



## REQUEST FOR QUOTATION

Product Requested: Wall Paper Heaters

Date of Issue: 16 July 2026

Closing Date and Time: 23 July 2026 @ 14h00

Quotation Reference Number: RFQ 778/2026

| Item Number | Quotation Description                     | Quantity Required | Delivery Period | Price in South African Currency (inclusive of VAT) |
|-------------|-------------------------------------------|-------------------|-----------------|----------------------------------------------------|
|             | PLEASE SEE PRODUCT OR SERVICE DESCRIPTION | 200               |                 |                                                    |

  
FOR SECRETARY TO PARLIAMENT

(BUSINESS UNIT OR SCM TO SIGN HERE)

### 1. GENERAL CONDITIONS

- ✓ Quotations will be evaluated on 80 /20 preference point system.
- ✓ 80 points allocated for price and 20 points allocated for HDI and RDP goals as identified in paragraph 8.6 of the Preferential Policy of Parliament
- ✓ Preference Points will be awarded to tenderers for completing column 3 and supplying the supporting documents listed in column 4 below. Refer HDI and RDP goals as mentioned in paragraph 3 below for more details.
- ✓ Refer HDI and RDP goals as mentioned in paragraph 3 below for more details.

| 1. Specific Goals               | 2. Number of Points | 3. Points claimed by the Tenderer | 4. Tenderers must supply the following documents when claiming preference points |
|---------------------------------|---------------------|-----------------------------------|----------------------------------------------------------------------------------|
| HDI'S                           |                     |                                   |                                                                                  |
| Black                           | 6                   |                                   | Identity Document/ CSD/CK document                                               |
| Women                           | 4                   |                                   | Identity Document/CSD/CK document                                                |
| People living with Disabilities | 3                   |                                   | Medical Certificate/CSD                                                          |
| RDP GOALS                       |                     |                                   |                                                                                  |
| SMME                            | 4                   |                                   | Annual Turnover Confirmation from Accountant/AFS/ CSD                            |
| Youth                           | 3                   |                                   | Identity Document/ CSD/CK document                                               |

- ✓ All suppliers responding to quotation should be registered on Central Supplier Database (CSD)
- ✓ The quotation must be emailed to [soliphant@parliament.gov.za](mailto:soliphant@parliament.gov.za)
- ✓ Further information regarding this quote may be obtained from to [soliphant@parliament.gov.za](mailto:soliphant@parliament.gov.za)
- ✓ All quotations received after the closing date will not be accepted.
- ✓ Acceptance of a quotation will be subject to Parliament's own Supply Chain Management policy.
- ✓ All suppliers are required to fill in and submit the declaration of interest document.
- ✓ A current list of references where similar work was undertaken should be supplied.
- ✓ All suppliers must submit valid tax pin and all supporting documents as per the specific goals table.

## 2. SPECIFIC CONDITIONS

- ✓ The appointment of the supplier will not necessarily be on the basis of the lowest quote.
- ✓ Quotes should be detailed and specify the services and cost; market related prices will be negotiated with the preferred supplier.
- ✓ Parliament reserves the right not to award the contract.
- ✓ Quotes should be on the company letterhead, indicating the VAT registration number.
- ✓ Suppliers are prohibited from using Parliament's logo on their proposal.
- ✓ The RFQ document must be completed in full, and the declaration of interest form must be filled in, signed, stamped by a Commissioner of Oaths, and returned with the quotation. Parliament reserves the right to use this declaration form for quotations submitted by supplier for a period of 3 months unless the supplier's details has changed in said period.
- ✓ Failure to submit all documents as required might result in disqualification.
- ✓ Parliament cannot award contracts to provide goods and services to a Member of Parliament, or Cabinet, A Member of a Provincial Legislature or Member of the Provincial Executive Council, a Municipal Councillor, a person in the employ of state whose participation in the procurement process for the contract may result in a conflict of interest, or any entity in which any of the mentioned persons is a director or has controlling or other substantial interest.
- ✓ Parliament may request suppliers to provide additional pricing information to be utilised for comparative purposes during evaluations.
- ✓ Parliament reserves the right, for purposes of promoting the values of competitiveness and fairness, not to award the RFQ/tender to the highest scoring tenderer if such a tenderer has been awarded a tender by Parliament or has performed services for Parliament, during the last 12 months prior to the closing date of the RFQ/tender.
- ✓ Parliament reserves the right to re-appoint or extend the service of the supplier where there is a natural continuation of assignments.
- ✓ Tenderers will qualify for the preference points claimed by them, if they provide valid supporting documents to substantiate such claim, however information on CSD that Parliament considers valid will also be considered.

## 3. HDI GOALS

The below mentioned HDI and RDP goals will be applicable to this RFQ as identified in paragraph 8, 6 of the preferential procurement policy of Parliament.

| Specific goals                  | Means of Verification:                                                  | Comments:                                                                                                                       |
|---------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Black                           | Identity Document /CSD/ CK document                                     | African, Indian, and Coloured are classified as Black                                                                           |
| Women                           | Identity Document /CSD/ CK document                                     | The 7th digit of a female's RSA ID is 0 – 4, and 5 – 9 for males                                                                |
| People living with Disabilities | Medical Certificate/CSD                                                 | Only a qualified medical practitioner can certify a disability.                                                                 |
| SMME                            | CSD/ Annual Financial Statement or written confirmation from accountant | Annual turnover as declared on CSD or verified through annual financial statements or written confirmation from the accountant. |
| Youth                           | Identity Document /CSD/ CK document                                     | Ages between 18 – 35                                                                                                            |

# SUPPLIER INFORMATION FORM

|                                       |                |  |
|---------------------------------------|----------------|--|
| REGISTERED NAME                       |                |  |
| TRADING NAME (IF APPLICABLE)          |                |  |
| COMPANY REGISTRATION NUMBER (or ID)   |                |  |
| VAT REGISTRATION NUMBER               |                |  |
| CENTRAL SUPPLIER DATABASE NUMBER      |                |  |
| TAX COMPLIANCE STATUS PIN             |                |  |
| TAX COMPLIANCE STATUS PIN EXPIRY DATE |                |  |
| INCOME TAX NUMBER                     |                |  |
| PHYSICAL ADDRESS                      | ADDRESS        |  |
|                                       | CITY/TOWN      |  |
|                                       | POSTAL CODE    |  |
| POSTAL ADDRESS                        | ADDRESS        |  |
|                                       | CITY/TOWN      |  |
|                                       | POSTAL CODE    |  |
| CONTACT DETAILS                       | OFFICE         |  |
|                                       | CELLPHONE      |  |
|                                       | FAX            |  |
|                                       | EMAIL          |  |
| CONTACT PERSON                        |                |  |
| BANK DETAILS                          | BANK NAME      |  |
|                                       | BRANCH CODE    |  |
|                                       | ACCOUNT NUMBER |  |
|                                       | ACCOUNT NAME   |  |

- ✓ I .....hereby certify that the above information is correct and that I and other members, directors, managers, or shareholders with a controlling or other substantial interest of the entity, are not Members of Parliament or Cabinet, Members of a Provincial Legislature or a Provincial Executive Council, Municipal Councillors, persons employed by the State as their participation in Parliament's procurement process may result in a conflict of interest.
- ✓ I am also declaring that none of the entities in the company who is a director or has a controlling or substantial interest fall under the category of the person mentioned above. (Additional details to be provided should this declaration not be correct)
- ✓ I also agree that, in the event of false, incorrect, or misleading information being provided in this declaration, the Secretary to Parliament of the Republic of South Africa shall have the right to recover any losses or damages sustained by Parliament under such agreement and/or restrict the supplier from further business depending on the materiality of the misrepresentation and the degree of prejudice.

Signature

Date

(Attach a bank confirmation letter or cancelled cheque to confirm bank account number)

## PRODUCT OR SERVICE DESCRIPTION

- Parliament seeks to appoint a suitably qualified and experienced supplier for the supply and installation of 200 wall-mounted electric panel heaters in various offices within the Parliamentary precinct.
- The heaters are intended to provide safe, energy-efficient, and reliable heating suitable for office environments and shall comply with the minimum technical specifications set out below :
- Type : Wall-mounted ceramic convection heater
- Dimensions : Nominal size: 600 mm (H) × 600 mm (W) with an acceptable tolerance of ±50 mm
- Power Consumption : Approximately 400 W
- Heating Capacity : Suitable for heating a minimum room size of 12 m<sup>2</sup>
- Operating Voltage: 220–240 V AC
- Frequency : 50 Hz
- Thermostat : Built-in thermostat with non-adjustable operating temperature
- Controls : Integrated ON/OFF switch with operational indicator light
- Electrical Connection : Factory pre-wired with a three-pin plug compliant with applicable SANS requirements
- Surface : Fire-resistant silicate/ceramic board with a paintable, non-asbestos finish

### Safety Requirements

Each heater shall include, as a minimum:

- Automatic overheat protection.
- Protection against accidental contact with live electrical components.
- Fire-retardant outer casing.
- Stable and secure wall mounting system.
- Factory-designed mounting holes and fixing points.
- Safe operation in accordance with the manufacturer's specifications.

### Installation Requirements

Where installation is required, the supplier shall:

- Supply the manufacturer's mounting brackets.
- Supply all screws, anchors, fasteners and fixing hardware required for installation.
- Install the heater as a permanent wall-mounted unit.
- Install the heater on drywall partitioning; brick walls; and concrete walls.
- Mount the heater close to an existing electrical power outlet.
- Ensure the heater is installed away from flammable materials and electrical equipment.
- Make good all affected surfaces following installation.
- Remove and lawfully dispose of all installation debris and waste.
- Test each installed heater to confirm correct operation.

- Provide an installation completion certificate for each unit confirming that: the installation was completed satisfactorily; and the unit is fully operational.

### **Warranty Requirements**

The preferred supplier shall provide a minimum 12-month warranty covering:

- The supplied heater.
- Installation workmanship.
- Correct operation of the heater in accordance with the manufacturer's specifications.
- The warranty period shall commence upon successful installation, testing and acceptance of each installed unit.

### **Compliance Requirements**

The heater shall comply with the following legislation and standards, or equivalent:

- SANS 60335-1 – Household and Similar Electrical Appliances – Safety – General Requirements.
- SANS 60335-2-30 – Particular Requirements for Room Heaters.
- Occupational Health and Safety Act, 1993 (Act 85 of 1993).

**All suppliers are required to comply with the following requirements**

| Description of Requirement                                                                                                                                     | Indicate Yes/No |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <ul style="list-style-type: none"> <li>- Supplier shall provide documentary evidence of compliance with the legislation and standards upon request.</li> </ul> |                 |
| <ul style="list-style-type: none"> <li>- Supplier shall submit proof of warranty in their submission.</li> </ul>                                               |                 |

**BACKGROUND AND EXPERIENCE IN THE INDUSTRY**

LIST THE TWO LARGEST CONTRACTS / ASSIGNMENTS BY YOUR FIRM IN THE LAST TWO YEARS IF ANY OR LIST CONTRACTS WHICH YOUR ORGANISATION IS CURRENTLY ENGAGED IN IF ANY

| WORK DESCRIPTION | YOUR CLIENT | CONTACT PERSON | CONTACT NUMBER | CONTRACT VALUE |
|------------------|-------------|----------------|----------------|----------------|
|                  |             |                |                |                |
|                  |             |                |                |                |
|                  |             |                |                |                |

**PROPOSED PRICING SCHEDULE**

| DESCRIPTION | QUANTITY | TOTAL |
|-------------|----------|-------|
|             |          |       |

## DECLARATION OF INTEREST

1. No contracts to provide goods or services to Parliament may be provided to the following categories of entities: - Member of Parliament, Member of the Cabinet, Member of a Provincial Legislature, Member of a Provincial Executive Council, a Municipal Councilor or a person in the employ of the State whose participation in tendering for the contract may result in a conflict of interest; or any entity in which a person mentioned above is a director or has a controlling or other substantial interest.
2. The tenderer is therefore requested to complete Sections a – d of the declaration below in substantiation.

(a) Are you or any person connected with the tenderer, a Member of Parliament, or a Cabinet Member?

|   |   |
|---|---|
| Y | N |
|---|---|

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

.....

.....

(b) Are you or any person connected with the tenderer, a Member of the Provincial Legislature or a Member of a Provincial Executive Council or a Municipal Councilor

|   |   |
|---|---|
| Y | N |
|---|---|

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

.....

.....

(c) Are you or any person connected with the tenderer, employed by the state?

|   |   |
|---|---|
| Y | N |
|---|---|

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

.....

.....

(d) Do you, or any person connected with the tenderer, have any relationship (family, friend, other) with a person employed by Parliament and who may be involved with the evaluation and or adjudication of this tender?

|   |   |
|---|---|
| Y | N |
|---|---|

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

.....

.....

## DECLARATION

I hereby agree that, in the event of false, incorrect, or misleading information being provided in this declaration, the Secretary to Parliament of the Republic of South Africa shall have the right to:

- ✓ recover any losses or damages sustained by Parliament under such agreement.
- ✓ restrict the supplier from further business with Parliament depending on the materiality of the misrepresentation and the degree of prejudice suffered.

Name of Representative: \_\_\_\_\_

Identity number: \_\_\_\_\_

Signature: \_\_\_\_\_

(DULY AUTHORISED TO SIGN FOR AND ON BEHALF OF THE ABOVE ENTITY)

No Contract to provide goods or services to Parliament may be awarded to -

- A Member of Parliament or a Member of the Cabinet
- A Member of a Provincial Legislature or a Member of a Provincial Executive Council.
- A Municipal Councillor.
- A person in the employ of the State whose participation in tendering for the contract may result in a conflict of interest; or
- Any entity in which a person mentioned above is a director or has a controlling or other substantial interest.

COMMISSIONER OF OATHS STAMP