



MOPANI TVET COLLEGE
"EXCELLENCE IS ALWAYS OUR CHOICE"

REQUEST FOR PROPOSAL (RFP) FOR THE SALE OF OFFICE AND HOUSEHOLD EQUIPMENT

BACKGROUND

Mopani Technical and Vocational Education and Training (TVET) College is based in Ba-Phalaborwa, Municipality comprising of two campuses named Phalaborwa Campus and Sir Val Duncan Campus and a satellite campus named Mošate Hotel School.

Mopani TVET College would like to invite interested companies who are selling/repairing old office and household equipment to purchase the old office and household equipment that is no longer used at Corporate Centre, Phalaborwa Campus and Sir Val Duncan Campus by completing and submitting the RFP.

The old office and household equipment at all three (3) sites are not in a working condition and sold voetstoots and non-returnable. No refund will be given by the College to the successful buyer. (See Annexure A – List of old office and household equipment and Annexure C for pictures of some of the old office and household equipment)

CONDITIONS

The successful buyer will be expected to pay and collect the old office and household equipment at the following locations within seven (7) working days after receiving the letter of award.

Corporate Centre & Phalaborwa Campus
Cnr Combretum & Haarlem Street
Phalaborwa
Limpopo Province

Sir Val Duncan Campus
Cnr Calvin Ngobeni & Tambo Street
Namakgale
Limpopo Province

Proposal to be submitted together with the following documents:

- Valid verifiable Tax Status Pin
- B-BBEE Certificate /Sworn Affidavit
- Proof of Bank Account (Letter from Bank)
- Proof of Registration with Central Supplier Database (CSD)
- Proof of Company Registration Document (Companies and Intellectual Property Commission)
- Declaration of Interest SBD 4 (See ANNEXURE B)

PROPOSALS SHOULD BE FORWARDED TO
TENDERS@MOPANICOLLEGE.EDU.ZA ON OR BEFORE
TUESDAY, 22 OCTOBER 2024

ANNEXURE A

Assets as per Disposal List of 2022:

Corporate Centre

Component ID	Barcode	Asset type	Building Name	Serial/ Reg No
35737292	000064	Laminator	Corporate Centre Building	N/A
35718659	000593	Fridge	Corporate Centre Building	N/A
35736655	014327	Water Cooler / Dispenser	Corporate Centre Building	N/A

Phalaborwa Campus & Mosate Satellite Campus

Component ID	Barcode	Asset type	Building Name	Serial/ Reg No
35719144	001737	Machine Ice Making	Phalaborwa Campus	AS262009D
35740050	001650	Comb Binder	Phalaborwa Campus	N/A
35717888	003938	Machine Dvd + Video Combo	Phalaborwa Campus	N/A
35717889	003200	Oven Microwave	Phalaborwa Campus	N/A
35737016	006149	Stove 4 Plate	Phalaborwa Campus	N/A
35737017	006150	Stove 4 Plate	Phalaborwa Campus	N/A
35737018	006151	Stove 4 Plate	Phalaborwa Campus	N/A

Sir Val Duncan Campus

Component ID	Barcode	Asset type	Building Name	Serial/ Reg No
35719114	014626	Cooler Water	Sir Val Duncan Campus	3592
35730242	013062	Cooler Water	Sir Val Duncan Campus	N/A
35732733	010654	Bookbinder	Sir Val Duncan Campus	VJ01381P
35737154	004109	Comb Binder	Sir Val Duncan Campus	N/A
35737195	015024	Cooler Water	Sir Val Duncan Campus	N/A
35737196	015036	Cooler Water	Sir Val Duncan Campus	N/A
35737340	008749	Binder	Sir Val Duncan Campus	N/A
35738365	009447	Cooler Water	Sir Val Duncan Campus	N/A
35736616	013884	Tv Pattern Generator	Sir Val Duncan Campus	N/A
35736887	014557	Sewing Machine	Sir Val Duncan Campus	N/A

Assets as per Disposal List 2023:**Corporate Centre**

Asset Code	Asset Name	Barcode	Serial Number	Location Parent Folder Name
35719370	Cooler Water	000209	HASJ200916977	Corporate Centre Building

Phalaborwa Campus

Asset Code	Asset Name	Barcode	Serial Number	Location Parent Folder Name
35737198	Laminator	005911	-	Phalaborwa Campus
35739954	Laminator	116003	N/A	Phalaborwa Campus
35717666	Water Cooler	022279	N/A	Phalaborwa Campus
35717794	Fridge	211142	-	Phalaborwa Campus
35718034	Urn	002325	-	Phalaborwa Campus
35718651	Cooler Water	003017	-	Phalaborwa Campus
35719388	Set Television	001072	KZ-20U40 712SK01927	Phalaborwa Campus
35732858	Bookbinder	000601	XK05995P	Phalaborwa Campus
35736615	Radio / Cd Player	018137	-	Phalaborwa Campus
35736734	Radio / Cd Player	011752	-	Phalaborwa Campus
35736739	Water Cooler / Dispenser	005034	N/A	Phalaborwa Campus
35737228	Shredder	211119	-	Phalaborwa Campus
35737342	Speaker	017941	-	Phalaborwa Campus
35718680	Fridge	006185	-	Phalaborwa Campus
35718714	Fridge	002236	-	Phalaborwa Campus
35736638	Stove 4 Plate	001824	-	Phalaborwa Campus
35736917	Stove 4 Plate	210341	-	Phalaborwa Campus
35737090	Fridge	018495	-	Phalaborwa Campus

Sir Val Duncan Campus

Asset Code	Asset Name	Barcode	Serial Number	Location Parent Folder Name
35737311	Machine Laminator	015817	N/A	Sir Val Duncan Campus
35738431	Machine Laminator	114167	N/A	Sir Val Duncan Campus
35717617	Microwave	012841	-	Sir Val Duncan Campus
35717729	Water Cooler	010042	N/A	Sir Val Duncan Campus
35717730	Water Cooler	008756	N/A	Sir Val Duncan Campus
35717875	Oven Microwave	008717	N/A	Sir Val Duncan Campus
35718156	Urn	020990	N/A	Sir Val Duncan Campus
35718395	Fridge	003973	N/A	Sir Val Duncan Campus
35718457	Water Cooler	010060	N/A	Sir Val Duncan Campus
35718634	Freezer	015839	-	Sir Val Duncan Campus
35719038	Cooler Water	016232	2012HSM027C173	Sir Val Duncan Campus

35719039	Cooler Water	003256	2012HSM027C255	Sir Val Duncan Campus
35719137	Thinker Plane	015708	9,329,113.00	Sir Val Duncan Campus
35719468	Cooler Water	014631	N/A	Sir Val Duncan Campus
35730240	Cooler Water	004206	N/A	Sir Val Duncan Campus
35733058	Cooler Water	111562	N/A	Sir Val Duncan Campus
35733075	Cooler Water	118243	N/A	Sir Val Duncan Campus
35733157	Set Television Big Screen	116212	REC21617870002	Sir Val Duncan Campus
35736653	Water Cooler	005338	N/A	Sir Val Duncan Campus
35737085	Cooler Water	016833	-	Sir Val Duncan Campus
35737344	Machine Mixer	015829	-	Sir Val Duncan Campus
35740070	Water Cooler	111261	N/A	Sir Val Duncan Campus
35718246	Fridge 2 Doors	008705	N/A	Sir Val Duncan Campus
35718670	Machine Food Warmer	015833	-	Sir Val Duncan Campus
35718673	Stove 4 Plate	015840	-	Sir Val Duncan Campus
35736914	Stove 4 Plate	015766	N/A	Sir Val Duncan Campus
35736915	Stove 4 Plate	015767	N/A	Sir Val Duncan Campus

SITE	TOTAL ITEMS – 2022 DISPOSAL LIST	TOTAL ITEMS – 2023 DISPOSAL LIST
Corporate Centre	3 Items	1 Items
Phalaborwa Campus & Mosate Satellite Campus	7 Items	18 Items
Sir Val Duncan Campus	10 Items	27 Items

ANNEXURE B

DECLARATION OF INTEREST (SBD 4)

1. Any legal person, including persons employed by the state¹, or persons having kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or the persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full name of bidder or his/her representative

2.2 Identity number

2.3 Position occupied in the Company (Director, Trustee, Shareholder², Member)
.....

2.4 Registration number of Company, Enterprise, Close Corporation, Partnership, Agreement or Trust
.....

2.5 Tax Reference Number

2.6 Vat Registration Number

2.6.1 The names of all Directors / Trustees / Shareholders / Members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph three (3) below.

- 1"State" means-
- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
 - (b) any municipality or municipal entity;
 - (c) provincial legislature;
 - (d) national Assembly of the national Council of provinces; or
 - (e) parliament

2.7 Are you or any person connected with the bidder presently employed by the state?

YES or NO

2.7.1 If so, furnish the following particulars:

Name of Person/Director/Trustee/Shareholder/Member:

.....
.....
Name of state institution at which you or the person connected to the bidder is employed:

.....
.....
Position occupied in the state institution:

.....
.....
Any other particulars:

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?
YES or NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document?
YES or NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reason for non-submission of such proof:

.....
.....

2.8 Did you or your spouse, or any of the company's Directors/Trustee/Shareholders/Members of their spouses conduct business with the state in the previous twelve (12) months?

YES or NO

2.8.1 If so, furnish particulars:

.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

YES or NO

2.9.1 If so, furnish particulars:

.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES or NO

2.10.1 If so, furnish particulars:

.....
.....
2.11 Do you or any of the Directors/Trustees/Shareholders/Members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES or NO

2.11.1 If so, furnish particulars:

.....
.....

3. Full details of Directors/Trustees/Members/Shareholders:

<u>Full Name</u>	<u>Identity Number</u>	<u>Personal Income Tax Reference Number</u>	<u>State Employee Number / Persal Number</u>

4. Declaration:

I, the undersigned (Name)

Certify that the information furnished in paragraph 2 and 3 above is correct. I accept that the state may reject the bid or ACT against me should this declaration prove to be false.

NAME OF BIDDER

POSITION

SIGNATURE

DATE

ANNEXURE C

