

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION**

**REPAIR AND MAINTENANCE OF WATERPROOFING ON THE ROOF OF  
RIVERSDALE LIBRARY ERF 7641**

**RQ Nr: 62093**

**14 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 TUESDAY  
27 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.

**It is estimated that prospective suppliers should have a CIDB contractor grading of 1SN 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 7899 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>RIVERSDALE LIBRARY C/O MAIN ROAD AND VAN DEN BERG STREET RIVERSDALE 6670</b>	<b>11:00 AM</b>	<b>TUESDAY 20 NOVEMBER 2018</b>

**Specifications:**

Repair and maintenance of waterproofing on the roof of Riversdale Library erf 7641. Hessequa Municipality requires the service of an experienced Contractor to repair old waterproofing and install new waterproofing of the roof at Riversdale Library. Roof is defined into three sections

**Section 1 as indicated on the map:**

1. Remove the existing timber deck and put aside in a safe location to be reinstalled when waterproofing is done.
2. Strip of all the old waterproofing from the concrete roof and ensure that the concrete deck is clean to receive new torch on waterproofing.
3. Remove old waterproofing from site.
4. Apply one coat of good quality ABE Bituprimer or similar to the concrete roof section.
5. Apply a 4mm ABE Index Uni-gum dual reinforced bitumen or similar waterproofing membrane which possesses excellent ageing resistance by torch fusion using a propane gas torch, to the concrete roof section. Waterproofing membrane must be applied one layer of 3mm bitu-flame length wise and one layer of 4mm bitu-flame in opposite direction.
6. All overlaps (the top part of a wall) must be at least 100mm in length at the topside of the wall and all up stand to be at least 150mm.
7. Apply two coats bitumen Aluminium silver paint.
8. Reinstall the timber deck.

**Section 2 as indicated on the map:**

1. Strip of the old Torch from the Concrete deck and ensure that the deck is clean To receive new torch on waterproofing.
2. Remove old waterproofing from site.
3. Apply one coat of good quality ABE Bitu primer or similar to the concrete roof section.
4. Apply a 4mm ABE Index Uni-gum dual or similar reinforced bitumen waterproofing membrane which possesses excellent ageing resistance by torch fusion using a propane gas torch, to the concrete roof section. Waterproofing membrane must be applied one layer of 3mm bitu-flame length wise and one layer of 4mm bitu-flame in opposite direction.
5. All overlaps (the top part of a wall) must be at least 100mm in length at the topside of the wall and all up stand to be at least 150mm.
6. Apply two coats bitumen Aluminium silver paint.
7. Reseal lower windows to ensure they are waterproof on section 2 as indicated on the map. By removing old patty, replacing with new patty and waterproofing.

### **Section 3 as indicated on the map:**

1. Remove 5 domes from the library roof. Transport 5 domes to a storage facility in Riversdale. (The removed domes are the property of Hessequa Municipality).
2. Supply and install new domes.
3. Apply waterproofing around 5 new domes to ensure they are all fully waterproofed.

### **Section 4:**

This section consist the balance of library roof where waterproofing on the areas as per areal views 1 to 3 of all exposed waterproofing was conducted.

1. Supply labour only to carefully inspect balance library roof and reseal torch on where necessary.
2. Apply silver coat to all exposed areas where torch on were resealed as per attached diagram.

### **GENERAL CONDITIONS:**

1. The sections being waterproofed must be guaranteed for a period of 10 years. The guarantee includes the cost to repair any leakage which may occur in the waterproofing system resulting from either bad workmanship or defective materials. Should a leakage and/or defect occur after the work has been completed within the 10 year guarantee period, the contractor must attend to and resolve the leakage/defect within 20 days after receiving the written notification from the Municipality regarding the leakage/defect. Should the defect not be rectified within the 20 days, the Municipality may acquire the service of another service provider to repair the leakage/defect and the amount will then be recovered from the service provider that defaulted.
2. Guarantee of 2 years on workmanship.
3. The bidder must have at least 10 years' experience in waterproofing of roofs and must provide at least 5 contactable references for waterproofing work similar to the scope of work as requested in this quotation.
3. Should the bidder not provide the above-mentioned information the quotation may be treated as non-responsive.
4. All materials must be applied strictly in accordance with the relevant technical specifications and application manual of the product.
5. Special care must be taken not to damage any aspects of the building such as water pipes, electrical works, windows, etc as any damages and replacements shall be for the account of the Contractor.
6. The contractor must remove all rubbish from the site.
7. The contractor must comply with all safety and health requirements in accordance with Act 85 of 1993.
8. The successful contractor must also supply his own temporary storage room/container for keeping and locking up tools, building materials and accessories during such time it takes to complete the waterproofing project.
9. The quotation must include all related expenses, i.e. all new material, transport of material, labour and the removing of all refuse.
10. The Contractor must inspect the site and make himself fully aware of the site conditions and assess the scope of the work. No claims for misunderstanding the scope of works will be entertained by Hessequa Municipality.
11. Must be registered with FEM (Federated Employers Mutual Insurance Company).
12. No payment will be made up front or deposit will be provided until the work is completed.
13. No portion of this work may be sub contracted.

<b>Pricing schedule: repair and maintenance of waterproofing on the roof of Riversdale Library</b>		
<b>Quotation Item</b>	<b>Quantity</b>	<b>Price Vat Excl.</b>
Section 1		
Section 2		
Section 3		
Extras		
<b>Total Price Vat Excl.</b>		
<b>Vat @ 15%</b>		
<b>Total Price Vat Incl.</b>		

Guarantee on workmanship provided (underline relevant)		Yes / No
Period of guarantee on workmanship (months)		
Guarantee on waterproofing provided (underline relevant)		Yes / No
Period of guarantee on waterproofing (years)		

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