

Request for Proposal

TENDER NO: ES/23/AC-CONSULT/01

**FOR THE PROVISION OF PROFESSIONAL MECHANICAL CONSULTING SERVICES FOR
THE CONDITION ASSESSMENT OF AIRCONDITIONING AND VENTILATION OF THE EAST
LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD**

ENVELOPE B – FINANCIAL PROPOSAL

RETURNABLE DOCUMENTS

TENDER CLOSING DATE: 20 June 2023

NAME OF TENDERER:

TENDERER'S ADDRESS:

ENVELOPE B – FINANCIAL PROPOSAL

PART 1 THE CONTRACT

TENDER NO: ES/23/AC-CONSULT/01
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1 AGREEMENT AND CONTRACT DATA

1.1 FORM OF OFFER AND ACCEPTANCE

Project title:	PROVISION OF PROFESSIONAL MECHANICAL CONSULTING SERVICES FOR THE CONDITION ASSESSMENT OF AIRCONDITIONING AND VENTILATION OF THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD
Contract No:	ES/23/AC-CONSULT/01

A. OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: **THE PROVISION OF PROFESSIONAL MECHANICAL CONSULTING SERVICES FOR THE CONDITION ASSESSMENT OF AIRCONDITIONING AND VENTILATION OF THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD**

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider 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 contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

Rand in figures:	
Rand (in words):	

This **offer or any part of this offer** may be accepted by the Employer by signing the acceptance of this form of offer and acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the tender data, whereupon the Tenderer becomes the party named as the Service Provider in the conditions of contract identified in the contract data.

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation: 	OR	Natural Person / Partnership / Joint Venture: Whose Identity Number(s) is/are: Whose Income Tax Reference Number is/are:
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AND WHO IS (if applicable):

Trading under the name and style of:
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AND WHO IS:

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: In his/her capacity as: 	Note: A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.
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SIGNED FOR THE TENDERER:

Name of Representative	Signature	Date

WITNESSED BY:

Name of Witness	Signature	Date

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

The Tenderer elects as its domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served, as (physical address):

.....
.....

Other Contact Details of the Tenderer are:

Telephone No Cellular Phone No

Fax No

Postal address

.....

B. ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer.

In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- 1.1 The Client/Consultant Professional Services Agreement with ELIDZ amendments as set out in Technical Proposal Vol 1 of 2, Section C
- 1.2 Envelope A – Technical Proposal
- 2.1 Envelope B – Financial Proposal

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The Tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. 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, if delivered by hand on the day of delivery, or if delivered by courier within two working days after submission by the Employer to the courier services for a door-to-door delivery to the Tenderer, provided that the Employer notifies the Tenderer of the tracking number within 24 hours of such submission. Unless the Tenderer (now Contractor) within seven working days of the date of such submission notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

FOR THE EMPLOYER:

Name of Signatory	Signature	Date

Name of Organisation:	East London Industrial Development Zone SOC Ltd
Address of Organisation	Lower Chester Road, Sunnyridge East London 5201

WITNESSED BY:

Name of Witness	Signature	Date

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

SCHEDULE OF DEVIATIONS:

1. Subject:
Detail:

2. Subject:
Detail:

3. Subject:
Detail:

By the duly authorised representatives signing this agreement, the Employer and the Tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

1.2 CONTRACT DATA

Project title:	THE PROVISION OF PROFESSIONAL MECHANICAL CONSULTING SERVICES FOR THE CONDITION ASSESSMENT OF AIRCONDITIONING AND VENTILATION OF THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD
Contract No:	ES/23/AC-CONSULT/01

CONDITIONS OF CONTRACT – As per the Service Level Agreement
Envelope A – Technical Proposal
Envelope B – Financial Proposal

This tender closes at 12h00 on 20 June 2023. NO LATE SUBMISSIONS WILL BE CONSIDERED
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1.3 PRICING DATA

1.3.1 PRICING INSTRUCTIONS

Please note that only the amount in the Form of Offer will be considered. Should the price in figures not agree with the price in words the EL IDZ will only consider the price in words as valid.

AN UN-SIGNED FORM OF OFFER WILL BE DISQUALIFIED

Respondents should be aware of special pricing requirements as per details below:

The following is to be noted:

- a) No travel expenses and/or travel time will be considered
- b) Fees to be submitted on a monthly basis.

1.3.2 PAYMENT TERMS

A maximum payment processing period of thirty (30) days will be enforced. The thirty-day period is effective from the date a complete claim is received. A complete claim requires the following to be processed:

- a) Original invoices;
- b) Original covering letter of approval by the consultant where applicable;
- c) Original covering letter of approval by the relevant ELIDZ official where applicable; and
- d) Statement of account.

1.3.3 RATES

Rates of remuneration will be subject to negotiation, not exceeding the applicable rates as contained in the guidelines referred below:

- a) The "Guideline on Fees for Audits done on behalf of the Auditor-General of South Africa (AGSA)"¹ as issued by the South African Institute of Chartered Accountants (SAICA);
- b) The "Guide on Hourly Fee Rates for Consultants", as issued by the Department of Public Service and Administration (DPSA); and/or
- c) Remuneration guidelines issued by professional service organizations or regulatory bodies, as may be relevant.

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

2 PRICING PROPOSAL

SECTION A				Contract Amount		
Item	Description	Unit	Qty	Rate	Amount	
	SECTION 1 : CONDITION ASSESSMENT (AIRCONDITIONING)					
1	Conduct condition assessments, inspections, checks and testing of Air Conditioning Systems and submit a detailed report					
L.1	Mid wall split unit c/w condenser, drain pumps, filters and electrical components	No.	36			
L.2	V/RV mid wall split indoor unit c/w drain pumps, filters and electrical components	No.	90			
L.3	Semi recessed ceiling cassette split unit c/w drain pumps, filters and electrical components	No.	30			
L.4	V/RV semi recessed ceiling cassette unit c/w drain pumps, filters and electrical components	No.	212			
L.5	Stand alone ceiling suspended unit c/w drain pumps, filters and electrical components	No.	3			
L.6	V/RV Hideaway ducted indoor unit c/w drain pumps, filters and electrical components	No.	4			
L.7	Defy Console units c/w compressors, drains, filters and electrical components	No.	10			
L.8	V/RV II and III outdoor units (HQ-10, STP-16, AE12-4)	No.	30			
	TOTAL FOR SCHEDULE CARRIED FORWARD TO SUMMARY			Sub Total	R	
	SECTION 2: CONDITION ASSESSMENT (VENTILATION)					
2	Conduct condition assessments, inspections, checks and testing of Ventilation Systems and submit a detailed report					
2.1	Wall mounted extract air fan	No.	120			
2.2	Ceiling mounted extract air fan	No.	72			
2.3	In-line duct extract air fan	No.	16			
2.4	Axial flow exhaust fan	No.	40			
2.5	Roof mount mixed flow extraction fan	No.	240			
2.6	500x500x50mm grease filter units (AE12 canteen)	No.	30			
2.7	100mm deep pleated filters (Sub-stations)	No.	1120			
2.8	Kitchen extraction canopy 5200x2800 c/w luminaires and fire dampers (AE12)	No.	4			
	TOTAL FOR SCHEDULE CARRIED FORWARD TO SUMMARY			Sub Total	R	

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

Description	Unit	Qty	Supply & Install Rate	Amount	
SECTION 3 : PREPARATION OF REPLACEMENT SPECIFICATION (PRICING SCHEDULE)					
Preparation of replacement specification (Pricing schedule)					
Prepare specifications for the replacement of redundant and dilapidated equipment and submit to the ELIDZ	Rate Only	Rate per hr			
			Sub Total	R	
Description	Unit	Qty	Supply & Install Rate	Amount	
SECTION 4 : PROVISIONAL SUMS					
Allowance for additional condition assessment for tenants buildings as per rates above	Sum	L	R 500 000,00	R 500 000,00	
			Sub Total	R	
SUMMARY OF CHARGES					
SECTION 1: CONDITION ASSESSMENT (AIRCONDITIONING)				R	
SECTION 2 : CONDITION ASSESSMENT (VENTILATION)				R	
SECTION 3 : PREPARATION OF REPLACEMENT SPECIFICATION (PRICING SCHEDULE)				R	
SECTION 5 : PROVISIONAL SUMS				R	
Total for 4months period				R	
Add VAT @ 15%				R	
Gross Tender Sum carried to Form of Offer				R	