



MOPANI TVET COLLEGE
"EXCELLENCE IS ALWAYS OUR CHOICE"

REQUEST FOR PROPOSAL (RFP) FOR THE SALE OF OFFICE AND CLASSROOM FURNITURE

BACKGROUND

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

Mopani TVET College would like to invite interested companies that sell/repair old office and classroom furniture to purchase the old office and classroom furniture that are not in working condition at Corporate Centre, Phalaborwa Campus, and Sir Val Duncan Campus by completing and submitting the RFP.

The old office and classroom furniture at all three (3) sites are not in working condition, 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 classroom furniture and Annexure C for pictures of some of the old office and classroom furniture)

CONDITIONS

The successful buyer will be expected to pay and collect the old office and classroom furniture 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
WEDNESDAY, 29 JANUARY 2025

ANNEXURE A

Assets as per Disposal List 2024:

Corporate Centre

No.	Asset Code	Barcode	Description	Location
1	35733241	112273	Chair	RECEPTION 2
2	35738296	000273	Chair	R00032 - EMIS, SSS AND PROJECTS OFFICE
3	35720970	20	Desk	D00001
4	35728440	6243	Chair	D00001
5	35728444	6238	Chair	D00001
6	35731238	15691	Filling Cabinet	D00001
7	35732038	24845	Lb Arms Chair	D00001
8	35733111	113302	Chair	R00008 - LABOUR RELATIONS & OHS OFFICER
9	35733213	112279	Chair	R00804 - ASD: FINANCE ACCOUNTING
10	35733125	200727	Chair	R00013 - HUMAN RESOURCES MANAGEMENT
11	35733228	113355	Chair	R00028 - ASD: MANAGEMENT ACCOUNTING
12	35733237	112265	Chair	D00001
13	35739110	16127	Weekly Planner	D00001
14	35739255	179	Table	D00001

Phalaborwa Campus & Mosate Satellite Campus

No	Asset Code	Barcode	Description	Location
1	35722044	002058	Desk	R00095 - CLASSROOM
2	35727188	012139	Board Writing	R00054
3	35729045	006389	Board Writing	R00108 - COMPUTER LAB
4	35729064	017307	Chair	R00124
5	35731185	118498	Filling Cabinet	R00076
6	35732435	011356	Lb Arms Chair	LINEN ROOM /STOREROOM
7	35732520	011342	Chair	LINEN ROOM /STOREROOM
8	35737543	017366	Chair	R00116
9	35738231	211793	Chair	R00967
10	AS000143	012452	Cupboard Wood 2 Door	R00095 - CLASSROOM
11	AS000542	117462	Bench And Table Attached Steel	R00079
12	35720853	12014	Table	RECREATION HALL
13	35720927	1276	Desk	R10035 - CLASSROOM
14	35720991	12752	Board Writing	OPEN SPACE STORES -1
15	35721184	12304	Board Notice	R00166
16	35721196	15251	Board Pin	R00062 - A2
17	35722738	407	Chair	R00079
18	35722782	6437	Chair	R00079
19	35722956	3535	Table	R10003 - CLASSROOM
20	35723180	4925	Table	RECREATION HALL -1

21	35723191	4954	Table	R00154
22	35723266	765	Table	R00192-1
23	35723348	7751	Table	RECREATION HALL
24	35723677	12608	Table	RECREATION HALL
25	35724323	17608	Table	R00166
26	35724348	17656	Table	RECREATION HALL
27	35724442	18016	Table	RECREATION HALL
28	35724973	4541	Table	RECREATION HALL
29	35725131	12671	Table	RECREATION HALL
30	35725683	17482	Table	R10003 - CLASSROOM
31	35726054	4959	Filling Cabinet	R00949
32	35726383	20259	Chair	RECREATION HALL
33	35726588	18083	Chair	R00118
34	35726675	117690	Chair	R00076
35	35727151	12562	Bookshelf	R00951
36	35727684	11657	Chair	R00093 - CLASSROOM
37	35727741	18089	Chair	R00118
38	35727758	11701	Chair	R00112 - COMPUTER LAB
39	35727764	12138	Board Writing	OPEN SPACE STORES
40	35727798	1219	Chair	R00092
41	35727948	360	Chair	R00079
42	35727798	1219	Chair	R00092
43	35728016	136	Chair	R00079
44	35728510	22233	Chair	R00093 - CLASSROOM
45	35729266	281	Chair	R00092
46	35729760	1356	Filling Cabinet	OPEN SPACE STORES
47	35729764	4958	Filling Cabinet	R00949
48	35729867	46	Chair	R00079
49	35729878	15399	Chair	R00079
50	35729879	15377	Chair	RECREATION HALL
51	35729957	1496	Filling Cabinet	OPEN SPACE STORES
52	35730315	19189	Chair	R00079
53	35730531	20471	Chair	RECREATION HALL
54	35730699	18931	Chair	R00118
55	35730827	11882	Chair	RECREATION HALL - 1
56	35730857	118497	Filling Cabinet	R00951
57	35731185	118498	Filling Cabinet	R00076
58	35731188	372	Chair	R00092
59	35731228	399	Table	R00077
60	35731671	15354	Filling Cabinet	STOREROOM 2
61	35731723	20570	Chair	R00192-1
62	35732373	462	Chair	R00079
63	35732377	280	Chair	R00092
64	35732378	140	Chair	RECREATION HALL
65	35732460	279	Chair	R00079
66	35732472	766	Pin Board	R00074
67	35737705	4671	Table School	RECREATION HALL
68	35737866	11473	Table	RECREATION HALL
69	35737950	4969	Table	RECREATION HALL

70	35738186	87	Chair	R00092
71	35738240	294	Chair	R00079
72	35738277	44	Chair	R00079
73	35738983	210387	Table	R10035 - CLASSROOM
74	35739095	286	Desk	R00092
75	35739751	272	Chair	R00079
76	35739775	58	Lb Arms Chair	R00092
77	35739782	1348	Chair	R00079
78	35739791	22202	Table	R00079
79	35739876	271	Chair	R00079
80	35740022	7290	Curved Desk	R00077
81	35740541	42	Chair	RECREATION HALL
82	35740581	3835	Chair	R00079
83	AS002242	12995	Board Writing Green	R00062 - A2
84	AS002259	24744	Chair	R00079
85	AS002263	263	Chair High Back Swivel Tilt Leather	R00079
86	35719487	4444	Table	R00154
87	35719486	4431	Table School	R00143
88	35721738	6669	Table	RECREATION HALL
89	35727832	12186	Chair	R00076
90	35727695	12192	Chair	R00076
91	35727710	12191	Chair	R00076
92	35727711	12193	Chair	R00949
93	35727712	12194	Chair	R00076
94	35727714	12197	Chair	R00065
95	35727715	12199	Chair	R00076
96	35728128	12171	Chair	R00067
97	35728129	12174	Chair	R00076
98	35728173	12173	Chair	R00076
99	35722025	1020	Table	RECREATION HALL
100	35726364	12803	Chair	R00076
101	35727833	12187	Chair	R00076
102	AS000580	363	Chair	Main Gate Phalaborwa Campus
103	AS000582	465	Chair	Main Gate Phalaborwa Campus
104	35727799	1275	Chair	R00967
105	35729316	138	Chair	R00967
106	35729897	12652	Chair	Main Gate Phalaborwa Campus
107	35732024	5212	Chair	Main Gate Phalaborwa Campus
108	35732374	409	Chair	R00967
109	35734373	525	Chair	R00079
110	35740767	2145	Table	R00192-1
111	35718440	210171	Board Writing Green	Recreational Hall

Sir Val Duncan Campus

	Asset Code	Barcode	Description	Location
1	35722234	023612	Chair Steel Stackable Upholstered	R00988 - STOREROOM
2	35728385	001391	Bookshelf	R00332 - STOREROOM

3	35729395	113118	Desk	R00921 - FINANCE
4	35731246	004011	Filling Cabinet	R00332 - STOREROOM
5	35731417	210111	Desk	R00332 - STOREROOM
6	35731508	008043	Table	R00333 - GYM
7	35732601	200959	Curved Desk	R00332 - STOREROOM
8	35737414	115266	Writing Board	R00332 - STOREROOM
9	35738395	004010	Filling Cabinet	R00332 - STOREROOM
10	AS000930	115188	Board Notice	R00225 - ENTRANCE
11	35719647	12719	Table School	R00308 - LIBRARY
12	35720259	24674	Table	R00517 - WORKSHOP
13	35721207	13907	Board Notice	R00472
14	35727131	10668	Board Pin	R00321 - CLASSROOM
15	35727649	23042	Chair	R00918 - FILING ROOM
16	35727744	10962	Chair	R00212 - STAFF ROOM
17	35727759	10984	Chair	R00212 - STAFF ROOM
18	35728626	14322	Chair	R00212 - STAFF ROOM
19	35729127	23011	Chair	R00517 - WORKSHOP
20	35729128	23213	Chair	R00911 - STUDENT DESK
21	35729503	24460	Chair	R00987 - GUARD HOUSE NEW
22	35729564	3618	Chair	R00212 - STAFF ROOM
23	35729564	3618	Chair	R00212 - STAFF ROOM
24	35729722	3617	Chair	R00212 - STAFF ROOM
25	35729729	4305	Chair	R00212 - STAFF ROOM
26	35729732	4308	Chair	R00212 - STAFF ROOM
27	35729736	3619	Chair	R00212 - STAFF ROOM
28	35729740	4309	Chair	R00212 - STAFF ROOM
29	35729741	4310	Chair	R00212 - STAFF ROOM
30	35729818	16626	Filling Cabinet	R00512 - STOREROOM - D2
31	35729870	10533	Chair	R00212 - STAFF ROOM
32	35730025	3629	Chair	R00212 - STAFF ROOM
33	35730033	3615	Chair	R00917 - STAFF ROOM
34	35730421	211006	Chair	R00212 - STAFF ROOM
35	35730743	114806	Chair	R00517 - WORKSHOP
36	35731169	21038	Board Notice	R00472
37	35731199	20092	Chair	R00212 - STAFF ROOM
38	35731275	8739	Filling Cabinet	White HOUSE
39	35731657	23073	Filling Cabinet	R00932 - SCM OFFICE
40	35732197	3627	Chair	R00212 - STAFF ROOM
41	35732301	8703	Chair	R00212 - STAFF ROOM
42	35732588	21039	Board Pin	R00472
43	35732588	21039	Board Pin	R00472
44	35738191	8207	Chair	R00399 - STOREROOM

SITE	TOTAL ITEMS – 2024 DISPOSAL LIST
Corporate Centre	14 Items
Phalaborwa Campus & Mosate Satellite Campus	111 Items
Sir Val Duncan Campus	44 Items

PROPOSAL SALE OF OFFICE AND CLASSROOM FURNITURE

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

PROPOSAL SALE OF OFFICE AND CLASSROOM FURNITURE

ANNEXURE C

