

Requesting Office: Magalies Water	
Contact Person: Dineo Mphasane	
Contact Numbers: 014 597 4636	
Facsimile:	RFQ – 10027301
E-mail address: centralised email address quotations@magalieswater.co.za	

DATE ISSUE: 07 May 2026

CLOSING DATE: **13 May 2026**

PLACE OF DELIVERY: **Magalies Water,**

For More information/query email or call: quotations@magalieswater.co.za or 014 597 4636

Item No.	Water is inviting bids from qualified auctioneers to facilitate the sale of assets earmarked for disposal. The disposal list includes motor vehicles, IT assets, and other equipment.
	Magalies water will hold a virtual Compulsory Briefing meeting. Bidders that are interested to attend the Virtual Compulsory Briefing are requested to send an email to dineom@magalieswater.co.za to be forwarded the virtual meeting link. The closing date for the request to connect to all the Virtual Compulsory Briefing is 08 May 2026 @ 16h00. The Subject of Email "RFQ – 10027301". All prospective Bidders will be sent the link no later than 09h00 am on the 11 May 2026. Compulsory Briefing meeting is on 11 May 2026 @ 11h00 *See attached specification

1. Submission of Quotations

RFQ Number must always be stated on the quotation.

Quotations should be submitted on or before the Request for Quotation Deadline **Date by no later than 12h00** to the email below. Email: quotations@magalieswater.co.za.

No hand delivered quotations will be accepted, all quotations to be submitted to the email indicated on the RFQ.

2. Selection of Qualifying Quotation

The selection of the qualifying quotation will be at Magalies water's sole discretion. Magalies Water does not bind itself to accept any particular Quotation.

3. Documents required

ADMINISTRATIVE REQUIREMENTS:

- Quotation must have CSD vendor number **or** CSD report
- Quotation must have RFQ reference number
- Completed and signed Declaration of Interest Form (SBD4)
- Quotation with validity period should be a minimum of 30 days or more from the date of

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issue.

- Quotation with physical address, date, contact details and banking details.

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MANDATORY REQUIREMENTS:

- Quotation must be line with the specification.
- Quotations received after the closing date will not be accepted.

***NB All non-responsive bids will be rejected.**

4. EVALUTION OF QUOTATION

All Quotations with a rand value equal to or below R50 million, will be evaluated in terms of the PPR 2022 using the 80:20 Preference point system.

CRITERIA	POINTS
Price	80
Specific goals	20
TOTAL	100 points

Specific goal	Number of points (80/20 system)	Means of verification
Black people ownership equity	5	Central Supplier Database (CSD) report
Women equity	3	Central Supplier Database (CSD) report
Youth equity	2	Central Supplier Database (CSD) report
Disability	2	Medical certificate or (CSD)
Promotion of small businesses Medium- 2 Points Small- 3 Points Micro- 4 Points	4	1. Central Supplier Database (CSD) report for transactions from rand value to R500 000.00. 2. Signed Financial Statements for transactions above R500 000.00

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Other- 0 Points		
Locality Within 100km radius of where goods/service is required	3	Proof of address (tribal authority letter/ Lease agreement accompanied by municipal rates invoice/statement)
Military Veterans (MVA)	1	MVA force number/CSD
Total	20	

5. TERMS & CONDITIONS

- 5.1. Quotations received after the closing date will not be accepted.
- 5.2. All costs to be included in the quotation.
- 5.3. Delivery must take place at the specified place.
- 5.4. Quotations to be valid for a minimum of 30 days or more from date of issue.
- 5.5. The Government Procurement General Conditions of Contract shall apply.

Magalies Water invites bids from qualified auctioneers to facilitate sale of assets earmarked for disposal, that disposal list includes motor vehicles, IT assets and other equipment.

1.1. MANDATORY REQUIREMENTS

- a) Valid SAAI Certification (South African Institute of Auctioneers)
- b) Valid Fidelity Fund Certification
- c) Proven track record of holding an action of more than 200 million
- d) Contactable references of work done nationally
- e) Reference letter for 5 entities where the auction was conducted,
- f) Principal Diploma of Auctioneering, and
- g) Insurance SAIA of 2.5 million or more

1.2 PROCEDURE

- a) The auctioneer shall sell all assets of Magalies Water on the disposal list by auction as and when required by the Magalies Water.
- b) The Auctioneer shall liaise ONLY with the MAGALIES WATER'S Head Office Asset Management Unit regarding the dates for the auction sale.
- c) The auctioneer shall arrange for the inclusion of all disposed Magalies Water assets in the auction sale.

1.3 AUCTIONING OF MAGALIES WATER'S DISPOSED, SCRAPPED AND OBSOLETE ASSETS

All assets earmarked for disposal on Magalies Water's disposal list, assets will be auctioned at the sites where the disposed assets are.

Auctions will take place both **online and on-sites**, times and conditions as specified by the Magalies Water.

The auctioneer will remove all Magalies Water decals and number plates and ensure that lot numbers are as per assets description.

Auctioneer will sell all assets as is.

Assets will be sold for amounts as determined by the auctioneer, but not less than 30% of the reserve price determined by the Magalies Water and in SA monetary terms.

Auctioneer will provide own administrative assistants at own cost.

Auctioneer shall make arrangements to pay back buyers' deposits who did not buy.

Assets not collected by buyers within a time specified by the Magalies Water will remain the property of the Magalies Water and buyer will forfeit deposit.

For the auctioning of vehicles, the Magalies Water will provide all certificates while the Auctioneer will procure special permits for unlicensed vehicles.

Auctioneer will advise Magalies Water in writing within one day of all unsold vehicles and the offer will be made to management of Magalies Water.

Information on sale amounts realized and payments to the Magalies Water will be sent by auctioneer within 7 (seven) days after the auction otherwise accumulated interest will have to be paid to the Magalies Water.

1.4 SPECIFIC CONDITIONS

The auctioneer is responsible for advertising the auction, advertising costs will be debited against the MAGALIES WATER'S auction proceeds. The advert will be made on Magalies Water's notice boards, through emails, and printed catalog of all disposal list with pictures and lot numbers.

c) Draft copies of the proposed advertisements are to be submitted to the MAGALIES WATER'S Asset Management Unit for approval and publication is to be arranged in consultation with the Magalies Water.

d) The Magalies Water reserve the right to determine the nature and number of publications in which the auction is to be advertised depending on the nature of assets / assets to be auctioned.

e) The amount that may be expended on advertising is to be determined by the Magalies Water and will be based on the estimated gross proceeds of the sale, but shall not exceed R50 000-00 and the auctioneer will be re-imbursed up to the R50 000 limit. In addition, only the actual cost of advertisements in the media will be refunded, on submission of documentary proof in terms of invoice from the publication house/ suppliers.

Assets offered for auction sale will be available for inspection by the public during such times and dates as Specified by the Magalies Water.

At the commencement of each auction sale, the auctioneer is to announce the conditions of sale in English or any language as prescribed by the Magalies Water.

h) Auctioneers are expected to conduct the auction sales in English and/or language most preferred by the Interested clients.

The nett proceeds of each auction shall be paid to the Magalies Water immediately after the sale, by means of an electronic funds transfer. The amount of the payment shall be the gross amount realised from the auction, less commission and advertising costs. All proceeds not paid into Magalies Water bank account within 7 days are to accumulate 10% interest payable into the MAGALIES WATER'S bank account with the proceeds from the auction.

The auctioneer is responsible for obtaining payment from the buyers in respect of each lot sold.

All auction transactions shall be carried in South African Currency.

The auctioneer shall be at the auction site at least three hours before commencement of the auction sale to allow registration of buyers.

The auctioneer shall inspect all assets before each auctioning to ensure that lot numbers and descriptions are correct, and to acquaint himself with the conditions of assets.

The Auctioneer and Magalies Water Asset Management to agree on a reserve price for each lot prior to commencement of an auction.

All perspective buyers (which are Magalies Water employees) shall be registered by the auctioneer with no registration fee.

At least each site of Magalies Water must have an assistant during each auction at his own cost.

The results of the auction must be known the next day, and the successful bidder be informed so that the payment can be made and the assets be collected.

The auctioneer shall make provisions for the buyers to pay at any time once the results are confirmed

The auctioneer shall provide an intercom system at his own expense where and wherever necessary.

All monies received at the auction shall be recorded, in triplicate, in a receipt book. The original and one copy shall be furnished to the buyer and the Magalies Water respectively.

The auctioneer shall only close a bid with a registered buyer (Which is Magalies Water employees)

The auctioneer shall be responsible for the remittance of VAT to the Magalies Water of South African Revenue Services (SARS), where applicable.

The auctioneer shall not be part of or party to a "RING". Should any active association with a "RING" be proved to be, to the satisfaction of the Magalies Water, the contract with the auctioneer shall be cancelled with immediate effect.

On completion of the auction, the auctioneer is to provide an auction reconciliation report indicating:-

- a) The Magalies Water lot and/or lot numbers of the assets sold.
- b) The make and type, or nature of assets sold
- c) The names and addresses of the purchasers
- d) The gross amount realised for each lot.
- e) The net amount realised for each lot.
- f) The amount expended on advertising costs.

All assets are to be removed from auction site by the buyer immediately after the auction sale, or within the period stipulated in the catalogue, and should he/she neglect to do this, he/she will be liable to a penalty as determined by the Magalies Water. The buyer will however, be allowed a maximum of 2 days or 48 hours for other assets or assets types and 4 days for construction heavy equipment and machinery. Furthermore, the items sold by Public Auction which are not removed from the premises immediately shall be stored at owner's risk.

Assets not collected by buyers within a specified time will remain the property of the Magalies Water and the offer to bid will be offered to Magalies Water management

The risk in respect of assets sold passes to the buyer as soon as his bid has been accepted and the assets knocked down to him, and the Magalies Water accepts no liability whatsoever in respect thereof.

The Magalies Water reserves the right, in special cases, to depart from the abovementioned procedure, by including special conditions in the sales catalogue.

The Magalies Water is to be informed in every instance where special services are required, before arrangements for the auction sale are made. In all other instances, the services of the auctioneer are to be utilised.

Magalies Water officials from Asset Management are to separately record the individual amounts at which each lot is sold, in order that these amounts may be compared after the sale, with the record kept by the auctioneer.

Only if there is no objection from ANY of the buyers, the MAGALIES WATER'S Asset Management Unit representative in charge of the auction may use his discretion with regard to the grouping together of lots, depending on the commodities.

The auctioneer is subject to the conditions contained in General Conditions of Contract.

Nothing herein contained shall be construed as affecting the right of the Magalies Water to sell any assets out of hand, or by bid, as may be deemed fit.

Only the Assets & Disposal Management representing the Magalies Water at the auction sale has the right to settle any disputes on the spot, and to withdraw articles for which no suitable prices are obtained, at his discretion.

Magalies Water reserves the right to cancel an auction sale at any time should this be deemed necessary. The advertising costs incurred by the auctioneer will be reimbursed, up to the maximum determined by the Magalies Water, on submission of documentary proof, except in cases where the auctioneer stops the auction because of wrongful action.

PLEASE NOTE: The MAGALIES WATER'S approval referred to above is applicable for services arranged in accordance with this contract only.

All commissions INCLUDE VAT.

The auctioneer must ensure that all vehicles listed for sale must be washed on the outside and engine must also be cleaned

All auction communications between the Auctioneer and Magalies Water are to be through the office of MAGALIES WATER'S Asset Management Unit at Head Office.

The Auctioneer is not to auction any Magalies Water assets or assets without written approval from MAGALIES WATER'S Asset Management Unit from Head Office.

The Auctioneer is not to allow bidders access to their awarded lots or assets until such time that, the full bid amount is paid by the bidders.

The Auctioneer is not to allow bidders to splits lots / take apart/ assets/ item/ prior to full amount being paid by bidder.

Even after the bidder have settled their lots amount in full, the auctioneer is not to allow bidders to splits lots / take apart/ assets/ item/ sell their lots with the MAGALIES WATER'S premises.

Magalies Water reserve the right to either terminate the contract or impose a penalty to be determined by the Magalies Water should the Auctioneer not adhere to the terms of this contract

The Auctioneer must provide a detailed Execution Plan: Capacity in terms of man power, experience in terms of provision of auctioneering services, Contactable References.

Breakdown of allowed Auction fees

- a) On-site auction set-up and management
- b) Advertising materials preparation and upload (catalog)
- c) Online advertising and management (Electronic)
- d) Breakdown of commission structure

NB: The service provider will claim an agreed upon percentage as commission for services rendered.

The commission percentage will be offered at the bidding stage and be accepted by the Magalies Water.

Functionality

Evaluation criteria:				
Bidders who score less than 70 out of 100 points will not go through the next phase of evaluation				
Company Experience				
Bidders must have Proven track record of holding an action of more than 200 million. Reference letter will be verified for recommended bidder.	40	1-2 references	20	Verifiable reference letters on the client's letterhead reflecting scope details with a project value of not less than R200 million South African Rands
		3-4 references	30	
		5 or more references	40	
Key Personnel				
Project leader experience in Auctioneer the field of security at a managerial level within a large corporate (public or private)	30	Less than 1 year	0	A copy of CV or reference/service letter/s must be attached as a proof.
		1-2 years experience	10	
		3 - 4 years experience	20	
		5 or more years experience	30	
Project leader qualification				
Qualification of Auctioneering SAQA accredited.	20	National Diploma (NQF Level 6)	10	Certified copy or copies of certificate/s must be Attached.
		Post Graduate Qualification (NQF Level 8) or higher	20	
Methodology				
The Auctioneer must provide a detailed Execution Plan: Capacity in terms of man power, experience in terms of provision of auctioneering services, Contactable References	10	Execution Plan: Capacity in terms of man power, experience in terms of provision of auctioneering services, Contactable References	10	Submission of Execution plan

