



Elundini Local Municipality

1 Celler Street • Maclear • 5480 • PO Box 1 • Maclear • 5480

Tel: +27 (0) 45 932 8100 • Fax: +27 (0) 45 932 1094 • Email: info@elundini.gov.za

## ELUNDINI LOCAL MUNICIPALITY TENDER NOTICE

The Elundini Local Municipality is looking for a pool of service providers for the installation and commissioning of energy efficiency lighting across Elundini Local Municipality Areas for a period 1 (One ) year as and when grant is available.

Tittle	Compulsory Briefing Session	Bid No
The Elundini Local Municipality is looking for a pool of service providers for the installation and commissioning of energy efficiency lighting across Elundini Local Municipality Areas for a period 1(One) year as and when grant is available.	Date: 28 November 2018 Venue : IP&D Municipal Boardroom Time : 11H00	ELM-3/029/2018-2019

Only tenderers who have suitable experience and suitably qualified personnel in providing similar services to those that are required are eligible to submit tenders.

Contract will be based on the NEC3 Engineering and Construction Contract (Option B Priced contract with bill of quantities).

Only locally produced or locally manufactured steel products and components for construction with a following minimum thresholds for production and content will be considered:

Street Lights      100%

Tender documents may be obtained from the Elundini Local Municipality SCM Unit upon payment of a non-refundable amount of R250 (two hundred and fifty Rand), either paid in cash or by means of electronic funds transfer (EFT) to the Elundini Local Municipality. The cash amount is to be paid at the cashier's office between the hours of 08:00 and 16:00, prior to the collection of the tender documents form the SCM unit. The tender documents will be available from Monday, **26 November 2018**.

**NB:** Bidders arrives after 11H15 in briefing session will not be considered

If you are aware of any instances of fraud and/or corruption within the municipality, these matters may be reported, anonymously, to:

Freecall: 0800 117 844 • Freefax: 0800 007 788 • SMS: 32840 • Email: elundini@tip-offs.com

Freepost: Freepost KZN138, Umhlanga Rocks, 4320

All correspondence must be addressed to the Municipal Manager

Proof of payment to be sent to: [nomthan@elundini.gov.za](mailto:nomthan@elundini.gov.za)

NB: For EFT payment deposit at ELM FNB cheque account No: 62159933772 and use this reference No. 020114350000. The tender data and detailed breakdown of functionality (stage 1 of evaluation criteria) are available on ELM Website. [www.elundini.gov.za](http://www.elundini.gov.za) and also attached in the tender document.

Queries relating to the issue of these documents may be addressed to Ms H Mdusulwana, Tel No. 045 932 8100 or email: [hlubikazi@elundini.gov.za](mailto:hlubikazi@elundini.gov.za)

Technical enquires may be addressed to Mr M Zwakala, Tel No. 045 932 8100 or email: [mzolisiz@elundini.gov.za](mailto:mzolisiz@elundini.gov.za), Tel 0459328220

Completed bid documents and supporting documentation are to be placed in a sealed envelope endorsed with **RELEVANT PROJECT NAME AND BID NUMBER** must be delivered to the **Elundini Local Municipality, at No. 1 Seller Street, Maclear, Finance Department, Cashier's reception area, and placed in the Tender Box not later than 12H00 Noon on Wednesday, 12 December 2018** at which time the tenders will be opened in public. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted

Tenders may only be submitted on the tender documentation that is issued

The scope of work, evaluation criteria, eligibility criteria, functionality and conditions of contract will be uploaded on the municipality's website [www.elundini.gov.za](http://www.elundini.gov.za) and on tender document.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

  
\_\_\_\_\_  
KHAYALETU GASHI  
MUNIIPAL MANAGER



## ELUNDINI LOCAL MUNICIPALITY

---

### EEDSM SCOPE OF WORK

#### 1. BACKGROUND

South Africa is facing a major energy crisis due to the country's ever-increasing demand for electricity. The best short-term solution to the energy crisis lies in the management of energy demand through effective energy management and installation of energy efficiency technologies. Energy efficiency is a way of managing and restraining the growth in municipal energy consumption.

In an attempt to reduce energy consumption in municipal infrastructure, Elundini Local Municipality has secured an EEDSM grant from the Department of Energy and National Treasury through section 5(b) of the Division of Revenue Act (DORA) to measure and quantify the current energy consumption baseline and energy savings potential of the municipality. The measurement and quantification of energy consumption baseline are to be achieved through historical electricity bills, and the installation of smart meters, whilst energy savings will be achieved by the replacement of inefficient technologies with energy efficient technologies such as Light-emitting diode (LED) for buildings, public lighting and traffic signals; efficient Heating, Ventilation, and Air-Conditioning (HVAC) system; and efficient motors and variable speed drives for water services plants.

## 2. INTRODUCTION

The project will be implemented in the entire infrastructure of the Elundini Local Municipality, and in accordance with the conditions of the Division of Revenue Act and relevant legislative framework, and guidelines from the Department of Energy. This project consists of two parts to be implemented simultaneously for the following towns: Maclear, Ugie and Mount Fletcher. The EEDSM project shall be implemented in three phases, namely:

- Replacements of High-Pressure Sodium and Induction Street lights with (Light Emitting Diode) LED lighting. The existing public lighting fittings varies from 40W to 1000W.
- Retrofitting of tubes and bulbs on the fluorescent lights and other fittings in the Municipal buildings namely (Offices, Libraries and Community Halls, etc). Most lightings in these buildings consists of various types ranging from 14WCFL to 150W mercury vapour fittings. The intention is to replace the bulbs and rewire the fittings to accommodate the new LED tubes/bulbs and fittings occupancy sensors in all offices. It is envisaged that in some cases T5 bulbs and fittings.
- Replacements of existing 46 High Mast each consisting of 6 x 1000w on 40m light fittings with a **MAXIMUM** 400W LED fittings. There are also a number of 9 x 400W fittings on 30m High Mast Lighting that need to be replaced with a **maximum** of 200W LED fittings. (Please see tender for technical details of high mast fitting.

The potential Bidders are expected to store all old fittings at Municipal premises.

## 3. PROJECT STRATEGIC GOAL

The overall strategic goal of this EEDSM project is for Elundini Local Municipality to reduce the electricity consumption by introducing energy management systems and install cost effective energy efficient technologies that will provide energy savings practices. The specific objectives are to:

- Appoint the competent service provider/contractor to retrofit the street lights, High Mast and buildings from old technology to LED technology which will be provided by the municipality.
- Reduce the municipality's electricity demand through the implementation of energy management systems;

- Increased awareness on energy efficiency; and
- Improve municipality's capabilities on energy management.

#### **4. Expected Project Outputs**

The project is expected to deliver the following outputs:

- EEDSM Project implementation workplan.
- Monthly and Quarterly EEDSM Reports.
- Increased awareness of energy efficiency within municipality.
- Project Close-out report and power point presentation.
- Enhanced capability of municipality to implement energy management systems.

#### **5. SCOPE OF WORK**

**Streetlighting:** Remove the existing street light fitting, replaced with LED fitting on existing pole. Safe keep the old fitting and transport to municipal stores for storage. Figures are provided on the BOQ.

**Buildings:** Fittings will be rewired to accommodate the new LED tubes and bulbs. The rewiring must be done with the correct wiring as indicated on the BOQ. This project must be overseen by an installation electrician. Figures are provided on the BOQ.

**High Mast:** Remove existing High Mast fittings, replace with LED fitting on the existing pole. Safe keep the old fitting and transport to municipal stores for storage. Each High Mast light consist of 6 x light fittings to be replaced. Figures are provided on the BOQ.

Create at least 6 job opportunities, 3 males and 3 females (of this two youth must be appointed)

Provide training to municipality personnel on the installing.

#### **6. MINIMUM QUALIFYING REQUIREMENTS AND COMPULSORY RETURNABLE DOCUMENTS**

- a) Fully Completed and signed MBD Forms with a black pen.
- b) Valid Copy of the Entity/ Company registration certificate

- c) Original certified copies of ID's of key personnel (Certification not older than 3 months from the closing date)
- d) Attach CSD registration report (summary or detailed)
- e) Any alteration must be initialled
- f) Initial each page
- g) Attach proof of CIDB Grading 5EP or higher, 5EB or higher
- h) Company Profile (Detailed Experience and traceable reference contacts)
- i) Proof of Municipal rates and taxes or services charges of the company and its directors not in the arrears for more than 90 days or conformation from the municipality if municipal rates are not levied (both for the company and its directors). If leasing a signed lease agreement by the lessor and the lessee and statement of municipal rates in the name of the lessor must be attached.
- j) Certified copy of BBBEE certificate from SANAS Verification Agencies or Original Sworn Affidavit (EME for revenue less than R10 Million or QSE for revenue over R10 Million) failure to submit requested certificate will not be allocated for points, but evaluated further.
- k) Guarantees

## 6.2 Minimum Requirements

Service Provider must have completed at least two DOE administered EEDSM projects for a organ of state e.g a municipality, department of public works etc. Service Provider to provide letters from the institutions that indicate successful completion of projects to ensure compliance of clause 6.2. Failure to comply will render your tender non responsive.

## 7. FUNCTIONALITY EVALUATION

### Mandatory Compliance

The first phase will be the evaluation of bids on functionality and during this stage bids that do not meet the minimum threshold 70% for each functionality will be disqualified and will not be consider for the second phase of evaluation.

Commercial evaluation based on price and preference points. The second phase evaluation will be on pricing model which consist of 30%.

Service provider must meet the minimum threshold. Failure to meet the threshold in any of the deliverables will result in disqualification and the service provider will not be further evaluated.

Technical evaluation will be allocated 100 points. Minimum qualifying is 70 points.

Functionality Requirements

Minimum of 70% is required on each functionality for further evaluation

1. Technical Requirements (Compulsory)

- Company Structure with names of personnel
- CV'S and qualifications of the personnel
- Registration with CIDB Grading 5EP or higher, 5EB or higher
- List of previous projects with portfolio of evidence

2. Project Management

- Project Manager
- Construction Manager
- Project Method Statement
- Quality Control Plan
- Project Plan on Microsoft Project

3. Safety Requirements

- SHE Policy signed by top management
- Valid letter of Good Standing from Department of Labour
- Occupational Health and safety Plan as per Project Scope
- Environmental Management Plan as per Project Scope
- High Level Risk Assessment Plan
- SHE Representative Competencies

1.1 Roadworthy Cherry Picker with NATIS Document	40		

1.2 CV's and qualification of personal as per structure (Qualified Electrician = 10, and Cherry Picker Operator = 10)	20		70%
1.3 List of five previous completed projects with references: <ul style="list-style-type: none"> <li>• Number of projects between one and four projects = 5 points</li> <li>• Number of projects above four = 20 points</li> <li>• No projects are regarded as non-responsive</li> </ul> Please provide appointment letters as proof and completion certificates.	20		
			70%
2.1 Project Manager (please attach the cv of the project Manager)	15		
2.2 Construction manager	15		
2.3 Project Method Statement	15		
2.4 Project Plan in the form of Gantt chart	15		
NB: Copies of brief CVs of the proposed project team leader and member(s) describing their relevant skills and experience, and roles in the proposed projects must be included, failure to attach bidders will forfeit points. Each CV must not exceed 4 pages.			
			70%
3.1 Provide SHE policy signed by top management	15		
3.2 Valid letter of Good Standing from Department of Labour (To be verified)	25		
3.3 Occupational Health and Safety Plan applicable to the project's Scope	15		
3.4 Environmental Management Plan applicable to the project's Scope	15		
3.5 High Level Risk Assessment applicable to the project's Scope	10		
3.6 SHE Representative Competency	20		



**NOTE: IT SHOULD BE NOTED THAT PLANS THAT ARE UNCLEAR AND NOT ADHERING TO THESE INSTRUCTIONS WILL FORFEIT POINTS.**

#### **8. COMMISSIONING AND TESTING**

The following test to be carried out by the contractor on the circuits worked on;

- Insulation test
- Continuity test
- End of run voltage test
- Earth loop impedance test

If the installation fails any of the above tests, the requirements to rectify the problem will have to be approved by the Municipal Project Manager as it will be classified as extra.

#### **9. COC**

According to SANS10142-1 once work is done on any installation a COC must be issued for the work done and therefore COC's are required on completion of the project.

#### **10. Guarantee**

The installation and fittings carried out and supplied under the EEDSM project, shall be handed over in full working order and the best of their respective kinds, and shall be guaranteed for a period of six (6) months from the date of completion of the main contract and any faults or defects in materials or workmanship shall be made good free or charge during such period.