



REQUEST FOR QUOTATIONS

1.RFQ Name:

Appointment of service provider for the provision of servicing of SHE bins for a period of 6 months at King Hintsa TVET College.

2.RFQ Number:

KHC/RFQ/03/2026

3. Enquiries:

- **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



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

4. Compliance documentation to be submitted

- Valid SARS Tax clearance certificate or pin
- Central Supplier Database report (full report and NOT summary report)
- If a supplier is not a VAT vendor, VAT must not be included, otherwise all the prices must include VAT.
- Company Registration Documents (CIPRO)
- Sole traders are required to submit an affidavit.
- Valid waste disposal agreement with disposal company.
- A fully completed and signed SBD 4 (obtainable from the website)
- Letter of Good standing (COIDA)

Additional information

- A fully completed and signed SBD 6.1 (obtainable from College website)
- Certified ID copy of director (certification not older than 6 months)
- Shareholders certificate



5. Specifications

Item	Full specification	Quantity
1.	Removal of the SHE bins content once a week for six months	86
2.	Clean, Sanitize and leave the Bin in working condition	86
3.	Legal disposal of the SHE Bin content and Disposal certificate to be provided	86

The SHE bins are distributed across all 6 sites of the College and are as follows:

Msobomvu Campus	10
Administration Centre	07
Teko campus	17
Centane campus	20
Dutywa campus	20
Willowvale campus	12



Suppliers must take note of the following:

Conditions:

- The service provider to service Heavy Duty Hands Free 20L Pedal Sanitary Bin/s with liners to each female toilet mentioned in the list above (86)
- Bins to be changed / serviced as per estimated service frequency during weekdays including Holidays which fall during the week.
- Bins to be washed and disinfected as required.
- The company must assign people who are properly trained in hygiene services and on the procedures to be followed when changing/servicing Sanitary bins.
- The company must provide an equally competent person(s) in the event that the assigned person(s) is sick or on leave at no cost to the institution.
- A fragranced disinfectant spray must be sprayed in the area after every servicing.
- The company must collect sanitary waste once a week and ensure it is disposed of according to set standards. A safe disposal certificate must be issued.
- The verified original service registers shall be used monthly for reconciliation with the claims for the month

6. Pricing Schedule

NB: PLEASE PRICE FOR ONE MONTH ONLY IN THE TABLE BELOW.

Item	Full specification	Quantity	Rate	Total Amount (Excl VAT)
1.	Removal of the SHE bins content once a week for six months.	86		
2.	Clean, Sanitize and leave the Bin in working condition	86		
3.	Legal disposal of the SHE Bin content and Disposal certificate to be provided	86		
	Subtotal			R
	VAT (15%)			R
	Total (ONE MONTH)			R



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7. Form of Offer:

I.E: YOUR TOTAL OF ONE MONTH (CARRIED FROM THE PRICING SCHEDULE) X 6 MONTHS INCLUDING VAT.

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8. SUBMISSIONS

QUOTATIONS SUBMITTED TO:

nmaseme@khc.edu.za

Closing date: 16 February 2026

Time: 14:00 pm

NO LATE SUBMISSIONS WILL BE ACCEPTED.