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| **RFQ** | **REQUEST FOR IRRIGATION CONSULTANT/SPECIALIST SERVICES FOR INSPECTION AND FAULT-FINDING OF THE CURRENT IRRIGATION SYSTEM** |
| **RFQ No.** | **RFQ M** |
| **ISSUE DATE** | **30 JANUARY 2023** |
| **CLOSING DATE** | **08 FEBRUARY 2022 @ 18h00** |

**REQUEST FOR QUOTE FOR IRRIGATION CONSULTANT/SPECIALIST SERVICES FOR INSPECTION AND FAULT FINDING OF THE CURRENT IRRIGATION SYSTEM**

1. **Background to the National Museum**

The National Museum - a natural history, cultural history and art museum was established in 1877 and is a declared cultural institution, which resorts under the Department of Arts and Culture and is governed by a council. The mission of the National Museum is to provide heritage resources and an enjoyable experience to all people through quality research, conservation, education and exhibitions. More information about the organisation can be found at [www.nasmus.co.za](http://www.nasmus.co.za)

1. **Purpose**

The National Museum would like to source a quote for rate per hour from an experienced and qualified service provider to access the current Irrigation system at Oliewenhuis Art Museum, and provide a detailed fault-finding report subsequent to the inspection and testing to ensure that we have a fully functional Irrigation system.

1. **Scope of Service**
   1. **Technical specifications** 
      1. Inspection and Testing of current Irrigation system to identify the faulty-findings
      2. Draft a detailed report of the status quo of the existing Irrigation system, with recommendations for improvements or enhancement to the system.
      3. Prepare an action plan with comprehensive specifications for sourcing a qualified plumber and electrical (or related qualifications to Irrigation system) service providers to implement the proposed action plan.
      4. Manage the work of the above-mentioned service provider appointed to implement the project or action plan.
      5. Commissioning of the project to the National Museum upon completion of the project.
2. **Compulsory requirements**
   1. Minimum 3 years’ experience in Irrigation system consulting and/or installations.
   2. The service provider company must be registered in South Africa.
   3. Please attach 3 contactable written reference letters for Irrigation system (plumbing and electrical work is also optional related to Irrigation system) consulting and/or installations.
   4. The service provider must be registered and in good standing with a relevant reputable professional body for plumbing, irrigation and/or landscaping, and copy or copies of proof of registration must be attached.
   5. The Lead Technician to be assigned to this project must have at least a minimum of 3 years experience in Irrigation system consulting or/and installations. Copies of relevant qualification(s), must be attached together with detailed CV(s).
   6. completed, signed and witnessed SBD forms 4, 8 and 9 must be attached.
   7. the bidder must be tax compliant and a tax pin issued by SARS must be attached.
   8. a valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached, if no BBBEE indicate as such.
   9. the must be actively registered on CSD and CSD supplier report must be attached.
   10. the bidder must be an active company registered in the Republic of South Africa and a copy of CIPS registration documents must be attached.
   11. A fully completed and signed quotation on a company letterhead indicating rate per hour. The actual hours based on the rate per hour will be agreed with the appointed service provider.
3. **Price and Preference Points Evaluation**

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|  | **Preference Points Criteria** | **Points Allocation** |
| 1 | Price | 80 |
| 2 | Broad – Based Black Economic Empowerment (BBBEE) | 20 |
|  | Total Points | 100 |

1. **Bid Evaluation.**

All bidders will be subject to a three stage evaluation process, i.e.

* 1. Pre-screening, i.e. determination of compliance to compulsory requirements. The will be required to pass pre-screening to be eligible for further evaluation.
  2. Technical assessment, measurement of capability. The bidder will be required to obtain a minimum of 70 points in order to be eligible for preferential procurement evaluation.
  3. Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

1. **Technical Assessment**

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| **FUNCTIONALITY CRITERIA** | **POINTS ALLOCATION** |
| **Experience of firm on Similar Projects – Similar scale projects in**  **provision of Irrigation consulting and/or installation services.**  **Score points;**  1 =1  2 =2  3 =3  4 =4  5 = 5 plus | 40 |
| **Technical capacity of Irrigation consultant and/or Installer**  **Score points;**  1 =1  2 =2  3 =3  4 =4  5 = 5 plus | 40 |
| **Reference letters**  **Score points;**  1 = 1 reference letter  2 = 2 reference letters  3 = 3 reference letters  4 = 4 reference letters  5 – 5 plus reference letters | 20 |
| **Total points** | **100 points** |

1. **Price**

The service provider must cost of labour of rate per hour including VAT

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| Area of service | Rate per hour (Inc. VAT) |  |
| * + 1. Inspection and testing of current Irrigation system to identify Fault-finding     2. Draft a detailed report of the status quo of the existing Irrigation system, with recommendations for improvements or enhancement to the system.     3. Prepare an action plan with comprehensive specifications for sourcing a qualified plumber and electrician /Irrigation installer to implement the proposed action plan.     4. Manage the work of the Irrigation Installer appointed to implement the project or action plan.     5. Commissioning of the project to the National Museum upon completion of the project. | R.......... | Actual hours to be allocated on the project will be agreed upon with the appointed service provider by Museum. |

1. **BBBEE Assessment**

Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

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|  |  |
| 1 | 20 |
| 2 | 18 |
| 3 | 16 |
| 4 | 14 |
| 5 | 12 |
| 6 | 10 |
| 7 | 8 |
| 8 | 6 |
| Non – contributor | 0 |