



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 as detailed in the enclosed list.

The quotation **must** be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before 12h00 on the **26 October 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 8174

### Alteration of Maclear Offices Waiting Area : ELM-2/018/2018-2019

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) Proof of good standing with compensation of occupational injuries and diseases (COID)
- 5) 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 IRBA 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)) 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 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) National Treasury circular no. 9 of 2017/18 Price shall apply.

SIGNATURE 

DATE 18-10-2018

**Maclear Offices Waiting Area  
Refurbishment**

	Unit	Qty	Rate	Amount
<b>1 Masonry</b>				
One Brickwall	m2	54.88		
<b>2 BRICKWORK SUNDRIES</b>				
<b>Brickwork reinforcement</b>				
75mm Wide reinforcement built in horizontally	m	30.8		
<b>3 DAMPPROOFING OF WALLS</b>				
<b>Primer and two coats "Bostik M6" rubber bitumen emulsion paint</b>				
On fair faced brickwork	m2	5		
<b>4 CONCRETE, FORMWORK &amp; REINFORCEMENT</b>				
Concrete				
50mm Screed to receive tiles, carpeting, etc (elsewhere)	m2	24.01		
<b>CEILINGS, PARTITIONS AND ACCESS</b>				
<b>5 FLOORING</b>				
<b>NAILED UP CEILINGS</b>				
6,4mm Gypsum plasterboard ceilings including 38 x 38mm sawn softwood branderling at 450mm centres in one direction in 900mm board widths with metal joints and fixed as recommended by the manufacturer				
Horizontal ceilings to timber trusses	m3	34.3		
<b>Gypsum covered cornice</b>				
75mm Fixed to ceilings	m3	11.9		
<b>6 IRONMONGERY</b>				
<b>LOCKS</b>				
Three lever lockset	No	1		
<b>HANDLES</b>				
Pull handle	No	1		
Push plate blank	No	1		
<b>7 ALUMINIUM WINDOWS, DOORS, ETC</b>				
<b>ALUMINIUM WINDOWS</b>				
Window panel, size 4670 x 1530mm high overall comprising of two fixed panes size 900 x	No	1		

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595mm

**Wispeco or similiar or other approved natural anodised aluminium doors, sidelights and fanlights glazed with 6mm toughened laminated safety glass and plugged to brickwork or concrete and sealed watertight all round**

Single door size 900 x 2720mm high 00mm high fixed ganlight over

No	1		
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**8 Plastering**

Internal Plaster on Walls

m2	54.94		
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**9 Painting**

On Plastered Walls Internally and Externally  
On ceilings and cornices

m2	54.94		
m2	45		

1

**0 TILING**

**FLOOR TILING**

300 x 300 x 8mm Ceramic floor tiles of an approved colour

On floors and landings

m2	24.01		
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1

**1 WALL TILING**

300 x 450 x 8mm Glazed ceramic tiles of an approved colour

On narrow widths

m2	12.7		
	<b>Sub-Total</b>		<b>R</b>
	<b>Vat</b>		-
	<b>15%</b>		
	<b>Total</b>		

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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
<b>Experience</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> <span style="float: right;"><b>Maximum 20</b></span>		
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 Foreman	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
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 GANT CHART format not exceeding period of four Weeks months		
	GANT CHART FORMAT	10 points
	PROJECT PERIOD	8 Weeks or more = 10 points 5- 7 Weeks= 15 Points 4 Weeks or less = 30 points
<b>TOTAL</b> <b>100 Points</b>		

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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:**

Etundini Local Municipality  
No.1 Seller Street,  
Maclear  
5480

Published on 16 October 2018

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