

Hessequa Municipality



**MUNICIPAL SUPPLY CHAIN MANAGEMENT
INVITATION TO SUBMIT CLOSED QUOTATION
DRAINING OF EXCESS UNDER GROUND WATER AT SITES 20 AND 21
JONGENSFONTEIN RESORT - STILL BAY**

RQ Nr: 61597

03 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
- 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
12 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 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 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 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>TIME</u>	<u>DATE</u>
JONGENSFONTEIN RESORT – STILL BAY	11:00 PM	FRIDAY 05 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 under the tab SCM INFO AND REPORTS or at the Supply Chain Management offices at Post Office Building, 19 Main Road, Riversdale.)

Specifications

Draining of excess underground water at sites 20 and 21 Jongensfontein Resort

Hessequa Municipality requires the services of a contractor to execute drain works at the mentioned sites in order to dry the sites from the underground water.

During the site meeting the camping sites and respectively also the work to be done, will be explicitly pointed out. The work must be completed as soon as possible after approval is given to the successful bidder, and must be completed on/before **31 October 2018**.

Important: Before commencing with works make sure to determine the position of electricity cables/connections, water pipes and all other municipal services in order not to damage any of these services. In the case of any damage whatsoever, the Contractor will be responsible and liable to instantly repair any damages in this regard, even unforeseen damages, at his/her own account.

SPECIFICATIONS:

1. From the start of site 20, moving down the road and turning into top end of site 21 along the dune area towards the back of the site, and then straight towards the fountain, dig a hole of .5 metre wide and approx. 2 metres deep. The Final depth of the hole will be established when the water flow level under the ground is visible, therefore the final measurements will only be made possible when the underground water level is captured.
2. At the bottom of the hole, install solid plastic damp course from the bottom up to the opposite wall, and install a 100mm strong plastic PVC pipe with holes to capture water. Above the PVC pipe, insert ample layers of 19mm concrete stone up to the level above the water flow.
3. Round off concrete stone with Biddem, fill up the top end with good agricultural ground and similar grass as the rest of the site.
4. The outlet of PVC pipe must be fixed on the wall of the current fountain reserve with brick and plaster/concrete end to ensure the drop water in the flow of water from the fountain with no obstacles in its way. Fill up the current hole in the structure of the fountain with concrete.
5. At the top and turn of the PVC pipe at site 20, and again at the turn at the back site 21 towards the fountain, an inspection eye must be installed for clearing of future obstacles that may occur.
6. Remove all previous drain material. If some of that material is still in good working order, it may be re-used but only if consent is given beforehand by the Co-ordinator or his delegate.
7. Make sure that the drainage is working and water is flowing in the correct manner.
8. Remove all unneeded grass, ground, and any other lumber.

General conditions applicable for this work:

1. The quote must indicate the total price (VAT INCL).
2. All work must be completed before or on the date indicated in the above-mentioned specs. A penalty fee of 10% of the original starting price may be enforced on a daily basis (per day) if the work is not completed at the aforementioned date.

3. The Successful Contractor is solely responsible to provide all material, building parts, labour, workman tools, equipment, and safety-accessories to do and complete the works.
4. All current and previous material that were removed during this works, will still remain the property of the Municipality and may not be removed from the site, except where it is ordered so by the Camps Coordinator or his delegate.
5. The Successful Contractor is solely responsible at his/her own account to ensure that he/she and his/her personnel complies with the relevant health and safety act's and requirements, and will also ensure the obtaining and handing over of all necessary required certificates including that of all sub-contracting works to the Municipality directly after completion of all work.
6. The Contractor must **take all the relevant measures him-/herself** that is necessary/ relevant to do and complete the work.
7. Only one payment will be made when 100% of the work has been completed to the satisfaction of the Municipality. No other payments will be made.
8. The site must be neatly and thoroughly cleaned after every day's work and any rubbish must be dumped at the Melkhoutfontein dumping site.
9. The work area must be cordoned off with danger tape, and notices or safety boards must be placed at the site to warn, and ensure the safety of the public.
10. ***The quality of all work and material must be of a high standard and a written guarantee of minimum 1 year for workmanship and relevant material from the day of completion of this works must be given by the Contractor to the Municipality, together with the final invoice. If the sites affected with the underground water is not drying up as desired or the drain works is not working properly to the satisfactory of the Co-ordinator, the Contractor will be contacted to immediately rectify the situation at his/her own costs.***
11. The Contractor must submit the names and numbers of at least 3 references from clients with a description of similar works that were performed and completed in the previous 5 years. This information must be indicated in/on the quote for this work.
12. No more than 30% of the total value of this tender may be sub-contracted by the successful Contractor. In cases where sub-contractors are appointed, full information of the sub-contractors together with at least 3 different references for each sub-contractor with a description of similar works that were performed and completed in the previous 5 years must be supplied. This information must also be included and indicated in/on the quote for this work.
13. The Contractor will provide own storage/cover for all material and equipment.
14. Any damages whatsoever (including unforeseen damages) will be for the account of the Contractor.
15. The Contractor is responsible to ensure accommodation for him/herself and all labourers. Camping sites may be hired at the camping site where the work will be done, at the normal daily rate with no discount applicable. No chalets/rooms will however be available for accommodation other to that of Bona Fide holiday makers.

The quotation must be **INCLUSIVE OF VAT**, on the basis as the example given hereunder.

WORKS	LABOUR (incl vat)	MATERIAL (incl vat)	TOTAL COST (<u>INCL VAT</u>)
Draining works at sites 20 and 21 JFt Resort			
Total Price Vat Incl			R