



REQUEST FOR QUOTATIONS (RFQ)

DESCRIPTION OF WORK

MAINTENANCE OF ELECTRICAL NETWORK AT EKANDUSTRIA FOR A PERIOD OF 4 MONTHS

QUOTATION DETAILS

QUOTATION NUMBER: **MEGA - 48** _____

CLOSING Date: ...**04 / APRIL / 2025**.....

Time: 16:00 pm

Compulsory Briefing session:

Yes ☐

No ☒

If Yes, Date and time of compulsory briefing session:

Date: _____ Time: 10:00 am

DETAILS OF RESPONDENT

Name of bidder: _____

Please indicated whether it is the original or copy, tick the applicable block

ORIGINAL

☐

COPY

☐

REQUEST FOR QUOTATIONS (RFQ)

1. GENERAL CONDITIONS OF THE RFQ:

- 1.1. The 80/20 evaluation criteria for requirements with a Rand value of up to R50 000 000 (all applicable taxes included) will be used for this bid.
- 1.2. The value of this bid is estimated not to exceed R1 000 000.00 (all applicable taxes included).
- 1.1 Submit proof of Central Suppliers Database registration **(To be used to verify company information, including SARS tax status)**
- 1.2 Fully comply with the scope of work / service or **(Attached Scope of work / service)**.
- 1.3 Submit valid quotation with company details including price, company address, registration number, VAT number (if applicable) and price fluctuation **(OR Attached Bill of Quantity)**
- 1.4 Complete Preference Point claim form in terms of the Preferential Procurement Regulations 2022
- 1.5 Complete declaration with regards to company/ Firm **(SBD 6.1)**
- 1.6 Complete the declaration of Interest. **(SBD 4)**
- 1.7 This bid will **NOT** be evaluated on functionality.

2. SCOPE OF WORK / SERVICE OR ITEM(S) REQUIRED (or separate document outlining the detailed specifications to be attached here)

No.	Item Description	QTY
1	MAINTENANCE OF ELECTRICAL NETWORK AT EKANDUSTRIA INDUSTRIAL PARK FOR A PERIOD OF (4) MONHTS.	

3. SCOPE OF WORK/SERVICE

The scope of works entails the maintenance of the electrical network feeding into buildings owned by MEGA at the identified (industrial) site. The scope of works is broken down as follows:

- 1.1 Provide preventative maintenance services to the electrical network at Ekandustria, and attending to electrical and associated emergencies.
- 1.2 Provide advisory services on all electrical network development needs for the six months period.
- 1.3 Generate monthly reports on the state and performance of the electrical network at the identified site.

NB: All emergency maintenance work that needs to be carried out will be subject to budget availability and prior written approval by MEGA.

4. PRICING SCHEDULE (to be attached)

Item No.	Item Description	QTY	Unit Cost/ per Hour	Total estimated monthly cost	Total estimated for 4 months
	<u>Project personnel</u>				
1	Professionally registered Engineer				
2	Registered electrician				
3	Semi-skilled labourer (to be used as handyman)				
4	Other: Specify				
	<u>Plant and equipment rates</u>				
1	Use of a 1 ton or similar approved truck.				
2	Use of LDV with cherry picker (for working at heights).				
3	Safety clothing for all team members (once-off charge)				
4	Other: Specify (e.g. front-end loader, etc.)				
	SUB-TOTAL				
	VAT @ 15%				
	GRAND TOTAL				

Supply of materials and other supplies shall be paid for in line with the following formular:

- Materials cost + Project supervision fee

5. CAPACITY AND EXPERIENCE IN COORDINATING ELECTRICAL MAINTENANCE PROJECTS OF SIMILAR IN SCOPE

It is a requirement that service provider must submit the following documents as proof of their teams' capabilities:

- a) CIDB Grading of 4 EP/EB
- b) Proof of academic qualifications in the form of certified copies must be attached to the Team Leader/Engineer's CV. Foreign qualifications must be accompanied by certificate from Qualifications Certification Body.
- c) The proposed Team Leader shall be in possession of at least a Bachelor's/BTech Degree in Electrical Engineering from any South African University or equivalent qualifications from a recognised Foreign University or Institution.

- d) Proof of professional Registration with Engineering Council of South Africa (ECSA) in the form of certified copies must be attached to the Team Leader/Engineer's CV. The proposed Team Leader shall be registered as Professional Engineering Technologist (Pr. Tech. Eng) or Professional Engineer (Pr. Eng).
- e) A minimum of 10 years post qualification experience is required for the team leader.
- f) The Foreman should have 10 years post qualification experience. CV and copies of qualifications to be included.
- g) Electricians should have at least 7 years' post qualification experience. CVs and copies of qualifications are to be included.

NOTE: *please use subdividers to clearly indicate who is the Team Leader, Foreman & Electricians.*

Attach detailed report of CSD.

BIDDER'S DISCLOSURE**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (Name).....
in submitting the accompanying bid, do hereby make the following
statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
>51 % Black Ownership	N/A	10	N/A	
>30% Black Female ownership	N/A	5	N/A	
>30% Black Youth ownership	N/A	5	N/A	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	