



**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 TWELVE (12) SHUTTERS AT THE SOUTH AFRICAN CHANCERY IN  
ITALY, ROME (14 VIA TANARO)**

**SPECIFICATIONS**

# **REQUEST FOR A SERVICE PROVIDER FOR THE REPLACEMENT OF TWELVE (12) SHUTTERS AT THE SOUTH AFRICAN EMBASSY IN ROME (14, VIA TANARO).**

## **1. PURPOSE**

To secure services of a service provider that could replace twelve (12) shutters at the South African Embassy in Italy, Rome.

## **2. BACKGROUND**

The Embassy's shutters are more than twenty years old. Twelve (12) of the Chancery's shutters (which are the biggest in size) have bent due to weight and weather conditions, the shutters are no longer secure and need to be replaced.

## **3. SPECIFICATIONS**

The project will entail the following:

3.1 Replacement of the following: Twelve (12) shutters

3.2 Proposed solution installation of: Twelve (12) new aluminium insulated shutters.

## **4. RESPONSIVENESS CRITERIA**

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

4.1 A detailed quotations should be submitted indicating all costs.

4.2 Quotes must be in local currency.

4.3 Quotes should indicate VAT.

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

All quotations must be submitted by the 31 March 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

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