



**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
REPLACEMENT OF THE OLD CARPET OF THE CHANCERY APARTMENT WITH NEW
LAMINATED FLOORING AT THE SOUTH AFRICAN CHANCERY IN ITALY, ROME (14 VIA
TANARO)**

SPECIFICATIONS

**SPECIFICATIONS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE
REPLACEMENT OF THE OLD CARPET OF THE CHANCERY APARTMENT WITH NEW
LAMINATED FLOORING AT THE SOUTH AFRICAN CHANCERY IN ITALY, ROME (14 VIA
TANARO)**

1. PURPOSE

To secure services of a service provider that could replace the old carpet with new laminated flooring at the Chancery apartment at the South African Embassy in Italy, Rome.

2. BACKGROUND

The Chancery apartment requires to replace the old carpet with new laminated flooring.

3. SPECIFICATIONS

The project will entail the following:

- a) Removal of old carpet inside the apartment;
- b) Installation of new laminated flooring in the entire apartment;
- c) Disposal and transportation of old material, rubble and waste to certified dumping area.

4. RESPONSIVENESS CRITERIA

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

4.1 A detailed quotation should be submitted indicating 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.

5. VALIDITY OF PERIOD OF QUOTATION

All quotations must be submitted by **12:00 on 12 October 2023** and must be valid for a period of three (3) 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 sent either by email or delivered by hand to:

Mr FT Jele

Corporate Services Manager

South African Embassy: Rome

Italy

E-mail address: Jelet@dirco.gov.za

Ms L Radebe

Third Secretary Corporate Services

South African Embassy, Rome

Italy

E-mail address: Radebel@dirco.gov.za