


Department:	Supplier Chain Management	Document number:	AIDC-SCM-TMP-011-03	 Supplier Park Development Company SOC Ltd t/a Automotive Industry Development Centre Your partner in becoming globally competitive
Document Classification	Normal document			
Document Type	TEMPLATE			
Name of Document:	REQUEST FOR QUOTATION/PROPOSAL (RFQ)			

REQUEST FOR QUOTATION (RFQ)

REQUEST FOR POTENTIAL SERVICE PROVIDERS TO SUBMIT A QUOTATION TO PROCURE LOGISTICS SERVICES FOR THE RELOCATION OF NISSAN INCUBATION AND LEARNING CENTER EQUIPMENT FOR AIDC.

REQUEST FOR QUOTATION (RFQ) DETAILS

RFQ NUMBER	:	PR0000016107
PROJECT NO.	:	A0277 / A0163 – 26/27
ISSUE DATE	:	26 June 2026
BRIEFING YES/NO	:	N/A
BRIEFING SESSION DATE AND TIME	:	N/A
CLOSING DATE	:	01 July 2026
CLOSING TIME	:	11H00
RFQ VALIDITY DATE	:	90 Business days

REQUESTOR DETAILS


Requested By (SCM):	Carol Nxumalo
Contact Number:	012 564 5301
Department Requested for:	IPD
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.

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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	
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	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.

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EVALUATION CRITERIA

1. EVALUATION CRITERIA

The following will be considered in the evaluation:


EVALUATION CRITERIA (DELETE IF NOT APPLICABLE)
▪ Compliance
▪ Pre-qualification
▪ 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.		
Integrity Pact		

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		

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

C. PRE-QUALIFICATION DOCUMENTS	YES	NO


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

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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 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 as the development of 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 the AIDC, in pursuit of its Vision, is to provide innovative customised 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

With the 2026/2027 fiscal allocation, AIDC's (Facilities Maintenance Management Department) sought an opportunity to resume with the necessary process to secure the service of the relocation of equipment from Nissan Incubation and GALC.

The relocation process demands dedicated resources, proper equipment, and efficient coordination to avoid delays and disruptions. Therefore, outsourcing the logistics services is recommended, as it will ensure the relocation is completed in a quicker, more efficient, and professional manner.

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4. RFQ SCOPE


4.1 RFQ SCOPE – OVERVIEW

The scope of work includes the complete relocation of office equipment, furniture, machinery, and containerized office units from the Nissan Learning Centre and Nissan Incubation Centre to the AIDC premises. The contractor shall provide all necessary resources, equipment, transportation, and skilled personnel required to execute the relocation safely and efficiently.

The relocation of office equipment and furniture will require the provision of a 15-ton truck, together with a team of ten (10) experienced personnel. The workforce must possess the necessary expertise to dismantle, handle, transport, and reassemble office furniture, including desks, tables, drawers, cabinets, workstations, and related office assets at both the Nissan Learning Centre and Nissan Incubation Centre but not limited to:

- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Station with 2x PLC units
- Four-Post Lift
- Grinder ELC- ECT-205
- Grinder ELC- ECT-205
- Heavy Duty power saw ELC- KP 280
- Gas Piping & Fittings (GALC)
- TP1410 Servo brake and drive system
- TP1410 Servo brake and drive system
- Jenny/Multi roll
- Diagnostic Control Unit - DCU 130, 684400130
- Benchwork table & vice
- Benchwork table & vice
- Benchwork table & vice
- Benchwork table & vice
- Vertical Turret Milling Machine
- Vertical Turret Milling Machine
- Electric Lighting and signalling training system
- E-Sided Worksta.Insta Tec Swing Mobile Machine
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- COMBINED WORM AND BEVEL GEAR DRIVE HAND CRANK OPERATION MOUN
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- Welding Booth

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- Technology Lathe ELC 500
- Technology Lathe ELC 500
- Technology Lathe ELC 500
- Technology Lathe ELC 500
- MakerBot Replicator 2X Experimental 3D Printer
- Unitrain Interface So4203
- Unitrain Interface So4203-2a
- Unitrain Interface So4203


The scope includes the relocation of four (4) 20-foot container offices currently located at the Nissan Incubation Centre.

The contractor shall provide a suitable container rigging truck, lifting equipment, and qualified rigging personnel to safely load, transport, offload, and position the container offices at the AIDC premises.

Furthermore, the contractor will be responsible for the movement of trade test and workshop machinery from the Nissan Learning Centre to the Simulator Workshop. The machinery weighs between 2 and 3 tons and includes, but is not limited to,

- CNC Lathe Turning EMCO 250
- CNC Milling EMCO 250
- Multipoint Injection training System/CarTrain Motronic 2.8 (
- Automotive air-conditioning system trainer
- Common Rail Diesel Injection System
- Plasma cutter/gouging machine
- Welding Simulator
- Welding Simulator
- Welding Simulator

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- Welding Simulator
- Processing Station - MPS
- Handling Station - MPS
- Robot Assembly Station
- Sorting and Storage Station - MPS
- Conveyor system incl. accessories, PLC control cabinet and W
- Workcell storage system (AS/RS 20 station) - FMS
- Airbag system trainer
- Radial Arm Drilling Machine ELC- RD 1100
- Radial Arm Drilling Machine ELC- RD 1100
- Lathe ELC-6241
- Lathe ELC-6241
- Milling Machine ELC-UM1
- Milling Machine ELC-UM1
- Hydraulic Iron worker ELC- HIW 45
- Buffer Station
- Distribution Station - FMS
- Testing Station -FMS
- Precision Surface Grinder ELC- PSG818B
- Precision Surface Grinder ELC- PSG818B
- Wheel balance FWA510 unit Bosch
- Band saw Machine ELC- EB 1000D
- Band saw Machine ELC- EB 1000D
- Universal drill sharpening machine
- Universal drill sharpening machine
- Pedestal Drilling Machine ELC-5150B
- Pedestal Drilling Machine ELC-5150B
- Guillotine Motorised ELC- Q11-4x1250
- Welding & Electrical Peripaharals GALC
- Diagnostic Control Unit - DCU 130, 684400130
- Card Reader Access Control System
- Diagnostic Control Unit - DCU 130, 684400130

Appropriate lifting equipment, machinery skates, forklifts, cranes, and certified operators shall be provided to ensure safe handling, transportation, installation, and commissioning at the designated location.

5. DURATION

The service provider will be appointed to render logistic services to AIDC for a period of 5 Day and/or end of contract value (whichever comes first).

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6. 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 AS PER 4.1	UOM*	Qty	UNIT PRICE (EXCL. VAT)	TOTAL PRICE (EXCL. VAT)
1	The relocation of office equipment and furniture with provision of:				
1.1	10-ton truck	Days	5		
1.2	Five (5) X Experienced Labour Personnel with Minimum PPE requirements (e.g. Work suites, Safety Shoe and Gloves)	Days	5		
2	Movement of trade test workshop machinery via certified operator with provision of:				
2.1	2 x Pallet jack/lifting equipment.	Days	5		
2.2	1 x Machinery skates with.	Days	5		
2.3	1 x Forklift.	Days	5		
2.4	Five (5) X Experienced Labour Personnel with Minimum PPE requirements (e.g. Work suites, Safety Shoe and Gloves).	Days	5		
3	Provisional sum Make provision for: The relocation of 4 X 20-foot shipping container offices currently located at the Nissan Incubation Centre (Rosslyn). drop-off destination is ± 10km away from collecting point. Take note: Work for which budgetary allowances are provided will, unless otherwise stated, be measured and valued in accordance with delivery of authorized service and	item	1	R 80 000.00	R 80 000.00

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	deducted in whole or in part if not required without any compensation for loss or profit on the said allowances. Profit & attendance = 10%				
*UOM = Unit of measure, e.g. Hours/Days, etc.				SUB-TOTAL	
				VAT @ 15%	
				TOTAL	

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 be entered.
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

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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 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:

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