

# REQUEST FOR QUOTATION

**SENTECH INVITES SUPPLIERS FOR:**

<b>Project title:</b>	<b>BO8 Madibogo Fencing</b>		
<b>Quotation or Proposal no:</b>	<b>6000001001</b>		
<b>RFQ Issue date:</b>	<b>06 September 2022</b>		
<b>Closing date:</b>	<b>26.September 2022</b>		
<b>Site Briefing:</b>	<b>22 September 2022</b>		
<b>Time:</b>	<b>10:00</b>		
<b>Location:</b>	<b>Madibogo (Northwest Province), outside Ratlou Community Health Centre on R507.</b>		
	<b>Bidders must note that most of Sentech sites are situated on the mountains, therefore it is essential that they use 4 x 4 vehicles to access the site.</b>		
<b>Closing time:</b>	<b>12h00</b>	<b>Validity period:</b>	<b>30 days</b>

**You are invited to provide a quote to deliver the goods, services or works defined in the Scope of Work.**

**QUOTATIONS OR PROPOSALS TO BE RETURNED TO:**

<b>Quotations Administrator</b>	<b>Zanele Zulu</b>		
<b>Telephone no:</b>	011 471 4000		
<b>E-mail:</b>	Quotations6@sentech.co.za		

## Form of Offer and Acceptance

### Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the services as stated in the RFQ: Scope of Work

The Service Providers, identified in the Offer signature block, has examined the documents listed in the RFQ and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of this RFQ.

By the representative of the Service Provider, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the Service Provider offers to perform all of the obligations and liabilities of the RFQ under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the RFQ.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:**

(in ..... words)

.....Rand;

R.....(in figures)

**THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE**

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the Service Provider before the end of the period of validity stated in the RFQ, or other period as agreed.

Signature(s)

Name(s)

Capacity

**For the  
tenderer:**

.....  
*(Insert name and address of organisation)*

Name &  
signature of  
witness

Date

**Acceptance**

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Service Providers Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of the RFQ. Acceptance of the Service Providers Offer shall form an agreement between the Employer and the Service Provider upon the terms and conditions contained in this RFQ.

Deviations from and amendments to the documents listed in the RFQ and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the Service Provider and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The Service Provider shall within two days of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the RFQ. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Service Provider receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)

Name(s)

Capacity

**for the  
Employer**

.....  
*(Insert name and address of organisation)*

Name &  
signature of  
witness

Date



## RFQ Data

### 1. ADMINISTRATIVE RESPONSIVENESS CRITERIA

Suppliers are required to ensure that they meet all the Administrative Responsiveness Criteria. Suppliers that do not meet all the Administrative Responsive Criteria may not be awarded this Quote. It is the service provider's responsibility to ensure that Sentech is in possession of a valid and original tax clearance certificate and a valid B-BBEE Certificate at the time of offer closure.

- 1.1. Supplier's providing quotations must be registered on the Sentech Supplier Database.
- 1.2. **Quotations must be in a Company Letterhead.**
- 1.3. Quotations or Proposals must be received on or before the closing date and time specified on the Call for Quotation or Proposal document.
- 1.4. Quotations or Proposals must be fully completed and signed in BLACK ink.
- 1.5. Quotations must be submitted via Email.
- 1.6. The Tenderer undertakes to the Purchaser that it will treat as confidential the terms of this RFQ together with all the Purchaser's confidential information and will not disclose such confidential information to any person, firm or company (other than to its auditors and other professional advisers) or to the media, and will not use such confidential information other than for the purposes of this RFQ, subject always to any prior specific authorisation in writing by the Purchaser to such disclosure or use."

### 2. EVALUATION CRITERIA

The evaluation criteria are stipulated in Section 5. It is the Suppliers responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria may result in the Supplier being disqualified from being appointed. Suppliers must ensure that they have included all supporting documentation, especially the documentation that may be required to support the response to the evaluation criteria.

### 3. BRIEFING SESSION

**Compulsory**

### 4. RFQ EVALUATION METHOD

This RFQ will be evaluated as described in the table below.

<b>Evaluation Method</b>	<p><b>1. Stage 1 – Administrative Responsiveness Evaluation</b> All the Quotations will be evaluated against the <b>Administrative responsiveness requirements</b> as set out in section 2 of the RFQ Data.</p> <p><b>2. Stage 2 – Mandatory Evaluation Criteria</b> Proposals that are administratively responsive will be evaluated against the Mandatory Evaluation Criteria. Suppliers must COMPLY FULLY with all the Mandatory evaluation criteria in-order to be evaluated further.</p> <p><b>3. Stage 3 – Functional Evaluation Criteria</b> The proposals that COMPLY with the Mandatory evaluation criteria be evaluated against the Functional Criteria. Suppliers meeting the minimum requirement will be evaluated further.</p> <p><b>4. Stage 4 – Price and Preference</b> Suppliers with the lowest Price offered will score the highest points. Only Suppliers that submit a valid B-BBEE Certificate can claim preference points in line with the 80/20</p> <p>Suppliers with the highest number of points will be recommended for the award of this quotation, unless there are compelling and justifiable reasons not to do so.</p>
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**5. Evaluation of Price and Preference**

The Service Provider will be evaluated on a points system for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

**5.1. Mandatory Evaluation Criteria**

Mandatory Criteria	Proof Required
Minimum CIDB grading of 1SQ	Attach CIDB certificate
Valid Letter of Good Standing (COID)	Valid Letter of Good Standing from the Department of Labour or RMA or FEM

**5.2. Functional Evaluation Criteria**

Functional criteria	Proof required	Maximum points

**5.3. The price / preference weighting applicable for RFQ are as follows:**

Price / Preference	Points
Preference:	20
Price:	80
<b>Total must equal:</b>	<b>100</b>

**5.4. Preference Point allocation – 80/20**

80/20 point scoring system		Preference: 20 Points		Price: 80 points	
Other: B-BBEE Status Level Contributor					
B-BBEE Level	Number of Points	Price:	100 % (of 80)		
1	20	Quality / Functionality:	0 % (of 80)		
2	18				
3	14				
4	12				
5	8				
6	6				
7	4				
8	2				
Non-Compliant contributor	0				
			Total must equal:	<b>100% (of 80)</b>	

**5.5. Price Calculation 80/20**

The following formula will be used to calculate the points for price.

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

Where:

P<sub>s</sub> = Points scored for price of bid under consideration

P<sub>t</sub> = Rand value of bid under consideration

P<sub>min</sub> = Rand value of lowest acceptable bid

## 6. SCOPE OF WORK

### **SCOPE OF WORKS: INSTALLATION OF A NEW PERIMETER PALISADE FENCING AND GATE AT BO8 MADIBOGO SITE WITHIN THE WESTERN REGION OPERATIONS; VRYBURG OC JURISDICTION.**

#### 1. SCOPE OF WORKS

- 1.1 Remove existing fence and gate.
- 1.2 Install new fence and gate with razor wire at the top around the mast structure.

#### 2. WORK SPECIFICATION AND METHOD STATEMENT

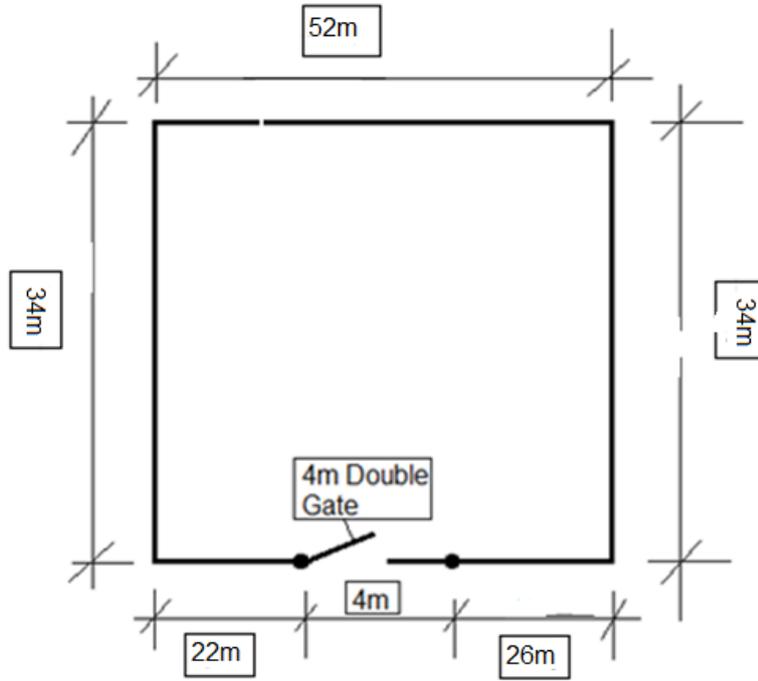
##### 2.1 INSTALL NEW STEEL PALISADE FENCE AND GATE AS PER SPECIFICATIONS BELOW

- Install new 168m long 2.4m high HOT DIPPED GALVANISED STEEL PALISADE FENCE AND 4m DOUBLE GATE as per material description below.
- PALES
  - Splayed, 50mm x 50mm equal angle wide Pales X 4mm thick rolled formed with stiffening centre rib.
- HORIZONTAL BEARERS
  - 50mm x 50mm x 4mm equal angle Standard Bearers.
  - Punched to locate pales @ 170mm centre to centre with a 13mm diameter hole.
  - Pales should be bolted with 12mm Zinc Plated Cup Square bolts and Snapnuts
  - Bearer ends should be punched with a 13mm diameter slot for easy bolt location & assembly.
- POSTS
  - 76 x 76 x 3mm Posts with a welded Post cap.
- BRACKETS
  - 76mm 90° Post Brackets
  - 76mm 180° Post Brackets
  - 76mm End Brackets
- BOLTS
  - 12mm Zinc Plated Cup Square bolts and Snapnuts.
- Y BRACKETS
  - Each post is to have 500mm Y bracket bolted to the top of each post.
  - Brackets to be drilled to carry 6 straining wires for razor coil.

- RAZOR COIL
  - 450mm galvanised razor coil is to run continuously above the top fence and must be attached to 6 x fully galvanised straining wires for razor coil.
  
- PANELS
  - Panels are to be made of 3m panels with a centre support in the middle, except where panels are less than 3m in length.
  
- GATE
  - Gate to be 4m double gate 2.4m high Palisade type as per fence.
  
- BASE OF FENCE AND GATE
  - Measures must be provided that fence cannot be burrowed under by means of spikes or concrete barrier.

## TOP VIEW OF PROPOSED FENCE

(Please note that the drawing is not to scale)



### **3. CONTRACTUAL NOTES**

- 3.1 All work should be done according to these specifications (contractors are more than welcome to give their inputs for alternative specifications during the site inspection meeting).**
- 3.2 All other questions, queries, information required should be directed to Supply Chain Officer who is responsible for sending the Request For Quotations.**
- 3.3 Quotations should be as detailed as possible and can be presented in the contractor's usual way of providing quotations.**
- 3.4 Quotations should include all costs for P&G's, labour, material or any other costs that the contractor deems necessary to complete the works successfully.**
- 3.5 All pricing should be VAT exclusive (contractor to add Vat at Total Costs).**
- 3.6 The successful contractor to do the works is to provide a safety file that will be approved by SENTECH SOC limited safety specialist before the works can commence on site. The successful contractor will also be required to sign SEC.37.2, to be handed after the adjudication of contract. The file will be required to be approved by the safety specialist within two weeks of receipt of purchase order failure of which, would result in the purchase order being cancelled.**
- 3.7 All payments are strictly 30 days from the date of statement or invoice.**
- 3.8 A compulsory site inspection meeting will need to be held on site.**
- 3.9 The successful contractor is required to provide their own water and ablution facilities on site.**
- 3.10 The successful contractor must take into consideration the Flora and Fauna is not disturbed or destroyed during the works.**
- 3.11 The successful contractor needs to note that the site is on the mountain and the area is a relatively rocky area.**
- 3.12 Bidders must note that most of Sentech sites are situated on the mountains, therefore it is essential that they use 4 x 4 vehicles to access the site.**
- 3.13 Bidders are to meet with Sentech representatives at Madibogo (Northwest Province), outside Ratlou Community Health Centre on R507.**

**Time to meet at the junction will be 10H00, then we will proceed to site from there. Please note that late arrivals at the said junction or site will not be considered.**

**Ratou Community Health Center**  
Hospital

Restaurants Hotels Attractions Transit Parking Pharmacies ATMs

Sign in

- Directions
- Save
- Neary
- Send to phone
- Share

- Madibogo
- H663-rHG Madibogo
- Claim this business

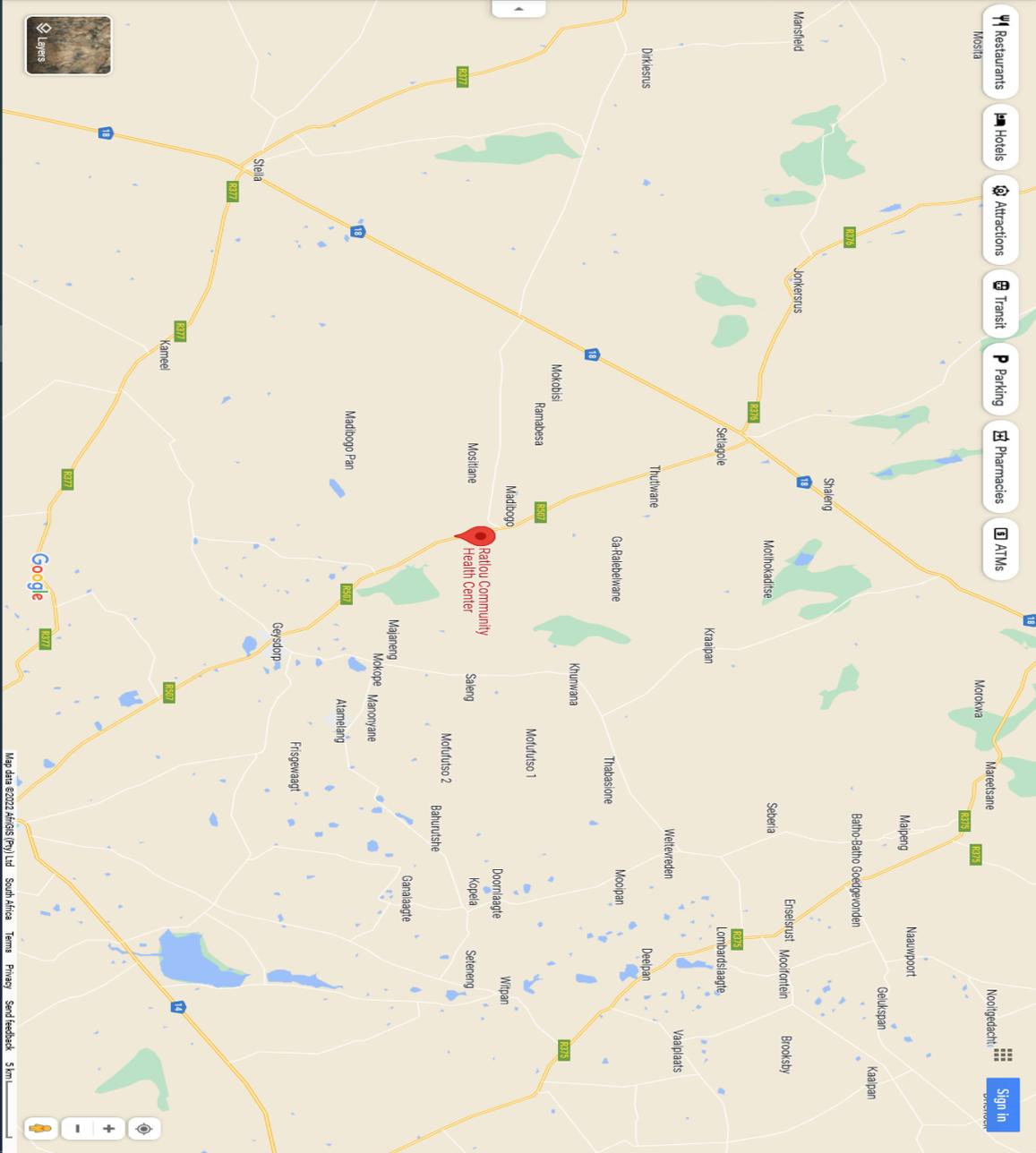
Suggest an edit

Add missing information

- Add place's phone number
- Add hours
- Add website
- Add a photo

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Questions are often answered by the

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#### **4 DESIGN and DRAWINGS**

The Contractor shall be responsible for the design and safety of all temporary formwork, support work and scaffolding required during construction.

The Employer retains the right to issue additional specifications during the progress of the works.

The Contractor must bring all cases of ambiguity or discrepancy to the attention of Sentech before he/she proceeds with the various works.

Sentech shall issue instructions to the Contractor which determine what work is to be executed.

#### **5 CONSTRUCTION**

##### **Standard Specification**

SANS 2001-CSI, SANS 121, SANS 50025 are the applicable SANS specification for this contract. These documents are not issued with this document.

##### **Inclement Weather**

Contractors are expected to take any possible inclement weather delays into account when submitting quotations. Contractors shall satisfy themselves through their own local knowledge/investigation as to rainfall/temperature data when compiling their quotation.

##### **Utilities on Site**

The Contractor shall make provision for toilet facilities for his workforce, for the duration of the works, by means of the supply, daily cleaning and removal on completion of suitable chemical toilets erected in an area demarcated by Sentech

Potable water required for drinking and the execution of the contract works is not available on site. It shall be the responsibility of the contractor to provide potable water for drinking and the execution of the contract works as well as any hosepipes and adapters required for the execution of the works.

No site telephone and electricity are available on site. Contractor to provide for these facilities where necessary

Accommodation and washing facilities are not available in the Sentech building or at the site. The contractor must provide suitable washing facilities for staff members.

##### **Contract Works Area**

The Sentech site is located on private land. All areas outside the demarcated site fencing and site access road is to be considered private land and as such is not owned by Sentech. The Contractor shall confine his activities to the Contract Works site within the site fencing and access route to the site.

The Contractors' working area will be demarcated on site by Sentech and handed over to the Contractor soon after the award of the Contract.

The construction area may not exceed the current boundaries of the Sentech site – i.e. all equipment and materials must be stored within Sentech's fenced off area.

The Contractor shall provide all reasonable measures necessary to protect the existing and/or partially occupied works to ensure that they are not damaged, and he shall remove such protection on completion.

The Contractor will be required to remove all facilities established on site for construction and restore the site to its original condition on completion of the Works.

Work is to be executed during normal working hours.

Sentech expects the Contractor, his staff or agents to maintain good public relations with landowners, other Contractors, other site users and members of the public at all times.

All equipment, materials, etc. is left on the premises at the Contractors own risk.

No fires shall be made on Sentech property.

All gates shall be kept closed at all times. The contractor shall be held liable for damage, loss or injury to persons or property, resulting from non-compliance with this condition.

### **Site Cleaning and Rubble Removal**

The Contractor shall be responsible for the daily cleaning of all areas which he occupies or works on under this contract and clearing and removal of all rubble from the site to a Municipal designated dumping site. The Contractor is to allow for the cost of site cleaning and rubble removal in his Quotation.

### **Health and Safety**

The Contractor will be responsible for all Occupational Health and Safety (OHS) requirements as governed by the OHS Act for the full duration of the Contract.

Prior to the commencement of work on site, the Contractor will be required to submit a Health and Safety File complying to both the requirements and format required by Sentech. As part of these requirements, the Contractor is to provide proof that he is in Good Standing with the compensation fund.

The Contractor is to allow for the cost of Health and Safety measures in his Quotation.

### **Quality Assurance**

The Contractor shall arrange for all the work done at the site to be inspected either by his own inspection staff or by an approved inspection authority.

Requests for Sentech to inspect such work shall only be made after the Contractor's inspectorate has inspected and approved the work.

Requests for the inspection of critical work at hold points should be made well in advance of the requirement, in order for Sentech to make the necessary travel arrangements.

Sentech reserves the right, however, to inspect the works at any stage and without prior notice of inspection.

Sentech reserves the right to intervene at any stage if it is believed that the work is unsafe or not according to specification.

### **Program and Progress Reporting**

Timeous execution of the project as a whole is of paramount importance to Sentech. To ensure this and to assist the Contractor to monitor his own progress, he will be required to provide a detailed execution program within 10 days after award of Contract. This program shall provide the following information in either data listing format or bar chart and network diagram format:

- Activity description
- Activity duration
- Activity logic (inter-dependencies, delays)
- Resource allocations (plant, labor)
- Key dates

This execution program will be used to monitor and report on the Contractor's progress.

There are no constraints on the execution program, however, the work sequence must follow logically. Non-working days are Sundays. The special non-working days are statutory public holidays.

Weekly reports are to be compiled and submitted to Sentech via e-mail. Detailed photographic evidence of progress must be included in the weekly report.