

05 August 2025

RFQ 33 OF 2025 Branding of the Nelson Mandela Museum Vehicle

BACKGROUND

The Nelson Mandela Museum (NMM) is a not-for-profit institution established by the government of South Africa as an agency of the National Department of Sport, Arts and Culture. It was established as part of a portfolio of legacy projects that seek to transform the heritage landscape from our apartheid past. At the same time, it is a resource for promoting economic development through tourism in an impoverished region of the country. The museum primarily houses collections of gifts to the nation given by Nelson Mandela to the museum to share his legacy with the nation.

The mandate of the Nelson Mandela Museum is to preserve and promote the legacy of Nelson Mandela, and one of its main strategic goals is to improve the museum's public profile and access. This mandate is executed through the museum's two main facilities, the Qunu Youth and Heritage Centre and the Bhunga Building in Mthatha CBD. The Bhunga Building doubles as the administrative office of the museum. The Museum has been authorised by the Department of Sport, Arts, and Culture to administer the Ingquza Hill Museum in Flagstaff and the O.R. Tambo Garden of Remembrance in Bizana.

PURPOSE

The Nelson Mandela Museum (NMM) invites quotations from accredited service providers that are registered with the Central Supplier Database for the Design, printing, and Installation of a Half wrap with protective laminate

on Air release vinyl to the Ingquza Hill Museum Quantum. Nelson Mandela Museum will provide content to the winning bidder.

2. SCOPE OF DELIVERY OF SERVICES


Service Providers must take note of the following:

- The service provider to design and install the Artwork
- Nelson Mandela Museum will provide Logos and Content
- Corporate Identity (CI) guideline regarding the use of the logo, ensuring adherence to government prescripts, will be supplied by Nelson Mandela Museum
- Approvals will be sanctioned with Marketing and Comms directorate
- Ensure that they qualify for provision of printing and production of material required to deliver the branding and signage of the department.
- Print & cut out vinyl must have a 7- 10-year durability.
- Where existing artwork is found on any of the areas where new artwork needs to be installed, such as glass doors, the service provider appointed will be expected to remove old artwork, clean surfaces, and only then install new artwork.

3. TASK DIRECTIVE

Nelson Mandela Museum requires the services of a duly experienced and knowledgeable entity in undertaking the tasks outlined in this request with reference to Design, printing, production, and installation of Vinyl branding to Vehicles. The appointed service provider will be responsible for designing, printing, and installing a Half wrap with protective laminate on Air release vinyl to the Ingquza Hill Museum Quantum.

NO	ITEM	Description	QTY
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	 <p>Design, print, and installation of a half wrap with protective laminate on air release vinyl to the Ingquza Hill Museum Quantum.</p>	<p>Nelson Mandela Museum will provide Logos (DSAC, RLHR and Ingquza Hill Museum and content</p> <p>Half Wrap Branding</p>	1
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APPLICABLE PREFERENCE SCORING SYSTEM

Points for this shall be awarded for:

(a) Price; and

(b) Specific Goals.

(c) Where 80 points will be allocated for price and 20 points allocated for specific goals

Category		Sub-categories	Specific goal points	Verification documents
Local Supplier	5	OR Tambo supplier	5	CIPC Registration Certificate (CK) or Proof of residence
		Eastern Cape Supplier	4	
		Anywhere in South Africa	3	
		Non-South African	0	
	4	Black African Women	4	

Women-owned supplier		Non-Black African Women	2	CIPC Registration Certificate (CK) and CSD Report
Youth-Owned Supplier	4	Youth Owned (< 35-year-old persons)	4	CIPC Registration Certificate (CK) and CSD Report
		Non-Youth Ownership (> 35-year-old persons)	2	
People living with disabilities	3	People living with disabilities	3	CSD Report
Small, Micro, Medium & Enterprises	4	SME – Owned by people with disability	4	CSD Report
		SME – Black owned	3	Sworn Affidavit (BBBEE Affidavit)
		SME – Other		

❖ QUOTATION SUBMISSIONS AND RETURNABLE DOCUMENTS

Service providers are required to submit all the returnable documents together with their quotations.

Failure to provide all the Compulsory Returnable Documents at the closing date and time of this RFQ will result in a respondent's disqualification.

Respondents are therefore urged to ensure that all these Documents are returned with their Quotations

Compulsory Returnable Documents

- Duly signed & completed SBD 1 Invitation to BID
- Duly signed & completed SBD 3.3 Pricing Schedule
- Duly signed & completed SBD 4 Declaration of Interests form.
- Duly signed & completed SBD 6.1 Preference points claim form
- Duly signed & completed SBD 6.2 Local Content Declaration form
- Duly signed & completed Contract form (Rendering Services)
- Proof of CSD registration

SUBMISSION

- All quotations and accompanying documents must be forwarded to:
supplychain@nelsonmandelamuseum.org.za
- **Quotations sent to the wrong address besides the one mentioned above are not going to be considered**
- **NO FAXED OR HAND-DELIVERED QUOTATIONS SHALL BE ACCEPTED.**

❖ **CLOSING DATE FOR THE SUBMISSION OF QUOTATIONS IS 12 August 2025 AT 12H00.**

Essential Supporting Documents

Specific goals verification documents on or before the closing date and time (failure to submit on or before the closing date will result in an automatic score of zero for preference.

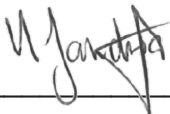
❖ ENQUIRIES

All communications and inquiries/and requests for clarification relating to this proposal should be directed to the contact person:

Bid Administration: & SERVICE PROVIDER SPECIFICATIONS

FOR BID ADMINISTRATION & SERVICE PROVIDER SPECIFICATIONS
Ms P. Mfundisi
Tel: 047 501 9528
Email: phakama@nelsonmandelamuseum.org.za
SCM
Technical Enquiries:
Mr. F. Wisani
Tel: 047 501 9514
Email: fumanekile@nelsonmandelamuseum.org.za
Communications Officer

NB: The NMM reserves the right to amend, modify, or withdraw this RFQ at any time, without prior notice and without liability to compensate and/or reimburse any party.



Ms. N. Tandwa Dalindyabo

Acting Chief Executive Officer