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Gateway to Defence Solutions

Company registration: 1968/008611/30 VAT registration: 4500101169

REQUEST FOR QUOTATION

NAME OF BIDDER :

RFQ REFERENCE NUMBER: **RR83712/26-27**

APPOINTMENT OF **SURVEY, DESIGN, SUPPLY, COMMISSION AND VERIFY LEGAL COMPLIANCE OF THE FOUNDRY FETTLING BAY AND EPOXY LOCAL EXHAUST VENTILATION SYSTEM OR HVAC**

EXPECTED TIMEFRAME

RFQ PROCESS	DATES
RFQ Issue Date	24/08/2026
Briefing Session (<i>indicate if it is compulsory or not</i>)	COMPULSORY 01 SEPTEMBER 2026 AT 11H00
Briefing Session Address and Venue	ARMSCOR DOCKYARD, COLE POINT, EAST YARD, ST GEORGE'S STREET SIMONS TOWN
RFQ Closing Date	08/09/2026 @11:00am

Please return your quotation on/or before the closing date and time stipulated above. Late and incomplete quotation will invalidate the quote submitted.

BIDDER'S NAME:

POSTAL
ADDRESS:

TELEPHONE
NO:

E MAIL ADDRESS:

CONTACT
PERSON:

CELL NO:

SIGNATURE OF
BIDDER:

1. RFQ Validity period

- a. This quotation will remain valid **90 (ninety) days** from the date of bid closing.

2. RFQ Submissions

Submissions must be electronically emailed to Procurementdy@armscordy.co.za on/or before the closing date of this RFQ.

NB: Do not forward, copy (cc) or blind copy or send your quotation to any other ARMSCOR Official, as this will automatically disqualify the quotation without the option of correcting it.

3. ENQUIRIES

All queries regarding this bid must be addressed in writing to Procurement division on Procurementdy@armscordy.co.za. Questions/enquiries relating to this RFQ should be received at least three working days prior to the closing date. Queries received after this period will not be considered.

4. SECURITY

Bidders must electronically register for Security on Armscor website to be considered for orders which are administered by Armscor SOC (Pty) Ltd on Behalf of clients.

For more information on security registration contact:-

The Security Registration
Private Bag X337
PRETORIA
0001

E-mail:- register@armscor.co.za

- 4.1 Classified quotations are to be handled in the manner set out in Armscor' s Security Instruction, document number A-WI-014, copies of which are obtainable on request from the Contractor Security Section, P O Box 411, Pretoria, 0001.
- 4.2 Attention is drawn particularly to the procedure set out in chapter 4 of the manual, which is to be complied with when forwarding classified documents.

5. NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

- a. In the case of electronic submissions:
- All Electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
- b. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
- c. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
- d. All submissions should be prominently marked with RFQ Number and bidders' name.
- e. Bidders are advised to email electronic submissions atleast **one hour** before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
- f. Bid submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration.
- g. Armscor will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
- receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

6. REQUIRED DOCUMENTS

Bidders are required to develop a returnable schedule annexure in accordance with the following table of contents.

Item	List of Required Documents	Submitted [Yes or No]	
1.	Central Supplier database (CSD) registration report or Unique Registration Reference Number	Yes ☐	No ☐
2.	Valid Tax Clearance Certificate (s) and or proof of application endorsed by SARS and / or SARS issued verification pin code.	Yes ☐	No ☐
3.	Copy of CIPC registration documents listing all members with percentage, see bidding structure for required documents.	Yes ☐	No ☐
4.	Valid proof of BBBEE status for the bidder and its sub-contractor(s)	Yes ☐	No ☐
5.	Designated sectors: Local production and content. (Where applicable)	Yes ☐	No ☐

7. Please quote on the following:

ITEM NO	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1				
2				
3				
4				
5				
6				
Please take note of the critical criteria set out in this document				
TOTAL (VAT EXCLUDED)				
VAT				
TOTAL (VAT INCLUDED)				

- Clearly indicate the total as follows in the quotation:
Subtotal (excluding VAT)
VAT

Total (including VAT)

7.1 Period required for commencement of delivery, after receipt of order*:

- 7.2 Period required for completion of order, after receipt thereof*:

*** Must be completed by Bidder if not completed by Armscor**

- 7.3 Supplier number (as per National Treasury Central Supplier Database (CSD):

- 7.4 Unique CSD registration reference number:

- 7.5 SARS Personal identification number (PIN) (if available):

Suppliers must either supply SARS Pin (supply of the pin implies permission that Armscor may use it to verify the supplier's tax status) or their original Tax Clearance Certificate.

8. TAX COMPLIANCE REQUIREMENTS

- 8.1 The Bidder must be tax compliant for the duration of the contract (status will be checked when the quotation is evaluated, when the order is placed as well as before payment can be done).
- 8.2 The Bidder must be registered on the National Treasury Central Supplier Database (National Treasury can be contacted on (+2712) 406 9222 or csd@treasury.gov.za). Refer also to www.treasury.gov.za.

9. STATEMENT OF WORK (SOW) / SCOPE OF WORK

ARMSCOR DOCKYARD REQUIRES A SERVICE OF A QUALIFIED LOCAL EXHAUST VENTILATION SYSTEM OR HVAC CONTRACTOR TO SURVEY, DESIGN, SUPPLY, INSTALL, COMMISSION AND VERIFY LEGAL COMPLIANCE OF THE FOUNDRY FETTLING BAY AND EPOXY LOCAL EXHAUST VENTILATION SYSTEM OR HVAC AS PER THE ATTACHED SPECIFICATION.

COMPLUSORY SITE VISIT:

CONTACT PERSON: PHUMZILE MGABHI, 021 7873177

BIDDER MUST CONFIRM ATTENDANCE BY COMPLETING THE ATTACHED FORM

THE BIDDER MUST BRING ID ON THE DAY

10. CRITICAL CRITERIA (IF APPLICABLE)



Criteria	Compliance Evidence
1. The offeror shall be required to demonstrate competence in executing similar work or work of similar scope.	The offeror shall submit with the quotation, either: a) At least one (1) signed client reference letter on the letterhead of the client confirming that the offeror has completed the designing, installation and commissioning of a Local Exhaust Ventilation System. OR b) At least one (1) completion certificate issued by the Client or Principal Agent or Main Contractor confirming that the offeror has completed the designing, installation and commissioning of a Local Exhaust Ventilation System. Should the completion certificate not indicate the designing, installation and commissioning of a Local Exhaust Ventilation System, then additional supporting documentation confirming the completion of conducting designing, installation and commissioning on a Local Exhaust Ventilation System issued by the Client or Principal Agent or Main Contractor shall be submitted with the quotation.
2. The offeror shall demonstrate CIDB registration documentation.	a) The offeror shall provide valid CIDB proof of registration or CIDB relevant documentation. b) The grading for this scope of work is level 1 ME or higher.

11. EVALUATION OF QUOTATIONS:

11.1 Phase 1 –Mandatory requirements (if applicable)

11.2 Phase 2 – Critical Criteria or Functionality – Paper based (if applicable)11.3 Phase 3 – Functionality - Presentation / Demonstration / Site Inspection (if applicable)11.4 Phase 4 – Price and Specific Goals11.5 Phase 5 – Objective Criteria**12. PREFERENTIAL PROCUREMENT REGULATION REQUIREMENTS****Refer Preferential Procurement Policy Framework Act, 2000; Preferential Procurement Regulations, 2022 and Defence Sector Code 2019:****12.1 Awarding of Bids**

The awarding of RFQ will be in terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022 and Preference Point System of the Preferential Procurement Regulations, 2022.

The applicable points are:

Price (Pp):	80 Points
Specific Goals:	20 Points
Total:	100 Points

The following formula will be used to calculate the points in respect of a bid up to a rand value of R 50 000 000, 00 (all applicable taxes included).

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

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where:

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

12.2 ALLOCATION OF PREFERENCE POINTS FOR SPECIFIC GOALS

12.2.1 The preference points that will be awarded in terms of the specific goals with regards to procurement processes shall be as follows:

Table 2: Specific Goals for General Procurement

No	Specific Goals for General Procurement	Points for 80/20 PPS	Points for 90/10 PPS
RDP Programme: Promotion of SMMEs			
1	EME or QSE entities which are 100% owned by black people	20 points	10 points
2	EME or QSE entities which are at least 51% owned by black people	18 points	9 points
3	EME or QSE entities which are at least 35% owned by black people	16 points	8 points
4	EME or QSE entities which are at least 25% owned by black people	10 points	5 points
Total Points Per PPS		20 points	10 points

12.3 PRINCIPLES

12.3.1 Valid proof of B-BBEE status is either of the following:

- a. A B-BBEE Sworn Affidavit fully completed and
 - i. Deposed and signed in the presence of the Commissioner of Oaths (Certified true copy not acceptable).
 - ii. Does not contradict itself (% black ownership matches compliance level).
 - iii. Commissioner of Oaths credentials and signature are reflected.
 - iv. Commissioned and deposed on the same day
- b. A B-BBEE Certificate issued by either the CIPC or a SANAS Accredited Verification Agency.
- c. An entity submitting an unincorporated Joint Venture / Consortium must attach a Consolidated B-BBEE Certificate in the name of the Joint Venture / Consortium issued by a SANAS accredited Verification Agency.
- d. B-BBEE status must be based on the latest financial year-end information, otherwise it is invalid and unacceptable.
- e. The bid must be accompanied by the CIPC Beneficial Ownership Declaration. The declaration should be the latest lodged with CIPC.
- f. The bidder must submit the company registration documents issued by Companies and Intellectual Property Commission (CIPC) accompanied by the latest share register and share certificate for (Pty) Ltd and Ltd signed by the Company Secretary or registered Auditor.

12.3.2 Local content and production

- a. Local Content and production refers to the mandate where a minimum stipulated percentage of goods, services or inputs be locally sourced and manufactured within South Africa to boost the local industry, create jobs and develop industrial capacity.
- b. The DTIC designate and determine a stipulated minimum threshold for each sector which is designated
- c. The complete list of sectors and sub-sectors which are designated for local production with minimum local content threshold can be found on the website of the department of trade, industry & competition via the link below.
<http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/>
- d. The bidder shall submit with the bid documents a completed annexure c, d & e and an exemption letter from the DTIC and a letter from the manufacturer.

12.3.3 Locality

- a. The bidder must submit the municipality bill/local councillor letter (must be not be older than 3 months).
 - i. In an event where the bidder is the lessee, the municipality bill and the lease agreement must be submitted.
 - ii. In an event where the bidder owns the property, the municipality bill must be in the name of the bidder/owner of the property.

12.3.4 Verification of bidders information

The Armscor reserves the right to require a bidder and/or its sub contractor(s) to substantiate any claim at any stage in the bidding process to verify and confirm the specific goals claim of the bidder and/or its sub-contractor(s).

12.3.5 Armscor reserves the right to:

- 12.3.5.1 not evaluate and award bids / RFQ Submissions that do not comply strictly with this RFQ document.
- 12.3.5.2 make a selection solely on the information received in the bid and enter into negotiations with one or more of preferred bidder(s) based on the criteria specified in the evaluation of this bid.
- 12.3.5.3 contact any Bidder during the evaluation process, in order to clarify any information, without informing any other Bidders. During the evaluation process, no change in the content of the submitted bid shall be sought, offered or permitted.
- 12.3.5.4 award a contract to one or more Bidder(s).
- 12.3.5.5 Where it makes accept any bid in part or full.
- 12.3.5.6 cancel this bid or any part thereof when necessary.

Should Bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to Armscor and not necessarily on the basis of the lowest costs.

13. Objective Criteria

- 13.1 Armscor will not award the bid or order to any bidder based on the proven poor record or poor performance of the bidder in previous projects within the Armscor.
- 13.2 Armscor will not award order/s or contract/s to the bidders who are blacklisted or restricted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, company financials, etc. will be eliminated from the bid process.
- 13.3 Armscor reserve the right not to award this quotation to any bidder who fails the financial stability assessment.
- 13.4 Armscor reserves the right to award the bid in part or in full.
- 13.5 Armscor reserves the right to disregard bids that are abnormally low prices compared to the market.

14. Payment Terms

Armscor will effect payment thirty (30) days after the service provider has rendered the service and submitted an invoice / statement.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

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

2.3.1 If so, furnish particulars:

.....

2.4 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**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

- 3.5 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.
- 3.6 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.
- 3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....

Signature

.....

Date

.....

Designation

.....

Name of bidder



ARMSCOR

Armaments Corporation of South Africa SOC Ltd

YOU ARE INVITED TO ATTEND A COMPULSORY SITE VISIT

**RR83712/26-27: SURVEY, DESIGN, SUPPLY, COMMISSION AND VERIFY LEGAL COMPLIANCE OF THE
FOUNDRY FETTLING BAY AND EPOXY LOCAL EXHAUST VENTILATION SYSTEM OR HVAC**

AT: ST GEORGES STREET, COLE POINT ROAD, SIMON'S TOWN

ARMSCOR DOCKYARD

COMPANY NAME:

REP NAME AND SURNAME:

DATE AND TIME: MONDAY, 01 SEPTEMBER 2026 @ 11:00 AM

ID NUMBER:

VEHICLE REGISTRATION NUMBER:

VEHICLE TYPE AND COLOUR:



ANNEXURE A

USER REQUIREMENTS SPECIFICATION

SURVEY, DESIGN, SUPPLY, INSTALL, COMMISSION AND VERIFY LEGAL COMPLIANCE OF FOUNDRY FETTLING BAY AND EPOXY VENTILATION SYSTEM

SUMMARY: THIS DOCUMENT SERVES TO DELINEATE THE USER PREREQUISITES PERTAINING TO THE COMPREHENSIVE SPECTRUM OF ACTIVITIES ENCOMPASSING SURVEY, DESIGN, SUPPLY, INSTALLATION, COMMISSIONING, AND VALIDATION OF LEGAL CONFORMANCE FOR THE FOUNDRY FETTLING BAY AND EPOXY VENTILATION SYSTEM

DATE OF ORIGINAL ISSUE: JUNE 2026

AMENDMENT HISTORY

Doc Issue	Date	Amendments	Doc change proposal No.	CM Conformance	
				Name	Initials
Issue No 001	5 June 2026	First Issue		Lewele	K

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1. INTRODUCTION

1.1. Purpose

The purpose of this documentation is to delineate the user prerequisites essential for the execution of a comprehensive survey on the Foundry Fettling Bay and Epoxy Ventilation System, encompassing the essential tasks of design enhancement and system modification. These initiatives are intended to ensure alignment with the stipulations set forth by the Occupational Health and Safety Act No. 85 of 1993 and Regulations, 19th Edition (Environmental Regulation for Workplace, Section 5).

In light of the imperative to enhance the prevailing state of the Foundry Fettling Bay and Epoxy Ventilation System, with the overarching goal of mitigating, or ideally, precluding exposure to contaminants during the processes of non-ferrous material melting and epoxy component casting, Armscor Dockyard has identified a pressing requirement. To address this need, Armscor Dockyard is seeking the services of a proficient Local Exhaust and Ventilation System or Heat, Ventilation, and Air-Conditioning (HVAC) Contractor.

The designated contractor's responsibilities encompass an exhaustive survey of the existing Foundry Fettling Bay and Epoxy ventilation infrastructure, proposing requisite design modifications, managing the supply and installation process, overseeing the commissioning, and validating legal adherence with regards to the newly established or enhanced Foundry Fettling Bay and Epoxy Ventilation System

1.2. Introduction

1.2.1. Fettling Bay

Fettling Bay is an important area within the Foundry as it acts as the post-production process, comprising of several machines which are used to smooth and finish non-ferrous metal components produced in the Foundry. These machines include a grinding machine, belt finisher, and pedestal grinder, all of which are used to refine components to the required standards. During these operations, different types of metal dust and particles are generated, including particles from copper, aluminium, and zinc alloys.

The fettling process produces fine airborne particles that can spread throughout the workshop. These particles come from a variety of materials and may pose health risks to workers if inhaled. Currently, there is no effective extraction or ventilation system in place to remove these contaminants from the air.

This lack of ventilation creates an unsafe working environment and does not adequately protect employees from exposure to harmful metal particles.

To ensure the health and safety of workers, there is a clear need to install a dedicated extraction and ventilation system in the Fettling Bay. Such a system should be designed to effectively capture and remove airborne contaminants before they spread within the workshop. Implementing this solution will help create a safer and healthier working environment while supporting compliance with occupational health and safety requirements.

1.2.2. **Epoxy Local Ventilation System:**

The Epoxy workshop is responsible for the manufacturing of various complex epoxy components, including pump impellers, crests, and fans. These components are specifically designed to meet the operational requirements of the South African Navy surface vessels and submarines, demonstrating a strong commitment to precision and quality in naval engineering.

The manufacturing of these components relies on the use of specialised chemical materials such as Polyurethane Casting Resins and Platinum Cure Silicones. These materials are highly valued for their excellent properties, which make them suitable for the demanding conditions found in maritime environments. They provide the necessary strength, durability, and reliability required for the effective performance of naval equipment.

It is also important to understand the composition of these casting materials, which include Methylene Bisphenyl Isocyanate, Polymethylene Polyphenyl Isocyanate, and Butyl Benzyl Phthalate. Each of these substances contributes unique characteristics that improve the final product's performance and lifespan. This careful combination of materials reflects the dedication to producing high-quality components that balance durability, efficiency, and long-term operational reliability within the naval sector.

1.3. **Document Overview**

This document comprises of the following chapters:

- a) Chapter 1: Scope
- b) Chapter 2: Applicable Documents
- c) Chapter 3: Requirements
- d) Chapter 4: Quality Assurance Provisions
- e) Chapter 5: Armscor Dockyard Support

2. APPLICABLE DOCUMENTS

2.1. Standards, Regulations and Codes:

2.1.1. Adherence to Regulatory Framework:

Armcor Dockyard demonstrates a strong commitment to complying with all relevant regulations, standards, and codes by consistently following the latest approved editions. This commitment reflects a high level of professionalism and dedication to maintaining industry best practices. A key part of this compliance framework is the Occupational Health and Safety Act No. 85 of 1993, which provides the foundation for occupational health and safety management within the workplace. In addition, the 19th Edition Regulations provide detailed guidance on maintaining safe and responsible workplace practices.

The Environmental Regulation for Workplace, Section 5, further highlights the importance of protecting the environment while carrying out operational activities. The organisation also follows SANS 10173 for the installation, testing, and balancing of air conditioning ductwork to ensure effective air circulation, indoor air quality, and system performance. Furthermore, compliance with ANSI/NIHA Z9.6-2008, specifically Section 8.4 relating to exhaust systems for grinding, buffing, and polishing activities, demonstrates the organisation's commitment to protecting employees from workplace hazards.

Any deviations from established standards are carefully evaluated and formally submitted to Armcor Dockyard for review and approval, reflecting a culture of accountability and continuous improvement. Through the integration of operational expertise and strict regulatory compliance, the organisation maintains a high standard of governance and professional excellence.

3. REQUIREMENTS

3.1. Compliance with (Critical) Criteria

Note: Kindly note that failure to adhere to any of the critical criteria outlined in the below table for the Foundry Fettling Bay and Epoxy Local Exhaust Ventilation System requirement shall result in an immediate disqualification from participation in the Surveying, Designing, Supplying, Installation, Commissioning, and the Verification of Legal Compliance for the Foundry Fettling Bay and Epoxy Local Exhaust Ventilation System initiative.

The following (critical) criteria must be fully complied with:

CRITERION 1	
Requirement	Evidence
1. The offeror shall be required to demonstrate competence in executing similar work or work of similar scope.	The offeror shall submit with the quotation, either: a) At least one (1) signed client reference letter on the letterhead of the client confirming that the offeror has completed the designing, installation and commissioning of a Local Exhaust Ventilation System. OR b) At least one (1) completion certificate issued by the Client or Principal Agent or Main Contractor confirming that the offeror has completed the designing, installation and commissioning of a Local Exhaust Ventilation System. Should the completion certificate not indicate the designing, installation and commissioning of a Local Exhaust Ventilation System, then additional supporting documentation confirming the completion of conducting designing, installation and commissioning on a Local Exhaust Ventilation System issued by the Client or Principal Agent or Main Contractor shall be submitted with the quotation.

2. The offeror shall demonstrate CIDB registration documentation.	a) The offeror shall provide valid CIDB proof of registration or CIDB relevant documentation. b) The grading for this scope of work is level 1 ME or higher.
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3.2. Condition Survey of the Foundry Fettling Bay and Epoxy Local Exhaust Ventilation System.

Armcor Dockyard has a requirement for the Surveying, Designing, Supplying, Installation, Commissioning, and the Verification of Legal Compliance of the Foundry Fettling Bay and Epoxy Local Exhaust Ventilation System or HVAC by a proficient Local Exhaust Ventilation System or HVAC contractor. The contractor is expected to provide a survey report detailing the condition and status of the ventilation system. This will include but not limited to the following inspections:

3.2.1. Physical Examination

- a) Inspect the ducting system and associated equipment for damage/corrosion/holes.
- b) Inspect shut-off valves for functionality including all connections and flanges for sealing/leakage.
- c) Inspect the condition of the air mover including all associated equipment.
- d) Inspect the condition of the extraction hoods.
- e) Inspect condition of filters.

3.2.2. Testing Performance

- a) Conduct an air quality analysis within the workshop.
- b) Measure the static pressure of the current ventilation system.
- c) Measure the face velocity of the current ventilation system.
- d) Measure the air flow rate of the current ventilation system.
- e) The size of the ducting system and hoods.
- f) Measure the capture velocity current hoods.
- g) Examine the effectiveness of the current air filter.

3.3. Installation Services:

Installation of the system should include but not limited to the following:

- a) The proposed design shall be verified and approved by Armscor Dockyard before any work can commence.
- b) The system shall be installed by the supplier as per proposed improvements or design.
- c) Prior to installation, a SHE file shall be completed by the supplier and submitted to Armscor Dockyard.

3.4. Commissioning Services:

Commissioning should include but not limited to the following:

- a) Submission of commissioning plan for Armscor Dockyard approval.
- b) Upon commissioning, activities shall be executed in accordance to the approved commissioning plan.

3.5. Deliverables

3.5.1 The deliverables due at the end of the contract shall comprise at least the following:

- a) Survey Report.
- b) SOW.
- c) Quality Control Plan.

3.5.2 Prior to the manufacturing phase, the following deliverables shall be satisfied:

- a) Design Report.

3.5.3 Prior to the installation phase, the following deliverables shall be satisfied:

- a) SHE File.

3.5.4 Prior to the commissioning phase, the following deliverables shall be satisfied:

- a) Commissioning Plan.

3.5.5 The deliverables due at the end of the contract shall comprise at least the following:

- a) User and makers manual.
- b) Installation and Commissioning Acceptance Test Report.
- c) Certification of conformance for all measuring devices supplied.
- d) Maintenance Plan.

3.6. Financial overview should be detailed including but not limited to the following:

The following information shall be supplied by the Contractor when quoting:

- a) Critical criterion 1 as per requirement 3.1.
- b) Cost breakdown of all equipment and materials to be supplied.
- c) Labour costs.
- d) Time scales.
- e) Training costs.
- f) Ad-hoc task (maximum ceiling amount).

3.7. Subsistence and Travel:

The responsibility for covering the expenses related to travel, accommodations, and any associated costs incurred by both the principal contractor and any supplementary technical support personnel, originating from various locations across South Africa, and journeying to Simon's Town, rests solely with the contractor.

4. QUALITY ASSURANCE PROVISIONS

4.1. Quality Control Plan (QCP(s))

4.1.1. Supplier must submit QCP(s) for Armscor's approval and QCP(s) shall include the following:

- a) Hold Point.
- b) Surveillance Point.
- c) Inspection Point.
- d) Witness Point.

4.1.2. Survey Report: Physical & Performance Evaluation.

4.1.3. The evaluation/survey report/document shall define but not limited to the following elements:

- a) Survey report shall detail findings.
- b) Root Cause Analysis (RCA).

Note: The detailed condition survey report shall determine the root cause(s) of why the current ventilation system performance is ineffective. The root cause shall be concise without ambiguous statements of probable causes.

4.2. Statement of Work (SOW)

4.2.1 The SOW shall include but not limited to the following elements:

- a) Define an SOW for restoring or designing an effective ventilation system which is easy and safe to maintain and clean in compliance with the HVAC regulations. Limitations to this regard shall be listed accordingly.
- b) The systems, equipment or components that require replacement due to obsolescence and improvement such as effective performance indicator instruments (e.g., manometers) on hood ducts to determine and record the performance rate of the system.
- c) Shall indicate the training to be given to such as supervisors, users and maintenance personnel at installation.

- d) User manual from the installer/manufacture for future reference and for training purposes.
- e) The SOW should also be provided in a manner that shows the order of activities and pre-requisite activities similar to that of a Gantt chart.

4.2.2 Integrated Logistic Support:

- a) Special Services.
 - i. Define the requirements of special services.
- b) Schedule
 - i. Define a schedule based on Survey Report, SOW, Design, Supply, Installation and Commissioning.

4.3. Timescales

Time scales and planning procedures explaining the installation process and the sequence of work shall be submitted by the Contractor for verification by the ARMSCOR DOCKYARD. It is essential that agreed dates and time scales are strictly adhered to.

5. ARMSCOR DOCKYARD SUPPORT

5.1. Facilities

- a) Armscor Dockyard will provide air supply points and power supply points.
- b) The system of interest is located in the Foundry Fettling Bay and Epoxy Workshop.
- c) Armscor Dockyard working hours are 07:15 till 16:30 from Monday to Thursday and 07:15 till 12:15 on a Friday.