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**30 January 2024**

**REQUEST FOR QUOTATION: ELECTRIC FENCING**

The William Humphreys Art Gallery (WHAG) based in Northern Cape is a schedule 3 public entity (not for profit) and public benefit organisation supported by the National Department of Sport, Arts and Culture (DSAC). The William Humphreys Art Gallery provides for the aesthetic and cultural needs of the local community it serves as well as to the people of South Africa and the African continent.

William Humphreys Art Gallery invites quotations for Electric Fencing in full compliance with the Public Finance Management Act (PFMA) Act 1 of 1999 and related regulations.

For enquiries, bid specifications and mandatory documents to be completed contact Mpho Matsile at 053 831 1724.

Closing date for quotations is 16 February 2024. Submit written quotations through via email to [mpho@whag.co.za](mailto:mpho@whag.co.za).

*The William Humphrey Art Gallery reserves the right to not make any appointment in this regard.*

## **TERMS OF REFERENCE FOR ELECTRIC FENCING**

### **Purpose**

The purpose of this exercise is to appoint a reputable and experienced service provider to supply and install electric fencing at the William Humphreys Art Gallery.

### **Scope Of Work**

1. Electric Fencing
  - a. Supply and installation of an 8-wire electric fencing on a 282 metres fence with 3 gates, including back-up power.
  - b. The contractor shall further provide all the necessary skills, resources, tools, equipment, and experts, to carry out the work and bring the electric fence into working condition.
2. Certification of Compliance
  - a. Issue a certificate of compliance after work has been completed.
  - b. The certificate should include a detailed list of all work completed and should be compliant with all relevant regulations and standards.
3. Health and Safety
  - a. The contractor shall comply with all health and safety regulations and guidelines set forth by local and national authorities. The contractor shall ensure that all equipment and tools used in the project are in good working condition and are regularly maintained to prevent accidents or injuries.
4. Warranty
  - a. The contractor shall provide a warranty for all work performed for a period of one year from the date of completion. The warranty should cover any defects or issues that arise because of the work performed.

### **Mandatory Requirements**

The contractor should have the following qualifications:

- a. Experience in providing electric fencing services.
- b. Registration as 'Electric Fence System Installers' (EFSI) in accordance with the Electrical Machinery Regulations.
- c. Insurance coverage for liability and workers' compensation.

The Technical Mandatory Requirements are listed below, failure to submit all the documentation requested below will lead to disqualification and bid not be evaluated further.

Mandatory Criteria	Proof Required
Previous Relevant experience	<p>A minimum of 3X reference letters is required. The reference letters shall be in the following format:</p> <ul style="list-style-type: none"> <li>• On a client letterhead</li> <li>• Signed with contact name, referee designation, contactable telephone, and email address.</li> </ul> <p>The letter shall in clear terms state the scope of work.</p> <p>NB: Reference letters shall not be older than 3 years. Bid closure date to be used as reference.</p>
Insurance Coverage	Valid COIDA Certificate
Licensed Electrician	Valid EFSI Certificate

## Pricing

The service provider shall provide a detailed cost proposal including fees and expenses. Fees must be quoted at an all-inclusive rate for the various levels of the proposed resources/supplies to be utilized.

NOTE: Unless otherwise stated herein, all rates should include compensation for costs to execute the works whatever quantity is required, and should provide for parts, travel, establishment, preliminary and general costs, and all other costs associated with the execution of the work.

## Payment

WHAG shall pay the Service Provider for the due, full, and proper performance and fulfilment by the Service Provider of its obligations. Payment will be made within 30 days of receipt of invoice. Payment shall be affected by electronic bank transfer.

Any special or unusual expenses incurred by the Service Provider at WHAG's written request must be charged by the Service Provider at the cost to WHAG. WHAG may inspect expenses at any reasonable time. WHAG shall at its cost verify any such special or unusual expenses.

## EVALUATION CRITERIA

### Pricing and Preferential Evaluation

The following 80/20 criteria will be used for the evaluation of the proposals:

- a. **Pricing** 80 points
- b. **Preferential Points** 20 points

Preferential Points will be awarded as per below scoring:

CRITERION	POINTS	PROOF OF CLAIM
B-BBEE Status	4	Valid B-BBEE verification certificate or an affidavit confirming micro enterprise status.
Businesses Based in the Northern Cape	4	Proof of Business Address
Ownership by Youth	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders
Ownership by Women	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders
Ownership by People with Disabilities	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders

B-BBEE Status Points will be awarded as per below:

B-BBEE STATUS	POINTS
Level 1	4
Level 2	3
Level 3	2
Level 4 and below	1
Non-compliant	0

Ownership Points for Youth, Women, and People with Disabilities will be awarded as per below:

OWNERSHIP	POINTS
Above 50%	4
Above 40%	3
Above 25%	2
Above 10%	1

## MANDATORY INFORMATION TO BE SUBMITTED

The written application should be accompanied by the following minimum documentation:

- a) Central Supplier Database (CSD) Registration number.
- b) WHAG SBD 4 Form – Bidder's Disclosure.

*All current and potential creditors/contractors/consultants and other suppliers of goods and services to William Humphreys Art Gallery are required to self-register on the government Central Supplier Database. Please visit the CSD website [www.csd.gov.za](http://www.csd.gov.za).*