



Enquiries: Mandisa Bokoda

Tel: 041 509 6048

ADVERTISEMENT

BID DESCRIPTION	RFQ NO	CLOSING DATE	ENQUIRIES
SUPPLY AND DELIVERY OF DIESEL FOR GENERATORS TO ALL CAMPUSES AT PE TVET COLLEGE FOR A PERIOD OF TWELVE (12) MONTHS ON AN, AN AS WHEN REQUIRED BASIS.	RY22799	24 August 2026 (Monday)	TECHNICAL: MRS. YANELA MLAMBO (041) 509 6072 SCM: MS. MANDISA BOKODA (041) 509 6048

Kindly furnish me with a written quotation for the Supply and Delivery of Diesel for generators to all Campuses at the PE TVET College for a period of twelve (12) months on an, as and when required basis. A detailed specification is enclosed.

The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation may be hand delivered before 12h00 pm at Erica Campus (**Address**) at the reception area or email to tenders@pec.edu.za

THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A valid SARC TAX compliance status with PIN.
- Joint Ventures to attach: JV Agreement and Letter of Signatory
- **Completed SBD 4 – as per PFMA SCM instruction No.3 of 2021/2022 effective from 1 April 2022, the revised SBD4 must be fully completed and signed. SBD 8&9 are repealed (no longer required). Failure to submit as instructed will lead to the quotation declared non-responsive. Bidders must download the revised SBD4 from the National Treasury website.**

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING RFQ CONDITIONS:

- PE TVET College Supply Chain Management Policy will apply.
- 80/20 Preferential Procurement Point System will be applied.
- PE TVET College does not bind itself to accept the lowest quote or any other quote and reserves the right to accept the whole or part of the quote.
- Quotations which are late, incomplete and unsigned will not be accepted.
- **Only quotations sent to the above-mentioned e-mail address will be accepted.**

Port Elizabeth Technical Vocational Education and Training College (TVET)

Central Administration - Tel: 041 509 6000, Fax: 041 582 2017 • Dower Campus - Tel: 041 509 6200, Fax: 041 481 7111
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SPECIFICATION

The primary objective of this database is to appoint a qualified service provider responsible for supplying, delivering, and refilling diesel for the **500kVA** backup generator located at all campuses of Port Elizabeth TVET College. The aim is to ensure continuous and reliable power supply through timely diesel refills and delivery services.

Scope

The scope of work includes:

- Supply of diesel fuel to the specified backup generators.
- Delivery of diesel to the Campuses of Port Elizabeth TVET College.
- Response time to be two (2) hours after the Service Provider receives a Purchase Order.
- Refilling the diesel tank as required to maintain operational readiness of the generator.
- Ensure timely delivery and refilling of diesel to prevent generator downtime.
- Comply with all relevant safety and environmental standards related to diesel handling and transportation.
- Ability to coordinate logistics efficiently to meet delivery schedules.
- Competence in maintaining records of deliveries and refills for accountability.

Technical Requirements

Description	Detail	Yes/No
Proof of capability to supply the required volume of diesel reliably	Service Provider must provide Professional Driving Permit (Prdp) Category D for carrying dangerous goods	
Experience in fuel supply and delivery services, particularly for backup generators	The Service Provider must provide one (1) reference letter of fuel supply, delivery and refill in the past three (3) years.	
Knowledge of safety protocols and environmental regulations concerning diesel handling	Service Provider must provide liquid handling and decanting training Certificate.	

Failure to meet any of the requirements will deem the Service Provider non-responsive.

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BIDDER'S DISCLOSURE

SBD 4

1. PURPOSE OF THE FORM

- 1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

- 2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

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2.3.1 If so, furnish particulars:

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2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract?

YES/NO

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure.
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

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- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

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