



045 932 8125

1, Sellar Street, Maclear, 5480

045 9321 094

kwaneles@elundini.gov.za

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation 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 Sellar Street Maclear, Finance Department, Cashier Reception area before 12h00 on the **21 September 2018**. For queries please email to at kwaneles@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr S Mveku

Tel: 045 932 8122

For Supply Chain Queries: Mr K Sobekwa –SCM

Tel: 045 932 8198

MT FLETCHER TRAFFIC OFFICE ALTERATIONS: *ELM-2/013/2018-2019*

Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submission are eligible to submit tenders and have their tenders evaluated:

1. Tender offers will only be accepted if:

- 1) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <https://secure.csd.gov.za/>) unless it is a foreign supplier with no local registered entity.
- 2) the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations,
- 3) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in
- 4) the financial offer is market related (See Regulation 6 (9) and section 7 (9) of the 8(9) OF Preferential Procurement Regulation 2017.
- 5) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- 6) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect; and
 - iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest Which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
- 7) the statement of municipal account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councillor is submitted with the tender document.
- 8) the price(s) quoted are valid for at least thirty (30) days from date of your offer.
- 9) the price(s) quoted are firm and are inclusive of VAT where applicable.
- 10) the Joint Venture has attached the following :
 - a) J V agreement,
 - b) original or certified copy of consolidated BBBEE certificate, and
 - c) letter of signatory.

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2. The tenderer is required to submit with his tender the following certificates:

- 1) Proof of registration with Central Supplier Database must be attached.
- 2) Tax Compliance status documents with PIN from SARS must be attached
- 3) Provide CRS number of CIDB grade 1GB or higher
- 4) Certified copies of company registration certificate and IDs
- 5) Proof of good standing with compensation of occupational injuries and diseases (COID)
- 6) Proof of B-BBEE status level of contributor in the form of an appropriate original or certified completed affidavit downloaded from www.thedti.gov.za/economic_empowerment/bee_codes.jsp or an original or certified copy of a valid verification certificate from a verification agency accredited by SANAS and IRBA recognized as an Accredited B-BBEE Verification Agencies (www.sanas.co.za/afdirectory/bbbee_list.php) or accounting officers as contemplated in the CCA or registered auditors

3. Returnable schedules required for tender evaluation processes

MBD 1: Invitation to Bid

MBD 4: Declaration of Interest form

MBD 6.1: Preference Points Claim Form In Terms Of the Preferential procurement Regulations 2017

MBD 6.2: Declaration of Certificate for local content

MBD 8: Declaration of Bidder's Past Supply Chain Management Practices

MBD 9: Certificate of Independent Bid Determination

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

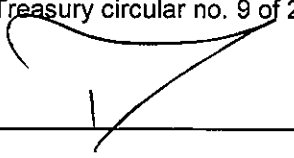
BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 1) The Elundini Local Municipality Supply Chain Management Policy will apply;
 - 2) 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 or part of the bid;
 - 3) Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
 - 4) Bids submitted are to hold good for a period of 30 days;
 - 5) Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered
 - 6) The latest General Conditions of Contract and any Special Conditions of Contract will apply.
 - 7) Failure to comply with these conditions may invalidate your offer.
 - 8) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
 - 9) General Conditions of Contract 2010 will apply in this Request for Quotation
 - 10) By mere submission of the bid, the bidder automatically consent to deliver within 14 days of issue of an order unless a declaration for variance in this regard has been submitted to the municipality on the day of issue of an order.
 - 11) Only locally produced goods or locally manufactured goods meet the stipulated minimum threshold for local production and content. The bid will be evaluated on local production content threshold as follow:
 1. Door Frames is 100%
 2. Steel components is 100% :
 - a) Locks
 - b) Screws
 - c) Hinges
- The local content (LC) expressed as a percentage as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286:2011 as follows:
 $LC = (1-x/y)*100$
Where
X is the imported content in Rand

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Y is the bid price in Rand excluding value added tax (VAT)

12) National Treasury circular no. 9 of 2017/18 Price shall apply.

SIGNATURE A 

DATE 14-09-2018

**Mt Fletcher Traffic Office Alterations
Bill of Quantities**

	Unit	Qty	Rate	Amount
Demolition				
Aluminium glazed shopfronts including doors 2500mm high	m	7		
One Brick Walls	m2	5		
Making good internal cement plaster Walls where one brick walls removed	m2	5		
MASONRY One brick Wall	m2	7		
Shopfront Aluminium glazed shopfronts including doors 2500mm high with 30mm tempered glass	m	7		
IRONMONGERY Union CZ 682-24-93 two lever mortice lockset with striking plate fixed to timber door frame.	No	2		
Painting On Plastered Walls Internally and Externally	m2	15		
DOORS, ETC 40mm Thick solid flush panel doors with sapele hardwood veneer both sides suitable for varnish	No	2		
			Sub-Total	
			Vat 15%	-
			Total	-

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Functionality

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

DESCRIPTION	DELIVERABLES	SCORING CRITERIA
Experience 10 Points		
Tenderer has experience in successfully completing projects of similar value and complexity to this project	Submission of three (3) completed projects in the form of Completion Certificate or Reference Letter from the previous employer (it must be in the letter head of the previous employer and signed for). The municipality will contact references to request project performance ratings.	10 Points each project
Expertise Points		
Maximum 55		
Expertise of key personnel on similar (scope, value & complexity) of projects that the proposed person will be working actively on for the full duration of this project (site agent/foreman to work full time on site)		
Site Agent 35 Points		
Site Agent Experience	Submit Curriculum Vitae with clear relevant experience in the Building industry for the past three (3) years and above contactable references must be provided	3 years relevant experience = 5 points 4 years relevant experience = 10 points 5 years and above relevant experience = 20 points
Qualifications of a Site Agent	National Diploma/ Degree in Built Environment (NQF level 6 or higher) National Higher Certificate in Building	= 10 points = 5 points
Letter of undertaking	A letter signed by the Site Agent shall be submitted confirming his/her appointment for the role on the project in a Company letter head.	= 5 points
FOREMAN 20 Points		
Foreman Experience	Submit Curriculum Vitae with clear relevant experience in the civil industry for the past three (3) years and above contactable references must be provided	3 years relevant experience = 5 points 4 years relevant experience = 10 points 5 years and above relevant Experience = 10 points

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Letter of undertaking	A letter signed by the Foreman shall be submitted confirming his/her appointment for the role on the project in a company letter head.	= 5 points
WORK PLAN		
Detailed work plan and milestones in a GANT CHART format not exceeding period of 2 months		
	GANT CHART FORMAT	= 5 points
	PROJECT PERIOD	2 months = 10 points
		More than 2 months= 5 points
		3 months or more= 0 points
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

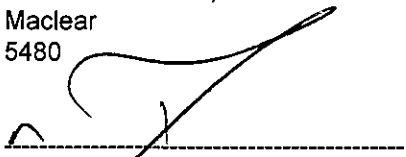
Price - 80 points
 B-BEE status level of Contribution - 20 points

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
 No.1 Seller Street,
 Maclear
 5480



Published on 14 September 2018

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