



045 932 8125

1, Seller Street, Maclear, 5480

045 9321 094

[kwaneles@elundini.gov.a](mailto:kwaneles@elundini.gov.a)

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 the **11 June 2018**. For **queries** please email to at [kwaneles@elundini.gov.za](mailto: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

### OFFICE FIRE ESCAPE ROUTES: *ELM-2/038/2017-2018*

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.

**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](http://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 recognized as an Accredited B-BBEE Verification Agencies ([www.sanas.co.za/afdirectory/bbbee\\_list.php](http://www.sanas.co.za/afdirectory/bbbee_list.php) )

**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

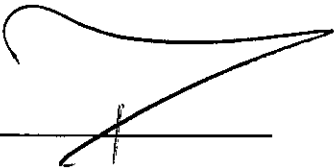
MBD 9: Certificate of Independent Bid Determination

**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) On doors only locally produced service or 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 is 100%.
- 12) 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  
Y is the bid price in Rand excluding value added tax (VAT
- 13) National Treasury circular no. 9 of 2017/18 Price shall apply.

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SIGNATURE 

DATE 04-06-2018

**BILL OF QUALITY**

**Elundini Offices Fire Escape Routes**

Bill of Quantities

**ALTERATIONS**

Demolition of brick wall

**MASONRY**

The following in approved hollow concrete building blocks to S.A.B.S. 527 in (5:1) cement mortar

140 mm Block wall in parapet

Ditto but to stairs with 35mm rise

**Expansion Joints**

10 mm Bitumen impregnated fibre board in vertical expansion joint to brickwork.

**WATERPROOFING**

Waterproofing wall faces

One coat approved butiminous emulsion coating to outer face of inner skin of brick wall as the work proceeds, including bagging as described.

Sealing around window frames

Expandite Sealastic gun applied sealing compound in joint sealing and pointing all round external window

Unit	Quantity	Rate	Amount
m2	13		
H1			
H1			
m2	13		
m2	5		
m2	8		
H1			
H1			
m2	54		
H1			
m	7.8		

T.V.

frames.

**METALWORK**

Supply and Install Pyropanel fire rated doorsets in strict accordance with the manufactures instructions and in compliance with SABS 1253 :2003,

Single leaf door 810 x 2032 including frame suitable for 115/230mm brick wall, Class A

**Door**

44mm FLBB Door size 813 x 2032mm high with styles, top, bottom, middle and diagonal bracing with 22mm tongue & grooved vertical battens and including 50 x 75mm moulded & grooved meranti weather bar.

**INTERNAL PLASTER**

Cement plaster (1:4) on brickwork

On walls

**PAINTING**

On Plaster, etc

Prepare, stop and apply one coat emulsion sealer and two coats PVA sheen acrylic emulsion paint (Interior Quality) on:

Plastered walls.

**PROVISIONALS**

Allow the provisional sum of R5000 for fire equipment and signs

H1			
No	2		
No	1		
H2			
H3			
m2	13		
H1			
H1			
H1	0		
m2	15		
Item	1		

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Sub Total		
Contingency 5%	R	-
Vat %	R	-
Total	R	-

**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
<b>Expertise of key personnel on similar (scope, value &amp; 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)</b>		
<b>40 Points</b>		
Tenderer has experience in successfully completing projects of similar value and complexity to this project	Submission of four (4) 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
<b>Site Foreman</b>		
<b>Points</b>		
<b>Maximum 20</b>		
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)	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 = 05 points 4 years = 10 points 5 years = 15 points
Site Foreman		
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
<b>WORK PLAN</b>		
<b>40 Points</b>		
Detailed work plan and milestones in a GANTT CHART format not exceeding period of four Weeks		
	GANTT CHART FORMAT	10 points
	PROJECT PERIOD	8 Weeks or more = 10 points 5- 7 Weeks = 15 Points 4 Weeks or less = 30 points

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**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

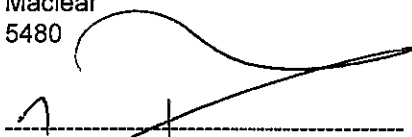
B-BEE status level of Contribution - 20 points

**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 01 June 2018

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