



LEPELLE-NKUMPI LOCAL MUNICIPALITY

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REQUEST FOR QUOTATION FOR REPAIRS AND MAINTENANCE OF COMMUNITY SERVICES DEPARTMENT.

QUOTATION NUMBER: QT005/2017/2018

Suitable service providers are hereby invited to submit formal written quotations for repairs and maintenance of community services department.

ITEM NO.	DESCRIPTION	QUANTITY
1	Repairs and maintenance of community services department.	01

**NB:Compulsory briefing session and site inspection will be at Traffic Department on
06/09/2017 at 11h00**

MUNICIPAL CALL CENTRE NUMBER: 0800 222 011

"Motho ke motho ka batho"

REPAIR AND MAINTANANCE OF COMMUNITY SERVICES: LEBOWAKGOMO UNIT A

SCOPE OF WORKS

1. DESCRIPTION OF WORKS

1.1 General Description of the project

The project entails the Maintenance of offices at the Municipal Community Services in Lebowakgomo Unit A and Civic centre at Unit F.

1.2 Employer's Objectives

The employer's objective is to maintain damages in the offices in order to improve on the safety and good working environments.

1.3 Overview and Location of Works

The work that must be executed under this contract is the repair of office at the Lepelle-Nkumpi Municipal Community Services in Lebowakgomo Unit A and Civic Centre which falls under Capricorn District Municipality in Limpopo Province.

1.4 Extent of Works

The scope of work comprise of the following:

- Replace, Supply and installation of 1600 × 2400 mm double Trellidor
- Replace, Supply and installation of 3000x2400mm double tellidor (at Civic centre entrance)
- Replace, Supply and installation of 1800x2200mm aluminium double door (at Civic centre entrance)
- Replace, Supply and installation of 850 × 2400mm single Trellidor door
- Replace, Supply and installation of 40mm external doors, 813x2032mm complete with handles
- Replace, Supply and installation of 40mm internal, 813x2032mm complete with handles
- Replace, Supply and installation of 6.4mm rhino plaster board ceiling with standard H-type

pressed steel jointing strip and painting

- Replace, Supply and installation of 75mm cover cornice gypsum plaster board cornice
- Repair, unblocking of toilets and disconnecting of sewer pipe from septic tank and connect to existing sewer line
- Draining of existing septic tank, demolishing, backfilling with imported material and compacting to 95% ModAASHTO density
- The maintenance of the works for three (3) months of the default liability period.

Note: The description of the works is not necessarily limited to the above items.

1.5 Location of the Works

The project is located at the Lepelle-Nkumpi Municipal Community Service department in Lebowa Kgomo Unit A, the Municipality which falls under the Capricorn District Municipality in Limpopo Province. The following details provide the key elements of the project area:

- Municipal Area : Lepelle-Nkumpi Municipality
- Project area Locality : Latitude : 24° 18' 25" S and Longitude : 29° 33' 11" E

1.6 General Information

1.6.1 Drawings

None

2. PRICING INSTRUCTIONS

2.1 The General Conditions of Contract, the Contract Data, Standard Specifications For Roads and Bridge Works for State Road Authorities (including the Project Specifications) and the Drawings shall be read in conjunction with the Bill of Quantities.

- 2.2 a. The Schedule comprises items covering the Contractor's profit and costs of general liabilities and of the construction of temporary and permanent Works.
- b. Although the Tenderer is at liberty to insert a rate of his own choosing for each item in the Schedule, his attention is drawn to the fact that the Contractor has the right, under various circumstances, to payment for

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additional works carried out and that the Engineer is obliged to base his assessment of the payment to be paid for such additional work on the rates inserted in the Schedule by the Contractor.

- c. Clause 8 of each Standardized Specification and the measurement and payment clause of each Particular Specification, read together with the relevant clause of the Project Specification, set out what ancillary or associated activities are included in the rate for the operations specified.

- 2.3 Unless otherwise stated, items are measured net in accordance with the Drawings, and no allowance has been made for waste.
- 2.4 The prices and rates to be inserted in the Schedule of Quantities are to be the full inclusive prices to the Employer for the work described under the several items. The prices and rates shall be exclusive of Value Added Tax. Such prices shall cover all costs and expenses that may be required in and for the construction of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based.
- 2.5 A price or rate is to be entered, in **BLACK INK**, against each item in the Schedule of Quantities.
- 2.6 In the event of the Tenderer failing to price any item it will be held that the Tenderer has made adequate allowance under other items for all labour, material and costs required for the execution, not only of the quantum of work covered by the unpriced item but also for any increase in the said quantum which may have to be undertaken during the course of the Contract.
- 2.7 The quantities set out in the schedule of quantities are only approximate quantities. The quantities of work finally accepted and certified for payment, and not the quantities given in the schedule of quantities, will be used to determine payments to the contractor.
- 2.8 An amount or rate shall be entered against each item in the Bill of Quantities, whether or not quantities are stated. An item against which no amount or rate is entered will be considered to be covered by the other amounts or rates in the Bill.
- 2.9 The Bidder shall also fill in a rate against the items where the words "rate only" appear in the amount column. Although no work is foreseen under these items and no quantities are consequently given in the quantity column, the bidden rates shall apply should work under these items actually be required.
- 2.10 Should the Bidder group a number of items together and bid one sum for such group of items, the single bidden sum shall apply to that group of items and not to each

individual item, or should he indicate against any item that full compensation for such item has been included in another item, the rate for the item included in another item shall be deemed to be nil.

- 2.11 The billed rates, prices and sums shall, subject only to the provisions of the Conditions of Contract, remain valid irrespective of any change in the quantities during the execution of the Contract.
- 2.12 The quantities of work as measured and accepted and certified for payment in accordance with the Conditions of Contract, and not the quantities stated in the Bill of Quantities, will be used to determine payments to the Contractor. The validity of the Contract shall in no way be affected by differences between the quantities in the Bill of Quantities and the quantities certified for payment. Ordering of materials are not to be based on the Bill of Quantities, but only on information issued for construction purposes.
- 2.13 For the purposes of this Bill of Quantities, the following words shall have the meanings hereby assigned to them:

Unit	:	The unit of measurement for each item of work as defined in the Standardized, Project or Particular Specifications
Quantity	:	The number of units of work for each item
Rate	:	The payment per unit of work at which the Bidder bids to do the work
Amount	:	The quantity of an item multiplied by the billed rate of the (same) item
Sum	:	An amount billed for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units

- 2.14 The units of measurement indicated in the Bill of Quantities are metric units. The following abbreviations may appear in the Bill of Quantities:

mm	=	millimetre
m	=	metre
km	=	kilometre
km-pass	=	kilometre-pass
m ²	=	square metre
m ² -pass	=	square metre-pass
ha	=	hectare

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m ³	=	cubic metre
m ³ -km	=	cubic metre-kilometre
kW	=	kilowatt
kN	=	kilonewton
kg	=	kilogram
t	=	ton (1 000 kg)
%	=	per cent
MN	=	meganewton
MN-m	=	meganewton-metre
PC Sum	=	Prime Cost Sum
Prov Sum	=	Provisional Sum

3. BILL OF QUANTITIES

BILL OF QUANTITIES
REPAIR AND MAINTANANCE OF COMMUNITY SERVICES DEPARTMENTS

Item No	Description	Unit	Quantity	Rate	Amount
	PRELIMLNARIES				
	NOTE: The amount allowed for in preliminaries priced in this section is fixed and will under no circumstances be adjusted.				
1	Allow for all preliminaries and general responsibilities and obligations under this contract including insurance, site establishment, cleaning, and etc	sum	1	R 5 000,00	R 5 000,00
2	Replace, Supply and installation of 1600 x 2400 mm double Trelidor with locking system and painted to fit existing colour	no	1		
3	Replace, Supply and Installation of 3000x2400mm double tellidor with locking system and painted to fit existing colour (at Civic centre entrance)	no	2		
4	Replace, Supply and Installation of 1800x2200mm aluminum double door and painted to fit existing colour (at Civic centre entrance)	no	1		
5	Replace, Supply and installation of 650 x 2400mm single Trelidor door with locking system and painted to fit existing colour	no	3		
6	Replace, Supply and installation of 40mm external doors: 813x2032mm complete with handles and painted to fit existing colour	no	2		
7	Replace, Supply and installation of 40mm internal, 813x2032mm complete with handles and painted to fit existing colour	no	3		
8	Replace, Supply and intallation of 6.4mm rhino plaster board ceiling with standard H-type pressed steel jointing strip and painted to fit existing colour	m²	16		
9	Replace, Supply and installation of 75mm cover cornice gypsum plaster board cornice and painted to fit existing colour	m	10		
10	Repair, unblocking of toilets and disconnecting of sewer pipe from septic tank and connect to existing sewer line	sum	1		
11	drainng of existing septic tank, demolishing, backfilling with imported material and compacting to 95% ModAASHTO density	sum	1		
GRAND TOTAL					

REPAIR AND MAINTANANCE OF COMMUNITY SERVICES DEPARTMENTS

SUMMARY OF SCHEDULES OF QUANTITIES

DISCRIPTION	AMOUNT
SECTION A: BUILDING STRUCTURAL ELEMENTS	
SUBTOTAL	
VAT 14%	
TOTAL	

Conditions

- Quotations in sealed envelope written notice number must be deposited in the Quotation Box to Supply Chain Management Offices Civic Centre(Next to Security) Lebowakgomo between 07h30 and 16h30
- Quotations must be accompanied by the following(Failure to attach will lead to disqualifications):
 - **Valid Tax Clearance Compliance Status which include a unique Pin**
 - **Central Supplier Database Summary Report**
 - **Copy of CK/Company registration certificate,**
 - **Copy of BBBEE status level certificate from an accredited agency, auditors or accountants,**
 - **Certified copy of I.D of members or Directors**
 - **CIDB grading 1GB**
 - **Statement of Water and Lights rates/letter from traditional authority (including headman) /lease agreement for both the company and all directors (If the statement of municipal rates and taxes are not in bidder's name and the bidder is residing in that property, an affidavit from SAPS must be attached.)**
 - **MDB 1, MBD6.1, MBD4, and MBD8 forms and General conditions of contract (GCC) obtainable from the Municipal website (www.lepelle-nkumpi.gov.za) and Supply Chain Offices which must be completed in full and each page initialized.**
- Fixed prices must be valid for at least thirty (30) days.
- Price(s) quoted must be firm and inclusive of VAT
- Quotations must be on an official letterhead of the company
- A firm delivery period must be indicated on the quotation
- Errors and / or omissions in technical specification of the offer, or the prices calculations will disqualify your quotation.
- No pricing option is allowed. Only one price for one brand/product must be supplied.
- Please indicate the brand which is quoted and that which will be delivered, if applicable
- **USAGE OF TIPPEX/ERASING FLUID NOT ALLOWED**
- **Suppliers must be in a position to deliver within at least 14 days upon receipts of an official purchase order.**

Quotations will be evaluated on an 80/20 preference point system. Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, and preferential procurement regulations of 2011. (More information about application and requirements, please refer to MBD 6.1 for compliance and guidance on how to be accredited.

Please Note

- No quotation by facsimile or by e-mail will be accepted
- Enquiries in this regard can be directed to **Ms. Mantwa Ramothole/Talane Alucia** on **015 633 4531/4602** during office hours (Mobile office)
- Technical specification enquiries should be directed to **Lekgoro Clement** on **015 633 4556** during office hours
- Council reserves the right not to accept the lowest or any quotation or to accept part of a quotation **ONLY**

Issued on **01/09/2017**

Closing date for submission will be **08/09/2017 at 11H00**

Dr. Letsoalo MB

ACTING MUNICIPAL MANAGER