NATIONAL MUSEUM
NASIONALE MUSEUM • MUSIAMO WA SETJHABA
BLOEMFONTEIN

an agency of the
Department of Sport, Arts and Culture

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Incorporating the satellites: | Insluitend die satelliete:
Oliewenhuis Art Museum | Oliewenhuis-kunsmuseum
Freshford House Museum | Freshford-huismuseum
First Raadsaal | Eerste Raadsaal
Wagon Museum | Waenhuismuseum
Florisbad Research Station | Florisbad-navorsingstasie

REQUEST FOR QUOTE – STANDARD FORMAT

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RFQ	REQUEST FOR QUOTE TO APPOINT AN ARTIST TO DESIGN, CREATE AND INSTALL AN OUTDOOR SCULPTURE "ARTWORK" IN THE TRAIL WALK AREA OF OLIEWENHUIS ART MUSEUM
ISSUE DATE	12 November 2026
CLOSING DATE	24 November 2026
CLOSING TIME	12h00
SUBMISSION METHOD	Tender box, No. 36 Aliwal street, Bloemfontein, 9300
QUERIES	Mr G. Dlamini scm@nasmus.co.za

BRIEFING SESSION	Non – compulsory Artists are encouraged to visit the trail walk of Oliewenhuis to guide their submissions
DATE	During the times that Oliewenhuis is open to the public
LOCATION ADDRESS	Walking trails – Oliewenhuis Art Museum
CONTACT PERSON	n/a.

1. Background to the National Museum

The National Museum - a natural history, cultural history and art museum was established in 1877 and is a declared cultural institution, which resorts under the Department of Arts and Culture and is governed by a council. The mission of the National Museum is to provide heritage resources and an enjoyable experience to all people through quality research, conservation, education and exhibitions. More information about the organisation can be found at www.nasmus.co.za

2. Purpose and Background

The Museum would like to commission an artist to design, create and install an outdoor sculpture in the trail walk area of Oliewenhuis Art Museum. This is to commemorate our 150th birthday celebrations in 2027.

The theme for the sculpture is provided below:

Our Heritage – A Fresh View

The theme ***Our Heritage – A Fresh View*** invites artists to explore and interpret the rich natural and cultural heritage of the Free State. Artists are encouraged to draw inspiration from the local natural environment – including all naturally occurring plant and animal life in and around the area – or from the region's human history and cultural heritage. The aim is to conceptualise and create a distinctive, site-specific sculpture that offers a fresh perspective on our heritage and that can be enjoyed and experienced by visitors of all ages, both visually and through physical interaction.

As Oliewenhuis Art Museum is a satellite of the National Museum, artists are strongly encouraged to consider aligning their concepts with one or more of the research areas represented by the National Museum's various departments:

- **Florisbad Quaternary Research:** Focuses on Quaternary fossils and palaeoecology at the Florisbad research site.
- **Palaeontology:** Specialises in the study and curation of fossils.
- **Mammalogy:** Conducts scientific research on southern African mammals.
- **Animal and Plant Systematics:** Focuses on the taxonomy and study of reptiles and plants.
- **Ornithology:** Dedicated to the study of birds.
- **Terrestrial Invertebrates:** Researches insects, mites and spiders.
- **Archaeology and Anthropology:** Studies prehistoric and African cultures.
- **Collections Management:** Oversees humanities collections, including historical and anthropological artefacts from southern Africa and Europe.
- **History:** Focuses on the social and political history of the Free State.
- **Rock Art:** Researches and preserves prehistoric imagery.

The Element of Discovery

An essential aspect of this project is that the sculpture should be encountered as a surprise discovery along Oliewenhuis hiking trails, rather than presented as a conventional exhibition object.

Artists are therefore required to consider the element of discovery as an integral part of their concept. The hiking trails should be used creatively to shape the

visitor's experience, building anticipation and curiosity before the sculpture is revealed. Proposals should clearly indicate the intended installation site along the trails and explain how visitors might encounter and discover the work as they explore the landscape.

The sculpture should encourage people to pause, look more closely, engage with their surroundings and perhaps see something familiar in an entirely new way.

Durability, Safety and Practical Considerations

Given that the sculpture will be installed outdoors and exposed to Mangaung's often extreme weather conditions, it is essential that the proposed work be exceptionally durable, weatherproof and structurally sound.

Artists must take the following requirements into consideration:

- **Durability:** The sculpture must withstand prolonged exposure to sun, heat, wind, rain, hail and other environmental conditions.
- **Low maintenance:** Materials and construction methods should ensure that the work requires no maintenance, or as little maintenance as possible.
- **Vandal resistance:** The sculpture must be designed and constructed to minimise the risk of damage, vandalism or theft.
- **Safety:** The work must be safe for visitors of all ages to approach and engage with, including through appropriate physical interaction where this forms part of the concept. It should have no sharp edges, unstable elements or other potential hazards.
- **Environmental sensitivity:** The installation must respect the natural environment, avoid unnecessary disturbance to existing vegetation and wildlife, and integrate sensitively into the landscape.

Ultimately, the intention is to create a meaningful and memorable encounter between art, heritage and nature – an unexpected discovery that invites visitors, young and old, to engage with the history and natural richness of the Free State from a fresh perspective.

3. Scope/Specifications with deliverables of Service(s) required.

3.1 Contract Period

3 to 6 months

3.2 Place Of Work

n/a

3.3 Scope of Work

The provider must provide a proposal to a design, create and install an outdoor sculpture in the trail walk area of Oliewenhuis Art Museum.

The proposal will be evaluated for suitability in accordance with the technical criteria set out in this RFQ. The artist should ensure that the proposal conforms to the requirements as each area will be evaluated according to a score of 1- 5 and the technical requirements are indicated.

No	Proposal Area	Information to be provided
1	Artist experience, qualifications and portfolio	The artist must provide information about himself 1.1. Name of artists and years of experience the artist has in designing, creating and installing artworks and details of the artworks 1.2. Qualifications of the artists 1.3. Details of at least 3 or more previous sculptures created must be provided including photographs
2	Creativity and practicality of proposed artwork	The artist must propose an artwork and suitability will be assessed: 2.1. The overall creativity of the artist design 2.2. How the artwork addresses the theme provided. 2.3. The technical specifications of the proposed artwork must be provided for suitability to the proposed walking trail area. 2.4. The sustainability of the material to be used in the artwork. 2.5. Suitability of installation to outdoors and weatherproof 2.6. Longevity of artwork considering weather conditions 2.7. Ongoing maintenance requirements that will be needed respect of artwork/s 2.8. The bidder must specify the size of the

		sculpture that you intend to create.
3	Creation and Installation of artwork	The artist must provide the details of the installation: 3.1. How long will it take to create the artwork 3.2. Where the artwork will be manufactured 3.3. How the artwork will be transported to Oliewenhuis walking trails 3.3. Details of the installation
4	Project timelines	4.1. How long will it take from date of appointment to creation of artwork. Provide timelines to complete the project

4 Compulsory requirements

The service provider must attach the following documents to the quotation as follows.

4.1.1 **Written Proposal. The written proposal will be used to evaluate the technical section.**

4.1.2 Complete the **price table** below.

4.1.3 Completed and signed SBD forms 4 must be attached.

4.1.4 The service provider must be tax compliant, and a tax pin issued by SARS must be attached.

4.1.5 the service provider must be registered on CSD and CSD supplier report must be attached.

4.1.6 the service provider must be an active company registered in the Republic of South Africa and a copy of CIPC registration documents must be attached.

5 Other requirements (Not compulsory)

5.1.1 a valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached

Matters for noting.

1. Non-compliance to the above compulsory requirements will lead to a disqualification of the service provider, except where non-tax compliant with tax matters which is subject to grace period of at least 7 days that will be provided to a preferred service provider should that service provider be non-compliant following bid evaluation.

2. Failure by this preferred service provider to rectify its tax matters to a compliant status within the grace period provided will lead to an automatic disqualification.

3. Validity period for bids or formal written quotations submitted shall be valid for a minimum period of 90 days. The formal written price quotations received from the service provider/supplier will be regarded as valid for 30 days despite expiry date less than 90 days indicated on a quote.

Price and Preference Points Evaluation

	Preference Points Criteria	**Points Allocation**
1	Price	80
2	Broad – specific goals	20
	Total Points	100

6 Bid Evaluation.

All service providers will be subject to a three-stage evaluation process as follows:

5.1 Pre-screening, i.e. determination of compliance to compulsory requirements. They will be required to pass pre-screening to be eligible for further evaluation.
5.2 Technical evaluation of proposal. Service providers who score less than 70 points will be disqualified.
5.3 Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for specific preferential goals.

7 Technical Assessment

The artist must submit a written proposal which will be evaluated according to technical criteria. An artist who scores less than 70 points on the technical evaluation will be disqualified.

No	Proposal Area	Criteria	Score 1 -5	Weight
1	Artist experience, qualifications and portfolio	Years of experience in designing, creating and installing artworks and details of the artworks 1= no experience in sculpture creation 2= less than 3 years of post-tertiary education experience in sculpture creation 3= more than 3 years of post-tertiary education experience in sculpture creation 4= more than 5 years' experience post tertiary education in sculpture creation 5= more than 10 years' experience post tertiary education in sculpture creation		5
		Qualifications of the artists 1 = no qualifications in fine/visual arts 2= Matric or NQF 4 equivalent fine/visual arts 3 = NQF 5 or equivalent fine/visual arts related qualification 4= NQF 6 or equivalent fine/visual arts relate qualification 5= NQF 7 equivalent or higher fine/visual arts related qualification		5
		Details and photographs of at		20

		least 3 previous sculptures created must be provided. 1= no information provided or irrelevant information provided. 2=less than 3 previous works of sculptures provided 3= 3 previous works of sculptures provided 4= 5 or more previous works of sculptures provided 5= 10 or more previous works of sculptures provided		
2	Creativity and practicality of proposed artwork	The artist must propose an artwork aligned to the theme and suitability will be assessed based on a combination of factors to establish the creativity and practicality of proposed work; 1= no information is provided to access creativity and practicality. No theme alignment. 2= information is provided but it is not creative and practical. Minimal theme alignment 3= the information provided is reasonably creative and practical. It is aligned with the theme 4= the information provided is adequate. It is aligned with the theme. 5= the information provided exceeds expectations and no problems were identified. It is aligned with the theme.		50

3	Creation and Installation of artwork	The artist must provide the practical details of the installation to establish whether it is realistic to transport and install 1= no information is provided 2= information is provided but it is not practical given the type of creation and proposed installation 3= the information provided is reasonably practical and with some major tweaks can be installed on site 4= the information provided is adequate and any problems posed in the proposal are minor in nature 5= the information provided exceeds expectations and no problems were identified. All practical requirements for installation and transport have been addressed.		10
4	Project timelines	4.1. How long will it take from date of appointment to creation of artwork. Provide timelines to complete the project from date of appointment (Project plan). 1= project can be realistically completed with 24 months 2=project can be realistically completed within 12 months 3=project can be realistically completed within 6 months		10

		4=project can be realistically completed within 4 months 5= project can be realistically completed within 3 months		

6 Price

7.1. Service provider must complete pricing in table below inclusive of VAT.

Qty	Product	Detail	Price including VAT
1	Design and create an artwork	The design and creation of a unique artwork sculpture as per specifications in the proposal	R
1	Transport and Install the artwork in the walking trails of Oliewenhuis Art Museum	The cost of transporting the artwork and installing same in the walking trails of Oliewenhuis Art Museum	R
TOTAL INCLUDING VAT			**R**

7 BBBEE Assessment

Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

Preference Point System

In accordance with the Preferential Procurement Regulations of 2022, NM has determined the following specific goals for which preference points will be awarded:

Goal 1: Broad-Based Black Economic Empowerment

Section 10 of the B-BBEE Act enjoins every public entity to take into account and apply the B-BBEE Codes of Good Practice in determining and implementing a

preferential procurement policy. NM will thus award preference points to suppliers based on their B-BBEE specific preferential goals.

Goal 2: Empowerment of Local Businesses

NM is in the Free State, a rural province on the margins of economic activity. To develop and empower local businesses based in the Free State, NM will award preference point to suppliers based in the Free State.

Goal 3: Youth Empowerment

Youth participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. One of the main challenges for youth has been the high levels of unemployment. The unemployment rate for young people in South Africa is much higher than the national average, which makes it difficult for them to enter the labour market and participate in the economy.

In an effort to empower youth and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by youth.

Goal 4: Women Empowerment

Women participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. For women, the challenge has been unequal access to economic opportunities, including education, training, and employment. Women in South Africa often face discrimination and gender-based violence, which can limit their ability to participate in the economy. Additionally, women tend to be concentrated in low-paying, informal sector jobs, which offer little security and limited opportunities for advancement.

To empower women and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by women.

Goal 5: Empowerment of People with Disabilities

People with disabilities face significant barriers to participating in the South African economy. According to the World Bank, about seven million South Africans have some form of disability, and they are more likely to experience poverty and unemployment compared to those without disabilities.

People with disabilities often face discrimination in the labour market and have limited access to education, training, and employment opportunities. They may also face physical and attitudinal barriers, making it difficult for them to fully participate in the economy.

In an effort to empower people with disabilities and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by people with disabilities.

Points awarded for each goal

Preferential points will be awarded as per below scoring:

CRITERION	80/20	90/10
B-BBEE Status	4	2
Businesses Based in the Free State	4	2
Ownership by Youth	4	2
Ownership by Women	4	2
Ownership by People with Disabilities	4	2
	20	**10**

B-BBEE Status Points will be awarded as per below:

B-BBEE STATUS	80/20	90/10
Level 1	4	2
Level 2	3	1.5
Level 3	2	1

Level 4 and below	1	0.5
Non-compliant	0	0

Ownership Points for Youth, Women, and People with Disabilities will be awarded as per below:

OWNERSHIP	80/20	90/10
Above 50%	4	2
Above 40%	3	1.5
Above 25%	2	1
Above 10%	1	0.5

Proof of claim

Service providers must submit valid proof of claim for any of the above criteria as stipulated in the bid documents. Failure to submit proof of claim will not disqualify a bid but will result in points not being awarded for any criterion for which proof of claim has not been submitted or is invalid.