

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION  
REPLACING OF THE ELDEST BUILDING'S THATCH ROOF AT JONGENSFONTEIN  
RESORT – STILL BAY**

**RQ Nr: 61869**

**15 November 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 THURSDAY  
29 NOVEMBER 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 Andre Hansen  
Tel: 028 713 7861 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>
<b>JONGENFONTEIN RESPOR – STILL BAY</b>	<b>11:00 AM</b>	<b>THURSDAY 22 NOVEMBER 2018</b>

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

<b><u>Steel products</u></b>	<b><u>Components</u></b>	<b><u>% Local Content</u></b>
Wire products	Stainless steel wire	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 23 November 2018; and
- (ii) Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content

SABS approved technical specification number SATS 1286:2011 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)] are accessible to all potential service providers on the dti's official website <http://www.thedti.gov.za/industrialdevelopment/ip.jsp> at no cost

**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.)**

### **Specifications**

## MBD 6.2

### **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, contractors 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 produces 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 products</u>	<u>Components</u>	<u>% Local Content</u>
Wire products	Stainless steel wire	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"/>
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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 on 23 November 2018.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://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):

<b>Currency</b>	<b>Rates of exchange</b>
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Contractors 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)**

**WIRE PRODUCTS**

**IN RESPECT OF BID NO. 61869**

**ISSUED BY:** (Procurement Authority / Name of Institution): **Hessequa Municipality**

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 contractor.

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/industrialdevelopment/ip.jsp>. Contractors should first complete Declaration D. After completing Declaration D, contractors 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 contractors for verification purposes for a period of at least 5 years. The successful contractor 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  
contractor 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 (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## **PRELIMINARY INFORMATION**

Only registered Thatch Contractors with at least 5 years thatch experience and with proven experience of similar works as indicated in the specifications below, will be considered. Preferably 5 references of completed similar works in the past 5 years must also be supplied.

**A Minimum guarantee of 15 years** for workmanship and building material installed and all related building works must be supplied in writing by successful Contractor directly after completing this work.

The removal of all current thatch, refuse and scraps must be done by the Contractor before the final payment will be made.

All building material, thatch, building parts, labour, workman tools, safety-accessories together with the necessary required certificates, must be arranged and supplied by the successful Contractor at his/her own account.

***. In cases where the successful contractor will make use of a sub-contractor, full information of the sub-contractor together with at least 2 different references must be supplied to the Manager: Solid Waste, Public Facilities and Amenities or his delegate for review and final consent.***

The successful Contractor must arrange and pay for his/her own accommodation and transport and also for every worker/person in his/her service.

The successful Contractor must also supply its own temporary store room/container for keeping and locking up all tools, building material and accessories during such time it takes to complete the building works. This must be placed on a site as indicated by the Resort manager, and nowhere else.

Only correct treated **male thatching-reeds of excellent quality** will be accepted.

**The Contractor will also be held responsible for the appropriate cleaning up of the inside and outside of the Eldest building after the works are finished.**

**Special care must be taken not to damage any aspect of the Eldest building. Any damages and replacements whatsoever shall be for the account of the Contractor.**

The contractor must **take all the relevant measures him-/herself** that is necessary/relevant to complete the work to be done.

**No payment whatsoever will be done by the Municipality in advance or on a pro rata basis during the duration of the work. Only one (1) invoice from the successful contractor will be accepted after the contractor has indicated that he/she has completed all work. Payment and signing off on the invoice will only be made after inspection of the completed work by an Official from the Municipality and indication that the works were completed to his/her satisfaction and sole discretion. The contractor must therefore make sure that he/she consist of the necessary cash flow on hand prior to commencing with works in order to purchase all material and also can handle any other related costs applicable, before and during this contract**

## **Specification of works**



**Eldest Building Jongensfontein Seaside:**

The current thatch roof and ridges of the chalets must be removed and transported to local Landfill site at Melkhoutfontein in the correct manner ensuring not to damage any of the current construction. Replace all outlived purlins, beams, and all relevant wood roof structures with treated new ones.

All current and new wood (beams, purlines, woodwork) inside and overlapping at the outside of the roofs must be cleaned, sand scrapped and also be painted/treated with minimum of 2 layers of varnish oil of good and durable quality.

All broken or dysfunctional/damaged wooden beams must be replaced with treated new ones.

Minimum of 65 bundles **male** thatching-reeds must cover every square meter.

Galvanized thatch wire (“dekdraad”) of 2.4mm must be used.

The inside, as well as the outside of the thatch roof overlapping the walls, must be stitched up with 0.9mm stainless steel wire together with black “tomato” cord.

Anti-fire black sonic liner must be placed inside and over the whole surface of the roof.

Affix new cement ridge (“nok”) and include black waterproof plastic together with 900mm galvanized wire-netting (“ogiesdraad”).

The new cement ridge must be properly sealed and painted with ample undiluted black waterproof sealer. Minimum of 2 coats.

**PRICING SCHEDULE TO BE INCLUDED IN QUOTE:**

<b><u>Item No.</u></b>	<b><u>DESCRIPTION ABLUTION</u></b>	<b><u>LABOUR (VAT INCL)</u></b> <b><u>R</u></b>	<b><u>MATERIAL (VAT INCL)</u></b> <b><u>R</u></b>	<b><u>TOTAL COST (VAT INCL)</u></b> <b><u>R</u></b>
<b>1.</b>	Eldest Building			
<b><i>TOTAL VAT INCL.</i></b>				

**PLEASE INDICATE COMPLETION PERIOD: .....**

