



045 932 8196



1, Seller Street, Maclear, 5480



086 216 8784



[thulin@elundini.gov.za](mailto: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 **Wednesday the 01 June 2016**. For queries please contact:

Technical: Mr. L. Rozani  
Supply Chain: N Thuli

Tel: 045 932 8194  
Tel: 045 932 8218

email: [luyandar@elundini.gov.za](mailto:luyandar@elundini.gov.za) Fax: 086 589 7751  
email: [thulin@elundini.gov.za](mailto:thulin@elundini.gov.za) Fax: 086 216 8784

### ***Supply and Install Palisade Fencing for Electrical Materilas – Maclear Municipal Offices - ELM-3/104/2015-2016***

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 state<sup>1</sup>**

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 24/05/2016

## 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.

## Specification - Palisade Fencing

Allow for the supply complete installation of palisade fence for the safe keeping of electrical materials/equipment in Maclear Municipal offices storage area as per following specification.

- made from galvanised steel sheeting, cut into coils and bought from SABS-approved companies. Z275 Industrial grade galvanising assures a lifespan of up to 25 years in normal conditions.
- Grade 304 stainless steel bolts and nuts are also ISO approved and will not rust within normal weather conditions
- High-quality nylon brackets with high UV protection are used. Concealed screws ensure that these brackets are tamper-proof after installation

see also attached drawing

Item#	Description		Dimension
1.	40 x 40 x 2 mm Angle Iron Rails	a)	Total length = 52 m
2.	50 x 50 x 1.6 mm Square Tubing	b)	1.8 m above NGL
3.	40 x 1.6 mm Roll formed Pales	c)	257 mm to Centre Rails
4.	40 x 50 x 5 mm Welded lungs.	d)	160 mm Centre to Centre (120 gap)
5.	40 mm Pale Bolted to Rails with M6 Cup Square Bolt & Anti Vandal Nut.	e)	179 mm to Centre of Rails
6.	Steel Cap Welded to Post	f)	4 m Gate same type as fencing
7.	300 x 300 x 600 mm Deep 15MPa Concrete		
8.	50 m Concrete Foundation		

## Pricing

Item #	Description	Unit	Quantity	Unit Price	Total price
1.	Palisade Fencing	m	52		
2.	Palisade Gate	m	4		
				Sub Total	
				Vat	
				Grand Total	



## 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		
<b>Quality</b>		
Proof that materials will be supplied is of quality in specification		50
<b>Delivery Time</b>		
≤ 4 weeks		50
5 to 6 weeks		30
> 6 weeks		10
<b>TOTAL POINTS</b>		<b>100</b>

### 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
<b>Non-compliant</b>	<b>0</b>

### DELIVERY ADDRESS:

Elundini Local Municipality  
No.1 Seller Street,  
Maclear  
5480

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