REQUEST FOR PROPOSALS (RFP)

PROVISION OF MAINTENANCE AND ROOF REPAIR SERVICES TO ELIDZ BUILDINGS

The **East London Industrial Development Zone SOC Ltd** is the operator of the East London Industrial Development Zone (ELIDZ), an entity which exists to help manufacturers to become globally competitive through the development and efficient management of a modern, purpose-built industrial location, which offers investing industries a streamlined business environment enhanced by a range of supporting services. The zone is already operational and currently houses a number of manufacturers that supply products for the local and international markets.

SCOPE OF WORK

Tenders are hereby invited from suitably qualified and experienced service providers to undertake the **Provision of Maintenance and Roof Repair Services to ELIDZ buildings** in the East London Industrial Development Zone, located at our facilities within the West Bank area of the Buffalo City Municipality.

The successful tenderer will be required to enter a Two-year Contract for the Provision of Maintenance and Roof Repair Services to ELIDZ buildings with the East London Industrial Development Zone SOC Ltd.

Reference No.	Description / Name	Compulsory CIDB Grading	Closing Date
ES/26/ROOF/01	PROVISION OF MAINTENANCE AND ROOF REPAIR SERVICES TO ELIDZ BUILDINGS	6SN or higher	04 December 2026 at 12h00

The Services include the following summarized scope of work:

- The provision of suitably qualified personnel is required during normal working hours.
- Scheduled, unscheduled, and corrective maintenance activities required for Maintenance and Roof Repair Services to ELIDZ Buildings
- The provision of urgent and emergency response services related to ELIDZ Buildings, on a 24/7/365 basis.

BRIEFING MEETING:

Note: There will be a Compulsory briefing session with representatives of the Employer that will take place **Virtually via Microsoft Teams on 24 November 2026 starting at 10h00.** Participants will be required to use the following details to join:

Meeting ID: 330 987 125 209 536 6 and **Passcode:** Zz9vj2ri

BID CONDITIONS:

Only tenderers who meet the following conditions are eligible to submit tenders;

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender, or the relevant SARS pin code which will allow the ELIDZ to confirm the tenderers' tax status on-line
- Tenderers must be registered on Central Supplier Database (CSD) from National Treasury and MAAA number must be provided
- Tenderers should submit a Valid original or certified B-BBEE certification. Companies with annual turnover of less than R10 million submit an accountant or SARS letter confirming turnover.
- Tenderers to provide certified copy of Company Registration Certificate
- Tenderers to provide Letter of Good Standing from Compensation Commissioner
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked "Envelope A -Technical Proposal"and "Envelope B – Financial Proposal". Then the financial proposal will only be opened should the technical proposal be found to be acceptable.
- Non-signed "Form of Offer" the financial proposal in "Envelope B" submission will result in the disqualification of the tender.
- Inclusion of Price Offer and/or any other price related details in "Envelope A -Technical Proposal" will result in the disqualification of the tender.
- The successful Tenderer will be required to have sufficient and competent staff available to commence full-time operations in accordance with the contract with effect from the Commencement Date, failing which the contract will be awarded to the next most preferred Tender.
- Registration with the CIDB in the category **6SN or Higher** is compulsory for companies wishing to submit tenders.
- For **Joint Venture** a lead partner has a contractor grading designation equal or higher than **5SN class** of construction work or in terms of the CIDB JV Calculator
- **Availability of Elevated Access Equipment (Boom Lift / Cherry Picker)** is compulsory for companies wishing to submit tenders. The bidder must demonstrate guaranteed access to suitable elevated access equipment, **specifically a Boom Lift or Cherry Picker** capable of achieving a minimum working height of 10m, for the safe execution of roof maintenance, repairs, inspections and replacement works at ELIDZ buildings. **(Owned Equipment:** Proof of ownership, supported by an asset register, purchase invoice or other verifiable ownership documentation. **Leased or Hired Equipment:** A signed lease agreement, hire agreement or letter of commitment from an established equipment supplier confirming the availability of the equipment for the contract. **Technical Specifications:** Manufacturer's specifications or equipment data sheet confirming a minimum working height of 10 metres. **Safety Compliance:** Evidence of a valid inspection or examination certificate, as applicable, confirming that the equipment is safe for operation and compliant with the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), and applicable regulations).

EVALUATION:

The evaluation will be guided by the ELIDZ procurement policy. Points will be awarded on the basis of Price and Specific goals.

Score breakdown:

- 80 Points for Price
- 20 Points for Specific goals

All tenders not providing compulsory responsive documentation and with functionality scoring less than 75% will not be considered for the next stage of tender evaluation.

PROPOSAL DOCUMENT & SUBMISSION:

The RFP documents will be available for download on **13 November 2026 at 12h00 (Noon)** at **www.elidz.co.za** under **Opportunities >> Tenders.**

To make a tender submission for an open tender you must have completed the registration process before and have an active login account. Navigate to https://tenderportal.elidz.co.za and login with your credentials captured as part of the registration process.

It will be the responsibility of the respondent to ensure that the tender/bid reaches the ELIDZ. All tender/bids documents are to be submitted online at https://tenderportal.elidz.co.za before the closing date and time of 12h00, 04 December 2026. Only PDF documents must be uploaded with a maximum size limit of 30MB per file. No tenders are to be submitted at the ELIDZ premises and No late tenders will be accepted. Hard copy document submission will not be considered.

The above is in accordance with the organization's procurement policy section 8.5.2-8.5.4

TENDER ENQUIRIES:

Questions relating to the Tender will be accepted until **13h00 pm on 30 November 2026 with responses by 02 December 2026.**

Queries relating to this tender may be addressed to: Ms A Mzantsi
T: 043 702 8200 **I E:** anathi@elidz.co.za