

Hessequa Municipality



**MUNICIPAL SUPPLY CHAIN MANAGEMENT
INVITATION TO SUBMIT CLOSED QUOTATION
PAINTING OF THE INTERIOR OF THE SAPD BUILDING IN STILL BAY**

RQ Nr: 55980

21 August 2017

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 by no later than 12:00 on 30 August 2017

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 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.

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 Franklin Saayman
Tel: 028 713 7948 or any Supply Chain Management related enquiries to Ms Carisha Prins at
Tel: 028 713 8082.

A compulsory clarification meeting will be held at the following:

<u>PLACE</u>	<u>TIME</u>	<u>DATE</u>
SAPD BUILDING. (NEXT TO MUNICIPAL BUIDING) HOOFWEG, STILL BAY-WEST	11:00 AM	WEDNESDAY 23 AUGUST 2017

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: Painting of the interior of the S.A.P.D building in Still Bay

REDECORATION SPECIFICATION NUMBER 1	
SUBSTRATE TYPE:	Interior Cement Plaster and Concrete
SURFACES	Walls
PREVIOUSLY COATED WITH	Water based
EXPECTED LIFE - to first maintenance	5-7 years
CONDITION OF SUBSTRATE:	Moderate: Structural, plaster and hair line cracks, water ingress, blisters, dirt, dust, chalking and peeling
HEALTH AND SAFETY	The contractor must adhere to all relevant requirements of the Health and Safety Act 85 of 1993.
PREVIOUS EXPERIENCE	The contractor must have a minimum of 5 years painting experience. The contractor must have experience in painting at least 5 buildings with a surface of at least 1000 square meters per building. 5 Contactable references must be provided by the contractor
EQUIPMENT AND MATERIAL	The contractor must provide all equipment and material necessary to perform the tasks as set out in this document. All equipment and material used must be SABS approved
CLEANING	The contractor must ensure that the premises is cleaned up after the day's work.
DEFECTS AFTER COMPLETION OF THE TENDER	Should any defects occur within a period of one year of the date of the final invoice, the contractor shall repair such damage at his own cost within 20 days from receiving such notice from the Municipality
SURFACE PREPARATION	
<ul style="list-style-type: none"> • Remove loose and peeling paint back to a firm edge by scraping, sanding or other suitable means. • Scrub entire area with a Sugar Soap solution to remove dirt, chalked material and any other contaminants. Rinse thoroughly with fresh water and allow drying before applying paint. • Repair cracks and/or plaster defects as per 'Crack Repair/Plaster Finish' instructions below. • All surfaces must be clean, sound and dry before painting. The moisture content of the cement plaster surfaces must be below 15% when measured on a Doser Hygrometer BD2 scale (or equivalent) and the concrete surfaces must be below 10% when measured on a Doser Hygrometer BD4 scale. 	
CRACK REPAIR: SEE OVERVIEW	
Hairline Crack Repairs (<0,3mm):	
<ul style="list-style-type: none"> • Cracks exhibiting algae should be scrubbed with a Hypochlorite Solution. Rinse well with clean water and allow drying. Before filling the crack, apply one coat of Professional Gypsum and Plaster Primer and allow to dry before painting. • Brush Professional Waterproofing Crack-Bridging Compound or a Multi-sealer thinned 10% with water over the entire hair-lined crack area. 	

- A second coat maybe required after a drying time of two hours in order to fill and bridge these cracks.

Moderate Plaster Cracks (0,3 mm to 4mm):

- Rake out smaller cracks using a scraper blade.
- Fill these, together with minor plaster defects, mapping and blowholes using Mendall 90 or an equivalent product.
- Smooth off whilst still wet, allow to dry. Sand smooth and remove dust. Patch prime repaired area with Professional Gypsum and Plaster Primer and allow to dry.
- Bridge repaired areas with Professional Waterproofing and Crack-Bridging Compound applied at a WFT thickness of 650µm.

Broken/Damaged Cement Plaster & Concrete Areas:

- Open damaged area sufficiently to allow repair material to be adequately filled in order to achieve a mechanical bond.
- Clean away dust, grease and grime from surface.
- Fill areas with Polycell Polyfilla Masonry Patching Plaster or an equivalent product, by using a putty knife or trowel. Smooth off whilst still wet. Allow to dry. Patch prime using Professional Gypsum and Plaster Primer and allow to dry.

NB: Texture on repaired areas must be finished off to match the existing profile.

Painting

- After the surface has been prepared in the prescribed way 2 layers of Professional: **Highly durable** acrylic paint for internal use – it will be provided by the Municipality.
- The paint must be applied strictly in accordance with the relevant Product Data Sheets.

COATING SYSTEM	PRODUCT	OVERCOATING TIME AT 23°C
SPOT PRIME - bare and repaired areas	Professional Plaster Primer	16 hours
FIRST COAT	Professional :Highly durable acrylic paint for interior use -Superior Low Sheen	2 hours
SECOND COAT	Professional :Highly durable acrylic paint for interior use -Superior Low Sheen	2 hours

NOTE

All the products used for the preparation of the surface and the painting thereof must be applied strictly in accordance with the relevant Product Data Sheets.

The Quotationer must specify the following information on his quotation:

LABOUR	MATERIAL	TOTAL COST(INCL VAT)
R	R	R

The quotationer must provide the following information on his personnel that will perform this job if he is the successful quotationer:

<u>NAME OF PERSON</u>	<u>PAINING EXPERIENCE IN YEARS</u>

- **The quotationer or his nominated supervisor must at all times be present at site.**
- **The painting team must consist of at least 4 persons.**
- **The project must be completed by 31October 2017.**