



PHYSICAL ADDRESS:

2nd Floor, Building 2
Walker Creek Building
90 Florence Ribeiro Avenue
Muckleneuk
Pretoria, 0181

Request for Quotations (RFQ)

Terms of Reference (ToR)

**Appointment of a Service Provider to Supply, Licence and
Deliver 20 Double Cab Vehicles.**

Global Fund Grant Cycle 7: 1 October 2025 – 31 March 2028

Closing date: 5th of August 2026

BID REFERENCE: CCI_GF_2007_01

Note:

- Only email applications will be considered. All applicants must follow the instructions laid out below and submit applications to RFA@ccisa.org.za before the closing date and time indicated above.
- Any relevant queries and or questions to be submitted to TORenquiries@ccisa.org.za not later than the 30th of July 2026 (17h00), and answers to frequently asked questions will be posted on the CCI website www.ccisa.org.za
- **All applications and or enquiries must contain the BID REFERENCE in the subject line.**
- Any changes to this RFA and any related documents or information will be published on the CCI website. Please check the CCI website regularly.

Table of Contents

INTRODUCTION AND BACKGROUND	3
SCOPE OF WORK.....	3
TECHNICAL SPECIFICATIONS	4
MANDATORY REQUIREMENTS FOR EACH VEHICLE	4
REQUIRED GUARANTEES AND WARRANTIES	4
REGISTERED MOTOR DEALER REQUIREMENTS	4
TYRE REQUIREMENTS	5
VEHICLES REGISTRATION EXPECTATIONS	5
LICENSE NUMBER PLATES REQUIREMENTS	5
VEHICLE INSURANCE PRE- AND POST-DELIVERY	5
VEHICLES MAINTANANCE AND REPAIRS.....	5
STANDARD REQUIREMENTS	5
EMISSIONS CONTROL	6
PROPOSAL SUBMISSION REQUIREMENTS.....	6
EVALUATION PROCESS AND CRITERIA	6
THE FIRST STAGE: ADMINISTRATIVE REQUIREMENTS	7
THE THIRD STAGE: PRICE EVALUATION.....	9
APPLICATION INSTRUCTIONS	10
KEY DATES	10

INTRODUCTION AND BACKGROUND

The South African Global Fund Country Coordinating Mechanism (GF CCM) is responsible for overseeing the implementation of Human Immunodeficiency Virus (HIV) and Tuberculosis (TB) programmes funded by the Global Fund to fight Acquired Immune Deficiency Syndrome (AIDS), TB, and Malaria in the country. The GF CCM determines the content of the programming guided by the submitted South Africa's (SA) Request For Funding (RFF), the National HIV, TB and STI Strategic Plan (2023 – 2028), the modular framework, the budget envelope, and the output and outcome indicators and targets. The GF CCM has selected the Centre for Community Impact (CCI) as one of the Principal Recipients (PRs) that will implement programmes to be funded by the grant in SA from the 1st of October 2025, until 31st of March 2028, a 30-month programme implementation period. The GF CCM decided that a PR should serve as a grants manager, while sub-recipients (SRs) will be the main implementers of the programmes.

CCI is the lead PR implementing the Prevention Package for Sex Workers, their Children, their Clients and Other Sexual Partners program in 8 provinces in South Africa, leading the implementation of the Reducing Human Rights-related Barriers to HIV/TB services in the Country as well as coordinating Community Systems Strengthening in North West, Free State and Mpumalanga Provinces and leading the implementation of Community Led Monitoring across all GF supported Districts accordingly and CCI is leading on Reducing Human Rights-related Barriers to HIV/TB Services.

SCOPE OF WORK

CCI is inviting reputable service providers to submit proposals to supply, licence and deliver a minimum of twenty (20) double cab vehicles that will be used to deliver essential health services through biomedical programme implementation in vulnerable communities within the Republic of South Africa.

The vehicles will be used to deliver services to the project beneficiaries and to decentralize the provision of services from health facilities and make services more accessible to beneficiaries in the community. These vehicles will be used by CCI's sub-recipients (SRs), across South Africa, who have been provided with staff and commodities to deliver high quality health services.

20 double cab vehicles are needed for use in the following areas:

Province	District	Number of Vehicles
Gauteng	City of Johannesburg	1
	Sedibeng	1
	West Rand	1
	Tshwane	2
Limpopo	Capricorn	1
	Mopani	1
	Sekhukhune	1
Northwest	Bojanala Platinum	1
KwaZulu-Natal	King Cetshwayo	1
	Ugu	1
	Zululand	1
Free State	Lejweleputswa	1
	Thabo Mofutsanyane	1
Northern Cape	Frances Baard	1
Western Cape	City of Cape Town	1
Eastern Cape	Alfred Nzo	1
	Amathole	1
	Buffalo City Metro	1
	Nelson Mandela Bay Metro	1

TECHNICAL SPECIFICATIONS

The specifications listed below are the minimum requirements of the type of motor vehicles that CCI requires. Notwithstanding anything to the contrary contained in these specifications, offers of a motor vehicle, where applicable, must comply with the latest SANS Compulsory Vehicle Standards requirements as well as the National Road Traffic Act, (Act 93 of 1996) (as amended).

Table 1:

Vehicle Choice	Vehicle Status	Vehicle Description	Expectations/Notes
1	New	Model: Isuzu DDI HR L 4X2: Double Cab (Automatic Transmission)	- CCI will not take possession of any vehicle exceeding 50km on the odometer at the time of delivery, unless such a vehicle needed to be reasonably moved for requested fitments. - CCI will not review any quotes for any vehicles outside of the prescribed choices 1 and 2.
2	New	Model: Toyota Hilux 2.8 GD-6 RB SRX: Double Cab (Automatic Transmission)	

Note: CCI reserves the right to choose any of the quoted categories from any of the tenderers and may mix category 1 and 2 vehicles from the same or multiple tenderers.

MANDATORY REQUIREMENTS FOR EACH VEHICLE

- Air-conditioning
- Airbags (passenger and driver)
- Bluetooth Radio
- Alarm system must be VESA Approved level 4 (or equivalent)
- Central Locking
- Inclusive Service Plan
- Maintenance Plan (min 6 year/90 000km) to take on delivery.
- Warranty plan – 5year/120 000km.

REQUIRED GUARANTEES AND WARRANTIES

- The service provider/tenderer must guarantee that all vehicles supplied are of satisfactorily designed, material, parts and workmanship and are fit for the purpose for which they are required and without latent defects.
- The service provider must give a guarantee for items delivered and confirm that all goods are of satisfactory design, material, parts and workmanship and are fit for the purpose for which they are required. Any auxiliary machinery fitted to a motor vehicle shall comply in all aspects with the Occupational Health and Safety Act No 85 of 1993, as amended, and the Regulations framed there under.
- Further to the above-mentioned guarantee, all vehicles and related accessories supplied in terms of this supply are required to have a minimum manufacturer warranty, which is to be effective on the date that the end-user takes possession of the vehicle. The validity of the warranty must be retained, by ensuring that any modifications shall be done such that they are in accordance with the manufacturing standards of vehicle as stated by the vehicle manufacturer.

REGISTERED MOTOR DEALER REQUIREMENTS

- CCI will only accept proposals from entities that are registered motor dealers or manufacturers as contemplated in the National Road Traffic Act 93 of 1996. Service providers are required to provide documents are listed below.

TYRE REQUIREMENTS

- The vehicle must be fitted with Steel Belt Radial, tubeless tyres of a rated capacity not less than the load which will be imposed on them when the vehicle is loaded to its maximum designed load.
- All spare wheels, for other than a standard type of vehicle must be full size tyre and rims, no temp spare (biscuit wheel) will be accepted.
- All vehicles must be supplied with stickers on the wheel archers displaying tyre pressures.
- Vehicles must have hub-caps attached to 4-wheels fastened down with at least two (2) tie straps per hub-cap.

VEHICLES REGISTRATION EXPECTATIONS

This call for proposals is for the supply and delivery of the double cab vehicles conforming to the technical specifications provided.

- All deliverables must be compliant to the National Road Traffic Act (Act 93 of 1996) (as Amended).
- All items shall have their first registration with respect to the National Road Traffic Act (Act 93 of 1996) (as Amended) in the name of the CCI such that their legal status is 'not used'.
- All vehicles must be supplied with registration and license papers displaying CCI as the registered owner as well as fitted with number plates.
- All vehicles must be delivered to the delivery sites with at least a full tank of fuel.

LICENSE NUMBER PLATES REQUIREMENTS

- All vehicles must be supplied and delivered to CCI with front and rear backing plates for the fitment of number plates. **No dealer name or other wording will be incorporated in the surround.**
- The vehicle must be supplied and delivered to CCI with number plates that should be displayed in a manner, which complies with the relevant SANS 1116: 2008 specifications.

VEHICLE INSURANCE PRE- AND POST-DELIVERY

- Any damaged items as a result of manufacture or acquisition, transportation, storage and delivery must be replaced with new and unused items. Repair to damaged items will not be accepted.
- All vehicles must be supplied with microdots and a microdot certificate to be supplied. The microdots must be applied in various covert places on the vehicle and carry the vehicles 17-digit vehicle identification number (VIN). The microdots will have to comply with SANS 524-1.
- Predelivery - The tenderer must guarantee that, the insurance of vehicles against loss, theft or damage incidental to manufacture or acquisition, transportation, storage and delivery will be the responsibility of the tenderer until the handover of the vehicle to CCI or its Partners has occurred.
- Should any deviations be effected after the placing of the order, these changes shall NOT be acceptable unless specifically authorised IN WRITING by CCI's representative before delivery of the vehicles.

VEHICLES MAINTANANCE AND REPAIRS

- The Service providers shall have access to fully equipped facilities within the geographical boundaries of the delivery site, for the maintenance, repair, testing and major overhauls of the vehicles when required.
- The Service provider shall guarantee the availability of a full range of spare parts, ex stock as determined by industry standards.

STANDARD REQUIREMENTS

All vehicles must be supplied with the following:

- One interior mirror and side exterior mirrors fitted to both sides of a vehicle, of adequate size to give adequate rear-view visibility. Mirrors which give a distorted vision will be acceptable only if approved by CCI representative.
- The recommended quantity of the manufacturer's approved engine cooling system additive must be added

to the coolant, and the system should be clearly labelled stating quantity and type of additive used.

- Standard tools (jack and tyre changing tools) must be included, and any cost of these standard tools must be included in the bided price and will not be quoted as “optional extras”.
- Seat belts must be supplied and fitted in accordance with Regulation 213 of the Road Traffic Act No 93 of 1996 as amended as well as the National Land Transport Act.
- If batteries are not locally manufactured, full details needs to be supplied of the type and size of the battery offered.
- All vehicles must carry the prescribed emergency warning triangles in terms the National Road Traffic Act (Act 93 of 1996) (as Amended).

EMISSIONS CONTROL

As part of CCI’s Environmental Policy, we strive to ensure that all vehicles supplied on bids comply with their initiatives to reduce carbon emissions and other pollutants. As a minimum all current vehicles supplied must comply with the following:

- Vehicles shall meet a minimum emission standard of EURO 2.
- The requirements as laid out in the Government Gazette 3324 of 2003
- The Atmospheric Pollution Prevention Act, 1965(Act 45 of 1965)
- Standards as specified in Government Gazette No 27409 of 1 April 2005 (when these become applicable).
- National Environmental Management: Air Quality Act No 39 of 2004

Service providers are to articulate its environmental responsiveness in terms of their organisation.

PROPOSAL SUBMISSION REQUIREMENTS

The successful service provider should have:

- Legal status recognised to work in South Africa, enabling the organisation to perform the above-mentioned tasks.
- Demonstrated ability to deliver quality products at a reasonable cost and per delivery schedule.
- The service provider must provide at least 3 relevant contactable references for providing similar goods. The references should include the name of the customer, the nature of the goods/services that were provided and the contact’s name, telephone number and email address of the reference.

Only submissions that meet the technical specifications in all aspects as stipulated in these terms of reference will be considered.

EVALUATION PROCESS AND CRITERIA

The evaluation of submissions will be managed by CCI and the appointment of the successful service provider by CCI. The evaluation process will be conducted according to the following stages:

THE FIRST STAGE:

- This stage assesses compliance with **ADMINISTRATIVE REQUIREMENTS**.
- All applicants **MUST** submit all the mandatory documents below and all **LABELLED** as indicated in Table 2 below.
- Service providers who fail to submit the administrative requirements will not be evaluated further.

THE SECOND STAGE:

- This stage of the evaluation process assesses **TECHNICAL EVALUATION** focusing on the ability to fulfil the requirements based on the terms of reference.
- Experience, and methodology. Supporting documents will be scored. Kindly review the indicated technical evaluation breakdown in outlined in Table 3.

THE THIRD STAGE:

- This final stage will evaluate the cost-effectiveness and value for money aspects of all proposals. Submissions will be scored, within effectiveness and efficiency of the cheapest maximum score and highest technical quality.
- **NOTE:** CCI is not obligated to prioritise costing over technical integrity of the applicant, and as such will not automatically select the lowest application.

Table: SCORING MATRIX

SCORING MATRIX	
Technical Evaluation Score	70%
Price	30%
TOTAL	100%

THE FIRST STAGE: ADMINISTRATIVE REQUIREMENTS

Applicants MUST submit all the mandatory documents below and all LABELLED as indicated in Table 2 below. Applicants that fail to submit the administrative requirements will not be evaluated further.

TABLE 2: ADMINISTRATIVE DOCUMENTATION

ANNEXTURE	DESCRIPTION
Annexure 1 *	Company Profile
Annexure 2*	Motivation Letter (1 pager)
Annexure 3*	Value proposal based on the TOR and indicating lead timeframes for delivery (2 pager)
Annexure 4 *	Declaration of Interest - A declaration confirming the absence of any Conflict of Interest (COI); or alternatively a declaration stating any existing relationship with CCI employees or Directors. (Refer to COI Form to be completed).
Annexure 5 *	Signed Global Fund Code of Conduct for Suppliers of Services
Annexure 6*	Proof of CIPC Legal Entity
Annexure 7*	Valid SARS Tax clearance Certificate
Annexure 8*	VAT Registration Certificate
Annexure 9*	Valid B-BBEE certificate
Annexure 10*	Documentary proof that they are in fact registered with the provincial government as a “motor dealer or manufacturer”; or A copy of the franchise agreement or dealer agreement with the Original Equipment Manufacturer; or A letter from the Original Equipment Manufacturer’s delegated authority confirming that the tenderer is an approved dealer for all the vehicles offered on tender.
Annexure 11*	Detailed quotation

ANNEXTURE	DESCRIPTION
Annexure 12*	Provision of Relevant Certification: • Proof of NATIs Certification • Proof of Valid ISO 9001:2015 or similar registration • Proof of Manufacture Importer Builders (MIB) certificate
Annexure 13*	Reference letters from at least 3 clients of pervious work done, not older than 5 Years

Please note: Documents marked with asterisk* are **MANDATORY**.

THE SECOND STAGE: TECHNICAL EVALUATION SCORING MATRIX

TABLE 3: TECHNICAL EVALUATION

CRITERIA	DESCRIPTION	SCORE WEIGHTING
Motivation/ Cover Letter	MOTIVATION LETTER WITH FULL CONTACT DETAILS, DATED AND SIGNED. • 0 points = No motivation letter submitted • 3 points = Motivation letter submitted with major reservations. No contact details; not dated; not signed and content is not justifying interest in providing the service. • 6 points = Motivation letter submitted with minor reservations. Has contact details; it is not dated and/or not signed, but it is on a letterhead, and content justifies that the technical expert is suitable and interested in providing the service. • 10 points = Motivation letter submitted with no reservations. Has contact details; it is dated; it is signed and it is on a letter head or written as a formal letter; and content justifies that the technical expert is highly interested in providing the services.	10
Technical Proposal	DETAILED VALUE PROPOSAL THAT ADDRESSES AND SATISFIES THE NEED AS PER THE TOR WITH ANY VALUE ADDS. • 0 points = No clear responses to the TOR, or value-proposals presented, with no clear or vague lead times lines. No extra value adds proposed. • 10 points = Value proposal satisfies some of the requirements with major reservations. Not fully aligned to the TOR with unclear and long lead delivery proposals times. Little to no extra value adds proposed. • 15 points = Value proposal satisfies most of the requirements with some reservations. Not fully aligned to the TOR though with clear and reasonable lead delivery proposals times. Some extra value adds proposed. • 35 points = Value proposal satisfies most of the requirements with minor reservations. Mostly aligned to the TOR with clear and good lead delivery proposals times. Extra value adds proposed. • 50 points = Value proposal satisfies all the requirements with no reservations. Aligned fully to the TOR with clear and good lead delivery proposals times. Extra value adds proposed.	50

CRITERIA	DESCRIPTION	SCORE WEIGHTING
Three references letters in past 5 years	LIST OF PREVIOUS WORK AND REFERENCES 0 points = Letters submitted but work not relevant to the TOR for all 3 letters. 5 points = Letters submitted but only 1-2 letters are relevant for. 10 points = Letters submitted with all 3 letters as relevant proof of previous work and supplies done.	10
TOTAL		70
TOTAL TECHNICAL EVALUATION TO BE AVERAGED OUT OF 70%		

THE THIRD STAGE: PRICE EVALUATION

- Service providers whom have successfully met all the Administrative and Technical Evaluation on Stage 1 and Stage 2 will be further evaluated in stage 3 (Price).
- Price scoring will be calculated using the formula indicated below in Table 4.

TABLE 4: PRICE EVALUATION

PRICE	SCORE (MAX 30%)
Shortlisted technical experts demonstrate exceptional capability to meet the requirement supported by evidence will be assessed with the 70/30 Point System. A maximum of 30 points is allocated for price on the following basis: PRICE EVALUATION ASSESSMENT - The calculation formula for price points will be conducted as follows: $PS = (P_{min}/P_t) \times P$ Where: - PS = Price Score - Pt = Price of the tender/offer under evaluation - Pmin = Lowest acceptable tender/offer. - Points scored will be rounded off to the nearest 2 decimal places - P = Maximum points Example - P = Maximum points to be obtained is 30. - Pt = Price of the tender/offer under evaluation, for example ABC Inc. quoted R520 000.00. - Pmin = Price of lowest acceptable tender/offer, for example Jane Wesson Inc. quoted R430 000. $PS = (430\ 000/520\ 000) \times 30$ $PS = 24.81 \text{ scored out of 30 for ABC Inc.}$	30%
TOTAL PRICING SCORE OUT OF 30%	30%

Pricing notes:

- State the rates and prices in Rand unless instructed otherwise in the tender conditions.
- Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful service provider.

- All prices tendered must include all expenses related costs (e.g. transport, delivery etc.) that may be required for the execution of the tenderer's obligations, and shall cover the cost of all general risks, liabilities and obligations set forth or implied as well as overhead charges and profit (in the event that the tender is successful). All prices tendered will be final and binding.
- All prices shall be tendered in accordance with the unit costs and totals costs.
- Rates and prices are fixed for the duration of the procurement processes and are not subject to adjustment.
- Bids will be evaluated on the total price, should there be any calculation error on the total price, the evaluation will be based on the corrected amounts.
- Service providers must price for all optional extras as it appears in the Price Schedule to be considered responsive, as the total price will be used as the evaluation price.

APPLICATION INSTRUCTIONS

All applicants are required to:

- Only email-submitted applications will be considered.
- Mark their applications with **"Application – Vehicle Supply – Name of Provider – BID Reference Number"** in the email subject line.
- Should the application submission be too big for one email, applicants must submit batches as detailed below until all batches are submitted:
 - "Batch 1 - Application – **Vehicle Supply** – Name of Provider – BID Reference Number"
 - "Batch 2 - Application – **Vehicle Supply** – Name of Provider – BID Reference Number"

KEY DATES

The deadline for the submission of a fully completed application, including all relevant attachments, is the 5th of August 2026 (16h00: SAST). The key dates for the application process are shown in the table below.

STAGE	DATE / PERIOD
1. Publication of the Request for Applications	20 July 2026
2. Deadline for questions and request for information. Such must be directed to TORenquiries@ccisa.org.za	30 July 2026 (14h00: SAST)
3. Deadline for submitting applications. No late applications will be accepted. Submit to RFA@ccisa.org.za	5 August 2026 (16h00: SAST)
4. Evaluation period (indicative) during which additional details may be requested.	5 – 7 August 2026
5. Appointment of supplier (Indicative)	From 10 August 2026