



**correctional services**

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

# **REQUEST FOR INFORMATION**

**REFERENCE NO: RFI 1/2019**

**NON-FLAMMABLE MATTRESSES:  
DEPARTMENT OF CORRECTIONAL  
SERVICES.**

## **1. INTRODUCTION**

1.1. The Department of Correctional Services utilises the following poly-urethane foam sheets (bedding for inmates):

a) Poly-urethane foam sheets in accordance with South African National Specification SANS 883-2009 with the following additional requirements:

- Class 30, Grade 20 with a density of 27,1 to 32,0 Kg/M<sup>3</sup> and a hardness factor of 18,0 TO 21,6 (SANS 640: 2005)
- Flame resistance comply with British standard BS 5852: 1990: part 2: CRIB 5.
- Measurements: 1880mm x 700mm x 100mm

## **2. SPECIFICATION OF THE PRODUCT**

2.1. Manufacturers / suppliers of mattresses are required to provide the Department of Correctional Services with possible solution / alternative of the product currently utilised.

2.2. Interested parties must submit a hard copy of their solution and an electronic copy with the content listed below:

- b) Supplier name;
- c) Product / brand name;
- d) Product description:
  - Class;
  - Grade;
  - Hardness factor;
  - Measurements;
  - Fire reaction

- e) Test certificate (not older than one year) from a SANAS accredited testing institution to the effect that the poly-urethane foam sheets comply with the set product description;
- f) Any other additional information that is deemed relevant and useful to this RFI.

### **3. INFORMATION REQUEST**

- 3.1. Information is requested from interested parties to supply the above mentioned information to the Department of Correctional Services.
- 3.2. Respondents are to note that no contract will be awarded on this RFI. The information requested will merely be used to determine what is available in the market. Should the Department of Correctional Services decide to procure the non-flammable mattresses, it will be on the basis of a separate tender process to which any interested party can respond.
- 3.3. Respondents in this RFI will receive no preference in any subsequent open tender process, apart from their information supplied being utilized in the preparation of the Department of Correctional Services specifications.
- 3.4. The Department of Correctional Services will also consult with manufacturers / suppliers to determine the facts on the products offered.
- 3.5. The Department of Correctional Services reserves the right to obtain an Independent Testing organization's opinion on the offers proposed.

### **4. RESPONSE SUBMISSION**

- 4.1. Interested parties must complete the attached Request for Information document.
- 4.2. The completed Request for Information Document must be **an original document** and be enclosed in a sealed envelope bearing the Request for

Information reference number that appears at the top of the advertisement, as well as the closing time and date.

4.3. The information must be submitted at the following address:

**4.3.1. The Department of Correctional Services**

Reference no: RFI 1/2019  
Description: Request for Information on non-flammable mattresses:  
Department of Correctional Services.  
Closing date: 23 May 2019  
Time: 11:00

**4.3.2. Delivery by Hand**

If delivered by hand, the envelope must be deposited in the Department of Correctional Services tender box situated at:  
124 WF Nkomo Street (formerly known as Church Street)  
Poyntons Building  
West Block Reception  
Pretoria  
0002

**4.3.3. Delivery by post**

Private Bag 136  
Pretoria  
0001

**5. COMMUNICATION**

5.1. **National Head Office:** The names, telephone number and e-mail address of the contact person at National Head Office are as follows:

Contact: Mr T.V. Netshimbupfe

Telephone: 012 305 8621

Email address: [thivhonali.netshimbupfe@dcs.gov.za](mailto:thivhonali.netshimbupfe@dcs.gov.za)

## Part 1: Company Details

COMPANY INFORMATION				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
ARE YOU REGISTERED ON THE CENTRAL SUPPLIER DATABASE	CSD No:..... <b>(Companies not yet registered on the CSD are also requested to submit their Expression of Interest and self-register on <a href="http://www.csd.gov.za">www.csd.gov.za</a>) .</b>			
SIGNATURE OF COMPANY REPRESENTATIVE	.....		DATE	