



045 932 8218

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 the 27 February 2018. For **queries** please email to [thulin@elundini.gov.za](mailto:thulin@elundini.gov.za) or faxed to 086 216 8784

For Technical Queries: Mr. M. Zwakala  
For Supply Chain Queries: Ms. N Thuli

Tel: 045 932 8237

Tel: 045 932 8218

## **SUPPLY AND DELIVERY OF HIGHMAST LIGHTS AND STREET LIGHT NETWORK MATERIALS - ELM-3/034/2017-2018**

The following mandatory documents must be submitted with the quotation and failure to submit may 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.
- **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 6.1, MBD 6.2, MBD 8 and MBD 9 (downloadable on the website and found at Supply Chain Office).
- 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.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**  
The minimum threshold for functionality is 70%

### **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;
- If correct delivery is not received by the indicated agreed date the contract will immediately be terminated.

- Network material will be evaluated on Local production as follows : therefore MBD 6.2 will apply on network material and it is compulsory to be submitted.
- 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%.
- 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)
- 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.
- 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.
- Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE \_\_\_\_\_

DATE 20/2/18

SPECIFICATION FOR SUPPLY AND DELIVERY OF HIGH MAST AND STREETLIGHTS MATERIALS

Quantities

**Specification for High Mast and Streetlights Materials**

item	description	unit	quantity
2	Venture 1000W HPS SON /T	ea	120
4	Day night switch national	ea	20
5	MCE 12A 3P +1NO 50/60Hz 240V contactor D-DT-3408	ea	40
6	1000W ballast	ea	30
7	Ignator Z 1000 S	ea	40
8	250W HPS lamp D-DT 3406	ea	30
9	150W HPS lamp D-DT 3406	ea	15

Conditions

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.

**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**

<b>FUNCTIONAL ASSESSMENT – POINTS SCORING</b>		<b>Points allocation</b>
<b>Functional Category &amp; Description</b>		
<b>Quality</b>		
• A letter from service provider that proves that the materials will be sourced from Eskom approved supplier/manufacture.		
▪ Fully completed letter with letter head and signed.		30
▪ Uncompleted letter with letter head but not signed		20
▪ Letter without letter head		0
<b>Delivery Time</b>		
≤ 2 weeks		50
3 to 5 weeks		15
6 to 8 weeks		0
<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 points

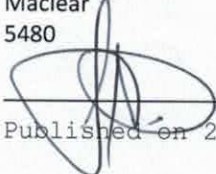
B-BEE status level of Contribution - 20 points

**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 20 February 2018