



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: Supply and delivery of 32 desktops at Willowvale campus
Supply, delivery and installation of Interactive board at Willowvale campus.

RFQ Number: KHC/RFQ/48/2025

Specification Enquires: Ms. L.L. Malusi

Contact Details: 047 401 6400/6443

Email address: lmalusi@khc.edu.za

SCM Enquiries: Ms N. Maseme

Contact No: 047 401 6400/6437

Email address: nmaseme@khc.edu.za



SECTION A

GENERAL RFQ TERMS AND CONDITIONS

1. INTRODUCTION

Willowvale Campus is in the process of introducing a new National Certificate Vocational programme in Transport and Logistics Level 2 to Level 4 (L2–L4), scheduled to commence in January 2026. As part of the standard requirements set by the Department of Higher Education and Training (DHET) and in alignment with the curriculum and resource list for the programme, the establishment of a simulation room is essential.

2 SUBMISSION OF PROPOSALS

2.1 All proposals are to be submitted by hand/courier to **King Hintsa TVET College, Administration centre, 218 Mthatha Road, Ibika, 4960**. No late proposals will be accepted.

2.2 All proposals will only be considered if received by the College before the closing date and time. The College business hours are between **08h00 and 16h30**. (Monday -Thursday and **Fridays 08h00 and 14h00**.)

2.3 All proposal submissions are to be clearly subject-referenced with the **RFQ number and RFQ Description**.

2.4 Proposals submitted must be signed by a person or persons duly authorised.

2.5 Proposals submitted at incorrect location and/or address, will not be accepted for considerations and where practicable, will be returned unopened to the Bidder(s).

2.6 Proposals received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and where practicable, will be returned unopened to the Bidder(s)

2.7 Quotations must be stamped and signed by the service provider.

3. APPOINTMENT OF SERVICE PROVIDER

3.1 The contract will be awarded to the bidder who scores the highest total number of points during the evaluation process, except where the law permits otherwise.

4. COMPLIANCE DOCUMENTATION

4.1 PRE-QUALIFICATION/MANDATORY DOCUMENTATION:

- Original SARS Valid Tax Clearance Certificate or tax pin
- Certified copy of Business Registration Document (CIPC)
- Proof of valid Shareholder Certificate.
- Proof of registration with Central Supplier Database as per Treasury Regulations. [(Full CSD report and **NOT** summary report).
- Completed SUPPLIER declaration forms i.e. SBD 4 (Obtainable from the College Website)

2.2 OTHER REQUIREMENTS

- Company profile with proof of relevant experience and contactable references.
- 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. **(Obtainable from the College website)**
- Certified ID copies of owners/shareholders. The certification should not be older than 6 months.

NB:

Elimination Criteria (Phase 1)

Proposals will be eliminated under the following conditions:

- Bidders that submit late bids will not be considered.
- Bidders that submit to the incorrect location
- Bidder that are listed on the NT database of restricted suppliers will not be considered.
- Bidders that are registered on the NT Register of Tender Defaulters will not be considered.
- Bidder that did not submit mandatory returnable documents.



FUNCTIONALITY

Technical evaluation criteria (Phase 2)

Evaluation criteria	Documentation to be provided	Points allocation (Weight)	Maximum Points allocated
<u>1.Company Experience</u> <u>1.1 in supply and delivery:</u> Bidders previous experience with respect to supply and delivery of commodities	Attach reference letters from clients with contactable references and contact details. NB: Only letters with a positive reference will be considered in allocation of points	<ul style="list-style-type: none"> • Eight and above reference letters = 40 points • Six reference letters = 30 points • Four reference letters = 20 points • Two reference letters = 10 points • No submission of reference letters = 0 points 	40
<u>Company Experience in:</u> <u>1.2 Distributor authorisation</u>	Provide a valid Original Equipment Manufacturer (OEM) certificates / Reseller letter Agreement	Non submission = 0 Submission = 40	40
<u>2.Financials</u>	Bank Related attachments	1.One Set of recent annual financial statements = 20 Non- submission = 0 points	20
		TOTAL POINTS	100

NB: Proposals with functionality / technical points of less than overall percentage of 70% will be eliminated from further evaluation on Price and Preference Points Evaluation.

Price and Preference Points Evaluation (Phase 3)

Only Bidders that have met meet minimum thresholds on Technical/functional Evaluation will be evaluated for price and preference points. Price and Preference Points will be evaluated



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PRICING SCHEDULE

1. Desktops

Description of item	Brand name quoted on	Quantity	Unit price	Total price
Monitor		32	R	R
Desktops with mouse and keyboard		32	R	R
Delivery			R	R
Subtotal				R
Vat				R
Total				R

2. Interactive Boards

Description	Quantity	Unit Price
Edu Silver Solution For Education <ul style="list-style-type: none"> • Adapter 4 port USB 2.0 Hub • Audio Speaker Sound Bar +5,25 • Sub Inc Wall Bracket • Cable HDMI 4k 60HZ – 20m • Cable Audio 3.5mm Jack (Jack 5m • Cable USB 2.0 Actice Extension 5m • Cable Power IEC to 3pin 10m 430-650mm • External Storage USB 3 TYPAA+ USB c • 128G Flash Drive • Plug-16A SA & 1x Euro Extender • Projector DLP XGA 4000 ANSI • Tripod Econo 1350mm Black • Video conference Webcam Full HD • Trunking 40x25mm White 3000mm 	1	

Wall Mount Bracket Projector • Adjustable 926-1518mm	1	R
Delivery		R
Installation and demonstration		R
Vat @ 15%		R
Total		R

NB: A FORMAL QUOTATION ON THE COMPANY LETTERHEAD MUST BE ATTACHED ALONG WITH THE PRICING SCHEDULE.

Name of bidder:

Signature of bidder:

Date:



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FORM OF OFFER

RFQ Number: KHC/RFQ/48/2025

Bid Name: Supply and delivery of desktops at Willowvale campus

Supply, delivery and installation of Interactive boards

TOTAL RFQ VALUE IN RANDS INCLUDING VAT (TRANSFERRED FROM THE PRICING SCHEDULE) I. E TOTAL OF DESKTOPS + TOTAL OF INTERACTIVE WHITE BOARD.

R.....

Amount in words:

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Name of bidder:

Signature of bidder:

Date:



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SPECIFICATION

DESKTOP SPECIFICATION

Operating System	Windows 11 Pro 64-bit
Processor	Intel® Core™ i5 – 13400 13 th Generation
Memory	SO 8GB DDR5 (2Xdimmm Slots – DT Memory up to 32GB)
Storage	512 GB M. 2 PCIe SSD (2nd HDD optional- M.2 ready)
Screen Size	LED 19.5"H V206HQL Abi 16:9 5ms (on/off) 200nits
Network & Comm.	WLAN: 802.11ax/ac/a/b/g/n, Wi-Fi 6 and
Bluetooth®5	802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth® 5
Built-in Devices	Internal Speakers
Interfaces/Ports	HDMI Inputs x1 (1 HDMI cable included) 1 VGA
Optical Media Drive	8X DVD-Writer SATA
Miscellaneous	Package Contents DT 16L VS2720G Acer Micro ATX Tower Universal 180w ATX (SABS) 16L
Commercial Features	TPM v2.0 (Trusted Platform Module) Kensington lock slot WOL (Wake On Lan)
Graphics	Intel UHD Graphics, TPM2.0 Module
Inclusives	Acer USB Keyboard and Mouse
Product Code	DT.R30EA.00B and UM. IV6EE.A13(screen)
Certification	EPEAT Silver, BSMI, CE, FCC, CB
Warranty Additional	3-year Carry-in warranty 3-year onsite warranty



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Submissions

ALL COMPLETED RFQ DOCUMENTS, ACCOMPANIED BY ALL MANDATORY/ AND OTHER /REQUIREMENTS AS SET OUT HEREIN MUST BE DEPOSITED IN THE TENDER BOX SITUATED AT:

King Hintsa TVET College,
Administration Centre,
218 Mthatha Road,
Butterworth
4960

Sealed envelopes must be deposited during office hours between Monday to Thursday from 08:00-16:30 on Fridays at 08:00 am-14:00 pm in the Tender Depositing Box situated at the Reception of Administration Centre, 218 Mthatha Road, Butterworth, 4960

NO FAXED, POSTED OR E-MAILED AND LATE RFQ WILL BE ACCEPTED. RFQ'S SENT BY COURIER, MUST BE DEPOSITED IN THE TENDER BOX AND NOT LEFT WITH THE RECEPTIONIST.

Closing date: 26 November 2025

Time: 14:00 pm

Written enquiries: nmaseme@khc.edu.za