

Hessequa Municipality



**MUNICIPAL SUPPLY CHAIN MANAGEMENT
INVITATION TO SUBMIT CLOSED QUOTATION
THE CONSTRUCTION AND INSTALLATION OF AN EMERGENCY EXIT/DOOR WITH
A RAMP AT SLANGRIVIER LIBRARY**

RQ Nr: 61629

08 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 WEDNESDAY
17 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 Ms U Oosthuizen
Tel: 028 713 7887 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>
SLANGRIVIER LIBRARY	11:00 AM	WEDNESDAY 10 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

Specifications:

Hessequa Municipality requires the service of a qualified and experienced contractor to build and install an emergency exit/door with ramp according to the specifications below:

1. Lay protection on the carpet to prevent carpet from possible damage.
2. Brake out window blocks and keep aside for later use as filling.
3. Build Meranti wood external doorframe with open out threshold into opening.
4. Ensure that the door frame is properly secured when built in by using 40 cm long iron hoop lengths screwed to the door frame at +/- 30 cm (3 brick layers) apart and well built into the new brickwork.
5. Ensure that the new brickwork ties in well with the existing brickwork.
6. Plaster new brickwork inside and outside.
7. When plaster work has dried out properly apply 1 coat Plaster Primer similar to Plascon Plaster Primer.
8. After the plaster primer has dried, apply 1 coat filler coat paint, pollyfilla the imperfections in the plasterwork and use sandpaper to flatten the new plaster work to get a smooth surface. Apply 2 coats matching colours similar to Plascon paint internal wall paint and 2 coats matching colours external wall paint.
9. Fit and hang a solid Meranti wood exterior door with 4 heavy duty brass hinges and matching screws.
10. Fit a quick release lock/handle mechanism to the inside of the door to be used in cases of emergency. **This door can only be opened from the inside.**
11. Built a landing of 1, 2 m x 1, 2 m and as high as the internal floor with a 1,2m wide gradual decline ramp in a westerly direction against the existing building. The gradient of the ramp must be built in accordance to the SANS 10400-S: 2011 building regulations. Where for each 8 m the "ramp" must ascend with 1 m.
12. The landing and ramp foundations need to be 600 mm wide by 230 mm deep and must be cast with well mixed concrete.
13. Built a 250 mm cavity wall for the landing and ramp and fill the cavity with concrete.
14. Let the inside brick work of the cavity wall lay, 1 brick layer from the top of the landing and ramp, to be used as a rest for a 10 cm thick concrete slab on inside brick work.
15. Re-use broken out window blocks for filling in landing and ramp.
16. Filling must be well compacted in not more than 30 cm deep layers so that the filling is level with the top of the inside brick work.
17. After landing and ramp walls have been built and filling has been compacted, use a layer of dampcourse to cast the landing and ramp concrete on.

18. Before casting of the landing and ramp concrete, drill 10 mm holes in the existing wall of the building, 500 mm apart 60 mm from the top of the finished height of the landing and ramp. Drive 10 mm round bars approximately 1,4 m long into the 10 mm drilled holes in the existing wall and let them rest on the inside layer of the brickwork of the newly built outer wall of the landing and ramp.
19. Bind 3 long (length of landing and ramp) 10 mm round bars 30 cm apart onto the horizontal 10 mm round bars to form a 10 mm round bar mesh to reinforce the concrete slab.
20. Cast 10 cm thick concrete over and around the round bar mesh onto the dampcourse to form a 10 cm thick concrete slab.
21. Lay a 2 cm thick topping on the landing and ramp concrete and work it off with non-slip grooves every 20 cm apart to prevent people from slipping on the ramp.
22. Apply 3 coats of timber oil to new door and frame similar to Woodguard
23. A purpose made aluminium handrail must be fixed to the landing and ramp. The handrail must consist of 1 m high uprights at 1 m intervals with an aluminium handrail fixed on top of the uprights.
24. The contractor must ensure that the site is cleared of all building rubble and building materials after the project is finished.

General Conditions:

1. Only registered CIDB Building Contractors with at least 5 years' experience and with proven experience of similar work as indicated in the specifications, will be considered. At least 5 references of completed similar work **must** also be supplied.
2. A minimum guarantee of 10 years for workmanship installed and all related building works must be supplied in writing by the successful Contractor as part of his/her tender document.
3. Should the bidder not provide the above-mentioned information the quotation may be treated as non-responsive.
4. The Contractor will also be held responsible for the appropriate cleaning up of the inside and outside of the library during and also after the work is finished before the final payment will be made. The Contractor must remove all rubbish from the site.
5. Special care must be taken not to damage any aspects of the building such as water pipes, electrical works, the ceilings, etc. as any damages and replacements shall be for the account of the Contractor.
6. All materials must be applied strictly in accordance with the relevant technical specifications and application manual of the product.
7. The Contractor must comply with all safety and health requirements in accordance with Act 85 of 1993.
8. The work area must be cordoned off to ensure the safety of the public.
9. The successful Contractor must also supply his own temporary storage room/container for keeping and locking up all tools, building materials and accessories during such time it takes to complete the building project.
10. The quotation must include all related expenses, i.e. all new material, transport of material, labour and the removing of all refuse.

11. It will be the Contractor's responsibility to ensure the safety of the library and its content during the entire building process.

Examples of the emergency exit/door (panic bar lock)



Pricing Schedule:

<u>Item No</u>	<u>Tender Item</u>	<u>Price</u>
1.	Labour	
2.	Material	
3.	Sub-total VAT Excl.	
4.	VAT @ 15%	
5.	TOTAL Amount VAT Incl.	
Warranty provided (underline relevant)		Yes / No
Period of warranty (months)		

PLEASE INDICATE THE COMPLETION PERIOD: