

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION  
NEW CUPBOARDS AND SINKS: CHALETS AT ELLENSRUST AND  
PREEKSTOEL CAMPS**

**RQ Nr: 53668**

**13 January 2017**

**Dear Sir/Madam**

Please provide a written quotation for the supply of goods and / or services as detailed in the list attached.

The quotation must be submitted, on the official letterhead of your business, by the one of the following means for the attention of Ms C Prins

- Fax: (086) 536-3768
- Email [carisha@hessequa.gov.za](mailto:carisha@hessequa.gov.za)
- Per Hand at the Hessequa Municipality SCM offices, Post Office Building, 19 Main Road, Riversdale, 6670

**Quotations must reach the Municipality by no later than 12:00 on 24 January 2017**

The following conditions will apply to all quotations:

- Prices quoted must be firm, inclusive of VAT and where applicable for delivery to the address indicated below. The total amount of the quotation must also be clearly indicated;
- Please refrain from quoting on goods that are out of stock or not usually stocked by your company, or indicate on your quotation that this is the case and what the delivery period on those items will be;
- If your quotation is accepted, goods and/or services must be supplied and delivered to the below mentioned address, accompanied by your delivery note and invoice (if possible);
- Quotations must to be valid for a period of 30 days;
- The delivery period must be indicated.

- The closed quotation is subjected to the General Conditions of Contract as contained in MFMA Circular 25 of 2005 and the conditions contained in Hessequa Municipal SCM POS section 3.2.4.

If your quotation does not comply with above stated conditions, your quotation will not be considered.

If you have not received a response from the Municipality within thirty (30) days after the closing date of the quotation, please regard your quotation as unsuccessful.

Should you be interested in wanting to know to who the successful bidder was, you may consult our website at [www.hessequa.gov.za](http://www.hessequa.gov.za) where monthly reports on awards will be published.

Quotations will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000), The Preferential Procurement Regulations, 2011 and the Hessequa Municipality's Supply Chain Management Policy, for which 80 points will be allocated in respect of price and 20 points in respect of B-BBEE contribution.

**It is estimated that prospective suppliers should have a CIDB contractor grading of 1 GB or higher.**

The Municipality reserves the right to withdraw any invitation for closed quotations and/or to re advertise or to reject any quotation or to accept a part of it. The Municipality does not bind itself to accepting the lowest quotation.

Any Prospective Service Provider must make sure that they are registered and are valid on the Database of Hessequa Municipality and/or on the Centralised Supplier Database (CSD) and that they are in possession of a Valid Tax Clearance Certificate.

Please address any technical enquiries regarding the specifications to Mr F Saayman Tel: 028 713 7948 or any Supply Chain Management related enquiries to Ms C Prins at Tel: 028 713 7974.

**A compulsory clarification meeting will be held at the following**

PLACE	DATE	TIME
ELLENSRUST	17 JANUARY 2017	10:00

**Important note: a valid original or certified B-BBEE certificate must be submitted with the documentation. (MBD 6.1 Preference Points Claim form need to be completed to claim points. NB- Only points claims will be awarded. The MBD 6.1 is available from the municipal website at [www.hessequa.gov.za](http://www.hessequa.gov.za) under the heading general tender information or at the Supply Chain Management offices at Post Office Building, 19 Main Road, Riversdale.)**

## **NEW CUPBOARDS AND SINKS: CHALETS AT ELLENSRUST AND PREEKSTOEL CAMPS**

### **IMPORTANT PRELIMINARY INFORMATION:**

Hessequa Municipality requires the services of a contractor to do the following tiling work at certain chalets in Ellensrust and Preekstoel Camps. During the site meeting, the chalets and respectively also the work to be done, will be explicitly pointed out. The work must be completed as soon as possible after approval of Tender but no later than **30 March 2017**

***A penalty fee of 10% of the original starting price will be enforced on a daily basis (per day) if the work is not completed at the aforementioned time.***

Only registered Contractors with at least 10 years' experience of similar works as indicated in the specifications below, will be considered. At least 3 references of completed similar works in the past 2 years must also be supplied.

A Minimum guarantee of 10 years for workmanship and building material installed and all related works must be supplied in writing by successful Contractor directly after completing this work.

Please be advised that all preparatory work and earth works must be done and completed by the Contractor. *The removal of all refuse and scraps must be done continuously by the Contractor or at a time as indicated by the Camp Coordinator, before the final payment will be made.*

All building material, building parts, labour, workman tools, safety-accessories, and sub contracting works together with the necessary required certificates, must be arranged and supplied by the successful Contractor at his/her own account, where applicable

The successful Contractor must arrange and pay for his/her own accommodation and transport and also for every worker/person in his/her service. No accommodation will unfortunately be made available at any Municipal Resort for any persons other than **Bona Fide** holiday persons.

The successful Contractor must also supply its own temporary store room/container for keeping and locking up all tools, building material and accessories during such time it takes to complete the works. This must be placed on a site as indicated by the Camp Coordinator, and nowhere else.

The successful Contractor will be responsible for any damages and unforeseen expenses.

The successful Contractor will also be responsible for cleaning the area and throughout the contract and specifically after the works are completed.

All material removed from the chalets remain the property of the municipality and should be reported to the Camp Coordinator after each completion.

The Contractor must **take all the relevant measures him-/herself** that is necessary/relevant to complete the work to be done.

The quotation must indicate the total price **per chalet**. Depending on the available budget amount and the quote accepted, an indication of the total of chalets to be done will be communicated to the successful contractor.

## **SPECIFICATIONS**

### **A. CHALET 1 ELLENSRUST**

1. Remove existing cupboards, sink, tiles and also taps completely.
2. Build in new single stainless steel rust prepared SABS approved sink on top surface of new melamine cupboard, with 1 melamine shelf in the middle of the cupboard, together with 4 closing melamine doors and two drawers - all with matching door handles.
3. Height of cupboard together and including top surface must be 900 cm. Top surface must be reinforced waterproof melamine 35 mm thick, approx. 52 cm wide and must also cover the whole top area next to the sink and length of cupboard. Colour of top must be white.
4. The cupboard must be of the same white colour and must be melamine of 15mm thick. The back side and floor area of the cupboard must be completely covered and closed up with melamine as to ensure a sealed unit.
5. **All open edges of the top structure must be neatly sealed and rounded off with matching white colour strips. Doors of cupboards must be sealed off at the edges with light brown colour strips.**
6. Supply and install a new SABS approved chrome coated mixer tap for hot and cold water in the middle of the sink so that the outlet drops water into the sink bowl. Also supply and install all sink drain pipes, traps and also all tap parts and connections that will be needed to secure the water and drain flow.
7. The area around the sink on the top surface must be neatly rounded off and sealed with **clear** silicon waterproof sealer. The edges between wall/tiles and top surface must however be neatly rounded off and sealed with **white** silicon waterproof sealer.
8. Where applicable, the area's surrounding the top structure and sink must be tiled with similar tiles as were previously the case before reconstructing the new cupboards and sink.
9. Where applicable, at the foot end of the cupboards, the space between the new cupboard and floor/floor tiles must be neatly rounded off by supplying and installing 2.5 cm pine wood counter rounds and varnished with minimum 2 layers of good durable wood varnish.

### **B. CHALET 10 ELLENSRUST**

1. Remove existing cupboards, sink, tiles and also taps completely.
2. Build in new single stainless steel rust prepared SABS approved sink on top surface of new melamine corner cupboard, with 1 melamine shelve in the one length of the cupboard, together with 4 closing melamine doors and two drawers - all with matching door handles.
3. Height of cupboard together and including top surface must be 900 cm. Top surface must be reinforced waterproof melamine 35 mm thick, approx. 52 cm wide and must also cover the whole top area next to the sink and length of cupboard. Colour of top must be white.
4. The cupboard must be of the same white colour and must be melamine of 15mm thick. The back side and floor area of the cupboard must be completely covered and closed up with melamine as to ensure a sealed unit.
5. **All open edges of the top structure must be neatly sealed and rounded off with matching white colour strips. Doors of cupboards must be sealed off at the edges with light brown colour strips.**
6. Supply and install a new SABS approved chrome coated mixer tap for hot and cold water in the middle of the sink so that the outlet drops water into the sink bowl. Also supply and install all sink drain pipes, traps and also all tap parts and connections that will be needed to secure the water and drain flow.
7. The area around the sink on the top surface must be neatly rounded off and sealed with **clear** silicon waterproof sealer. The edges between wall/tiles and top surface must however be neatly rounded off and sealed with **white** silicon waterproof sealer.
8. Where applicable, the area's surrounding the top structure and sink must be tiled with similar tiles as were previously the case before reconstructing the new cupboards and sink.
9. Where applicable, at the foot end of the cupboards, the space between the new cupboard and floor/floor tiles must be neatly rounded of by supplying and installing 2.5 cm pine wood counter rounds and varnished with minimum 2 layers of good durable wood varnish.

#### **C CHALET 16 ELLENSRUST**

1. Remove existing cupboards, sink, tiles and also taps completely.
2. Build in new single stainless steel rust prepared SABS approved sink on top surface of new melamine cupboard, with 1 melamine shelve in the middle of the cupboard, together with 4 closing melamine doors and two drawers - all with matching door handles.
3. Height of cupboard together and including top surface must be 900 cm. Top surface must be reinforced waterproof melamine 35 mm thick, approx. 52 cm wide and must also cover the whole top area next to the sink and length of cupboard. Colour of top must be white.
4. The cupboard must be of the same white colour and must be melamine of 15mm thick. The back side and floor area of the cupboard must be completely covered and closed up

with melamine as to ensure a sealed unit.

5. **All open edges of the top structure must be neatly sealed and rounded off with matching white colour strips. Doors of cupboards must be sealed off at the edges with light brown colour strips.**
6. Supply and install a new SABS approved chrome coated mixer tap for hot and cold water in the middle of the sink so that the outlet drops water into the sink bowl. Also supply and install all sink drain pipes, traps and also all tap parts and connections that will be needed to secure the water and drain flow.
7. The area around the sink on the top surface must be neatly rounded off and sealed with **clear** silicon waterproof sealer. The edges between wall/tiles and top surface must however be neatly rounded off and sealed with **white** silicon waterproof sealer.
8. Where applicable, the area's surrounding the top structure and sink must be tiled with similar tiles as were previously the case before reconstructing the new cupboards and sink.
9. Where applicable, at the foot end of the cupboards, the space between the new cupboard and floor/floor tiles must be neatly rounded of by supplying and installing 2.5 cm pine wood counter rounds and varnished with minimum 2 layers of good durable wood varnish.

#### **D CHALETS A1 tot A6 PREEKSTOEL (SIX CHALETS)**

1. All chalets A1 to A6 at Preekstoel Resort will have the same specs as indicated hereunder, for each chalet:
2. Remove existing cupboards, sink, tiles and also taps completely.
3. Build in new single stainless steel rust prepared SABS approved sink on top surface of new melamine corner cupboard, with 1 melamine shelve in the one length of the cupboard, together with 4 closing melamine doors and two drawers - all with matching door handles.
4. Height of cupboard together and including top surface must be 900 cm. Top surface must be reinforced waterproof melamine 35 mm thick, approx. 52 cm wide and must also cover the whole top area next to the sink and length of cupboard. Colour of top must be white.
5. The cupboard must be of the same white colour and must be melamine of 15mm thick. The back side and floor area of the cupboard must be completely covered and closed up with melamine as to ensure a sealed unit.
6. **All open edges of the top structure must be neatly sealed and rounded off with matching white colour strips. Doors of cupboards must be sealed off at the edges with light brown colour strips.**
7. Supply and install a new SABS approved chrome coated mixer tap for hot and cold water in the middle of the sink so that the outlet drops water into the sink bowl. Also supply and install all sink drain pipes, traps and also all tap parts and connections that will be needed to secure the water and drain flow.

8. The area around the sink on the top surface must be neatly rounded off and sealed with **clear** silicon waterproof sealer. The edges between wall/tiles and top surface must however be neatly rounded off and sealed with **white** silicon waterproof sealer.
9. Where applicable, the area's surrounding the top structure and sink must be tiled with similar tiles as were previously the case before reconstructing the new cupboards and sink.
10. Where applicable, at the foot end of the cupboards, the space between the new cupboard and floor/floor tiles must be neatly rounded of by supplying and installing 2.5 cm pine wood courter rounds and varnished with minimum 2 layers of good durable wood varnish.

**IMPORTANT:**

The Bidder must specify the following information on his tender document PER CHALET:

DESCRIPTION OF CHALET	COST PER CHALET (ALL INCLUSIVE)
CHALET 1 ELLENSRUST	
CHALET 10 ELLENSRUST	
CHALET 16 ELLENSRUST	
CHALET A1 PREEKSTOEL	
CHALET A2 PREEKSTOEL	
CHALET A3 PREEKSTOEL	
CHALET A4 PREEKSTOEL	
CHALET A5 PREEKSTOEL	
CHALET A6 PREEKSTOEL	
<b>TOTAL =</b>	