



SCM Division
SABC NW
Cnr Dr Albert Luthuli Drive &
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Fax + 18 389 7258
URL www.sabc.co.za

REQUEST FOR OFFER (RFO)

RFO	REQUEST FOR OFFER/NW/MAR/2025/LG
RFO ISSUE DATE	06 MARCH 2025
RFO DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR DISPOSAL OF SABC OF OBSOLETE OFFICE FURNITURE AND EQUIPMENT AT THE SABC NW REGION
NON-COMPULSORY SITE VISIT	11 MARCH 2025 @10:00 VENUE: SABC NW, CNR DR ALBERT LUTHULI DRIVE, MMABATHO
CLOSING DATE & TIME	14 MARCH 2025 @ 12H00PM

Submissions must be emailed to: SABC RFQSubmissions@sabc.co.za on or before the closing date of this RFO.

For queries, please contact **Namhla Siko** on email tenderqueries@sabc.co.za

The SABC requests your Offer on the services listed above. Please furnish us with all the information as requested and return your offer on the date and time stipulated above. Late and incomplete submissions will invalidate the offer submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FAX NO. : _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

South African Broadcasting Corporation SOC Limited: Registration Number: 2003/023915/30

Non-Executive Directors: Mr K M Ramukumba (Chairperson); Ms N A Batyi (Deputy Chairperson); Dr R K C Horne; Ms P Kadi; Ms P P Magopeni; Mr D M Maimela; Ms A C Makhwanya; Mr D K Mohuba; Ms M Moonsamy; Ms R M S Motaung; Adv T S Thipanyane; Mr M Tsedu

Executive Directors: Ms N L Chabeli (Group Chief Executive Officer); Mr L Binza (Acting Chief Operations Officer); Mr T Matore (Acting Chief Financial Officer);

Company Secretary: Adv T Moshakga

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:
 - **RFQ Number and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

NOTES ON SITE VISIT

Report to Reception **15 Minutes** before the Session in order to plan with the Protection Service to gain access to the Facility. Bring along your Id or Drivers licence to gain access to the SABC North West Region.

□ NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS.

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1. REQUIRED DOCUMENTS

- 2.1 Submit proof of CSD Registration (**Bidder must be registered with CSD to do business with the SABC**)
- 2.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 2.3 Valid SARS Tax Compliance Status Pin Issued to validate supplier's tax matters.
- 2.4 **Certified** copy of Valid BBBEE Certificate/Affidavit (from SANAS accredited Verification Agency)
Note: All section of BBBEE sworn affidavits must be completed in full. Please see guideline for validating BBBEE sworn affidavits.
- 2.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 2.6 Certified copy of Shareholders' certificates.
- 2.7 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

NO CONTRACT WILL BE AWARDED TO ANY BIDDER WHO IS NOT REGISTERED ON THE CSD

DETAILED TECHNICAL SPECIFICATION

1. COMPANY OVERVIEW

South African Broadcasting Corporation (SABC) is a Public Entity founded in August 1936 and listed in terms of Schedule 2 of the Public Finance Management Act, Act No. 1 of 1999, as a public broadcaster in South Africa, and provides 19 radio stations as well as five television broadcasts to the general public.

2. BACKGROUND

In the SABC, North West region, there is an office furniture and equipment asset that have been obsolete. The disposal committee set on the 28 November 2024, and it was resolved that the asset in question is to be disposed of. It was also agreed that the following method of disposal will be followed, assets that are no longer in a usable state will be disposed by issuing an enquiry to the market and appoint the Supplier to offer a financial offer and purchase the whole lot from SABC. The full list of detailed inventories is available and attached.

3. REQUIREMENTS

The Successful bidders will be responsible for the above-mentioned scope of works but not limited to:

- a) Provide collection and transportation service of assets at SABC.
- b) The service provider is required to give SABC an offer on the assets.
- c) **Environmental compliance** - Appointed service needs to ensure that all disposal activities are done in a safely, responsible and environmentally friendly manner.
Ensuring compliance with environmental and safety regulations.

Harzadous Waste Disposal Certificate / Environmental Compliance Certificate must be provided

- d) The appointed service provider will work with SABC staff to compile a register of assets removed from the SABC in order for SABC to remove the assets from the asset register.
- e) Business may be awarded to the service provider that will give a competitive offer to SABC.
- f) Transaction should be at no cost to SABC.
- g) Preference will be given to the service provider that will take the whole lot.

List of Items on Offer is attached here to as Excel Spreadsheet.

END OF RFO DOCUMENT

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