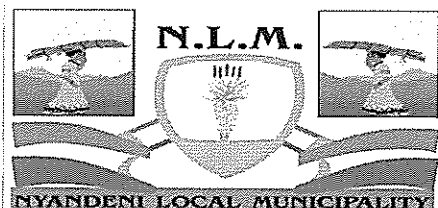


NYANDENI LOCAL MUNICIPALITY

PHYSICAL ADDRESS:
Municipality Building
B.N. Nomandela Drive
LIBODE
POSTAL ADDRESS:
Private Bag X 504
5160



Tel: 047 5555 024
047 5555 000
047 5550 278
Fax: 047 555 0202

"Deciding with the people, not for the people"

Date: 13 September 2021

REQUEST FOR QUOTATIONS

TO:	ALL PROSPECTIVE SERVICE PROVIDERS
PROJECT NAME:	SUPPLY AND INSTALLATION OF FLOOR TILES AT NGQELENI UNIT
REQUESTOR:	NYANDENI LOCAL MUNICIPALITY
QUOTATION NO.	NLM 48/2021
SITE CLARIFICATION MEETING (COMPULSORY):	NONE
QUOTATION TO BE DELIVERED BY:	22 September 2021 @ 12H00

SPECIFICATION OF ORDER

Proposals are requested from experienced service providers to supply and install floor tiles at Ngqeleni Unit.

Scope:

Nyandeni Local Municipality is seeking an experienced service provider to supply and install floor tiles at Ngqeleni Unit.

To be supplied by service provider:

The service provider shall supply the necessary equipment, tools and labour materials, personnel, protecting clothing and transport required for the proper completion of the project.

Information to be obtained onsite

The service provider shall visit Ngqeleni offices and familiarize themselves with the nature of work, the condition under which the work is to be performed, the means of access to the site, any limitations or other authorities and in general with all matters that may influence or affect the contract and shall be deemed to have allowed in this tender for any additional cost involved due to the foregoing as no claims for any extras in connection with the position or nature of work will be entertained.

Special requirement

Special attention and compliance to General Safety Regulations as promulgated in terms of the OSH Act (Act 85 of 1993) and compliance to Nyandeni Local Municipality's health, safety policies and COVID19 regulations.

Work specification

1. Supply and delivery of outdoor ceramic tiles for 98 square meters, grey in colour.
2. Installation of floor tiles for 98 square meters.

Activity	Qty	Price
Supply and delivery of tiles	98M2	
Installation of tiles	98M2	
Travelling	Per KM	
Other costs (please specify)		
Other costs (please specify)		
Other costs (please specify)		
Total		
Vat		
Grand total		

General conditions

- Project must commence within seven (7) after the official order has been issued.
- Project must be completed within thirty (30) days.
- Penalties for failure to deliver in good time will be enforced.
- An approved formal performance guarantee will be required.

PROPOSAL CONTENT

The proposal should contain at least the under-mentioned content.

- **Project Budget and Pricing**

The financial proposal should be prepared on a time and cost basis. Service providers should propose a pricing schedule appropriate to each component of the project and include the total cost of the project, including VAT.

Proposals must remain **valid for 60 days** after the submission date.

The preferred service provider shall be appointed on the basis that the budget submitted in the proposal shall be considered the final project budget. No escalation of costs shall be allowed for, for the duration of the project.

- **Conflict of Interest**

Nyandeni Local Municipality expects the consultants to observe the highest standards of ethics during the execution of this contract and reserves the right to terminate the contract at any stage if it is determined that these standards have been or may become compromised.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation.

Quotations will be evaluated on price and preference in terms of the **80/20** point system.

The following documents are to be submitted with the Quotation:

- A copy of Entity Registration Documents.
- A Detailed Company Profile (with relevant past experience)
- Completed Database Registration Form (if not currently registered with Nyandeni Local Municipality)
- Certified ID Copy(ies) of Director(s) (not older than 3 months)
- Declaration of Interest (MBD4)
- MBD 8 and MBD 9
- The provision of preferential Procurement Regulations 2017 will apply
- Billing Clearance Certificate or Statement of Municipal Accounts.
- Entity Tax Compliance Status PIN & Entity Tax Reference Number as issued by SARS (With clear expiry dates)
- An original or certified copy of B-BBEE certification or Original Affidavit.
- It should be noted that failing to attach the BBEE Status Level Certificate will result in the 20 preference points not being awarded
- In case of a joint venture, an original valid Tax Clearance of both partners should be submitted as well as a signed agreement by both parties
- **Delivery time and availability of stock** must be indicated in the quotation e.g., delivery will take place within five working days after the date of purchase order.
- **Central Supplier Database (CSD) report (All pages must be attached) Not older than 3 months.**

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2000(PPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Received Responsive Proposals will be evaluated based on the following criteria of 80/20

Price- 80 Points

B-BBEE Status Level Contribution -20 Points

Quality (functionality) will be evaluated based on the following:

EVALUATION CRITERIA

Criteria	Weight	Value 1-5	Max possible score
Experience and Expertise relevant to undertake the job- Same projects that were successfully conducted. Please attach signed proof for the completion of such projects.	15	Max 5	75

Methodology- A detailed plan with time frames on how long will it take to deliver and full compliance with terms of reference	15	Max 5	75
Proof of trade test certificate for tilling	15	Max 5	75
Total	45		225

Where : 1 = Poor; 2 = Acceptable; 3 = Good; 4 = Very Good; 5 = Excellent


Tenderers will be evaluated for functionality and those who score equal or more than 60% will be considered for price

Formal written price quotations should be submitted in a sealed envelope, clearly marked **"QUOTATION NLM 48/2021 – SUPPLY AND INSTALLATION OF FLOOR TILES AT NGQELENI UNIT"** which will be placed in the quotation box at Nyandeni Local Municipality, BN Nomandela Drive, Libode, 5160 before 12h00 on **Wednesday, 22nd September 2021**.

For technical enquiries, please contact Ms. N. Madayi at (047) 555 0300 and/or Ms. B. Nodada at (047) 555 5000/46 during working hours.

All bidders who are not registered in the Nyandeni Local Municipality database should submit their database registration forms upon quotation submission.

No late or incomplete quotations will be considered. The only or lowest quotation submitted shall not necessarily be accepted.



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MS. Z. MASUMPA
ACTING MUNICIPAL MANAGER