



**PART A: MBD1
GREATER TZANEEN MUNICIPALITY
GROTER TZANEEN MUNISIPALITEIT**

SUPPLY CHAIN MANAGEMENT UNIT

DEPARTMENT: ELECTRICAL ENGINEERING SERVICES

QUOTE DESCRIPTION: BUILDING OF NEW GUARDROOM AT CIVIC CENTRE

QUOTE NO: SCMUQ 21/2023

Quotations are hereby invited from interested service provider for the Building Of New Guardroom At Civic Centre. Documents are obtainable at Greater Tzaneen Municipality Supply Chain Management Offices and municipal website.

Interested bidders must attach proof of the following documents to avoid disqualification:

CSD report (not older than 3 months), certified copies of ID's for all directors of the company : Copy of company registration certificate/document from CIPC. Statement of municipal rates and taxes for both company and directors appearing in the CK (not older than 3 months)/ letter from traditional authority not older than 3 months for the company and the directors/ copy of Lease Agreement with 3 Months proof of payment only (No statements), certified copies of Permission to occupy (PTO's) land for bidders residing in Tribal authority's areas of jurisdiction. valid tax pin or tax clearance, Joint venture agreements in case of a joint venture companies signed off by both parties. initial every page of the bid document; all MBD forms be completed in full.

Completed documents with attachments (supporting documents) must be wrapped in a sealed envelope and be deposited into Greater Tzaneen Municipality bid box, Civic Centre, Agatha Street, marked as Quote No: **SCMUQ 21/2023, postal address and contact details of the bidder.**

Document will be available at www.greatertzaneen.gov.za and Supply Chain Office from the date of advert.

Closing date: 21 June 2023@ 12:00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber. Bidders must note that briefing session will Not take place.

EVALUATION OF QUOTATIONS

NB: 80/20 Preference point scoring system will apply, where 80 points will be allocated for price only and 20 for Specific goals points scored.

Bidders shall take note of the following bid conditions:

- a) Greater Tzaneen Municipality Supply Chain Management Policy will apply on this bid.
- b) Specific goals will be used for preferential point system in terms of the Preferential Procurement Regulation 2022.

- c) Council reserves the right not to appoint.
- d) No bidder will be appointed if not registered on Central Supplier Database.
- e) Contract period of this quote is – once off procurement.
- f) Late, incomplete, unsigned, faxed, or emailed documents will not be accepted.

Technical enquiries should be directed to Mrs. S. Mokone @ 015 307 8212
Administrative enquiries must be directed to Mrs. Z. Ramothwala @ 015 307 8199

**PART B.1
FORM OF OFFER**

Quote for contract number: SCMU Q 21/2023

I/We, the undersigned:

Quote for an amount % (vat inclusive) and.

- a) Quote to supply and deliver to the Greater Tzaneen Municipality all or any of the supplies of goods described in both Specification and Scheduled of this Contract.
- b) Agree that we will be bound by the specifications, prices, terms and conditions stipulated in those Schedules attached to this document, regarding delivery and execution.
- c) Declare that all information provided in respect of the bidder as well as the bid documents submitted are true and correct.

Signed atthis Day of20.....

Signature

Name of Firm: _____

Address: _____,

State in cases where the bidder is a Company, Corporation of Firm by what authority the person signing does so, whether by Articles of Association, Resolution, Power of Attorney or otherwise.

I/We the undersigned am/are authorized to enter into this contract on behalf of:

By virtue of _____

Dated _____ a certified copy of which is attached to this bid.

Signature of authorized person: _____

Name of Firm: _____

Postal Address: _____

Please Note: The prices at which bids are prepared to supply the goods and materials or perform the services must be placed in the column on the form provided for that purpose.

Failure to sign the form of offer and initialling each page of the document will result in disqualification of the bidder.

Part B. 2
Quote Information

Details of person responsible for bidding process

Name: _____

Contact number: _____

Address of office submitting quote: _____

Telephone: _____

Fax no: _____

E-mail address: _____

Authority for signatory

Signatories for close corporation and companies shall confirm their authority by attaching to this form a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.

An example for a company is shown below:

“By resolution of the board of director(s) passed on ____/____/20____

Mr/ Mrs. _____

Has been duly authorized to sign all documents in connection with the bid for

Contract _____ **No** _____

And any contract, which may arise there from on behalf of

Signed on behalf of the company: _____

In his capacity as: _____ **Date:** ____/____/____

Signature of signatory

PART C : SPECIFICATION

CIVIC CENTRE NEW GUARD HOUSE

LABOUR AND MATERIAL	
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No	DISCRIPTION	UNIT	QTY	AMOUNT	TOTAL
	<u>BILL NO 1</u>				
	<u>PRELIMINARY AND GENERAL</u>				
	<u>GENERAL</u>				
	<u>FIXED CHARGE AND VALUE-RELATED ITEMS</u>				
1	<u>Contractual Requirements</u>	sum	1		
	<u>Establish facility on site</u>				
	Facility for contractor				
2	a) <u>Establishment</u>	sum	1		
3	b) <u>Access</u>	sum	1		
4	<u>Removal of site establishment</u>	sum	1		
	<u>BILL NO 2</u>				
	<u>FOUNDATION</u>				
5	600 X 300mm thick 20mpa concrete strip foundations under 220mm wide walls.	m2	6		
	<u>BILL NO 3</u>				
	<u>FLOORS</u>				
6	75mm thick 15mpa concrete surface bed on 250 Micron Waterproofing Membrane sealed at laps	m3	1		
				1	
7	30mm thick granolith screed on top of concrete surface bed	m3	1		
8	Well compacted filling material	m3	1		
9	375 Micron DPC under walls and window cills	m2	6		
	<u>BILL NO 4</u>				

	<u>WALLS</u>				
10	External Face brick build stretcher bond with 10mm raked out joint	m2	8.4		
11	Internal Face brick build stretcher bond with 10mm raked out joint	m2	8.4		
12	Provide brick force every 5th course and every course above openings in walls	m2	8.4		
13	Fibre cement window cills fit to manufactures specification	m	10		
14	SABS approved concrete lintols to wall openings	m	2		
	<u>BILL NO 5</u>				
	<u>ROOF COVERING</u>				
	<u>PROFILED METAL SHEETING AND ACCESSORIES</u>				
15	Hip pitch 15 degrees approved Galv. Corrugated steel roof sheeting on underlay on plated S.A Pine	m2	3		
16	All trusses 115x38mm S.A Pine plated timber SABS approved	m	3		
17	255x12mm thick fibre cement fascia boards screwed to purlins and trusses	m	3		
18	Timber 38x38mm purlins	m	1		
	<u>BILL NO 6</u>				
	<u>CEILING</u>				
	<u>NAILED UP CEILING</u>				
19	4mm Gypsum plasterboard with 75mm cornice fixed to 38 x 38mm thick S.A. Pine battens and cross branderings at 450mm centres	m2	2		
	<u>BILL NO 7</u>				
	<u>ALUMINIUM WINDOWS AND DOOR FRAMES</u>				
20	Aluminium window frame fitted with glass 600x900mm	No	1		
21	Aluminium window 950x950mm	No	1		
22	Meranti door with steel frame	No	1		

	<u>BILL NO 8</u>				
	<u>WOOD</u>				
	<u>FITTINGS</u>				
23	1000mm Wall mounted pine wooden shelve with metal brackets	m	2		
	<u>BILL NO 9</u>				
	<u>PAINTING</u>				
	<u>ON METAL SURFACE</u>				
	<u>Two coat based premium quality enamel paint on steel</u>				
24	Door frames	no	1		
	<u>ON WOOD SURFACE</u>				
	<u>Three coats superior quality clear matt varnish</u>				
25	Doors	m2	1		
26	Fascias and barge boards	m2	2		
	<u>BILL NO 10</u>				
	<u>CERAMIC TILES</u>				
27	Prepare floor for new ceramic tiles	m2	6		
	<u>New tile work</u>				
28	New ceramic floor tiles	m2	6		
29	75mm Skirting	m	10		
	<u>BILL NO 11</u>				
	<u>FIRE APPLIANCE</u>				
	<u>"Chubb"</u>				
30	4,5kg Dry Chemical powder fire extinguisher including standard hardwood backing plugged and backing finished with one coat dark stain and two coast clear suede polyurethane	no	1		
	<u>BILL NO 12</u>				
	<u>ELECTRICAL INSTALLATIONS</u>				
	<u>General electrical installation</u>				
31	Fluorescent Light	No	1		

-					
<u>32</u>	Light switch double	No	1		
-					
<u>33</u>	Double socket outlet 15mpa	No	1		
-					
<u>34</u>	Roof fan	No	1		
-					
<u>35</u>	Distribution Board	No	1		
-					
SUBTOTAL					
VAT @15%					
TOTAL					

EVALUATION OF QUOTATIONS

NB: 80/20 Preference point scoring system will apply, where 80 points will be allocated for price only and 20 Specific goals points scored.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification (MOV) for specific goals	
An entity which is at least 50% owned by Black, Indian or Coloured people	20		CK, CSD report and Certified Identification documentation	Tick
TOTAL	20			

PART D

MBD 4

DECLARATION OF INTEREST

- 1.No bid will be accepted from persons in the service of the state*.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 3.1 Full Name:
- 3.2 Identity Number:
- 3.3 Company Registration Number:
- 3.4 Tax Reference Number:
- 3.5 VAT Registration Number:
- 3.6 Are you presently in the service of the state* **YES / NO**
 - 3.6.1 If so, furnish particulars.....
 - Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.7.1 If so, furnish particulars.
- 3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
 - 3.8.1 If so, furnish particulars.....

* MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council.
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces.
- (b) a member of the board of directors of any municipal entity.
- (c) an official of any municipality or municipal entity.
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

3.9 Have you been in the service of the state for the past twelve months?

YES / NO

3.9.1. If yes, furnish particulars.....

10. Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.10.1. If so, furnish particulars.....

3.11 Are any of the company’s directors, managers, principal shareholders or stakeholders in service of the state? YES / NO

3.11.1 If so, furnish particulars.....

3.12 Are any spouse, child or parent of the company’s directors, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.12.1 If so, furnish particulars.....

4. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee Number

Signature

Date

Capacity

Name of Bidder

CERTIFICATION

I, the undersigned

(name).....

Certify that the information furnished on this declaration form is correct. I accept that the state may act against me should this declaration prove to be false.

.....
Signature

.....
Date

.....
Designation

.....
Name of Bidder