsive.

ANNEXURE A: SUPPLIER / OPERATOR INFORMATION FORM

Registered entity name	
Trading name	
Registration number	
Income Tax Reference Number	
CSD Unique Reference Number (MAAA)	
VAT Registration Number (if applicable)	
SARS Tax Compliance Status PIN	
Directors/owners	
Physical address	
Postal address	
Primary contact person & designation	
Telephone and email	
Website (if applicable)	
Years in operation	
Commercial stream(s) applied for	
Preferred campus/location, if known	
Briefing session attendance / representative name (optional)	

☐ Sole Proprietor
 ☐ Partnership
 ☐ Close Corporation
 ☐ Private Company (Pty Ltd)
 ☐ Public Company
 ☐ Trust
 ☐ Joint Venture
 ☐ Other (specify): _____

ANNEXURE B: OWNERSHIP/SHAREHOLDING & B-BBEE DETAILS

List all owners, directors, partners, or shareholders holding 5% or more interest in the entity.

#	Full Name	ID Number	% Shareholding	Citizenship	Historically Disadvantaged (Y/N)

B-BBEE Contributor Level (attach valid certificate/affidavit)	
CIPC Sworn Affidavit Reference (EME/QSE, if applicable)	

ANNEXURE C TAX & LEGAL COMPLIANCE DECLARATION

☐ Valid Tax Compliance Status (TCS) PIN attached
 ☐ SARS Tax Clearance attached

Tax Compliance Status (TCS) PIN Number	
PIN Issue Date	

ANNEXURE D DECLARATION OF INTEREST

Bidders must disclose whether they, or any of their directors/shareholders, are employed by the State, or are related to any DUT official involved in this procurement process.

☐ I am/We are NOT employed by the State or related to any DUT official
 ☐ I am/We ARE employed by the State / related to a DUT official (provide details below)

Full Details (if applicable)	
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ANNEXURE E OPERATIONAL EXPERIENCE & TRACK RECORD

Applicable to the specific commercial stream(s) being applied for.

Stream Applied For	Years of Relevant Experience	Site / Client Name	Contract Value (p.a.)	Reference Contact Number

ANNEXURE F PROPOSED SITE / SPACE REQUIREMENT

DUT Campus Preferred (e.g. Steve Biko, ML Sultan, Riverside, Indumiso)	
Type of Space Required (shop / rooftop / wall / kiosk bay / office)	
Approximate Size Required (m²)	
Proposed Operating Hours	
Number of Staff to be Employed On-Site	

ANNEXURE G INDICATIVE COMMERCIAL OFFER (NON-BINDING)

This is an indicative offer for EOI evaluation purposes only. Final commercial terms will be determined at RFP stage.

Proposed Monthly Base Rental (ZAR, excl. VAT)	
Proposed Turnover / Revenue Share % (if applicable)	
Proposed Lease Term (years)	
Capital Investment Committed by Bidder (ZAR)	

ANNEXURE H REGULATORY & TECHNICAL COMPLIANCE CHECKLIST

Tick all documents enclosed with this submission. Mark N/A where not applicable to your offering.

Required Document	Enclosed (✓)	N/A
Certified copy of Company/CC/Trust registration documents	☐	☐
Certified copy of ID(s) of Directors/Owners/Trustees	☐	☐
Valid Tax Compliance Status (TCS) PIN	☐	☐
B-BBEE Certificate / Sworn Affidavit	☐	☐
Proof of relevant business/health/liquor licensing (where applicable)	☐	☐
Public Liability Insurance certificate or undertaking to obtain cover	☐	☐
Municipal Outdoor Advertising track record (Outdoor Media only)	☐	☐
Proof of network/operator mandate (Telecoms only)	☐	☐
Portfolio of similar completed projects / sites	☐	☐
Company profile / brochure	☐	☐
Latest audited or independently reviewed financial statements	☐	☐

ANNEXURE I REFERENCES (MINIMUM 2 REQUIRED)

Client/Site Name	Contact Person	Contact Number	Nature & Duration of Engagement

ANNEXURE J DECLARATION AND AUTHORISATION TO SUBMIT

I/We, the undersigned, being duly authorised to represent the applicant named above, hereby certify that:

- All information provided in this EOI submission and its annexures is true, accurate, and complete, and I am authorised to submit this response on behalf of the applicant.
- The applicant accepts the terms and conditions of the DUT Space Management – Commercialisation SOP.
- The applicant understands that this EOI does not constitute an offer, acceptance, or binding lease, and that all commercial terms remain subject to a subsequent RFP and Space Committee endorsement.
- DUT reserves the right to accept or reject any or all submissions without providing reasons.

Full Name of Signatory	
Designation / Position	
Signature	
Date	
Official Company Stamp	