



**DEPARTMENT OF INTERNATIONAL RELATIONS  
AND COOPERATION**

**Represented by**

**THE SOUTH AFRICAN EMBASSY IN ITALY, ROME**

**SPECIFICATIONS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE REPAIR AND MAINTENANCE OF THE ROOF, INCLUDING REPAIRS OF WATER LEAKAGES AND WATERPROOFING AT THE SOUTH AFRICAN EMBASSY IN ITALY, ROME (14, VIA TANARO).**

**SPECIFICATIONS /TERMS OF REFERENCE**

RFQ NUMBER:	01/07/01
COMPULSARY SITE BRIEFING:	Date: 21 July 2023 Time:9:00am
ADDRESS OF SITE BRIEFING:	14 Via Tanaro, Roma, Italy
CLOSURE OF BIDS:	Date: 27 July 2023 Time:13:00pm

# INVITATION TO SERVICE PROVIDERS TO QUOTE FOR THE REPAIR AND MAINTENANCE OF THE ROOF, INCLUDING REPAIRS OF WATER LEAKAGES AND WATERPROOFING AT THE CHANCERY OF THE SOUTH AFRICAN EMBASSY IN ROME, ITALY

## 1. 1. PURPOSE

To request quotations for repairs and maintenance of the roof of the Chancery, including repairs of water leakages and waterproofing at the South African Embassy Chancery situated at Via Tanaro 14, Roma, Italy

## 2. BACKGROUND

2.1 The South African Embassy owns a property situated at Via Tanaro 14, Roma, Italy. The roof of the building requires urgent repair and maintenance works to avoid water coming into the building.

The South African Embassy is herewith inviting specialist service providers to submit quotations to carry out the repair works on roof of the building.

## 3. SPECIFICATIONS

Specifications for the required repairs and maintenance works are as follows:

**Manufacturers guarantees and warranties to be provided on all products used. Workmanship is guaranteed to be provided for all work undertaken. Guarantees and Warranties to be specified in the quotation. The guarantee on workmanship should be of a period of 10 years.**

### Roof covering

- Assembly and disassembly of Temporary Works.
- Demolition of the flooring of the roof and terraces, of the relative substrate and transport of the resulting material to the landfill.
- Supply and installation of new 4 mm sheath. in double layer welded with overlaps of at least 10 cm. between the towels.
- Creation of screed of the slopes on the basis of the positions of the existing unions and insertion of expansion joints every 20 m2.
- Revision and replacement of all drains connecting to the descendants.
- Waterproofing the screed with a layer of Mapelastic liquid membrane.
- Supply and installation of new 30x30 cm stoneware flooring. with expansion joints in correspondence with those made in the screed.

#### **4. COST ESTIMATES**

- 4.1 The price for this service should be all inclusive of the material required and labour. The price for this service should also be all inclusive of Architectural and Engineering services.
- 5.2 All quotes must be in Euros currency and inclusive of taxes.

#### **4. EVALUATION CRITERIA**

The minimum requirements that must be satisfied / met by prospective service provider are:

- 4.1 A detailed quotation should be submitted indicating itemizing all costs of services required material and labour costs, including guarantees on materials and workmanship.
- 4.2 A project plan reflecting realistic timeframes, including waiting period for delivery after placing order must be provided.
- 4.3 Quotes must be in local currency and inclusive of taxes and VAT.
- 4.4 Quotations should include payment conditions.

#### **5. VALIDITY OF PERIOD OF QUOTATION**

All quotations submitted must be submitted by **26<sup>TH</sup> of July 2023** and must be valid for a period of four (4) months after the closing date.

#### **6. GENERAL CONDITIONS**

The South African Embassy shall not be held liable for any additional costs not stipulated or agreed to after the parties have concluded an agreement.

The South African Embassy will sign the contract with the successful bidder. The South African Embassy reserves the right not to continue with the project and/or appoint a consultant; cancel and/or limit the scope of works.

#### **7. CONTACT PERSONS**

Enquiries and submission of proposals can be directed to:

Mr F T Jele  
Corporate Services Manager  
South African Embassy: Rome  
Italy

Contact number:  
Email address: jelet@dirco.gov.za

Ms. V D'ancona  
Administrative Secretary  
South African Embassy: Rome  
Italy

Contact number:  
Email address: d'anconav@dirco.gov.za

## **8. SUBMISSION AND PROPOSALS**

Submissions and proposals should be sent either by mail or delivered by hand to the following address:

Corporate Services Manager  
South African Embassy  
14 Via Tanaro  
Roma  
Italy