

Quotation Number:	ERW202007/015		
Description:	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF AIR CONDITIONING UNITS AT ERWAT HEAD OFFICE AND WELGEDACHT WCW		
CIDB Requirement:	N/A	DTI provision (refer MBD 6.2 form)	N/A
Bid Closing Date:	30/07/2020, 12:00		
Compulsory Briefing Session:	N/A		
Date Posted	23/07/2020		
Plant/Site Address:	ERWAT R25 Bronkhorstspruit/ Bapsfontein Rd Norkem park Kempton Park 1618		
Contact Person	Thuthula Mpokeli		
Contact Number	011 929 7155	E-mail	thuthula.mpokeli@erwat.co.za
Bidders prices must be valid for a period of 30 days from closing	Only firm prices will be accepted		
Name of Bidder:			
Tel Number:			
National Treasury CSD Number :	MAAA. _____.		
Bid Amount Incl VAT			

ERWAT STAMP

1. OBJECTIVE

Accredited, experienced and registered Service providers are hereby invited for the **Supply, Delivery, Installation and Commissioning of Air Conditioning Units at ERWAT Head Office and Welgedacht WCW.**

2. SCOPE OF WORK

- a) Supply, Delivery and Install the Air Conditioning Units at the following Plants
 - Welgedacht WCW
 - Head Office
- b) Carry out all the associated Civil and Electrical work
- c) The supply and installation of all materials shall carry a WARRANTY of Twelve (12 No.) calendar months, from date of acceptance by the Engineer or his appointed representative.
- d) The ERWAT Engineer or his appointed representative shall witness the installation and commissioning.
- e) The Contractor shall at all times comply with ERWAT's Safety Procedures and Requirements before any work commences.
- f) All tools, consumables, etc. required to perform the work as per the Contract shall be provided by the Contractor.
- g) ERWAT reserves the right to hold Contractor responsible for any equipment or premises that will be damaged due to Contractor's negligence or poor workmanship.
- h) Making good of the area after the completion of the Contract to the satisfaction of the Engineer and or officially appointed representative.
- i) Air Conditioning units must have the following standard/added features:
 - Refrigerant must be R401a
 - Auto sleep mode function
 - Power Interruption Restart
 - Energy Saver Function- which will automatically shut off the unit when the desired temperature is reached to conserve energy
 - Timer
 - 3 or more variable fan speed selections for fan only, cooling & heating modes
 - Auto Air Swing
 - Sound/noise levels- 51dB indoors and 57dB outdoors
 - high efficiency compressor
 - air flow direction control
 - Anti-corrosion treatment

- Outdoor /exhaust vent
 - Cooling & Heating modes
 - Smart fan switch for Fan mode
 - 12-Hour on/off timer
 - Remote control and batteries
 - 5 Operation modes (Cool, Heat, Auto, Dry, Fan)
 - Fan Speed selection
 - Timer
 - LCD Display
 - Wired Control
 - 5 Operation modes (Cool, Heat, Auto, Dry, Fan)
 - Fan Speed selection
 - Timer
 - LCD Display
 - Room Temperature Setting
 - Sleep Mode
- j) All Air Conditioning units must comply with ISO16813:2006 and ASHRAE manufacturing standards
- k) Bidders have to indicate the brand name of the units that they are tendering on, together with a guarantee period offered with these units.
- l) All Air conditioning units must be able to be used as a heater in the colder months
- m) Tender prices must make provision for supply, installation and commissioning of all equipment.
- n) An Electrical Certificate of Compliance will be required for the installation
- o) Commissioning
- p) General:
- Clean the area, remove and dump all the scrap to the satisfaction of the Engineer or his appointed representative.

Table 1: Data for Air Conditioning Units

Item no	Description	Loads
		Cooling/Heating
		Min. BTU/Hour
WELGEDACHT WCW		
1.	Office	18 000
2.	Blower Room	24 000
3.	Control Room	24 000
4.	MCC Room	36 000
HEAD OFFICE		
5.	Office	24 000

Data Sheet

NB: The data sheet should be fully completed in words and numbers respectively;ticking and marking (√ or X) ,or the use of ambiguous responses such as “Yes” ,“No” or “Comply” shall not be accepted. All Bidders who fail to comply or complete, or correctly complete the technical data sheet shall be disqualified.

Technical Specifications/Performance			
Item No.	Description	Specified: Engineer	Offered: Contractor
1.	Manufacturer		
2.	Supplier		
3.	Model No.		
4.	Number of Units - No.	7	
5.	Types	Console Inverter (Wall mounted)	
		Ceiling Cassette	
6.	BTU (British Thermal Unit) as per TABLE 1		
WELGEDACHT WCW			
	Office	18000	
	Blower Room	24000	
	Control room	24000	
	MCC Room	36000	
HEAD OFFICE			
	Office	24 000	
7.	Refrigerant	R410A	
8.	Auto Sleep Mode function	YES	
9.	Energy Saver function	YES	
10.	Timer	YES	
11.	Sound/noise levels	51 dB indoors and 57dB outdoors	
12.	Rust Proof Casing	Yes	

13.	Remote Controls and Batteries	YES	
Wired Control			
14.	5 Operation modes (Cool, Heat, Auto, Dry, Fan)	YES	
15.	FAN speed selection	YES	
16.	Timer	Yes	
Delivery Period Including Installation			
17.	Delivery Period (Including Installation)	14 days	

3. **CONDITIONS OF THE TENDER**

- a) Tenderers must complete the Bill of Quantities in full.
- b) All the relevant product information and warranties must be submitted with the Tender.
- c) The successful tenderer must adhere to the stipulations and regulations of the OHS Act.
- d) Successful tenderer must submit a safety file before commencement of the project
- e) Successful tenderer must submit a project execution plan with activities and dates 2 working days after official appointment

4. **GENERAL REQUIREMENTS**

- The maximum delivery period shall be specified by the contractor
- The defects liability period shall be 52 Calendar Weeks
- The Bill of Quantities shall be completed in full
- Copy of Bidder shall submit BBBEE Compliance Certificate
- Copy of Tax Clearance Certificate
- Copy of Latest Municipal Account and Certification
- Declaration of Interest (Download form ERWAT website/Procurement/Service Provider Registration).

5. PRICING INSTRUCTIONS

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

BILL OF QUANTITIES:

Item No.	Description	UNIT	QTY	RATE	Amount (Excl. VAT)
1.	PRELIMINARY AND GENERAL				
1.1.	Safety File	Sum	1		
2.	PROVISION FOR CONNECTION				
2.1	Electrical connection Connection of electrical power from the main power source to the air conditioners	Sum	1		
3.	PROVISION FOR CIVIL WORKS				
3.1	All civil works required	Sum	1		
4.	SUPPLY, DELIVER AND INSTALL AIR CONDITIONERS				
4.1	Welgedacht WCW				
	Office	No	1		
	Blower Room	No	2		
	Control Room	No	1		
	MCC Room	No	2		
4.2	Head Office				
	Office	No	1		
5.	COMMISSIONING AND HANDOVER				
5.1	Site testing and commissioning of all equipment covered by this contract including quality control and handover.	Sum	1		
SUB-TOTAL					
ADD 15% VAT					
TOTAL					

6. EVALUATION CRITERIA followed to evaluate quotations:

FUNCTIONALITY

All candidates are expected to get a minimum score of **75%** in order to be considered for further evaluation. Candidates with a score less than **75%** shall be disqualified at this stage.

Evaluation Criteria		Points	Breakdown of Points
Functionality	Previous Experience (Each proof of experience provided must submit Invoices (with corresponding payment proof) of the completed work, or completion letters, or PO with proof of completion of works	40	8 Points – 1 Relevant Reference 16 Points – 2 Relevant Reference 24 Points – 3 Relevant Reference 32 Points – 4 Relevant Reference 40 Points – 5 Relevant Reference
	Detailed Comprehensiveness project schedule / plan with timelines in accordance with the provided schedule of quantities clearly showing the critical path and the resources.	40	8 Points – 1 Relevant Reference 16 Points – 2 Relevant Reference 24 Points – 3 Relevant Reference 32 Points – 4 Relevant Reference 40 Points – 5 Relevant Reference
	Delivery Period	20	Delivery Period $= \left(\frac{\text{Min Delivery Period}}{\text{Bidders Delivery Period}} \right) * 20$
Total		100	

7. PENALTIES

The Tender/Contract shall be evaluated on **Lead Time**.

7.1. Lead Time

The Effective Contract Value will be calculated as follows:

ALT: Actual Lead Time (weeks)
CLT: Claimed Lead Time (weeks)
PEN: % Penalty of the Total Contract Value – Excl. VAT

$$\%PEN = \left(\frac{ALT - CLT}{ALT} \right) * 100$$

8. DELIVERY PERIOD

Item No.	Description	Specified: Engineer	Offered: Contractor (Bidder)
1	Delivery Period	(Client specified time: 14 days)	

9. TERMS OF PAYMENT

30 days from date of official invoice.

Amount in numbers (VAT Incl.): _____

Amount in words (VAT Incl.): _____

Signed (Bidder): _____

Date: _____

- Bidders should note that, should there be a discrepancy (on the contract price) between the amount in words and the amount in numbers. The amount in words will be adopted as the final contract price.

10. TERMS OF TERMINATION

The contracted parties (ERWAT (The Client) and _____ (The Supplier/ Contractor/ Bidder) reserves their rights to terminate the contract. Prior to contract termination, both parties are compelled to make prior notice of termination. Both parties are to make a month (30 Day) notice before they decided to end this contract.

Confirmation of termination for contract: representation

ERWAT: NAME _____ CONTRACTOR: NAME _____

CAPACITY _____ CAPACITY _____

SIGNATURE _____ SIGNATURE _____

COMPANY _____ COMPANY _____

11. SITE INFORMATION

Plant	Address	GPS Co-ordinates	
Welgedacht WCW	1 Carnation Road, Welgedacht Agricultural Holdings, Springs	26°11'29.18" S	28°28'26.86" E
Head Office	R25 (Bapsfontein/Hartebeestfontein)	26°01'11.58"S	28°17'04.80"E

Preference points system (PPS) as included in the Preferential Procurement Policy Framework Act, Regulations of 2017:

PPS	Contract value	Formula	Additional Considerations
80/20	Equal to or above R 30 000.00 and up to R 200 000	$Ps = 80(1 - (Pt - P_{min})/P)$ Where Ps = Points scored for price of bid under consideration. Pt = Rand value of bid under consideration. P min = Rand value of lowest acceptable bid.	<ul style="list-style-type: none"> Bidders may be subjected to a pre-compliance stage and functionality scoring and only bidders who score the stipulate minimum points will be illegible to proceed to PPPFA evaluation. Maximum of 20 points may be awarded for BEE level. Bidders are required to tick the relevant box in the table below to claim their points according to their BEE level. Above points must be added to points scored for price. Only bidder scoring the highest points will be selected for award.

B-BBEE Status Level of Contributor	Number of points (80/20 system)	Kindly tick the applicable level and points
1	20	
2	18	
3	14	
4	12	
5	8	
6	6	
7	4	
8	2	
Non-compliant contributor	0	

Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

12. QUOTATION REQUIREMENTS:

Work offered that **DO NOT** comply with the specifications will not be evaluated. Any works completed will

PLEASE NOTE THAT FAILURE TO MEET ANY OR ALL OF THESE REQUIREMENTS WILL LEAD TO DISQUALIFICATION

- Valid Certified copy or original BBBEE Compliance Certificate to verify the above claimed points;
- Valid Tax Clearance Pin issued by SARS on e-filing Bidders are required to submit their SARS pin and certificate as prescribed by SARS effective from 01 April 2016. Please visit www.sars.gov.za or ERWAT Website: www.erwat.co.za/procurement for more information;
- Copy of Latest Municipal Account (not older than three months from date of closing);
- Declaration of Interest – MBD 4.2 (Download form ERWAT website/Procurement/Service Provider Registration).
- Bidders must be registered with National Treasury's Centralised Supplier Database (CSD) and can visit www.csd.org.za for more information and registration procedures.
- **CSD Registration Number: MAAA** _____
- Valid Construction Industry Development Board Registration (CIDB): **Valid CRS number:** _____

GENERAL NOTES:

SUBMISSION OF BIDS:

WEB TENDER BOXES SUBMISSION SITUATED AT ERWAT HEAD OFFICE:

Completed tenders / quotations must be in a **sealed envelope** clearly marked with **bid number and description** may be hand delivered and deposited in the stipulated **TENDER BOX** (marked Monday, Tuesday, Wednesday, Thursday, Friday) at ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road, Kempton Park. No faxed bids/proposals shall be accepted. In the event of uncertainty, kindly visit the receptionist situated at the FOYER of the main building for clarity.

Please note that bids not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Complete quotations with supporting documents must be sealed and externally endorsed with **BID NUMBER** and marked with the full **DESCRIPTION** and placed in the relevant Bid Box as stipulated in the advertisement and/or bidding document.

Bidders may attend the web-tender opening sessions in the event of submitting a tender in the web-tender boxes.

ELECTRONIC SUBMISSIONS:

- Bidders may submit their web-bids via e-mail: webtenders@erwat.co.za in a **PDF format only**.
- **Bidders must complete the SUBJECT BOX with the relevant web-tender number and full description as advertised.**
- **Failure to include this may render your bid invalid.**
- ***Please note that bids submitted electronically must be in the above e-mail address on or before 12:00 of the stipulated closing date. No electronic submissions received after 12:00:00 will be considered for recording and or evaluation.***
- Bidders may submit documents and attachments up to 10MB.
- Bidders will be required to compress their file to a **compact PDF format**.

- In the event that larger files are sent to the e-mail address, it will be received in ERWAT's Mimecast site.
- **Bidders must please note that the Mimecast does not accept zipped files, only PDF files.**
- **In the event that bidders are required to submit samples, it is advised that they submit electronically and submit in the tender boxes and attend the opening session.**

PLEASE NOTE: MIMICAST ONLY RETAINS THE MAILS RECEIVED WITH ATTACHMENTS LARGER THAN 10MB FOR 3 DAYS. PLEASE ENSURE THAT YOUR SUBMISSION FALLS WITHIN ACCESS TO SUCH WITHIN THIS TIMEFRAME.

NB. In the event that an electronic version and a hard copy is delivered for a respective bid, the signed hard copy submitted in the tender box will prevail and the electronic copy will be disregarded.

Please note that the web-tender boxes will be opened first and recorded in the web-tender register on the date and time stipulated in the advertisement and or bid documents. The relevant buyer responsible for the placement of the ad on the web-tender folder will directly thereafter peruse the web-tender e-mail and download the relevant web-tender, print and record such in the same register.

ERWAT will access the e-mail thread from the individual e-mail responses received for audit trail that will be attached to the relevant bidder's response received.