



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Tel : +27 47 401 6400
Fax : +27 47 401 6431
Email: info@kinghintsacollege.edu.za

1. REQUEST FOR QUOTATION

RFQ Name: APPOINTMENT OF PROFESSIONAL CONSULTANTS
FOR DESIGNS, COSTING & PROJECT MANAGEMENT
FOR ASBESTOS ROOF AT WILLOWVALE CAMPUS

RFQ Number: KHC/RFQ/47/2025

Specification Enquires: Mr. S. Tyingwa

Contact Details: 047 401 6400/6407

Email address: styingwa@khc.edu.za

SCM Enquiries: Ms N. Maseme

Contact No: 047 401 6400/6437

Email address: nmaseme@khc.edu.za



2. COMPLIANCE DOCUMENTATION

2.1 PRE-QUALIFICATION/MANDATORY DOCUMENTATION:

- Original SARS Valid Tax Clearance Certificate or tax pin **(In case of JV, all JV partners must individually submit).**
- Certified copy of Business Registration Document (CIPC) **(In case of JV, all JV partners must individually submit).**
- Proof of valid Shareholder Certificate. Certification should not older than 6 months **(In case of JV, all JV partners must individually submit).**
- Proof of registration with Central Supplier Database as per Treasury Regulations. [(Full CSD report and **NOT** summary report). **In case of JV, all partners must individually submit a CSD report]**
- Completed SUPPLIER declaration forms i.e. SBD 4, SBD 8, and SBD 9**(In case of JV, all JV partners must individually submit).**
- **Letter of intent in case of JV, or joint agreement if existing**
- **Letter of authority in JV to be authorized by all JV partners.**
- Valid proof of registration with **SACQSP (In case of JV, all JV partners must individually submit).**
- **Valid proof of registration with SACPCMP (In case of JV, all JV partners must individually submit).**
- **Valid proof of registration with ECSA (In case of JV, all JV partners must individually submit).**

2.2 OTHER REQUIREMENTS

- Company profile with proof of relevant experience and contactable references. **(In case of JV, both partners must individually submit)**
- Fully Completed and signed Preference Points Claim SBD 6.1 Preferential points claim form in terms of Preferential Procurement Regulations 2022 and submission of applicable documents outlined on Specific goals document. **(In case of JV, both partners must individually submit)**
- Certified ID copies of owners/shareholders. **[(In case of JV, all JV partners must individually submit)** The certification should not be older than 6 months.
- Clear JV percentage split must be indicated in a JV agreement
- JV agreement must indicate who is the lead of the JV and also they must submit JV bank account



3. SPECIFICATION

Item	Full Descriptions	Quantity
1. Professional Structural & Civil Engineering consultant	<ul style="list-style-type: none">▪ Assess existing roof trusses and structure.▪ Design the construction drawings for any reinforcements or new structural elements.▪ Approve installation details for IBR roof sheeting.▪ Site investigation and feasibility reports▪ Concept and preliminary civil/structural designs▪ Detailed designs, drawings, specifications and BoQs▪ Procurement support documents and evaluation reports▪ Quality control plans and site inspection reports▪ Monthly progress and compliance reports▪ Payment certificate recommendations▪ As-built drawings and close-out report	One Campus
2. Professional Quantity Surveying Consultant	<ul style="list-style-type: none">▪ Review and recommend the existing analysis and the total project costs and BOQ.▪ Produce the final BOQ.▪ Monthly Cost Reports and Cash Flow Forecasts▪ Interim Payment Certificates▪ Variation/Claims Assessment Reports▪ Final Account Statement▪ Registration with recognized professional body	One Campus
3. Professional Project Management Consultant	<ul style="list-style-type: none">▪ Project Charter & Implementation Plan▪ Procurement Documentation OHS specification.▪ Design Review & Validation Reports▪ Monthly and Quarterly Progress Reports▪ Financial Reports & Cash Flow Projections▪ Quality Assurance Reports▪ Project Close-Out Report▪ Registration with recognized professional body	One Campus



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4. SCOPE OF WORK

Appointed bidders will be required to undertake professional consulting services from Stage 1 – 6 in accordance with the typical lifecycle of a project according to the statutory body that they are professionally registered with. The stages of the project will include the following:

- a) Stage 1 – Inception (the first phase of the process, where stakeholders and team members work together to determine the project scope, objectives, budget and determine whether or not the project should proceed).
- b) Stage 2 – Concept and Viability (Preliminary Design)
- c) Stage 3 – Design Development (Detail Design)
- d) Stage 4 – Documentation (bills of quantities and cost estimates.
- e) Stage 5 – Contract Administration and Inspection during implementation stages.
- f) Stage 6 – Close Out reports



Functionality

Please submit the following of the proposed team below:

- CV' s clearly indicating skills, knowledge, Experience, qualifications, and registrations with relevant professional bodies of each team member in each discipline.
- Certified copies of relevant qualifications and registration certificates with professional bodies.
- NB: Certification should not be older than 6 months.

5. 1. Professional Construction Project Manager

Item	Full Descriptions	Requirements	Experience	Membership
1.	Professional Construction Project Manager	Relevant Degree/Diploma	3+ (As a professional)	SACPCMP
2.	Candidate Construction Project Manager	Relevant Degree/Diploma	1+	SACPCMP

5.2 Civil and structural Engineering

Item	Full Descriptions	Requirements	Experience	Membership
1.	Professional Civil and structural Engineer.	Relevant Degree/Diploma	3+ (As a professional)	ECSA
2.	Candidate Civil and structural engineer	Relevant Degree/Diploma	1+	ECSA

5.3 Professional Quantity Surveying Consultant

Item	Full Descriptions	Requirements	Experience	Membership
1.	Professional Quantity Surveyor	Relevant Degree/Diploma	3+ (As a professional)	SACQSP
2	Candidate Quantity Surveyor	Relevant Degree/Diploma	1+	SACQSP

6. Pricing schedule

DISCIPLINE	Rate PER hour		TOTAL RATES FOR BOTH CANDIDATE AND PROFESSIONAL
	Candidate	Professional	
Construction Project Management	R	R	R
Quantity Surveying Consultant	R	R	R
Structural and Civil Engineering	R	R	R
SUB TOTAL HOURLY RATE FOR ALL THREE DISCIPLINE (INC. VAT)			R
VAT			R
TOTAL			R



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7. SUBMISSIONS

Closing date of quotations: 19 November 2025, 14:00pm

Quotations and compliance documents must be emailed to: nmaseme@khc.edu.za

PLEASE NOTE THAT NO LATE QUOTATIONS WILL BE ACCEPTED