

(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 09 March 2017. For **queries** please email to Ms. B.Mbizweni on bongiwem@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Mr. Z.Mzileni Tel: 045 932 8181

Finance Department: Ms. B.Mbizweni Tel: 045 932 8198

ASSESSMENT OF UGIE MATERIAL RECOVERY FACILITY: ELM-5/018/2016-2017

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.
- A valid and original Tax Clearance Certificate and tax compliance status document with PIN from SARS
- Certified copies of Company Registration certificate and IDs
- An original or certified BBB-EE certificate copy
- 80/20 preferential procurement point system will be applied
- Proof of registration with National Treasury Central Supplier Database (CSD)
- Firm Delivery Period from date of receiving order and make/manufacture of the enclosures must be indicated.
- Completed MBD 4, MBD8 and MBD 9 (downloadable on the website and found at Supply Chain Office)
- 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 state¹

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.
- Bidders to note that only locally manufactured goods with a minimum of 100% local production content will be considered

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE

DATE

09 / 03 / 2017

SPECIFICATION

Scope of work

Determine the size of the structure
Assess storm water management (rain water runoff impact)
Determine health and safety issue
Certify the structure to be acceptable
Determine the needed electrical capacity
Determine the estimated cost of repairs needed, if there are any repairs needed
Draft the specification for the repairs or rectifications needed

Functionality assessment

Criteria	Sub criteria	Points Allocation
Previous Experience Organisational Capacity and experience in assessment of material recovery facility in the last 3 years. (attach company profile with contactable references)	The service provider must demonstrate their experience in similar assignments and must illustrate their understanding of the services required 5 Points per project 1 Project = 5 points	20
	2 Projects = 10 Points	
	3 Projects = 15 Points	
	4 Projects = 20 Points	
Project Team List of competent relevant suitable qualified team members with their respected Curriculum Vitae competent for the proposed tender	Demonstrate skills and capacity, level of relevant knowledge and experience of the proposed team Minimum of 2 persons 15 x Points per individual)	20
	3 years and above = 10 2 years and below = 0	
Qualifications of Project Team Qualifications of team members Capacity and experience of the proposed team.	Relevant minimum qualifications in professional civil engineering = 15 points ECSA registration= 5 Points Occupational health and safety =15 points SAIOSH Registration=5	30
	Minimum of 2	
Methodology Adherence to the scope of work	Detailed approach, methodology and process to be adopted in the project. Project plan to be linked to the deliverables and outputs	10
	30 working days = 10	20
	20 working days= 15	
Turnaround time.	More than 30 working days =0	
TOTAL		100

EVALUATION CRITERIA

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

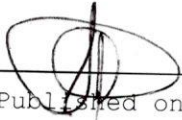
Price - 80 point
B-BBEE status level of Contribution - 20 points

B-BBEE 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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