



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

BID NO	: ZNT 03111W
Description	: Suitable and capable service providers are invited to Bid for Supply and letting of suitable Office Accommodation to the Department of Public Works and Infrastructure: On behalf of KZN Department of Health: in Durban: Procurement of suitable office of the extent of 504m ² (Plus 20% -25% (126m ²) non-assignable space) totalling to 630m ² ; plus 19 undercover parking bays, 01 Open parking bay and 01 parking bay for persons with disabilities for a period of five (5) years with an option to extend not exceeding four (4) years, eleven (11) months.
Advert date	: 28 October 2026
Closing Date	: 27 November 2026
Time	: 11h00
Documents available for collection from	: Department of Public Works and Infrastructure: eThekwini Regional Office: 455A King Cetshwayo Highway, Mayville–SCM -Ground floor (helpdesk), during working hours (08h00 to 15h45)
At no Cost documents to the	: The complete quotation document can be downloaded from www.kznworks.gov.za under: Tender Bids and Quotations/The e-Tender Portal www.etenders.gov.za under browse opportunities
Cost of tender document	: R380
Account Name	: KZN PROV GOV-WORKS
Bank Name	: ABSA BANK
Account Number	: 41-2194-1044
Account type	: BUSINESS CHEQUE ACCOUNT
Branch Code	: 632005
Ref	: ZNT 03111W

Compulsory Pre-Tender Briefing Meeting/ Quotation Clarification Meeting: Compulsory briefing meeting will be conducted on the **12th of November 2026** at **09h00am** at the Department of Public Works & Infrastructure, eThekwini Region, Mayville at the ground floor boardroom.

Closing Date and Time: **27 November 2026 at 11h00 am.**

NB. Completed quotation documents are only to be deposited in the Tender box no.6&7 at 455A King Cetshwayo Highway, Mayville 4091 (Basement tender office-Helpdesk)

Tender Validity	: 90 days
Contract Period	: five (5) years with an option to extend not exceeding four (4) years, eleven (11) months.

Enquiries relating to the quotation document may be directed to

Tel: 066 535 7932; email: khosi.ngcobo@kznworks.gov.za

All technical enquiries may be directed to;

Tel: 073 322 1979; email: mduduzi.mfeka@kznworks.gov.za

Conditions of Tender:

Prequalifying Criteria

Evaluation Criteria

Administrative compliance, mandatory requirements, financial offer and preference offer.

PHASE 1: ADMINISTRATIVE COMPLIANCE

- Correctness of quotation documents.
- Compliance with quotation regulations (registration with CSD)

PHASE 2: MANDATORY REQUIREMENTS

MANDATORY REQUIREMENTS
1. PROPERTY OWNERSHIP Bidder to provide proof of ownership. If not, the owner must provide the power of attorney to act on his/her behalf and a copy of the power of attorney must be included in the submission of the bid A signed deed of sale agreement will be considered for property that is in the process of being purchased by one entity to another. Compliance requirements: Certified copy of the Title Deed/Certified Windeed printout (department reserves the right to verify the correctness of windeed printout) if owner is directly bidding <i>or</i>; Attach both certified copy Title Deed <i>and</i> copy of Power of Attorney/ signed mandate letter/lease agreement, if bidding as an agent/broker/independent company using another person's property <i>or</i> Copy of fully signed Sale Agreement, together with the Title Deed of the current owner of the building, if is in the of being purchased as well as the certified copies of Identity Documents for both the owners(s) of the property. (not exceeding 12 months from date of sale agreement will be allowed to provide title deed)
2. PROPERTY SIZE AND SPACE PLANNING REQUIREMENTS The building must comprise a minimum of 504m² plus 20% -25% (126m²) non – assignable space totaling to 630m², Gross Lettable Area (GLA) depending on the configuration, measured according to the latest SAPOA Method for Measuring Floor Areas (MOMFA) for Offices. The bidder must provide a space planning layout with dimensions as per the client's needs with size of each office, refer to Section N. The proposed space planning layout plan must provide for the following: • Be legible • Fully dimensioned with actual areas for all in m², room names to correspond with the client's needs as per the bid. • Site plan depicting Dimensioned and Numbered parking layout, both on site and off site, if parking is in a shared building, plan to show clear demarcation and numbering. Annexure required: I. Bidder to provide letter from registered professional architect confirming the minimum gross lettable area. A copy of valid registration of Architect to be submitted at bid closing. II. Plan to also depict the Emergency and Evacuation Routes/points. III. Plan to be signed off by the Professional Architect. IV. The bidder to submit a letter of undertaking that the new plan will be signed off after award and before occupation.

3. PROVISION OF PARKING

3.1 The Bidder must submit a parking plan, signed off by the **registered** Professional Architect, indicating the availability of required parking bays.

3.2 If parking is in a shared building, plan to show clear demarcation and numbering.

PARKING REQUIREMENTS:

- Total Parking Bays required 21 to be provided.
- The parking bays for people with Disabilities must be within 50m from the entrance of the premises and undercover.

Parking Bays required 21 to be provided made up of the following categories.

	Type of parking	Quantity
	Undercover parking Bays	19
	Open parking Bay	01
	Parking Bay for person with Disabilities	01

Compliance requirements:

- i) Map print out indicating the distance between offered building.
- ii) The bidder must provide layout plans for parking clearly indicating the allocation of the parking bays.
- iii) Ideally the bidder should be the owner of the parking's. If the bidder

NOTE TO BIDDERS WHEN PREPARING DRAWINGS:

The Bidder must provide proposed space planning design plan which must:

- be legible,
- fully dimensioned, with actual areas for all required spaces in m², show room names that correspond with the client's needs as per the bid, include a site plan depicting a dimensioned and numbered parking layout (whether on site or off site), if parking is in a shared building plan to show clear demarcation and numbering.
- Clearly identify assignable and non-assignable areas
- Provide calculations for the provision of sanitary fixtures (demonstrating Occupancy and Population in terms of **SANS 10400 Part A**)

Phase 3: Specific Goals

The 80/20-point system is applicable for this quote with the following Specific Goal Requirements and documentary proof as per the quotation document must be provided for claiming of points for specific goals.

Price	Points 80
The specific goals allocated points in terms of this tender	Number of Points allocated
Ownership by Black People Documentary Proof Required: Original EME / QSE Sworn Affidavit, signed and dated by Commissioner of Oath	20 points

BIDDERS TO NOTE

Requirement of sealing, addressing, delivering and assessment of the tender are contained in the tender document.

The department reserves a right not to award the lowest bidder.

In addition, the department will conduct a detailed risk assessment prior to the award of the quotation.

Submission of a PDF copy of the completed quotation document together with all the supporting tender documents must be submitted on the close of tender.

Late submissions will not be accepted.

Faxed or emailed bids are not accepted.

Only bidders registered on the Central Suppliers Database (CSD) are eligible to submit quotation

The offers must remain valid for a period of 90 days from the closing date of the submission of bids.