


Request for Quotation MPP015-RFQ15	
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REQUEST FOR QUOTATION FOR PROFESSIONAL CEILING, PARTITIONS AND ACCESS FLOORING SERVICES FOR THE DEVELOPMENT OF THE MASHISHING COMMUNITY PARK, THABA CHWEU LOCAL MUNICIPALITY.

**Procurement Less than R200 000 (Including Vat)
(For publication on the THALEDA website and Notice Boards)**

Thaba Chweu Local Economic Development Agency (THALEDA) request your quotation on the services listed hereunder and/or on the available RFQ forms. Please furnish all information as requested and return your quotation on the date stipulated. Late and incomplete submissions will invalidate the quotation.

ADVERTISEMENT DATE	04 DECEMBER 2015
DEPARTMENT	Projects
RFQ NUMBER:	MPP015-RFQ15
DESCRIPTION OF GOODS /SERVICES	Professional Ceiling, Partition and Access Flooring Services
DESCRIPTION OF PROJECT	<u>MP MASHISHING COMMUNITY PARK:</u> Construction of the ablution facility with water reticulation and electrification of the park. Building the wall and picnic spot, children's corner, control gate, construction of reception area with kitchen. A performing arena, Land scape and Greening the area.
COMPULSORY REQUIREMENTS	See conditions page
SUBMISSION OF QUOTES	<u>THALEDA offices Tender Box</u> Sabie Caravan Park, Old Lydenburg Road, Sabie, 1260
TIME AND CLOSING DATE:	12H00 11 DECEMBER 2015
ENQUIRIES	Mr Jean Mantsengwane Tel: 013-764-3153 Fax: 013-764- 2614 info@thaleda.co.za

Quotations above R30 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) and the Municipal Finance Management Act no 56 of the 2003.

Compulsory requirements

1. Failure to provide an original tax clearance certificate will result in the quotation being disqualified. Please note that copies of tax clearance certificates are not valid as per SARS and they will not be accepted by THALEDA.
2. The quotation page must be signed. If you are using your own format on your company's letterhead to quote, please ensure that the quotation is signed.
3. A certified copy of the B-BBEE status Level Verification Certificate must be attached, if not attached no points for B-BBEE will be awarded.
4. All prices alteration must be signed for by the Bidder confirming that such changes were made by the Bidder.
5. All bidders are requested to submit a valid and up to date municipal rates and taxes account/Consumer account
6. Please note that price change without a signature will lead to the disqualification of the quotation submitted.
7. Certified copy of accreditation.
8. Certified copy of affiliation or candidate registration number.
9. The attached declaration of interest **FORM MASH001-AF15** must be completed and submitted with the quotation. If Annexure A is incomplete or not attached the quotation will be disqualified.
10. No copies will be accepted of the **MASH001-AF15** form, it must be submitted in its original form and it must be dated within the quotation period.

I herewith confirm that I have read and understood the abovementioned requirements.

Signature_____

Name_____

Conditions

1. All goods or services purchased will be subject to THALEDA's SCM Policy and Procedures. A copy of said conditions is available upon request from THALEDA offices. Office number 69 Main Street Sabie 1260.
2. All purchases will be made through an official order form. Therefore no goods must be delivered or services rendered before an official order has been forwarded to and accepted by the successful bidder.
3. To participate in the THALEDA's Quotation process for the procurement of goods and/or services, it will be advantageous for vendors to be registered with the Thaba Chweu Local Municipality.
4. All prices quoted must be exclusive of Value Added Tax (VAT). Suppliers who are not registered for VAT will be treated as NON VAT Vendors.
5. Prices quoted must include delivery charges and goods must be delivered to the address indicated on the quotation page.
6. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and levy related to customs and excise.
7. Quantities are given in good faith and without commitment to THALEDA. THALEDA reserves the right to increase or reduce the quantity to be in line with the set threshold for quotation prescribed in the SCM Policy.
8. THALEDA does not take responsibility for any quotation to be submitted at the wrong address.
9. All bidders to submit valid and up to date statements of Municipality utility bills (Rates & Taxes).

I herewith confirm that I have read and understood the abovementioned requirements.

Signature_____

Name_____

Additional compulsory requirements.

- Certified copy of accreditation or candidate registration number.
- Company profile
- Two contactable reference numbers.
- Valid original Tax Clearance Certificate.
- Valid B-BBEE certificate accredited by SANAS

FORM MASH001-AF15 DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state.

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluation/adjudication authority and/or take an oath declaring his/her interest.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name:

3.2 Identity Number:

3.3 Company Registration Number:

3.4 Tax Reference Number:

3.5 Vat Registration Number:

3.6 Are you presently in the service of the state? **YES / NO**

3.6.1 If so, furnish particulars.

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.....

3.7 Have you been in the service of the state for the past twelve months? **YES / NO**

3.7.1 If so, furnish particulars

.....
.....

3.8 Do you have any relationship (family, friend, other) with persons in the service of the state and who

may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.8.1 If so, furnish particulars

.....
.....

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

YES / NO

3.9.1 If so, furnish particulars

.....
.....

3.10 Are any of the company’s directors, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.10.1 If so, furnish particulars

.....
.....

3.11 Is any spouse, child or parent of the company’s directors, managers, principle shareholders or stakeholders in service of the state? **YES/NO**

3.11.1 If so, furnish particulars

.....
.....

DECLARATION / CERTIFICATION

I, THE UNDERSIGNED (NAME)

.....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE AGENCY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Position

.....

Date

.....

Name of Bidder

MSCM Regulations: “in service of the state’ means to be –

(a) A member of –

(i) Any municipal council

(ii) Any provincial legislature; or

(iii) The national Assembly or the national Council of Provinces;

(b) A member of the board of directors of any municipal entity;

(c) An official of any municipality or municipal entity;

(d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(e) A member of the accounting authority of any national or provincial public entity; or

(f) An employee of Parliament or a provincial legislature.

Request for Quotation

MPP015-RFQ15



BIDDER: _____

TEL: _____

FAX _____

Submission Deadline: 11 December 2015

Submission Time: 12H00

REQUEST FOR QUOTATION	
RFQ NUMBER	RFQ DATE
MPP015-RFQ15	04 DECEMBER 2015
CONTACT PERSON	
NAME:	Jean Mantsengwane
TEL NR:	013 – 764- 3153
FAX NR:	013 – 764 - 2614

VALIDITY OF RFQ: 30 DAYS


OFFICE USE ONLY:

PRICE/S TO BE VAT EXCLUSIVE

Please submit all quotations to the address stated above RFQ's above R30 000 to a maximum of R200 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000).

Points will be allocated as follows:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

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SIGNATURE OF BIDDER	
CAPACITY	


REQUEST FOR QUOTATION (RFQ) NUMBER: MPP014-RFQ15

Delivery Address:

Item No.	Description	Date required	Delivery period (Specify the No. of days/weeks)		Price per (Services) (Excluding Vat)	Total (Excluding Vat)
01	Professional Tiling Services				R	R
NB any and all alterations must be signed for by the bidder confirming that such alteration was made by the bidder. Please note that price change without signature will be disqualified.					R	R

Conditions

1. All prices quoted must be exclusive of Value Added Tax (VAT).
2. Prices quoted must include delivery charges and goods must be delivered to the address indicated.
3. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
4. Quantities are given in good faith and without commitment to THALEDA.
5. Vendors not registered for Value Added Tax with SARS will be treated as Non VAT vendors.

<p>Request for Quotation</p> <p>MPP015-RFQ15</p>	
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**REQUEST FOR A QUOTATION FOR THE SERVICES OF A PROFESSIONAL CEILING,
PARTITIONS AND ACCESS FLOORING SERVICES FOR THE DEVELOPMENT OF MASHISHING
COMMUNITY PARK**

TERMS OF REFERENCE

Thaba Chweu Local Economic Development Agency (**THALEDA**) is looking for an organization or company to provide Professional Services of Ceiling installation, Partition and Access Flooring for the development of the Mashishing Community Park.

PHYSICAL LOCATION:

Erf 519 Mashishing Park

SIZE:

Total Area – 7490 m²

BASIC SERVICES TO BE PROVIDED BY THE TILING SERVICE PROVIDER

(Take note: The services required are amongst these, but not limited to -)

- Provide **NAILED UP CEILINGS** as follows:
 - 6,4MM Gypsum plasterboard with standard H-type pressed steel jointing strips.
 - Ceiling including 38*38mm sawn softwood brandering at 450mm centres.
 - Extra over ceiling for 650*650mm standard prefabricated trap door or trap door with 38*114mm wrot SA pine trimmers all roundopening and with 38*50mm wrot SA pine rebated framing covered with ceiling board with 19*50mm wrot SA pine fillet fixed to soffit of ceiling around opening and projecting 12mm into opening.
 - Standard gypsum plasterboard cornices
- Bidders are required to conduct a site visit and confirm all measurements (Area sizes, Square Metres) of the areas that require Ceiling covering, Partitioning as well as Access Flooring.
- Contractor must include 12 months guarantee /after work service on the Quotation.
- Bidders are to supply a quotation from the supplier of the tiles that are to be installed.

GENERAL REQUIREMENTS

The Contractor shall,

- Be fully responsible for all work and services performed by its laboures.
- Ensure all Ceiling work, Partitioning and Access Flooring works to be done in accordance with industry standards, OHS Act, municipal bylaws, labour laws and any applicable engineering specifications and standards.
- Ensure that its team has relevant expertise, necessary equipment and support to undertake the work.
- Ensure its laboures are equipped and wear all required personal protective equipment at all times when execute the work, failure to do so such personnel will be dismissed from site.
- No advance payment will be done. Work will be invoiced and paid upon completion.

Please note:

THALEDA reserves the right to reasonably modify these terms at any time, with prior notice and you agree to abide by the most recent version.

THALEDA reserves the right not to accept as a whole or in part of any quotation and does not bind itself to accept the lowest quote.