REQUEST FOR QUOTATION (RFQ)

REQUEST FOR POTENTIAL SERVICE PROVIDERS TO SUBMIT A QUOTATION TO AIDC FOR ON AND OFF-SITE CALIBRATION OF EQUIPMENT AND INSTRUMENTS FOR AIDC SITES FOR A DURATION OF 36 MONTHS:

1. Winterveldt Enterprise Hub: Molefe Makinta & Bushveld Road Winterveldt

2. Automotive Supplier Park: Automotive Supplier Park,30 Helium Road, Rosslyn

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REQUEST FOR QUOTATION (RFQ) DETAILS

RFQ NUMBER : **PR0000016432**

PROJECT NO. :

ISSUE DATE : **09 November 2026**

BRIEFING YES/NO : **No**

BRIEFING SESSION DATE AND TIME : **n/a**

CLOSING DATE : **16 November 2026**

CLOSING TIME : **11 :00**

RFQ VALIDITY DATE : **90 Business days**

REQUESTOR DETAILS

Requested By (SCM):	**SCM Department**
Contact Number:	**012 564 5001**
Department Requested for:	SHEQ
For general RFQ and submissions contact	quotations@aidc.co.za

REQUEST FOR QOUTATION (RFQ) CLOSING VENUE

E-mail to: quotations@aidc.co.za

NB: DO NOT COPY ANY AIDC PERSONNEL, INCLUDING THE SCM OFFICIAL, ON YOUR RESPONSE; RESPONSES WITH AIDC EMPLOYEES COPIED WILL BE DISQUALIFIED.

DETAILS OF BIDDER

COMPANY NAME: ……..

CONTACT PERSON: ……..

TELEPHONE NUMBER: ……

CELLULAR NUMBER: ……

FAX NUMBER: ……

EMAIL ADDRESS: ……..

In submitting any information or documentation requested in this RFQ, the Respondent is hereby consenting to the processing of their personal information for the purpose of this RFQ and further confirming that they are aware of their rights in terms of Section 5 of POPIA

Respondents are required to provide consent below:

YES		NO	

	YES	NO
Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number)		
CSD number		

"ACTIVE STATUS": - means your BBBEE Certificate or Sworn affidavit is still valid (thus your documents have not yet expired)

NB: Please Note: - AIDC won't be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17.

EVALUATION CRITERIA

1. EVALUATION CRITERIA

The following will be considered in the evaluation:

EVALUATION CRITERIA (DELETE IF NOT APPLICABLE)
▪ Compliance
▪ Pre-qualification
▪ Functionality **N/A**
▪ Price **(80)**
▪ Specific goals (**20**)

THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL

A. ADMINISTRATION CRITERIA	YES	NO
SARS Pin to verify your status		
Valid Sworn affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of BBBEE SANAS accredited verification certificate. NB: Suppliers to use approved DTI or CIPC Affidavit template (check website: www.dti.gov.za)		
SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2022 (PPR 2022)		
SBD 6.2 - Declaration Certification For Local Production and Content. (PPR 2022) and Annexure C where local content production is a specific goal, it must be noted under 6.1 for specific goal.		

B. MANDATORY DOCUMENTATION	YES	NO
SBD 4 – Declaration of Interest form – Bidders will be disqualified if the declaration is not completed in full, submitted, and signed		
Pricing schedule - Fully completed and signed, an incomplete form will lead to disqualification		
Integrity Pact - Fully completed and signed, an incomplete form will lead to disqualification		

THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL

C. PRE-QUALIFICATION DOCUMENTS	YES	NO
Valid SANAS 17025 Laboratory certificate OR proof of mandatory agreement with a SANAS Accredited company		
Bidder Shall be certified by SANAS for the calibration of equipment (SANAS must be of the bidder or laboratory that will perform calibration)		

D FUNCTIONALITY

N/A

Preferential procurement targets

Take note!

The following preferential procurement targets will be followed out of 20 points. Points will be awarded for specific goals related to this RFQ. The total points obtained will be used to evaluate 80/20, where 80 points are assigned to price and the remaining 20 points are assigned to a specific goal. Bidder must attach supporting documents listed below and complete SBD6.1 in full on page 4 of 5. (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly SBD 6.1 to claim points for specific goals will receive a score of zero for that goal.

Specific goals	Supporting evidence for meeting preferential procurement targets	Points
B-BBEE status contributor level 1, 2, 3 or 4.	Valid affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of SANAS accredited verification certificate.	**Level 1 – 20 points** **Level 2 – 15 points** **Level 3 – 10 points** **Level 4 – 5 points**

Dear Service Provider

REQUEST FOR PROPOSAL /QUOTATION (RFQ) – SCOPE OF WORK/SERVICE

2. INTRODUCTION

2.1 MANDATE

AIDC is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - those based in the Gauteng province. The AIDC is thus tasked by GGDA with special developmental type projects aimed at enhancing and possibly expanding the automotive and allied-related sector with a focus on enterprise development; also in the support of government's aims at BBBEE SMME development and the radical transformation of various townships. The AIDC otherwise explores other developmental projects, external to the objectives of the GGDA in support of the AIDC's own business development processes. These include projects related to the transport and energy sectors, as well the development of the Tshwane Auto City. The AIDC's focus, in terms of the 2016 Gauteng Economic Development Plan/Framework (GEDP/F), is towards the automotive sector in the Northern Corridor of the Gauteng City Region (GCR) framework.

2.2 VISION

The Vision of the AIDC is:
To be the leading implementation agency delivering creative, efficient, best practice and value-based solutions in support of government programmes related to the automotive and allied sectors.

2.3 MISSION

The Mission of AIDC, in pursuit of its Vision, is to provide innovative customized solutions:
To develop the automotive manufacturing sector to globally competitive standards of excellence through a world-class value proposition which enables effective and sustainable socio-economic growth.

3. RFQ OBJECTIVES

The aim is to request interested service providers to submit a detailed proposal for on-site calibration of equipment and instruments for AIDC sites.

RFQ SCOPE

The appointed service provider shall be required to:

- Conduct calibration and/or verification of all identified instruments and equipment listed in the RFQ equipment schedule.

- Inspect each instrument/equipment for visible damage, condition and suitability for calibration prior to performing the calibration.
- Perform calibration using appropriate, traceable and certified reference standards.
- Ensure that calibration standards and test equipment used are themselves within their valid calibration period.
- Conduct calibration in accordance with the applicable manufacturer's specifications, relevant South African National Standards (SANS), ISO/IEC standards, international standards or other applicable technical requirements.
- Record the as-found condition/results where applicable.
- Where adjustment is required and authorized, adjust the instrument/equipment to bring it within the specified tolerance.
- Record the as-left condition/results following calibration or adjustment.

Clearly identify equipment that:

- Passes calibration requirements.
- Fails calibration requirements.
- Requires repair of further assessment
- Cannot be calibrated

Calibration of measuring instruments and equipment and the service provider issues calibration certificates and register for all instruments/equipment

The quotation should be as per below. The suppliers who will not be quoting as per below specification will be disqualified.

4. PRICING SCHEDULE

NB: The detailed pricing proposal must be submitted as per below prices which are quoted subject to confirmation will not be considered. Bidders should not be requested or permitted to alter their quotation after the deadline for the receipt of quotes. Only firm prices in South African Rand ('R') will be accepted

ITEM NO.	DESCRIPTION/SCOPE OF WORK	UOM*	LOCAL CONTENT PERCENTAGE (DELETE IF LC NOT APPLICABLE	NUMERIC QUANTITY	Year 1 (EXCL. VAT)	Year 2 (EXCL. VAT)	Year 3 (EXCL. VAT)	Total Price (EXCL. VAT)
Site 1	**Automotive Supplier Park**							
	MANIFOLD GAS GAUGE	Each	N/A	1				
	ELECTRONIC GAS GAUGE	Each	N/A	2				
	LEAK DETECTOR TESTER	Each	N/A	1				
	EARTH LEAKAGE DETECTOR – EARTH RESISTANCE TESTER	Each	N/A	2				
	MULTIMETER TESTER 3.5 TO 4.5 DIGIT	Each	N/A	1				
	HVAC TESTING KIT	Each	N/A	1				
	DIGITAL INSULATION TESTER	Each	N/A	2				
	AC CLAMP TESTER – 400AC	Each	N/A	1				
	HVAC SMART TESTER A/C CON R410A – ANALOGUE GAUGE ONLY	Each	N/A	1				
	HVAC Elec scale 30kg	Each	N/A	1				

	Normal scale 30Kg	Each	N/A	1				
	Iblow Alcohol Breathalyzer TBQ3P0157	Each	N/A	2				
	DELTA OHM HD 21ABE17 INDOOR AIR QUALITY MONITOR	Each	N/A	1				
	MASTERCOOL 52236 AIRFLOW + PSYCHROMETER	Each	N/A	1				
	0-25mm OUTSIDE MICROMETER	Each	N/A	1				
	25-50mm OUTSIDE MICROMETER C/W: 25mm SETTING ROD	Each	N/A	1				
	50-75mm OUTSIDE MICROMETER C/W: 50mm SETTING ROD	Each	N/A	1				
	DIAL CLOCK INDICATOR	Each	N/A	1				
	0-150mm VERNIER CALIPER 0-150mm ONLY	Each	N/A	1				
	0-150mm OUTSIDE CALIPER 0-150mm ONLY	Each	N/A	1				
	150mm INSIDE CALIPER 0-150mm ONLY	Each	N/A	1				
	Travel Cost (Collection & Delivery on applicable equipment) - ASP:30 Helium Rd, Rosslyn, Pretoria			1				
Site 2	**Winterveldt Enterprise Hub**							
	DT9205A MULTIMETER DIGITAL TESTER	Each	N/A	1				
	MICROMETER MTC 150 / VERNIER / DIGITAL CALIPER 0-150mm ONLY	Each	N/A	1				

	CHASSIS BENCH PUMP	Each	N/A	3				
	Sartorius Paint Mixing Scale 0-7.5kg	Each	N/A	1				
	Pressure gauges 0-150psi	Each	N/A	20				
	Welding Gauges 1000psi, (1x 100kpa)	Each	N/A	5				
	Tyre Pressure Pump 100psi		N/A	1				
	Spray booth temp/hum monitor @ 1 point temp & 1 point hum MADRFHELIC 250Kpa Temp/hum @ 1 point each Pressure		N/A	1				
	Travel Cost (Collection & Delivery on applicable equipment) - WEH:Molefe Makinta & Bushveld Road Winterveldt			1				
***UOM = Unit of measure, e.g. Hours/Days, etc.**				**SUB-TOTAL**				
				VAT @ 15%				
				TOTAL				
							GRAND TOTAL (Incl. VAT) Year 1+ Year 2 + Year 3	
3 years, Total bidding cost for Site 1and Site 2 VAT Inclusive								

Delivery period in weeks: ……

QUOTE CONDITIONS:

1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes should not be qualified by own conditions.
2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors, and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least ninety (90) days from the closing date of the quotation and a firm delivery period must be indicated.
3. AIDC will not accept any changes or purported changes by the Respondent to the bid rates after the closing date and/or after the award of the business, unless the quotation/offer specifically provides for it
4. AIDC reserves the right to validate any information submitted by Respondents in response to this bid. This would include, but is not limited to, requesting the Respondents to provide supporting evidence. By signing POPIA clause and submitting a bid, respondents hereby irrevocably grant the necessary consent to AIDC to do so.
5. All goods must be delivered to the address as indicated in the RFQ document.
6. All prices quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will been enteredo.
7. All purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore, no goods must be delivered, or a service be rendered without a valid official Purchase Order or letter of award. The onus rests with the service provider to ensure they have received the above. Changes to RFQ/PO specifications should be communicated to the SCM Officer.
8. Fully Complete & sign the attached SBD forms, thus SBD 4, 6.1 and 6.2 NB: Quotes without or with not fully completed SBD 4 will not be considered, and with SBD 6.1 and 6.2 bidder will score zero)
9. The 80/20 preference point system is applicable to price quotations and tenders with a rand value from R2 000 up to a rand value of R50 million (all applicable taxes included).
10. This RFQ will be evaluated based on the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2022. 20 Points allocated to specific goals listed in Table 1 of SBD 6.1 PPR 2022 Section 4.2
11. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulations 6 and 7 of the Preferential Procurement Regulations 2022. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME
12. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulations 6 and 7 of the Preferential Procurement Regulations 2022
13. B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo) or Valid Sworn affidavit (as issued by DTI/or CIPC
14. (EME/QSE see point 9&10 above) to be provided in order to claim points for specific goals:

15. **NB: For Construction related services/work_CIDB Grading & Safety File – The successful contractor should take note that a "Safety File" will be required on appointment and should be submitted to the AIDC before commencement of any work and ensure comply with relevant CIDB grading were required.**

Please note that failure to comply with the RFQ conditions will invalidate your proposal (if mandatory/prequalification documents are not returned then consider your quotation not accepted). Bidders who will only submit the quotation on their letterhead without completing this RFQ documents won't be considered.

I ……. in my capacity as ……. certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions, and I accept them.

Signature: …….

Company Name: ……