

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE)

RFQ NUMBER: **Q9228/2022** CLOSING DATE: **14 April 2023** CLOSING TIME: **11:00am**

Appointment of a service provider to render electrical installation services and repairs for a period of thirty-six (36) months Pretoria National Botanical Garden

Please note:

It is estimated that tenderers should have a CIDB contractor grading designation of Level 2 EB or higher.

BID RESPONSE DOCUMENTS MAY BE E-MAILED TO BELOW ADDRESSES:

Submission of proposals: Proposals must be emailed to Ms. Ripfumelo Fumani S.SCM-Quotations@sanbi.org.za and copy r.fumani@sanbi.org.za. Please state the Bid number as the reference number on the subject line when responding to the RFQ

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

CONTACT PERSON **Ripfumelo Fumani**
TELEPHONE NUMBER **0128435037**
FACSIMILE NUMBER
E-MAIL ADDRESS r.fumani@sanbi.org.za

TECHNICAL ENQUIRIES MAY BE DIRECTED TO:

CONTACT PERSON **Morwesi Dladla**
TELEPHONE NUMBER **012 843 5000**
FACSIMILE NUMBER **N/A**
E-MAIL ADDRESS m.dladla@sanbi.org.za

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		TICK APPLICABLE BOX] ☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.	

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

DATE:

Stop Fraud, Theft and Corruption without Fear or Favour - Call our Hotline 0800 160 999 Anytime

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.

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:

.....

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.

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 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

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.

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.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{min} = Price of lowest acceptable tender

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

Pmax = 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. Categories of persons historically disadvantaged by unfair discrimination on the basis of race. 100% black ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	10	
2. Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. 100 % female ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	5	

3. Categories of persons historically disadvantaged by unfair discrimination on the basis of disability. (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	5	
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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:
.....
.....

TERMS OF REFERENCE
QUOTATION NO: Q9228/2022

Appointment of a service provider to render electrical services for a period of thirty-six (36) months_Pretoria National Botanical Garden

1. BACKGROUND

The South African National Biodiversity Institute (SANBI) requires to appoint a suitable service provider that can render repairs, maintenance and servicing of electrical installations to the South African National Biodiversity Institute (SANBI) at the Pretoria National Botanical Garden (PNBG) for a period of thirty six (36) months. Repair and maintenance will include preventative, corrective and breakdown maintenance.

2. INVITATION TO QUOTATION

Quotations are hereby invited for the appointment of a service provider to render electrical installation maintenance, service and repairs at the Pretoria National Botanical Garden. The quote process will be co-ordinated by SANBI's Supply Chain Management (SCM) Directorate at the following address:

Deputy-Director: Supply Chain Management
South African National Biodiversity Institute (SANBI)
Private Bag X101
Silverton
0184

3. SERVICES REQUIRED

3.1 The service provider is required to:

Maintenance, service and repairs to electrical installations at the Pretoria National Botanical Garden. (Please see attached Bill of Quantities)

4. OPERATING HOURS

The service provider will be required to provide services during working hours from 08:00 – 16:00.

Breakdowns:

After a fault has been logged and forward to the contractor, the contractor shall be expected to minimize the maintenance down-time until the system component is fully operational. Should the contractor not respond within the maximum down-time, SANBI may arrange, at the cost of the contractor, for the necessary repair work to be done by other service providers.

Should the actual down-time exceed the maximum down-time the contractor shall be liable to a payment reduction for the difference between actual down-time and maximum down-time (Bill of Quantities).

- Emergency breakdowns – the contractor shall attend to the repair within 4 hours, from notification time of the breakdown.
- Ordinary breakdown – maximum down-time allowed is 1 days
- Malicious damage – maximum down-time allowed is 1 days

5. EVALUATION CRITERIA

5.1 . Evaluation process

In accordance with the National Treasury Instruction Note on the Amended Guidelines in Respect of Bids that Include Functionality as a Criterion for Evaluation (issued 3 September 2010), this bid will be evaluated in two stages:

The first stage will evaluate functionality according to the criteria listed in the table below:

Company profile and relevant years of existence: A brief overview of the company with an indication of its expertise to the scope of work with the relevant number of years in existence. <table border="1" data-bbox="193 826 917 1167"> <thead> <tr> <th>Sub-criteria</th><th>Points Obtainable</th></tr> </thead> <tbody> <tr> <td>More than nine (9) years of relevant experience</td><td>20</td></tr> <tr> <td>Nine (9) years - more' relevant experience</td><td>16</td></tr> <tr> <td>Five (5) - six (6) years of relevant experience</td><td>12</td></tr> <tr> <td>Four (4) – five (5) years of relevant experience</td><td>8</td></tr> <tr> <td>Three (3) – four (4) years of relevant experience</td><td>4</td></tr> <tr> <td>O - 2 years of relevant experience</td><td>0</td></tr> <tr> <td>Total</td><td>20</td></tr> </tbody> </table>	Sub-criteria	Points Obtainable	More than nine (9) years of relevant experience	20	Nine (9) years - more' relevant experience	16	Five (5) - six (6) years of relevant experience	12	Four (4) – five (5) years of relevant experience	8	Three (3) – four (4) years of relevant experience	4	O - 2 years of relevant experience	0	Total	20	10
Sub-criteria	Points Obtainable																
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Total	20																
Company/Firm Previous experience in similar projects: Provide proof of the company's previously completed projects which is in the form of completion certificates/reference letters. This should reflect the name of the client/project, duration, and rand value of the project, Please complete annexure A. <table border="1" data-bbox="193 1397 932 1702"> <thead> <tr> <th>Sub-criteria</th><th>Points</th></tr> </thead> <tbody> <tr> <td>More than nine (9) relevant reference letters</td><td>20</td></tr> <tr> <td>Between seven (7) and eight (8) relevant reference</td><td>16</td></tr> <tr> <td>Between five (5) and six (6) relevant reference</td><td>12</td></tr> <tr> <td>Between three (3) and four (4) relevant reference</td><td>8</td></tr> <tr> <td>Between (1) and two (2) relevant reference</td><td>4</td></tr> <tr> <td>No submission</td><td>0</td></tr> </tbody> </table>	Sub-criteria	Points	More than nine (9) relevant reference letters	20	Between seven (7) and eight (8) relevant reference	16	Between five (5) and six (6) relevant reference	12	Between three (3) and four (4) relevant reference	8	Between (1) and two (2) relevant reference	4	No submission	0	20		
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No submission	0																

Qualifications of the personnel:

Level of expertise and qualifications – the bidder must include detailed copies of the CVs and qualifications of the personnel who are going to be working on this project. Please include a minimum of 3 contactable references in the CV.

Academic Qualifications

a) Project Manager/Team leader

Name:

Sub-criteria	Points
Master's Degree plus professional registration with SAIEE/ECOSA	15
B. Tech degree Engineering (Electrical)	15
Diploma Engineering (Electrical)	10
N6 (Electrical)	5
Grade 12	0

b) Technician/s

Name:

Sub-criteria	Points
Master's Degree	12
B. Tech degree Engineering (Electrical)	10
Diploma Engineering (Electrical)	7
N6 (Electrical)	5
Grade 12	0

30

Personnel experience of Involvement in similar projects

a) Project Manager/ Team leader

Name:

Sub-criteria	Points
More than six (6) years of experience	20
Between four (4) and six (6) years of experience	15
Between three (3) and four (4) years of experience	10
Between one (1) and three (3) years of experience in similar work	5
Below one (1) year of experience in similar work	0

b) Technician/s

Name:

Sub-criteria	Points
More than six (6) years of experience	10
Between four (4) and six (6) years of experience	8

30

Between three (3) and four (4) years of experience	7	
Between one (1) and three (3) years of experience in similar work	5	
Below one (1) year of experience in similar work	0	
Approach and Methodology to the Project: a) Approach and methodology (10)		10
TOTAL		100

Bids that fail to score a minimum of 70 out of a possible 100 points for functionality will not be eligible for further consideration.

The second stage will evaluate the price and preference points of those bids that meet the minimum threshold for functionality. In accordance with the Preferential Procurement Regulations, 2022 pertaining to Preferential Procurement Policy Framework Act (No. 5 of 2000), the 80/20 point system will be applied in evaluating proposals that qualify for further consideration, where price constitutes 80 points and 20 points will be awarded based on the bidder's specific goals.

Sufficient information must be provided to allow the evaluation panel to score bids against all these criteria. Failure to do so may result in the disqualification.

6. MINIMUM REQUIREMENTS COMPLIANCE RESPONSIVENESS CRITERIA (Compliance to legislative and treasury requirements.

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of mandatory requirements.

A vendor will be disqualified if they do not fully comply with all mandatory requirements. If a response to a question has been indicated as comply but not elaborated upon or substantiated it shall be regarded as mandatory non-compliance and the bidder shall be disqualified.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of an official quotation on the company letter head.
- Submission of fully completed SBD 4 (Declaration of Interest).
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate or original B-BBEE Sworn Affidavit.
- Proof of registration with National Treasury Central Supplier Database (CSD).
- Letter of Good Standing (COIDA) – A valid letter of good standing certificate with COIDA is required. The certificate should be issued by the Department of Labour).
- Proof of Public Liability Insurance.
- Proof of registration Electrical Contractors' Association of South Africa (ECASA).
- It is estimated that tenderers should have a CIDB contractor grading designation of Level 2 EB or higher.
- Provide detailed waste management plan.

PHASE 2: TECHNICAL EVALUATION COMPLIANCE RESPONSIVENESS CRITERIA

MANDATORY REQUIREMENTS

A vendor will be disqualified if they do not fully comply with all mandatory requirements. If a response to a question has been indicated as comply but not elaborated upon or substantiated it shall be regarded as mandatory non-compliance and the bidder shall be disqualified,

- A copy of CIDB Grading 2EB (Electrical Engineering Works – Building) registration Certificate
- Qualified technician in electrical installation services, attach comprehensive CV of the service technician and qualifications.
- Registration with professional body such as SAIEE/ECSA

7. LABOUR

The service provider will be liable for its staff on site. The service provider is to supervise and give instructions to staff on site. The service provider will be responsible for all his/her staff's physical safety. Technicians must be customer-service focused, courteous, value and treat all employees of the client and the client's patrons with due respect. Technicians must maintain the spirit of confidentiality of SANBI information at all times.

8. SUPERVISION OF WORK

The service provider shall supervise and exercise proper control over all personnel employed by him/her and shall not hold SANBI responsible for any injury caused to the said personnel.

9. SAFETY REQUIREMENTS

In as much as the service provider will at all material times carry out the contract works for his/her/their own account as an independent service provider, the service provider shall ensure compliance, by him/her/their employees and any invitees to the site, with the relevant provisions of the Occupational Health and Safety Act No. 85 of 1993 ("the OHS Act), and Disaster Management Act 57 of 2002 ensuring the compliance to the regulations related to COVID-19 are observed at all times.

10. SAFETY PLAN: OCCUPATIONAL HEALTH AND SAFETY PLAN

Each contractor and sub-contractor working on the site must prepare a Health and Safety Plan to address and manage all applicable sources of risk aligned to this specification as well as any other sources of risk which are identified during the contractor's own risk assessments. Health and Safety Plan shall be in place for the execution of the entire contract works ("the Health and Safety Plan"). Should any further risks be identified in the course of the construction work, such risks must be assessed and addressed in amended Health and Safety Plans which must then be submitted to the Client for approval. The Health and Safety Plan must also address the following matters:

- i) Legal appointments required by the Act and any Regulations under the Act.
- ii) Procedures for compliance with all requirements of the Act and in particular Sections 8 and 9 of the Act.
- iii) Undertaking and procedure to stop any work which endangers the safety or health of any person.
- iv) System for recording and reporting of incidents both internal and external to the Department of Labour.
- v) Copy of the Act and its Regulations to be kept on the site and to be readily available to employees.
- vi) Incident register to be kept on the site.
- vii) Employment of only persons who are competent and have the necessary knowledge, training, qualifications and experience to perform the required construction work safely and effectively.
- viii) Appointment of only competent, knowledgeable, trained, qualified and experienced persons to supervise the construction work.
- ix) Procedures and arrangements for first aid facilities on the site.

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- x) Procedures and arrangements for prompt reporting of injuries and other losses / incidents.
- xi) Emergency plans to deal effectively with potential site emergencies.
- xii) Use of effective processes for the identification and close out of root causes of incidents and accidents.
- xiii) Attendance by all contractors of monthly site health and safety meetings.
- xiv) Demonstration by all contractors of their health and safety monitoring and auditing systems to ensure compliance with their Health and Safety Plans, as part of their Health and Safety Plans.
- xv) Effective site health and safety induction programme for all workers on the site.

11. WASTE MANAGEMENT PLAN

In terms of Schedule 5B of the Constitution of South Africa (Act 108 of 1996), waste management is a local government competence that must be executed to protect human and environmental health.

Potential service providers are requested to submit a Waste Management Plan as part of their proposal.

12. GENERAL INFORMATION

The Service Provider must ensure that its staff members comply with the rules, regulations and by-laws of the site, which will be covered during the induction.

The SANBI reserves the right:

- To verify any information supplied in quotation documents.
- Not to appoint any Service Provider.
- To cancel or withdraw this RFQ at any time without attracting any penalties or liabilities.
- To have the final say in the appointment and this will be binding.
- To disqualify a quotation or cancel any subsequent contracts should it be found that information disclosed was factually inaccurate and/or that a misrepresentation of facts may have occurred?
- To disqualify potential Service Providers who may attempt to bribe or influence any person employed by SANBI during this quotation process.

All documents submitted in response to this Request for Quote (RFQ) must be written in English.

13. SUBMISSION

CLOSING DATE FOR SUBMISSIONS: 14 April 2023 @ 11:00am

Submission of proposals must be emailed to SANBI SCM at S.SCM-Quotations@sanbi.org.za with a copy to r.fumani@sanbi.org.za . Emailed applications must not be more than 5MB in size.

For queries, please contact Ms Morwesi Dladla at 0128435000 or at the following e-mail address:

m.dladla@sanbi.org.za

ANNEXURE A
LIST OF PREVIOUS AND CURRENT PROJECTS

Name of the client	Service description	Value of the contract	Duration

SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE

PRETORIA NATIONAL BOTANICAL GARDEN

SCHEDULE OF QUANTITIES

General Conditions of Contract for Works of Civil Engineering Construction (GCC 2004: 1st Edition)

				Tendered		
Payment refers to	Item No.	Description	Unit	Quantity	Rate	Amount
Brought Forward						
	2.00	<u>SUPPLY AND DELIVER (ONLY)</u>				
	2.01	Luminaries				
	2.01.01	2x 58W open channel fluorescent – surface mounted	No.	1		
	2.01.02	2x 58W LBR fluorescent – surface mounted	No.	1		
	2.01.03	1x 70W HPS-E Bekashine – post top luminaries	No.	1		
	2.01.04	Bekapole K187645 GPR pole – 4.5m MH	No.	1		
	2.01.05	Bekapole K1876110 GPR pole – 11m MH	No.	1		
	2.01.06	3x 36W LBR Fluorescent – recessed (1200 x 600)	No.	1		
	2.01.07	BekaMax – F Floodlight 250W HPS-T	No.	1		
	2.01.08	Beka Series 40 Bulkhead 1 x26W	No.	1		
	2.01.09	Beka Series 30 Bulkhead 1 x26W	No.	12		
	2.02	Lamps (Only Osram or Phillips accepted)				
	2.02.01	36W 26mm Fluorescent Tube	No.	1		
	2.02.02	58W 26mm Florescent Tube	No.	1		
	2.02.03	250W HPS-T Lamp	No.	1		
	2.02.04	26W CFL TC-D Lamp	No.	1		
	2.02.05	18W CFL TC-D Lamp	No.	1		
	2.02.06	70W HPD-E Lamp	No.	1		
	2.02.07	50W / 12V Halogen Lamp	No.	1		
	2.02.08	20W / 12V Halogen Pin Base	No.	1		
	2.02.09	21W CFL Energy Saver E27 Base	No.	1		
Carried Forward						

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount

Brought Forward					
2.03	Luminaries Control Gear				
2.03.01	2x 58W Electronic Ballast (ECG)	No.	1		
2.03.02	2x 36W Electronic Ballast (ECG)	No.	1		
2.03.03	1x 250W HPS Control Gear	No.	1		
2.03.04	1x 18W or 26W CFL (ECG)	No.	1		
2.04	Medium Voltage Cabling (SABS Approved)				
2.04.01	70mm2 x 3-core 6,35/11kV XLPE Table 19	No.	1		
2.04.02	35mm2 x 3-core 6,35/11kV XLPE Table 19	No.	1		
2.04.03	25mm2 x 3-core XLPE 1,9/3,3Kv PVS/SWA/PVC Interdac or Equal	No.	1		
2.04.04	16mm2 x 3-core XLPE 1,9/3,3Kv PVS/SWA/PVC Interdac or Equal	No.	1		
2.04.05	35-70mm XLPE 11kV Through Joint – Raychem	No.	1		
2.04.06	35-70mm XLPE 11kV Indoor Termination – Raychem	No.	1		
2.04.07	35-70mm PILC Through Joint Raychem	No.	1		
2.04.08	16-25mm XLPE 3,3kv intermediate Cable Through Joint	No.	1		
2.04.09	16-25mm XLPE 3,3kv intermediate Cable Outdoor term	No.	1		
2.05	Low Voltage Cabling (SABS & SA Manufactured)				
2.05.01	95mm2 x4-core PVC	M	600		
2.05.02	70mm2 x4-core PVC	M	240		
2.05.03	35mm2 x4-core PVC	M	220		
2.05.04	16mm2 x4-core PVC	M	300		
2.05.05	6mm2 x4-core PVC	M	200		
2.05.06	6mm2 x3-core PVC	M	350		
2.05.07	4mm2 x4-core PVC	M	280		
2.05.08	2,5mm2 x3-core PVC	M	600		
Carried Forward					

Payment	Item	Description	Unit	Tendered		
				Quantity	Rate	Amount

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refers to	No.					
				Brought Forward		
	2.05.09	Resin cast jointing kits 2,5mm – 6mm PVC cables	No.	1		
	2.05.10	Resin cast jointing kits 16mm – 35mm PVC cables	No.	1		
	2.05.11	Resin cast jointing kits 50mm – 95mm PVC cables	No.	1		
	2.06	BCEW (SABS & SA Manufactured)				
	2.06.01	50mm ²	M	800		
	2.06.02	35mm ²	M	700		
	2.06.03	16mm ²	M	650		
	2.07	Wiring Systems (SABS & SA Manufactured)				
	2.07.01	2,5mm ² GPR wire (PVC insulated)	M	1800		
	2.07.02	4mm ² GPR wire (PVC insulated)	M	900		
	2.07.03	6mm ² GPR wire (PVC insulated)	M	600		
	2.07.04	2,5mm ² 2+E surfix cable flat	M	400		
	2.07.05	4mm ² 3+E surfix cable round	M	350		
	2.07.06	2,5mm ² x 3-core submersible pump cable	M	120		
	2.07.07	4mm ² x 4-core submersible pump cable	M	240		
	2.07.08	2,5mm ² x 3-core cabtyre	M	400		
	2.08	Appliances (Only Crabtree or Clipsal)				
	2.08.01	16A Switched socket outlet c/w cover – flush or surface mounted	No.	1		
	2.08.02	15A 1lever 1 way light switch c/w cover – flush or surface mounted	No.	1		
	2.08.03	15A 2lever 1 way light switch c/w cover – flush or surface mounted	No.	1		
	2.08.04	20A DP geyser isolator c/w cover – flush or indoor use	No.	1		
	2.08.05	32A DP isolator for A/C unit, weather-proof & lockable	No.	1		
	2.08.06	32A TP isolator, weather-proof & lockable (Waco)	No.	1		
	2.08.07	16A Double SSO – flush mounted	No.	1		
				Carried Forward		
				Tendered		



Payment refers to	Item No.	Description	Unit	Quantity	Rate	Amount
Brought Forward						
	2.08.08	16A 230V Photocell for outdoor use (National)	No.	1		
	2.09	Circuit Breakers & Isolators (Group Schneider/ CBI Only)				
	2.09.01	15A SP 6kA circuit breaker	No.	1		
	2.09.02	20A SP 6kA circuit breaker	No.	1		
	2.09.03	30A SP 6kA circuit breaker curve 2	No.	1		
	2.09.04	60A SP 6kA circuit breaker	No.	1		
	2.09.05	60A TP 10kA circuit breaker	No.	1		
	2.09.06	100A TP 15kA circuit breaker	No.	1		
	2.09.07	80A TP 10kA isolator	No.	1		
	2.09.08	63A 30mA DP earth leakage unit – no overload	No.	1		
	2.09.09	20A DP 6kA circuit breaker – geyser supply	No.	1		
	2.09.10	3P+N 20kA surge arrestors with indication	No.	1		
	2.10	Wireways & Sleeve Pipes (Bosal / Nextube)				
	2.10.01	20mmdia. Galvanised conduit c/w all fittings and accessories	M	350		
	2.10.02	32mmdia. Galvanised conduit c/w all fittings and accessories	M	80		
	2.10.03	20mmdia. PVC conduit c/w all fittings and accessories	M	400		
	2.10.04	110mmdia. Ribbed kabelflex sleeve pipe	M	140		
	2.10.05	160mmdia. Ribbed kabelflex sleeve pipe	M	85		
Carried Forward						

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount

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					Brought Forward	
	2.12	Miscellaneous Works				
	2.12.01	230V Mains supply 10500V – 7,8 joules electric fence energiser	No.	1		
	2.12.02	15 strand free standing electric fence c/w all accessories – per m	M	500		
	2.12.03	Franklin 7,5kW 400V submersible pump motor complete	No.	1		
	2.12.04	Franklin 400V/3ph control kiosk – up to 11kW pump motor supply	No.	1		
	2.12.05	40A TP Contractor 230V coil c/w adjustable overload 12-40A	No.	1		
	2.12.06	Replacement of 230V – 3 or 4kW geyser element	No.	1		
	3.00	<u>INSTALLATION, TEST AND COMMISSION</u>				
	3.01	Luminaries (All SABS standards & marks)				
	3.01.01	2x 58W open channel fluorescent – surface mounted	No.	1		
	3.01.02	2x 58W LBR fluorescent – surface mounted	No.	1		
	3.01.03	1x 70W HPS-E Bekashine – post top luminaries	No.	1		
	3.01.04	Bekapole K187645 GPR pole – 4.5m MH	No.	1		
	3.01.05	Bekapole K1876110 GPR pole – 11m MH	No.	1		
	3.01.06	3x 36W LBR Fluorescent – recessed (1200 x 600)	No.	1		
	3.01.07	BekaMax – F Floodlight 250W HPS-T	No.	1		
	3.01.08	Beka Series 40 Bulkhead 1 x26W	No.	1		
	3.01.09	Beka Series 30 Bulkhead 1 x26W	No.	1		
	3.01.10	T8 LED Fluorescent Tube Fittings Weatherproof Double Closed Channel 5FT	No.	1		
	3.01.11	LED FLUORESCENT FITTNG OPEN CHANNEL-1.5M(5FOOT) DOUBLE	No.	1		
	3.01.12	25A day/night switch and electric timers	No.	1		
					Carried Forward	

				Tendered		
Payment	Item	Description	Unit	Quantity	Rate	Amount

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refers to	No.				
Brought Forward					
	3.02	Lamps (Only Osram or Phillips accepted)			
	3.02.01	36W 26mm Fluorescent Tube	No.	1	
	3.02.02	58W 26mm Florescent Tube	No.	1	
	3.02.03	250W HPS-T Lamp	No.	1	
	3.02.04	26W CFL TC-D Lamp	No.	1	
	3.02.05	18W CFL TC-D Lamp	No.	1	
	3.02.06	70W HPD-E Lamp	No.	1	
	3.02.07	50W / 12V Halogen Lamp	No.	1	
	3.02.08	20W / 12V Halogen Pin Base	No.	1	
	3.02.09	21W CFL Energy Saver E27 Base	No.	1	
	3.03	Luminaries Control Gear			
	3.03.01	2x 58W Electronic Ballast (ECG)	No.	1	
	3.03.02	2x 36W Electronic Ballast (ECG)	No.	1	
	3.03.03	1x 250W HPS Control Gear	No.	1	
	3.03.04	1x 18W or 26W CFL (ECG)	No.	1	
	3.04	Medium Voltage Cabling (SABS Approved)			
	3.04.01	70mm ² x 3-core 6,35/11kV XLPE Table 19	No.	1	
	3.04.02	35mm ² x 3-core 6,35/11kV XLPE Table 19	No.	1	
	3.04.03	25mm ² x 3-core XLPE 1,9/3,3Kv PVS/SWA/PVC Interdac or Equal	No.	1	
	3.04.04	16mm ² x 3-core XLPE 1,9/3,3Kv PVS/SWA/PVC Interdac or Equal	No.	1	
	3.04.05	35-70mm XLPE 11kV Through Joint – Raychem	No.	1	
	3.04.06	35-70mm XLPE 11kV Indoor Termination – Raychem	No.	1	
	3.04.07	35-70mm PILC Through Joint Raychem	No.	1	
	3.04.08	16-25mm XLPE 3,3kv intermediate Cable Through Joint	No.	1	
	3.04.09	16-25mm XLPE 3,3kv intermediate Cable Outdoor term	No.	1	
Carried Forward					

Tendered

Payment refers to	Item No.	Description	Unit	Quantity	Rate	Amount
Brought Forward						
	3.05	Low Voltage Cabling (SABS & SA Manufactured)				
	3.05.01	95mm2 x4-core PVC	M	600		
	3.05.02	70mm2 x4-core PVC	M	240		
	3.05.03	35mm2 x4-core PVC	M	220		
	3.05.04	16mm2 x4-core PVC	M	300		
	3.05.05	6mm2 x4-core PVC	M	200		
	3.05.06	6mm2 x3-core PVC	M	350		
	3.05.07	4mm2 x4-core PVC	M	280		
	3.05.08	2,5mm2 x3-core PVC	M	600		
	3.05.09	Resin cast jointing kits 2,5mm – 6mm PVC cables	No.	1		
	3.05.10	Resin cast jointing kits 16mm – 35mm PVC cables	No.	1		
	3.05.11	Resin cast jointing kits 50mm – 95mm PVC cables	No.	81		
	3.06	BCEW (SABS & SA Manufactured)				
	3.06.01	50mm2	M	800		
	3.06.02	35mm2	M	700		
	3.06.03	16mm2	M	650		
	3.07	Wiring Systems (SABS & SA Manufactured)				
	3.07.01	2,5mm2 GPR wire (PVC insulated)	M	1800		
	3.07.02	4mm2 GPR wire (PVC insulated)	M	900		
	3.07.03	6mm2 GPR wire (PVC insulated)	M	600		
	3.07.04	2,5mm2 2+E surfix cable flat	M	400		
	3.07.05	4mm2 3+E surfix cable round	M	350		
	3.07.06	2,5mm2 x 3-core submersible pump cable	M	120		
	3.07.07	4mm2 x 4-core submersible pump cable	M	240		
	3.07.08	2,5mm2 x 3-core cabtyre	M	400		
Carried Forward						

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount
				Brought Forward		
	3.08	Appliances (Only Crabtree or Clipsal)				
	3.08.01	16A Switched socket outlet c/w cover – flush or surface mounted	No.	1		
	3.08.02	15A 1lever 1 way light switch c/w cover – flush or surface mounted	No.	1		
	3.08.03	15A 2lever 1 way light switch c/w cover – flush or surface mounted	No.	1		
	3.08.04	20A DP geyser isolator c/w cover – flush or indoor use	No.	1		
	3.08.05	32A DP isolator for A/C unit, weather-proof & lockable	No.	1		
	3.08.06	32A TP isolator, weather-proof & lockable (Waco)	No.	1		
	3.08.07	16A Double SSO – flush mounted	No.	1		
	3.08.08	16A 230V Photocell for outdoor use (National)	No.	1		
	3.09	Circuit Breakers & Isolators (Groupe Schneider/ CBI Only)				
	3.09.01	15A SP 6kA circuit breaker	No.	1		
	3.09.02	20A SP 6kA circuit breaker	No.	1		
	3.09.03	30A SP 6kA circuit breaker curve 2	No.	1		
	3.09.04	60A SP 6kA circuit breaker	No.	1		
	3.09.05	60A TP 10kA circuit breaker	No.	1		
	3.09.06	100A TP 15kA circuit breaker	No.	1		
	3.09.07	80A TP 10kA isolator	No.	1		
	3.09.08	63A 30mA DP earth leakage unit – no overload	No.	1		
	3.09.09	20A DP 6kA circuit breaker – geyser supply	No.	1		
	3.09.10	3P+N 20kA surge arrestors with indication	No.	1		
				Carried Forward		

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount
				Brought Forward		
	3.10	Wireways & Sleeve Pipes (Bosal / Nextube)				
	3.10.01	20mmdia. Galvanised conduit c/w all fittings and accessories	M	350		
	3.10.02	32mmdia. Galvanised conduit c/w all fittings and accessories	M	80		
	3.10.03	20mmdia. PVC conduit c/w all fittings and accessories	M	400		
	3.10.04	110mmdia. Ribbed kabelflex sleeve pipe	M	140		
	3.10.05	160mmdia. Ribbed kabelflex sleeve pipe	M	85		
	3.12	Miscellaneous Works				
	3.12.01	230V Mains supply 10500V – 7,8 joules electric fence energiser	No.	1		
	3.12.02	15 strand free standing electric fence c/w all accessories – per m	M	500		
	3.12.03	Franklin 7,5kW 400V submersible pump motor complete	No.	1		
	3.12.04	Franklin 400V/3ph control kiosk – up to 11kW pump motor supply	No.	1		
	3.12.05	40A TP Contractor 230V coil c/w adjustable overload 12-40A	No.	1		
	3.12.06	Replacement of 230V – 3 or 4kW geyser element	No.	1		
	3.12.07	Window extractor fans	No.	1		
	3.12.08	Electric trucking conduit and flexi sleeving / power skirtings	No.	1		
	3.12.09	High and low voltage transistors, ic units	No.	1		
	3.12.10	UPS units 3KVA	No.	1		
	3.12.11	AC DC transformer	No.	1		
	3.12.12	Geyser thermostats and stove components	No.	1		
	3.12.13	COC certificate Fault finding	No.	1		
	3.12.14	15A Dimmable light switch c/w cover – flush or surface mounted	No.	1		
	3.12.15	15A 1lever 2-way light switch c/w cover – flush or surface mounted	No.	1		

Carried Forward

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount
				Brought Forward		
	3.13	Excavations (All by hand only)				
	3.13.01	1200mm deep x 450mm wide (Road crossing)	M	80		
	3.13.02	1000mm deep x 450mm wide (MV cables)	M	240		
	3.13.03	800mm x 350mm wide (LV cables)	M	600		
	3.13.04	PVC warning tape 30mm above cable (supply and install)	M	810		
	3.13.05	Concrete cable dividers at service crossing (supply and install)	No.	1		
	3.13.06	Concrete cable route markers (supply and install)	No.	1		
	3.13.07	Intermediate excavations of cable trenches, bedding & backfill etc. (extra over)	m3	10		
	3.13.08	Boulder excavations Class A, including bedding & backfill etc. (extra over)	m3	5		
	3.13.09	Boulder excavations Class B, including bedding & backfill etc. (extra over)	m3	5		
	3.13.10	Boulder excavations Class B, including bedding & backfill etc. (extra over)	m3	5		
	3.13.11	Hard rock excavation including bedding & backfill etc. (extra over)	m3	5		
	3.13.12	Pole hole excavation – 2m deep	No.	1		
	3.13.13	Pole hole excavation – 1,2m deep	No.	1		
	3.15	Testing of Earthing and Lightning Protection				
	3.15.01	Specialist Earthing and lightning protection testing and reporting as required by the engineer	-	PC		
		Attendance and profit on item .01 above	%	85 000		
				Carried Forward		

Payment refers to	Item No.	Description	Unit	Tendered		
				Quantity	Rate	Amount
				Brought Forward		
	3.16	Testing of Borehole				
	3.16.01	Removal of existing equipment	No.	1		
	3.16.02	Installation of temporary pump	No.	1		
	3.16.03	Pump testing of Borehole	No.	1		
	3.16.04	Ground water sampling	No.	1		
	3.16.05	Compilation of borehole report	No.	1		
	3.16.06	Reinstallation of pumping equipment	No.	1		
	3.17	Servicing of Submersible Borehole Pumps				
	3.17.01	Borehole submersible pump	No.	1		
	3.18	Servicing of transformers				
	3.18.1	15kVa		1		
	3.18.2	25kVa		1		
	3.18.3	40kVa		2		
	3.18.4	50kVa		1		
	3.18.5	150kVa		1		
	3.18.6	200kVa (sub)		1		
	3.18.8	750kVa		2		
					Carried Forward	
SUBTOTAL						
VALUE ADDED TAX (VAT) @ 15%						
TOTAL CARRIED TO BID FORM (TOTAL BID PRICE)						

NB: It may not be feasible to include every item on the BoQ and as such should material which is not on the BoQ be required then such items will be requested from the service provider in a written quotation to supply and install such items.

Labour	Unit Rate	QTY	Normal hours rate (08:00 – 17:00)	After hours rate (17:00-08:00)	Weekend hours rate	Total
Call out fee	Hour	1	R	R	R	R
Qualified electrician	Hour	1	R	R	R	R
Electrician assistant	Hour	1	R	R	R	R
SUBTOTAL						
VALUE ADDED TAX (VAT) @ 15%						
TOTAL PRICE						

Consent form in terms of section 11 of the Protection of Personal Information Act No 4 of 2013 (POPIA)

In order for the South African National Biodiversity Institute (SANBI) to consider the bidder's response to the RFQ / RFP to become a service provider of the SANBI, it will be necessary for the SANBI to process certain personal information which the service provider may share with SANBI for the purpose of the RFQ / RFP, including personal information, which may include special personal information (all hereafter referred to as "Personal Information")

The SANBI will process the Service Provider's Personal Information in accordance with the SANBI Privacy Policy.

Access to your Personal Information and purpose specification

Personal Information will be processed by SANBI for purposes of assessing the service provider's submission in relation to the RFQ / RFP i.e. the purposes of assessing current services required by the SANBI. We may also share the service provider's Personal Information with third parties, both within the Republic of South Africa and in other jurisdictions, including to carry out verification, background checks and Know Your Customer obligations in terms of the Financial Intelligence Centre Act, No. 38 of 2001 ("FICA"). In this regard, the service provider acknowledges that SANBI's authorised verification agent(s) and service providers will access Personal Information and conduct background screening.

Consent

By [ticking/clicking] "Yes" and signing below, you agree and voluntarily consent to the SANBI's processing of the service provider's Personal Information for the purposes of evaluating its RFQ / RFP submission, including to confirm and verify any information provided in the submission and service provider gives SANBI permission to do so. The service provider understands that it is free to withdraw its consent on written notice to SANBI and the service provider agrees that the Personal Information may be disclosed by the SANBI to third parties, including SANBI's affiliates, service providers and associates (some of which may be located outside of the Republic of South Africa). Please note that if you withdraw your consent at any stage, we may be unable to process your RFQ / RFP.

Yes ☐

No ☐

Supplier Name

Date

Signature

Authorised representative, who warrants that he/she is duly authorised.