

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION  
UPGRADING OF ROADS AT GOURITSMOND CARAVAN PARK – LABOUR ONLY  
PROJECT**

**RQ Nr: 61592**

**10 October 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 FRIDAY  
19 OCTOBER 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.

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 Pieter Floors  
Tel: 028 713 7851 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>TIME</u>	<u>DATE</u>
GOURITSMOND CAMP VOORTREKKER STREET GOURITSMOND	11:00 AM	FRIDAY 12 OCTOBER 2018

**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.)

## **Upgrading of road Caravan Park, Gouritsmond – Labour only**

### **SPECIFICATIONS:**

The Hessequa Municipality requires all prospective suppliers to provide the following:

#### **Description**

Resealing of road at Caravan Park, Gouritsmond.

#### **Scope of work**

The project entails the resealing of the roads at Caravan Park Gouritsmond with a Cape seal. All construction work must be done according to SANS 1200. Contractors need to provide us with prices for labour, material will be supplied by Hessequa Municipality. No upfront payments will be paid to the contractor before construction commence. Progress will be approved by the Technical Department of Hessequa Municipality.

#### **The project comprises of the following:**

- Cleaning and preparation of existing road surface.
- Removal of all vegetation growing over the road surface.
- Chip and spray 13mm stone
- Mixing and applying of slurry seal mixture (Crusher dust, cement, Anionic stable-mix 60%, water) using a concrete mixer, squeegees, wetted hessian bags and nylon rope.
- Removal of all excess fines from final layer once the layer has fully dried.
- Cleaning and tidying of site.
- Repair Potholes

## Site location

Figure 1: Area highlighted with red is where the cape seal is to be applied



## **EXISTING SERVICES**

### **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.

### **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.

## **CONTRACTOR RESPONSIBILITIES**

- The contractor must obtain all way-leave approvals from Eskom, Telkom and the Municipality before any resealing works 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 ensure that all workers are fully equipped with PPE.

### **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.
- The Municipality will only supply the following tools and equipment (Nylon rope, hessian bags, concrete mixer). The contractor will be responsible to supply the following tools: 5 x Squeegees, Wheel barrows, shovels, picks, brooms, containers (20 litres, 3 litres and 2.25litres) and watering cans.
- Concrete mixer should be cleaned on a daily basis.
- All tools and equipment supplied by the Municipality should be returned at the completion of the contract in the same condition as received.
- 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.
- Contractor should have sufficient labour/machinery/plant/tools and equipment to complete job successfully
- Plant that is operated on or over units that have been laid shall be such that it does not cause damage to or disturbance of the units
- All fuel to be supplied by the contractor.

### Material Requirements

- The municipality will supply 100% of the material.
- The slurry seal mixture should be thoroughly mixed as specification provided below in Table 1.
- The completed layer shall be firm and stable with a closely knit aggregate exposed in mosaic and be free from nests of segregate material.
- All excess fines is to be removed from the final layer, by means of brooms, once the slurry seal layer has fully dried.

Table 1: In addition, the slurry seal mixture shall confirm to that given below:

<b>Material</b>	<b>Quantity per mixture</b>
<b>Anionic Stable-mix 60%</b>	23 litres
<b>Crusher dust</b>	100 litres
<b>Cement</b>	2.25 litres
<b>Water</b>	20 litres

The following mixing sequence is recommended to obtain a homogenous slurry mixture:

- Step 1: Pre-wet the concrete mixer drum with approximately 5 litres of water
- Step 2: Add the crusher dust into the concrete mixer
- Step 3: Add the cement into the concrete mixer
- Step 4: Mix the contents
- Step 5: Pour water into the concrete mixer
- Step 6: Mix again
- Step 7: Pour in emulsion
- Step 8: Mix contents

## **SITE ESTABLISHMENT**

### **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 for the slurry mixture. Water used by the contractor from the employer's mains for the slurry seal mixture will not be charged. 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.

(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.

### **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.

### **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.

## **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 not to the municipality.

## **FEATURES REQUIRING SPECIAL ATTENTION**

### **Safety regulations**

All works carried out on site should be in terms of the Construction Regulations 2006 (as substituted by Regulation 2(d) of the Safety, Health and Welfare at Work (Construction) (Amendment) (No. 2) Regulations 2008)

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

### **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.

**Bill of Quantities**

ITEM NO.	PAYMENT REFERS	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>C.1</b>	<b>SABS</b>	<b>Site Clearance</b>				
	<b>1200 C</b>					
C.1.1		Cleaning and preparation	m <sup>2</sup>	3000		
C.1.2		Removal of vegetation	m <sup>2</sup>	15		
<b>C.2</b>		<b>Road surfacing</b>				
C.2.1		Mixing and applying of a 13 mm layer Cape seal mixture	m <sup>3</sup>	3000		
<b>C.3</b>		<b>Finishing &amp; tidying</b>				
C.3.1		Removal of excess fines	m <sup>2</sup>	1000		
<b>Total Price Vat Incl.</b>						

PLEASE INDICATE THE COMPLETION PERIOD: .....