

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION  
INSTALLATION OF A NEW PORTION TO THE CURRENT WOOD FENCE AT  
JONGENSFONTEIN CARAVAN PARK – STILL BAY**

**RQ Nr: 59608**

**11 May 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](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 BEFORE OR AT 12:00 ON 22 MAY 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 quotationer 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,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 Ken van Eck  
Tel: 028 713 7851 or any Supply Chain Management related enquiries to Ms Carisha Prins at  
Tel: 028 713 7974.

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

<u>PLACE</u>	<u>DATE</u>	<u>TIME</u>
<b>JONGENSFONTEIN CARAVAN PARK – STILL BAY</b>	<b>TUESDAY 15 MAY 2018</b>	<b>11:00 AM</b>

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

## **INSTALLING OF A NEW PORTION TO THE CURRENT WOOD FENCE AT THE JONGENSFONTEIN CARAVAN PARK**

Hessequa Municipality require the service of a qualified and experienced contractor to manufacture a new wood fence according to the specifications below:

### **MEASUREMENTS FOR THE 1.2M FENCE:**

- The total distance of the fencing that needs to be erected are 50 meters.
- Vertical beams with a length of 1.2m and width of 40 mm x 11.5 cm.
- The length of the main anchor poles (120mm thick) must be 1.6m and planted 400mm by using concrete.
- The surface of the concrete must at least be 30 cm x 30 cm and 400 mm deep.
- The horizontal beams are minimum 3m in length and a width of 40mm x 150mm
- There must be two horizontal beams per panel.
- Each panel must have at least 14 vertical beams and each panel must at least be 3meters long.
- The panel must be fixed to the two poles by using galvanized nuts and bolts of at least 12mm thick and the beams must be fixed onto the other beams by using galvanised nuts and bolts of at least 8mm thick and wood glue.
- The type of wood used must be treated pine.
- The wood must be sanded and painted with 3 layers of black rainproof paint.

### **MEASUREMENTS FOR THE 1.8M FENCE:**

- The total distance of the fencing that needs to be erected are 170 meters.
- Vertical beams with a length of 1.8m and width of 40 mm x 11.5 cm.
- The length of the main anchor poles (120mm thick) must be 2.4m and planted 600mm by using concrete.
- The surface of the concrete must at least be 30 cm x 30 cm and 400 mm deep.
- The horizontal beams are 3m in length and an width of 40mm x 150mm
- There must be two horizontal beams per panel.
- Each panel must have at least 14 vertical beams and each panel must be at least 3meters long.
- The panel must be fixed to the two poles by using galvanized nuts and bolts of at least 12mm thick and the beams must be fixed onto the other beams by using galvanised coach screws of at least 8mm thick and wood glue.
- The type of wood used must be treated pine.
- The wood must be sanded and painted with 3 layers of black rainproof paint.

**General conditions:**

1. The contractor are responsible to provide all labour, material and equipment to manufacture and install the fencing as described in this closed quotation and to remove the current fencing.
2. The fence that will be removed will remain the property of the Municipality and may not be removed from the site by the contractor.
3. All work must be done by 30 June 2018.
4. The contractor must take the necessary measures to ensure that he and his personnel complies with the relevant health and safety requirements.
5. A payment will be made when 50% of the work has been completed and the second and final payment will be made after the work has been completed to the satisfaction of the Municipality. No other payments will be made.
6. The site must be cleaned after every day to ensure that it appears neat and clean.
7. The work area must be cordoned off to ensure the safety of the public.
8. The quality of the work must be of a high standard and a written guarantee of 15 years must be given on the installation of the fencing and the materials used.
9. The contractor must submit 2 written references from clients where similar work was performed within the previous 5 years containing at least the name and contact details of each reference and a description of the work that was done.
10. No more than 30% of the value of this contract may be subcontracted.
11. The contractor must provide storage for his equipment and/or material if needed.

**PRICING SCHEDULE (INCLUSIVE OF VAT):**

<b>LABOUR (incl vat)</b>	<b>MATERIAL (incl vat)</b>	<b>TOTAL (incl vat)</b>
R	R	R