



## KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE  
REPUBLIC OF SOUTH AFRICA

### NOTICE AND INVITATION TO TENDER

Suitable and capable Service Providers are invited to bid for the following service:

Bid Number : **ZNT 8003 W**  
Description of Service : **Hire of Office Accommodation to the Department of Public Works & Infrastructure: KwaZulu-Natal on behalf of the Department of Sport, Arts and Culture: King Cetshwayo District Office – Richards Bay. Procurement of suitable office of the extent of 440m<sup>2</sup> plus 25% (110m<sup>2</sup>) non-assignable space totaling to 550m<sup>2</sup>; plus 35 secure parking bays (05 lock up bays; 15 undercover bays; and 14 open bays and 01 for persons living with disabilities for a period of (5) years.**  
Contract Period : Five (5) Years  
Closing Date : 25 February 2026  
Closing Time : 11h00am

#### Collection of Bid Documents

The Bid Document can be downloaded from e-Tender Portal and/ or Departmental Website: [www.kznworks.gov.za](http://www.kznworks.gov.za) at no cost. However, should any bidder require a printed/ hard copy of the bid document, a non-refundable payment in the amount of R380.00 must be made for collection thereof as per the banking details indicated below. Proof of payment must be produced upon collection of the bid document.

#### BANKING DETAILS:

**NAME: KZN PROV GOV- WORKS, BANK: ABSA BANK, ACCOUNT NO: 41-2194-1044: ACCOUNT TYPE: BUSINESS CHEQUE ACCOUNT, BRANCH: 632005, REFERENCE NUMBER: 14074061**

Bid response documents must be deposited in the tender box specifically marked for this service at:

**KZN DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE  
ZULULAND DISTRICT OFFICE  
709 WOMBE STREET  
UNIT A  
ULUNDI  
3838**

Queries relating to the issue of these documents may be addressed to:

Full Name : Mr. S Zungu  
Tel. No : 071 523 0403  
Email Address : [sibusiso.zungu@kznworks.gov.za](mailto:sibusiso.zungu@kznworks.gov.za)

All technical enquiries may be directed to Ms. QZ Mkhize at 073 358 1028/ [queen.mkhize@kznworks.gov.za](mailto:queen.mkhize@kznworks.gov.za)

#### Compulsory Briefing Session

Date : 09 February 2026  
Time : 11h00am  
Venue : KZN Department of Public Works and Infrastructure  
North Coast Region  
King Dinuzulu Highway  
Old Legislative Assembly – Chamber Resting Area  
ULUNDI  
3838

#### NOTE:

**Briefing must be attended by a company representative duly authorized. Under no circumstances should a company representative represent two entities during the tender briefing.**

**TENDERERS TO NOTE**

1. Requirements for sealing, addressing, deliver, opening and assessment of the tender are contained in the tender document.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted, and only bids submitted on the tender document issued by the Department will be accepted.
3. The Department reserves the right not to award to the lowest bidder. In addition, the Department may conduct a detailed risk assessment prior to the award of the bid.
4. Tender documents must be downloaded or purchased and collected prior to the starting time of pre-tender briefing meeting. No tender documents will be issued at the pre-tender briefing meeting and site inspection meeting certificate will be issued at the pre-tender briefing meeting.
5. No late arrivals will be accepted to the pre-tender briefing meeting.
6. Late submissions will not be accepted.
7. All interested bidders must be registered on the Central Supplier Database.
8. Telegraphic, telephonic, telex, facsimile, e-mail, and late Tender Proposals will not be accepted.
9. Only bidders registered with the applicable Central Suppliers Database will be eligible to submit bids.
10. Bidders' attention is drawn to the mandatory criteria as listed in the bid document as well as the phased sequence of the bid evaluation process.
11. The bid is advertised for twenty-one (21) working days.
12. The applicable preference point system for this tender is the 80/20 preference point system:

Number of Specific Goals	The specific goal/s in terms of this tender)	Number of points to be claimed (80/20 system)
1	<b>"Ownership by Black People</b> Documentary Proof Required: 1) Sworn Affidavit; signed and dated by Commissioner of Oaths	20