



**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 REPAIRS OF THE CHANCERY APARTMENT: REPLACEMENT OF SUBCEILINGS AND PAINTING OF THE ENTIRE APARTMENT AT THE SOUTH AFRICAN EMBASSY IN ITALY, ROME (14, VIA TANARO).

SPECIFICATIONS /TERMS OF REFERENCE

**APPOINTMENT OF A SERVICE PROVIDER FOR THE REPAIRS OF THE
CHANCERY APARTMENT: REPLACEMENT OF SUBCEILINGS AND PAINTING OF
THE ENTIRE APARTMENT AT THE SOUTH AFRICAN EMBASSY IN ITALY, ROME
(14, VIA TANARO).**

1. PURPOSE

To secure services of a Service Provider that could replace all subceilings and pain the entire apartment including scrapping and plastering in other areas at the Chancery apartment at the South African Chancery in Italy, Rome.

2. BACKGROUND

2.1 The Chancery Apartment requires painting of the entire apartment including scrapping and plastering in other areas as well as the replacement of all subceilings.

3. SPECIFICATIONS

3.1 The project will entail the following:

3.1.1 Painting of the apartment including scraping and plastering where needed;

3.1.2 Replacement of subceilings.

4. EVALUATION CRITERIA

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

4.1A detailed quotation should be submitted indicating itemizing all costs of services required material and labour costs, including guarantees on materials and workmanship.

4.2A 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 **31ST OF 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 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