

Hessequa Municipality



**MUNICIPAL SUPPLY CHAIN MANAGEMENT
INVITATION TO SUBMIT CLOSED QUOTATION
REPLACING OF IRRIGATION CHANNEL**

RQ Nr: 58727

12 April 2018

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 Carisha Prins

- Email 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 BEFORE OR AT 12:00 ON 23 APRIL 2018
NO LATE QUOTATIONS WILL BE CONSIDERED**

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 a quotation is submitted for the goods; services or works requested, you the supplier accepts the conditions of this quotation and that the goods; services and works will be supplied or constructed as per this quotation.
- A formal order will be issued to the successful supplier that will be a written instruction to the supplier to supply; deliver or construct as per specifications contained in this quotation.
- If a quotation are called for a specific number of items, Council reserves the right to change the number of such items to be higher or lower. The successful quotationer will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful quotationer does not accept the new scenario, it will be offered to the second-placed quotationer. The process will be continued to the Municipality's satisfaction.

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 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,2017 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 1GB 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 Werner Mahno
Tel: 028 713 7364 or any Supply Chain Management related enquiries to Ms Carisha Prins at
Tel: 028 713 7974.

A compulsory clarification meeting will be held on at the following:

| PLACE | TIME | DATE |
|-----------------------------------------------------------------|-----------------|-----------------------------|
| SCM COMMITTEE ROOM 19 MAIN ROAD RIVERSDALE, 6670 | 14:00 PM | MONDAY 16 APRIL 2018 |

The stipulated minimum threshold percentages for local production and content for steel products is provided below:

| <u>Steel construction Material</u> | <u>Components</u> | <u>Local Content Threshold</u> |
|-----------------------------------------------|--------------------------|-------------------------------------------|
| Fabricated structural steel | Steel gates | 100% |

- (i) The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on 17 April 2018; and

Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content

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 under the tab SCM INFO AND REPORTS or at the Supply Chain Management offices at Post Office Building, 19 Main Road, Riversdale.)

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) makes provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

- x is the imported content in Rand
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as required in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods

Stipulated minimum threshold

| <u>Steel construction Material</u> | <u>Components</u> | <u>Local Content Threshold</u> |
|------------------------------------|-------------------|--------------------------------|
| Fabricated structural steel | Steel gates | 100% |

3. Does any portion of the goods or services offered have any imported content?
(Tick applicable box)

| | | | |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 17 April 2018.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

| Currency | Rates of exchange |
|-----------------|--------------------------|
| US Dollar | |
| Pound Sterling | |
| Euro | |
| Yen | |
| Other | |

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the Accounting Officer / Accounting Authority provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
 do hereby declare, in my capacity as
 of(name of bidder entity), the
 following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and

(c)The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;

| | |
|--------------------------------------------------------------------|---|
| Bid price, excluding VAT (y) | R |
| Imported content (x), as calculated in terms of SATS 1286:2011 | R |
| Stipulated minimum threshold for local content (paragraph 3 above) | |
| Local content %, as calculated in terms of SATS 1286:2011 | |

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each

product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPFFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Specifications

1. Upgrading of irrigation channel – Long Street

The project entails the construction of new brick chambers and installation of sluice gates in Riversdale (Longstreet). All construction work must be done according to SANS 1200 standards. Bidders need to provide the Municipality with all-inclusive prices for labour, material and machinery (plant).

Construction activities include the following:

- Detection and adjustment to existing services.
- Earthworks for construction of brick chambers.
- Excavation of trenches for foundations, .Strength of concrete 15 MPa.
- Casting of concrete footings.
- Build brick chambers and install sluice gates as per drawing.

2. Location of works

The construction site is situated next to Longstreet.

3. Existing services

a. Treatment of existing services

Any services encountered on site will be pointed out by the municipality. The municipality will ensure further instructions with regard to the treatment of these services.

b. Damage of services

The Contractor shall be responsible for any damage to such existing services and works in the execution of this contract and shall reimburse the Municipality concerned for any repairs and damages.

c. CONTRACTOR RESPONSIBILITIES

The contractor must obtain all way-leave approvals from Telkom and the Municipality before any excavation commence.

All quantities need to be verified by the contractor and make allowance for any items not included in the schedule of quantities.

Setting out of the work must be done by the contractor.

The contractor must employ all temporary labour locally.

The contractor must ensure that all workers are fully equipped with PPE.

d. Plant Requirements:

Plant that will be used shall be suitable for the production of the end result required under the conditions applicable to the site.

All equipment and vehicles used by the contractor for the movement of materials shall conform to the applicable road traffic ordinance.
Drivers and operators must be in possession of a valid driver's license.

e. Material Requirements

The units as supplied shall be free from cracks that detract from their general appearance.

At the point of manufacture no unit shall have any chip of dimension exceeding 15 mm or covering more than 3% of the periphery of the surface that is intended to be exposed.

No units shall have any protuberance of height exceeding 3 mm.

The surface texture and colour of the units shall fall within the range of texture and colour represented by the manufacturer's approved samples.

The colour shall penetrate to a depth of at least 5 mm below the wearing surface of each unit and the coloured layer shall be integrally bound to the body of the unit

Sand for bedding and jointing shall be free from substances that may be deleterious.

The min strength of the bricks used for construction purposes must be 7MPa.

4. Site establishment

a. Service and facilities provided by the employer

(i) Source of Water Supply

The contractor may make application to the municipality's water division for a clean water supply point, but shall bear all the costs for the installation of such supply point. Water used by the contractor from the employer's mains will be charged for at the tariffs ruling at the time of use. The contractor shall make himself thoroughly acquainted with the regulations relating to the use of water and shall take adequate measures to prevent the wastage of water. The contractor shall take note that no direct payment will be made for any costs incurred for the provision of a water supply point nor for the cost of water drawn. Payment for the aforementioned shall be deemed to be covered by the rates and prices tendered and paid for the various items of work included under the contract.

(ii) Source of power supply

The contractor is to make his own arrangements with the electricity department for a supply of electricity, if required, and shall pay establishment and consumption costs at the tariffs ruling at the time.

5. **Facilities provided by the contractor**

(i) **Temporary offices**

An office for the engineer is not required. Site meetings will be held as and when required.

(ii) **Sanitary facilities**

The contractor must supply a chemical toilet for use by his workmen.

6. **Other facilities and services (Accommodation and transport)**

No housing is available for the contractor's employees and the contractor shall make his own arrangements for housing his employees or transporting them to and from the site. The contractor is in all respects responsible for the housing and transporting of his employees, and for the arrangement thereof, and no extension of time due to any delays resulting from this will be granted.

7. **Alterations, additions, extensions and modifications to existing works**

The contractor must familiarize himself of the position of all existing services and structures and report any discrepancies or services to the municipality.

8. **Survey control and setting out of the works**

Setting out of the works shall be done by the contractor

9. **Features requiring special attention**

a. **Safety regulations**

In terms of the applicable regulation of the Machinery and Occupational Safety Act –SABS 1200D-1988 clause 5.1.1.1 every excavation that is accessible to the public or that is adjacent to a public road the contractor shall safeguard and barricade the area up to 1000mm. The contractor shall ensure that excavations are shored or otherwise made safe.

No additional payment will be made to the contractor for complying with these requirements.

10. Finishing and tidying

Progressive and systematic finishing and tidying will form an essential part of this contract. Under no circumstances shall spoil, rubble, materials, equipment or unfinished operations be allowed to accumulate unnecessarily and in the event of this occurring the municipality shall have the right to withhold payment for as long as necessary in respect of the relevant works in the areas(s) concerned.

Pricing schedule:

| ITEM NO | PAYMENT | DESCRIPTION | UNIT | QUANTITY | RATE | AMOUNT |
|-------------------------|---------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------|-----------------------|------|--------|
| | SABS 1200C 8.2.1 | SITE CLEARANCE Clear and grub Remove existing sluice structures | m2 no | 35 24 | | |
| | | MASONRY Bricks (220 x 110 x 90) Concrete for floors(1200 x1200 x100) Mortar | m ² m ³ m ³ | 150 3.456 0.104 | | |
| | | SLUICE GATES 650 x 600 x3 Steel | No. | 48 | | |
| TOTAL | | | | | | |
| VAT | | | | | | |
| TOTAL (INCL VAT) | | | | | | |