



 045 932 8196

 1, Seller Street, Maclear, 5480

 086 246 8784

 thulin@elundini.gov.za

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of materials as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before **12h00 on Monday the 16 May 2016**. For queries please contact:

Technical: Mr. L. Rozani

Tel: 045 932 8194

email: luvandar@elundini.gov.za

Fax: 086 589 7751

Supply Chain: N Thuli

Tel: 045 932 8196

email: thulin@elundini.gov.za

Fax: 086 216 8784

Supply and Delivery Electrical Materials - ELM-3/094/2015-2016

The following mandatory documents must be submitted with the quotation and failure to submit will lead to the bids being declared non-responsive:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A valid Tax Clearance certificate.
- Copies of Company Registration certificate and IDs
- An original or certified BEE certificate copy
- 80/20 preferential procurement point system will be applied
- If correct delivery is not received by the indicated agreed date the contract will immediately be terminated
- Completed MBD 4, MBD 8 and MBD 9 (downloadable from website and collectable at Supply Chain Offices)
- A recent Municipal account statement, lease agreement or affidavit stating you aren't liable to pay rates at your business premises

NB: No quotations will be considered from persons in the service of the state¹

The minimum threshold for functionality is 80%

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Elundini Local Municipality Supply Chain Management Policy will apply;
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole part of the bid;
- Bids which are late, incomplete, unsigned, will not be accepted;
- Bids submitted are to hold good for a period of 30 days;
- Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE _____ DATE _____

Scope of Work

1. Supplier must be able to supply and deliver the required materials complete **as per specification** in Maclear town Elundini municipality offices.
2. The Supplier will be responsible for ordering, expediting and off-loading of the complete materials and shall include the cost thereof in his tender prices.
3. The supplier will have documentation on delivery to municipal stores to prove the origin of all the materials.
4. It will be the responsibility of the supplier to ensure upon arrival of complete materials that no visible damage has occurred and those quantities are correct. In the case of damaged material, acceptance shall be refused.
5. Only new and unused material of superior quality may be supplied. All materials shall, where applicable, comply with the applicable Standard and specification as indicated in the bill of quantities. It should be noted that all materials supplied under this contract as being IEC, BS or SABS approved shall be marked accordingly unless no such mark is applicable for a specific item.
6. Only materials that comply with the specification shall be accepted. If any of the items does not meet required specification, permission to supply that item must be obtained from the Elundini Municipality representative.

Materials Needed							
Item#	Description	Ref No.	Sap No.	Unit	Qty	Unit Price	Total Price
1	Street Lights						
1.1	70W HPS Luminaire B/E	D-DT 3405	175511	ea	5		
1.2	100W HPS Luminaire B/E	D-DT 3406	175516	ea	5		
1.3	150W HPS Luminaire B/E	D-DT 3407	175514	ea	2		
1.4	250W HPS Luminaire B/E	D-DT 3408	175521	ea	2		
1.5	70w HPS Lamps	D-DT 3406	17530	ea	10		
1.6	100W HPS Lamps	D-DT 3407	17528	ea	10		
1.8	250w HPS Lamps	D-DT 3409	143600	ea	5		
2	High Mast Lights						
2.1	1000W HPS Lamps			ea	60		
2.2	Ignitor			ea	20		
2.3	Contacto230v 35A 3Pole	D-DT 3408	166111	ea	40		
3	Cable Accessories						
3.1	Cable ties	D-DT 3075	168521	pkt	3		
3.2	MINI CB 63A 230V 5KA				10		
4	Over Head						
4.1	Insulation piercing connector	D-DT 3039	165494	ea	30		
4.2	Fuse Link 10A	D-DT 3199	16493		15		
	Fuse Link 15A	D-DT 3199	400931		15		
	Fuse Link 20A	D-DT 3199	164938		15		
	Fuse Link 30A	D-DT 3199	164943		15		

Functionality Evaluation Score Card

Bids that scores less than 70 (seventy) points out of 100 (one hundred) points in respect of the following pre-evaluation eligibility criteria, will be regarded as non-responsive

FUNCTIONAL ASSESSMENT – POINTS SCORING		Points allocation
Functional Category & Description		
Quality		
Proof that materials will be sourced from a reputable Eskom approved supply/manufacture		50
Delivery Time		
≤ 4 weeks		50
5 to 6 weeks		30
> 6 weeks		10
TOTAL POINTS		100

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than **R30, 000.00**

Price - **80 point**

B-BEE status level of Contribution - **20 points**

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Maclear
5480

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