



REQUEST FOR QUOTATION

SENTECH INVITES SUPPLIERS FOR:

Project title:	To appoint a competent and accredited training provider to deliver structured theoretical and practical training to electricians, maintenance officers and team leaders responsible for the maintenance of Solar PV plants (\leq 300 kW), ensuring statutory compliance, technical competency, and safe operational practices. The request is for a three-year contract with an option to extend for a further two years.		
Quotation or Proposal no:	RFX600003484		
RFQ Issue date:	02 July 2026		
Closing date:	09 July 2026		
Closing time:	12h00	Validity period:	90 days

You are invited to provide a quote to deliver the goods, services or works defined in the Scope of Work.

QUOTATIONS OR PROPOSALS TO BE RETURNED TO:

Quotations Administrator	Zanele Zulu
Telephone no:	011 471 4000
E-mail:	Quotations6@sentech.co.za

Form of Offer and Acceptance

Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the services as stated in the RFQ: Scope of Work

The Service Providers, identified in the Offer signature block, has examined the documents listed in the RFQ and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of this RFQ.

By the representative of the Service Provider, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the Service Provider offers to perform all of the obligations and liabilities of the RFQ under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the RFQ.



THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:

(in words)

.....

.....Rand;

R.....(in figures)

THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the Service Provider before the end of the period of validity stated in the RFQ, or other period as agreed.

Signature(s)

Name(s) _____

Capacity _____

For the tenderer:

(Insert name and address of organisation)

Name & signature of witness

Date

Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Service Providers Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of the RFQ. Acceptance of the Service Providers Offer shall form an agreement between the Employer and the Service Provider upon the terms and conditions contained in this RFQ.

Deviations from and amendments to the documents listed in the RFQ and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the Service Provider and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The Service Provider shall within two days of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the RFQ. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Service Provider receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)



Name(s)

Capacity

for the
Employer

(Insert name and address of organisation)

Name &
signature of
witness

Date

RFQ Data

1. ADMINISTRATIVE RESPONSIVENESS CRITERIA

1.1. Suppliers are required to ensure that they meet all the Administrative Responsiveness Criteria. Suppliers that do not meet all the Administrative Responsive Criteria may not be awarded this Quote. It is the service provider's responsibility to ensure that they are tax compliant and that all required information is submitted to Sentech. Supplier's providing quotations must be registered on the Sentech Supplier Database.

1.2. Quotations must be in a Company Letterhead.

1.3. Quotations or Proposals must be received on or before the closing date and time specified on the Call for Quotation or Proposal document.

1.4. Quotations or Proposals must be fully completed and signed in BLACK ink.

1.5. Quotations must be submitted via Email.

1.6. The Tenderer undertakes to the Purchaser that it will treat as confidential the terms of this RFQ together with all the Purchaser's confidential information and will not disclose such confidential information to any person, firm or company (other than to its auditors and other professional advisers) or to the media, and will not use such confidential information other than for the purposes of this RFQ, subject always to any prior specific authorisation in writing by the Purchaser to such disclosure or use."

2. AWARD OF RFQ's

Sentech may appoint one or more suppliers, in whole or in part, or not appoint any supplier/s at all, and/or cancel the bid in its entirety, at Sentech's sole and exclusive discretion, in order to satisfy various needs which may be identified, and to manage certain risks associated with the supply of goods or services specified in respect of the Bid.

3. RATE OF EXCHANGE, CURRENCY FLUCTUATIONS AND CURRENCY

All bid prices quoted shall be in South African Rands (ZAR). If prices are in a foreign currency, the rate of exchange quoted shall remain fixed throughout the term of the agreement. Bidders will bear the risk of and all cost/s associated with currency fluctuations, therefore Bidders shall be required to manage such risk in their bid price.



4. GENERAL - PRICES

All prices shall be quoted in ZAR.
 Unless written approval has been obtained from Sentech, no adjustment in contract prices will be made.
 Applications for price adjustment must be accompanied by documentary evidence in support of any adjustment.

5. PRICE NEGOTIATIONS

Sentech reserves the right to negotiate market related prices and discounts. If market-related prices are not agreed to, Sentech reserves the right to cancel the Bid.

6. EVALUATION CRITERIA

The evaluation criteria are stipulated in 7 below. It is the Bidder's responsibility to ensure that they have responded to the evaluation criteria. Failure to meet the evaluation criteria will result in the Bidder not being evaluated further. Bidders must ensure that they have included all supporting documentation required to support their response to the Bid

7. RFQ EVALUATION METHOD

This RFQ will be evaluated as described in the table below.

<p>Evaluation Method 2</p>	<ol style="list-style-type: none"> 1. Stage 1 – Administrative Responsiveness Evaluation All the Quotations will be evaluated against the Administrative responsiveness requirements as set out in section 2 of the RFQ Data. 2. Stage 2 – Functional Evaluation Criteria The proposals that COMPLY with the Mandatory evaluation criteria be evaluated against the Functional Criteria. Bidders must score a minimum of 50 points or more out of a total of 80 points allocated. Bidders who score less than 50 points will not be evaluated further. Bidders who obtain the required threshold points of 50 points or more will qualify for further evaluation. 3. Stage 3 – Price and Preference Suppliers with the lowest Price offered will score the highest points. Only Suppliers that submit a valid B-BBEE Certificate can claim preference points in line with the 80/20 <p>Suppliers with the highest number of points will be recommended for the award of this quotation, unless there are compelling and justifiable reasons not to do so.</p>
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Commented [BM1]: Fill in the required info

7.1. Mandatory Evaluation Criteria

Mandatory Eligibility Criteria	Compliant (Indicate Yes or No)	What Proof is required to show compliance to Mandatory Eligibility Criteria	Reference proof supplied by reference the page number where the information is located in your Tender submission
Provide proof of EWSETA accreditation OR equivalent SETA accreditation		Proof of accreditation	
Provide proof of Facilitator qualifications and completion of unit standard		CV, qualifications and certificates.	
<p>NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.</p>			



7.2. Functional Evaluation Criteria

Functionality criteria	Proof Required	Points
Experience in Solar PV O&M Training <ul style="list-style-type: none"> • 1–2 project = 10 points • 3–4 projects = 20 points • 5+ projects = 30 points 	<ul style="list-style-type: none"> • Reference letters on your client's letterhead or attendance registers • Company profile showing experience in Solar O&M related training 	30
Facilitator qualifications (Trade tested electrician / Pr Eng / relevant NQF qualification) <ul style="list-style-type: none"> • Trade tested only = 10 • Trade tested + PV certification = 20 • Pr Eng / Specialist¹ + PV certification = 30 <i>Note 1: Specialist is technical personnel with more than 20 years of experience in facilitating electrical engineering related training or PhD electrical engineering holder</i>	Qualifications and certificates	30
Practical Training Facilities and Equipment: <ul style="list-style-type: none"> • No facilities = 0 • Limited facilities = 10 • Fully equipped practical setup = 20 	Demonstrate access to practical solar training equipment and facilities including PV panels, inverters, batteries, wiring systems, and testing equipment (Video)	20
Total Points: 80		

Total minimum qualifying functional score is **50** points.

8. Preference Point allocation – 80/20

Sentech's Specific goals emanate from the section 2(1)d of the Preferential Procurement Policy Act which may include contracting with persons or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability. The Reconstruction and Development Programme as published in Government Gazette No 16085 dated 23 November 1994



Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	10	A valid BBBEE Certificate showing at least 51% black ownership
	5	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	3	Black owned company showing at least 5 – 25% black ownership
	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 51% women ownership
	4	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership
	2	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability, confirmation of disability from the Department of Labour, BEE certificate or equivalent confirmation.
Total Points	20	

9. Price Calculation 80/20

The following formula will be used to calculate the points for price.

$$P_s = 80 \left[\frac{1 - (P_t - P_{min})}{P_{min}} \right]$$

Where:

P_s = Points scored for price of bid under consideration

P_t = Rand value of bid under consideration



SENTECH
connecting You

Pmin

=

Rand value of lowest acceptable bid



10. Scope Of Work

APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF ...

10.1. BACKGROUND

Sentech is a state-owned company and is the largest broadcasting signal distributor in South Africa. Sentech is a licensed Electronic Communications Network Service provider in South Africa. It currently operates many telecommunication networks for Satellite, Television, Radio, Internet and more. As such, Sentech is a global enabler of broadcasting and digital content delivery.

Scope of Work	<p>OBJECTIVE</p> <p>To appoint a competent and accredited training provider to deliver structured theoretical and practical training to electricians, maintenance officers and team leaders responsible for the maintenance of Solar PV plants (≤ 300 kW), ensuring statutory compliance, technical competency, and safe operational practices.</p> <p>BACKGROUND</p> <p>The organisation operates multiple grid-tied Solar PV installations (roof-mounted and ground-mounted) with capacities up to 3040 kW. Due to:</p> <ul style="list-style-type: none"> • Increased embedded generation footprint • DC arc hazards and working-at-height risks • Regulatory compliance requirements • Asset reliability objectives <p>There is a requirement to formalise competency development for maintenance personnel.</p> <p>SCOPE OF WORK</p> <p>The appointed service provider shall:</p> <p>Develop and Deliver Training Covering:</p> <p>A. Solar PV Fundamentals</p> <ul style="list-style-type: none"> • PV module principles and I-V curves • String configuration
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	<ul style="list-style-type: none"> • MPPT operation • Inverter functionality • Grid-tied system architecture <p>B. Regulatory & Standards Compliance</p> <ul style="list-style-type: none"> • SANS 10142-1 • SANS 10142-1-2 (Embedded generation) • NRS 097-2-1 • OHS Act & Electrical Machinery Regulations • Safe isolation procedures (AC & DC) <p>C. DC Safety & Arc Hazard Awareness</p> <ul style="list-style-type: none"> • DC arc characteristics • Safe shutdown procedures • LOTO procedures • Backfeed hazards • Arc-rated PPE requirements <p>D. Maintenance & Fault Finding</p> <ul style="list-style-type: none"> • Insulation resistance testing (DC rated) • String testing • Thermal imaging • IV curve interpretation • Fault diagnosis (inverter codes, ground faults, SPD failure) • Preventative maintenance scheduling <p>E. Working at Heights (for rooftop systems) - Awareness</p> <ul style="list-style-type: none"> • Fall arrest systems • Rescue planning • Roof access risk assessment <p>F. Ground-Mounted Specific Risks</p> <ul style="list-style-type: none"> • Vegetation control & fire risk • Lightning protection & earthing grids • Combiner box inspection • Trenching and cable management <p>G. Fire Risk & Protection Engineering</p> <ul style="list-style-type: none"> • DC arc fault risks • Rooftop fire propagation • Emergency shutdown labeling • Fire department access requirements
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	<ul style="list-style-type: none"> • Roof isolation points • Rapid shutdown systems (if applicable) <p>H. Certificate of Compliance (COC) Competency</p> <ul style="list-style-type: none"> • Legal responsibility of signatory • Scope limitation under SANS 10142 • PV-specific COC requirements • As-built drawing requirement • Test report documentation • Record retention requirements <p>I. Commissioning & Handover</p> <ul style="list-style-type: none"> • Pre-commissioning checklist • String open circuit voltage verification • Insulation resistance testing (DC rated) • Polarity testing • Inverter parameter configuration • Protection relay settings • Export limitation setup • Monitoring configuration • Handover documentation requirements (i.e, typical index) • Typical maintenance strategy (i.e, for all the components included) • COC issuance process <p>J. Mechanical Installation</p> <ul style="list-style-type: none"> • Roof structural considerations • Waterproofing integrity • Torque requirements • Mounting system types • Corrosion protection • Cable routing best practice • UV protection <p>K. Embedded Generation Compliance (SA Specific)</p> <ul style="list-style-type: none"> • SANS 10142-1-2 detailed application • SANS 63205 (Part 1 to 4) • NRS 097-2-1 compliance • Municipal embedded generation application process
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	<ul style="list-style-type: none"> • Power Utility SSEG application (i.e., Eskom, Municipality, etc) • Anti-islanding requirements • Grid code basics • Protection settings verification <p>L. Battery selection</p> <p>M. Fundamental of electricity</p> <p>N. Different type of solar panels</p> <p>O. Relevant tools</p> <p>Practical Component</p> <ul style="list-style-type: none"> • Hands-on testing exercises • Inverter troubleshooting simulation • Lock-out/tag-out demonstration • Risk assessment workshop • Case study analysis <p style="color: red;">Note: The service providers may include any other sections that might be relevant for the training in question.</p> <p>Deliverables</p> <p>The service provider must provide:</p> <ol style="list-style-type: none"> 1. Detailed training material (soft & hard copy) 2. Attendance registers 3. Assessment tools (written & practical) 4. Certificates of competence 5. Post-training competency report 6. CPD recognition confirmation (if applicable)
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11. Proposed BSEC

1. We, the undersigned members of the Sentech Bid Specification and Evaluation Committee, duly appointed by the Chief Executive Officer of Sentech SOC LTD, hereby declare collectively and individually that we, during and after the evaluation process of the recommendations submitted for consideration, have duly applied our minds and have neither intentionally and/or negligently, favoured nor prejudiced any natural and/or legal person/body/entity and that we have acted in good faith in respect of the fair, equitable, transparent, competitive and cost effective assessment of the above-mentioned process.

2. We, furthermore, collectively and individually, declare that we do/not have any no known interest or relationship (family, friend, business or financial) with any of the bidders/tenderers or any persons connected to any of the bidders/tenderers that may either prejudice or favour any of such bidders/tenderers to be assessed.

Bid Specification and Evaluation Committee member	BSEC Role	Signature	Date

*The BSEC must at least consist of the Chairperson and three (3) other members who have technical knowledge and must be cross-functional. BSEC members must make themselves available for all scheduled BSEC meetings