



**DURBAN UNIVERSITY OF TECHNOLOGY**  
**INYUVESI YASETHEKWINI YEZOBUCHWEPHESHE**



## **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](mailto:tenders@dut.ac.za)

Contact person for EOI queries - [Demand-Procurement@dut.ac.za](mailto: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.

**The briefing session is not compulsory as this is an RFI only.**

### 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.

| <b>Requirement</b>                                                                                                                                                                             | <b>Applicability</b>        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 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

| <b>Stream</b>          | <b>EOI-stage evidence required</b>                                                                                                                                                                                                                                                                                                                    | <b>Not required at EOI stage</b>                                                                                                            |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| 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.                                      |
| Retail and Convenience | Evidence of comparable experience operating convenience stores, tuckshops, kiosks, grocery outlets, stationery shops, bookstores, or merchandise outlets. Respondents must provide the proposed product range, stock-management approach, pricing and affordability strategy, supplier arrangements, and point-of-sale or payment-system information. | Site-specific shopfitting drawings, final shelving and layout plans, signage approvals, or trade approvals relating to a specific DUT unit. |

|                                 |                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                 |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Academic and Technology Support | Evidence of experience providing printing, copying, binding, stationery, textbook, device-repair, technology-accessory, or related student-support services. Respondents must provide details of the proposed equipment, service offering, turnaround times, pricing approach, maintenance arrangements, and data-security measures where applicable. | Site-specific equipment layouts, final electrical requirements, dedicated network-installation approvals, or final shopfitting plans                            |
| 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

DUT Commercial Spaces EOI

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

## ANNEXURE C TAX & LEGAL COMPLIANCE DECLARATION

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

|                                               |  |
|-----------------------------------------------|--|
| <b>Tax Compliance Status (TCS) PIN Number</b> |  |
| <b>PIN Issue Date</b>                         |  |

## 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)

|                                     |  |
|-------------------------------------|--|
| <b>Full Details (if applicable)</b> |  |
|-------------------------------------|--|

**ANNEXURE E OPERATIONAL EXPERIENCE & TRACK RECORD**

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

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

**ANNEXURE F PROPOSED SITE / SPACE REQUIREMENT**

|                                                                               |  |
|-------------------------------------------------------------------------------|--|
| <b>DUT Campus Preferred (e.g. Steve Biko, ML Sultan, Riverside, Indumiso)</b> |  |
| <b>Type of Space Required (shop / rooftop / wall / kiosk bay / office)</b>    |  |
| <b>Approximate Size Required (m<sup>2</sup>)</b>                              |  |
| <b>Proposed Operating Hours</b>                                               |  |
| <b>Number of Staff to be Employed On-Site</b>                                 |  |

**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.*

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

## 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             | <input type="checkbox"/> | <input type="checkbox"/> |
| Certified copy of ID(s) of Directors/Owners/Trustees                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Valid Tax Compliance Status (TCS) PIN                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| B-BBEE Certificate / Sworn Affidavit                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Proof of relevant business/health/liquor licensing (where applicable) | <input type="checkbox"/> | <input type="checkbox"/> |
| Public Liability Insurance certificate or undertaking to obtain cover | <input type="checkbox"/> | <input type="checkbox"/> |
| Municipal Outdoor Advertising track record (Outdoor Media only)       | <input type="checkbox"/> | <input type="checkbox"/> |
| Proof of network/operator mandate (Telecoms only)                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Portfolio of similar completed projects / sites                       | <input type="checkbox"/> | <input type="checkbox"/> |
| Company profile / brochure                                            | <input type="checkbox"/> | <input type="checkbox"/> |
| Latest audited or independently reviewed financial statements         | <input type="checkbox"/> | <input type="checkbox"/> |

## 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.

|                               |  |
|-------------------------------|--|
| <b>Full Name of Signatory</b> |  |
| <b>Designation / Position</b> |  |
| <b>Signature</b>              |  |
| <b>Date</b>                   |  |
| <b>Official Company Stamp</b> |  |

## SCHEDULE OF AVAILABLE COMMERCIAL SPACES & ASSET INVENTORY

This schedule provides an indicative breakdown of vacant and available commercial opportunities across Durban University of Technology (DUT) campuses for bidders submitting an Expression of Interest (EOI). All spatial allocations are subject to final spatial verification, sub-division, or layout reconfiguration during the subsequent RFP and contracting stages.

| Item | Campus / Location                    | Space Typology / Asset         | Units | Approx. Area (m <sup>2</sup> )                      | Key Features & Envisaged Commercial Use                                                                                                                                                                |
|------|--------------------------------------|--------------------------------|-------|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Steve Biko Campus                    | Retail Kiosks                  | 3     | 9.5 m <sup>2</sup> each (28.5 m <sup>2</sup> total) | Three compact standalone retail kiosks situated in high-footfall campus walkways. Ideal for convenience goods, accessories, or grab-and-go services.                                                   |
| 2    | Brickfield Campus                    | Campus Cafeteria               | 1     | +/- 200 m <sup>2</sup>                              | Dedicated cafeteria facility complete with dining/seating hall, service counter, and food preparation built-ins.                                                                                       |
| 3    | ML Sultan Campus                     | Campus Cafeteria               | 1     | TBC (Medium–Large)                                  | Central campus cafeteria facility featuring dedicated food preparation, service counters, and customer dining area.                                                                                    |
| 4    | City Campus                          | Campus Cafeteria               | 1     | +/- 275 m <sup>2</sup>                              | Substantial cafeteria space with extensive indoor dining/seating area, kitchen, and customer service counters.                                                                                         |
| 5    | City Campus                          | Campus Tuckshop                | 1     | TBC (Compact)                                       | Convenience tuckshop/retail outlet serving the campus community with packaged food, refreshments, and stationery.                                                                                      |
| 6    | Steve Biko Residence                 | Street-Facing Commercial Units | 3     | TBC (Large)                                         | Prominent road-facing commercial units providing high external street visibility and dual access to both the university community and surrounding public transit networks.                             |
| 7.1  | Winterton Residence (Winterton Walk) | Retail Unit 2                  | 1     | 113 m <sup>2</sup>                                  | High-footfall commercial unit located along Winterton Walk frontage facing the Inanda / taxi rank precinct. Suitable for retail, food, or essential services.                                          |
| 7.2  | Winterton Residence (Winterton Walk) | Retail Unit 3                  | 1     | 69 m <sup>2</sup>                                   | Street-level commercial retail space situated along the bustling Winterton Walk transport node frontage.                                                                                               |
| 7.3  | Winterton Residence (Winterton Walk) | Retail Unit 5                  | 1     | 120 m <sup>2</sup>                                  | Comprehensive retail unit equipped with kitchen/food preparation area, customer service front, and secure back-of-house storage.                                                                       |
| 8.1  | Student Centre (Steve Biko)          | Shop 1 (Food / Retail)         | 1     | 87 m <sup>2</sup> total                             | Specialised food service unit: 18 m <sup>2</sup> retail/serving counter, 43 m <sup>2</sup> commercial kitchen, 14 m <sup>2</sup> customer service zone, and 2 × 6 m <sup>2</sup> dedicated storerooms. |
| 8.2  | Student Centre (Steve Biko)          | Shop 2 (Food / Catering)       | 1     | 42 m <sup>2</sup> total                             | Food retail unit: 12 m <sup>2</sup> front shop/service area, 24 m <sup>2</sup> fitted kitchen, and 2 × 3 m <sup>2</sup> walk-in cold rooms.                                                            |
| 8.3  | Student Centre (Steve Biko)          | Shop 3 (Food / Catering)       | 1     | 39 m <sup>2</sup> total                             | Food retail unit: 12 m <sup>2</sup> front shop, 24 m <sup>2</sup> commercial kitchen, and 3 m <sup>2</sup> dedicated cold room facility.                                                               |
| 8.4  | Student Centre (Steve Biko)          | Shop 4 (Retail / Services)     | 1     | 18 m <sup>2</sup> total                             | Compact commercial shop: 10 m <sup>2</sup> front retail floor and 8 m <sup>2</sup> secure storeroom. Suitable for dry goods, stationery, tech support, or grooming.                                    |

|     |                                  |                            |   |                         |                                                                                                                                                                    |
|-----|----------------------------------|----------------------------|---|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.5 | Student Centre (Steve Biko)      | Shop 5 (Retail / Services) | 1 | 33 m² total             | Retail/service unit: 18 m² customer trading area and 15 m² dedicated storeroom.                                                                                    |
| 9   | Student Centre (Steve Biko)      | Banking / ATM Concourse    | 5 | TBC (Standard ATM bays) | Dedicated automated teller machine (ATM) concourse accommodating up to 5 individual banking / financial service points. Allowance for drop down units can be made. |
| 10  | Indumiso Campus (Midlands - PMB) | Open-Plan Commercial Hub   | 1 | +/-195m²                | Extensive multi-purpose commercial hall capable of internal subdivision or open-plan configuration for retail, food court, or student service hubs.                |

#### PORTFOLIO SUMMARY & SUBMISSION NOTES

- Total Scheduled Units: Approximately 25 commercial spaces/units across Durban and Midlands campus precincts.
- Reconfiguration & Sub-division: All listed spaces are subject to layout verification, internal sub-division, or spatial reconfiguration depending on proposal merit, commercial mix, and Space Committee approval.
- Vending Machines & Specialised Streams: Expressions of interest for automated vending machines (beverage, snack, hygiene, stationery), rooftop telecommunications infrastructure, digital outdoor media, and student enterprise incubation are evaluated on a case-by-case basis across all campus zones.
- Site-Specific Packs (RFP Stage): Exact floor plans, spatial boundaries, and municipal utility connection points (power, water, drainage) will be issued to shortlisted bidders during the subsequent RFP phase.

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|     |                                  |                            |   |                         |                                                                                                                                                                    |
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