



(045) 932 8196



(086) 216 8784



1, Seller Street, Maclear, 5480

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated at 1 Seller Street, Maclear, Finance Department, Cashiers Reception area before 12h00 on the 19th April 2017. For **queries** please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Mr Z Mabandla
Finance Department: Mr. K Sobekwa

Tel: 045 932 8223
Tel: 045 932 8196

Refurbishment of Ugie server Room: ELM-4/018/2016-2017

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.
- An original valid SARS Tax Clearance Certificate issued inside SARS Branch office on / before 16 August 2016 OR **Valid Tax Clearance Certificate** OR Tax Compliance status documents with PIN from SARS.
- Proof of registration with Web Central Supplier Database (A bidder must attach CSD registration report with Supplier No. and Unique Code)
- Original B-BBEE Certificate or a certified copy thereof (Joint venture, consortium or trust must submit a consolidated certificate) Failure to submit this certificate will lead into not getting points for B-BBEE Level) or Sworn Affidavit confirming BBBEE Level.
- Certified copies of Company Registration certificate and IDs.
- 80/20 preferential procurement point system will be applied.
- Completed MBD 4, MBD 8 and MBD 9 (downloadable on the website and found at Supply Chain Office).
- Provide CRS number of CIDB grade 1GB or higher
- Health and safety plan specific to the project.
- Proof of good standing with compensation of occupational injuries and diseases (COID)
- A 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 OR a letter from a ward councillor.
- Joint Venture must also attach the JV agreement, original or certified copy of consolidated BBBEE certificate and the letter of signatory.

Minimum threshold for functionality

The minimum threshold for functionality is 70 points

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

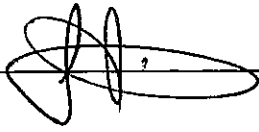
BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 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 or part of the bid;
- Bids which are late, incomplete, unsigned, faxed or sent electronically 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 _____

10/09/2017

Functionality

DESCRIPTION	DELIVERABLES	SCORING CRITERIA
Experience: 30 Points		Maximum
Tenderer has experience in successfully completing projects of similar value and complexity to this project	Submission of the Project Reference Returnable completed, two (2) projects executed by the tenderer. The municipality will contact your referees to request project performance ratings. Verification of completed projects to be submitted in the form of a completion certificate or reference letter from the previous employer (it must be in the letter head of the previous employer and signed for)	1 x project = 10 points 2 x projects = 20 points 3 x Projects =30 points
Expertise: 70 Points		Maximum
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 40 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.	= 10 points
FOREMAN 30 Points		
Foreman	Submit Curriculum Vitae with	3 years relevant experience = 5 points

Experience	clear relevant experience in the civil industry for the past three (3) years and above contactable references must be provided	4 years relevant experience = 10 points 5 years and above relevant Experience = 20 points
Letter of undertaking	A letter signed by the Foreman shall be submitted confirming his/her appointment for the role on the project.	= 10 points
Occupational Health and Safety plan: 10 Points		Maximum
	Occupational Health and Safety Plan relevant to General civil Practices only	Poor = 0 points
		Fair = 2 points
		Average = 4 points
		Good = 6 points
		Excellent = 10 points
		not recommended by the project manager = 0
WORK PLAN: Maximum 12 Points		
Detailed work plan and milestones in a GANT CHART format not exceeding period of 2 months		
	GANT CHART FORMAT	= 2 points
	PROJECT PERIOD	2 months = 4 points
		1 month = 6 points
TOTAL 122		

Bill of quality

Refurbishment of Ugei Server Room

PRELIMINARIES

B6.4 Plant, Equipment, Sheds and Offices

F:..... V:..... T:.....

A4. CONTRACTOR'S REPRESENTATIVE

Clause 4

F:..... V:..... T:.....

A8. SETTING OUT OF THE WORKS

Clause 8

	<u>QTY</u>	<u>RATE</u>	<u>AMOUNT</u>
Item	1		
Item	1		
Item	1		

F:..... V:..... T:.....

A12. INJURY TO THE WORKS

Clause 12

Excepted Risk

B11.7 Works Cleaning and Clearing

F:..... V:..... T:.....

REMOVALS

CEILINGS

Internally

Take down and cart away ceilings 2500mm from ground level including cornices bandering and supporting structures.

ROOFING

Take out Corrugated roofing and Trusses to cast concrete slab store safely to re-install later

WINDOW

Remove existing window and close up opening with brickwall

CONCRETE, FORMWORK & REINFORCEMENT

Concrete tests

Prepare set of three concrete cubes each size 150 x 150 x 150 mm and deliver to an approved laboratory for testing and pay all charges. (Provisional).

Reinforced Concrete

Cement concrete (25 MPa) mass in:

Slab

Formwork

Item	1		
Item	1		
m2	7.04		
m2	16.64		
m2	3.78		
H1			
H1			
Sets	3		
H3			
m3	2.816		
H1			

General formwork

Edges, risers, ends and reveals not exceeding 300 mm high or wide.

H1

m

21.6

Soffit of slab.

m2

14.08

REINFORCEMENT (PROVISIONAL)

High tensile steel rod reinforcement

H1

H1

12 mm Diameter rods to slabs, beams, columns, bases, etc.

kg

96

67.00

R 6
432.00**MASONRY**

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

H1

H1

140 mm Block wall in parapet

m2

6.8

Expansion Joints

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

m2

8

ROOF COVERINGS, ETC.

Re-install removed roof portion and make good

m2

24.96

WATERPROOFING

Waterproofing wall faces

H1

H1

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

m2

54

Sealing around window frames

H1

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

m

7.8

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

PLUMBING and Drainage

50mm pvc pipe for weep holes

50mm Shut off valves

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 R35400 for electrical work

Allow the provisional sum of R12100 for fire equipment and signs

H1				
No	2			
H1				
m	2			
No	2			
H1				
H1				
H1	0			
m2	54			
Item	1	35400.00	R 35	400.00
Item	1	12100.00	R 12	100.00
			Sub Total	R
			Contingency 10%	R
			Sub Total	R
			Vat 14%	R
			Total	R

EVALUATION CRITERIA

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

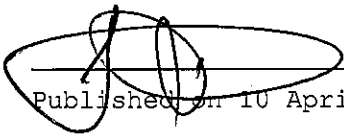
Price - 80 point
B-BEE status level of Contribution - 20 points

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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