



**Physical Address:** No. 01 Seller Street | Nqanqarhu | 5480

**Postal Address:** P.O. Box 1 | Nqanqarhu | 5480

**Tel:** 045 9328100 | **Fax:** 045 9321094 | **Facebook:** @Elundini Local Municipality | **Twitter:**

@ElundiniLM | **YouTube Channel:** @Elundini Local Municipality | **Instagram:** @elundini\_lm

### TENDER NOTICE AND INVITATION TO TENDER

The Elundini Local Municipality invites tenders from three (3) to Five (5) experienced and competent contractors for the framework contracts within Elundini Local Municipality of three (03) Years on and as when instructed without a guarantee to any quantum of work on the following construction:

PROJECT NAME	Contract Number	CIDB Grading
Electrical Network Upgrades and Maintenance	ELM-3/010/2023-2024	Valid Grade 4EP and above
Public Lighting	ELM-3/011/2023-2024	Valid Grade 4EP and above

Contracts will be based on the NEC3 Engineering and Construction Contract (Option B Priced contract with Bill of Quantities). Only those tenderers who are registered with the above CIDB are eligible to tender.

Stage 1: Test for responsiveness and eligibility Criteria (Compliance, responsiveness to the bid rules and conditions, thereafter (if applicable).

Stage 2: of Evaluation – Quality

Stage 3: Price and Preference

#### PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price - 80 points

Maximum points for Specific Goals - 20 points

Maximum points - 100 points

NB: Specifications on evaluation criteria will be made available on municipal website and e-tender portal for bidders to test whether they qualify or not. However, it must be noted that the tender document to be submitted as the final offer will be sold as Paragraph 8 of this tender notice and invitation to tender under Purchasing and Submission of Tender Documents and ELM website: [www.elundini.gov.za](http://www.elundini.gov.za)

Quality criteria	Maximum number of points: ELM-3/010/2022	Maximum number of points: ELM-3/011/2023-2024
Experience of the tenderer in related scope of works	20	30
Key Persons	65	40
Approach paper	15	30
<b>Maximum possible score for quality (M<sub>s</sub>)</b>	<b>100</b>	<b>100</b>

The minimum number of evaluation points for quality will be 70 points

The provisions of Preferential Procurement Regulations 2022 will apply.

The procedure for the evaluation of the responsive tenders will be Method 4

Note to tenderers: The tenderer must attach proof for validating points for each preference point system indicated below.

**Bidder that fail to submit proof of specific goal as stipulated below will not be allocated points**

The Specific Goals allocated points ELM-3/010/2023-2024	The Specific Goals allocated points ELM-3/011/2023-2024	Proof to claim points for specific goal
EME or QSE which is at least 51% Enterprise owned by Black people	EME or QSE which is at least 51% Enterprise owned by Black people	Company Registration Document and Certified BBBEE Certificate or Original Sworn Affidavit and CSD Report

If you are aware of any instances of fraud or corruption in the municipality, report anonymously to:

Freecall: 0800 117844 | SMS 32840 | Email: [elundini@tip-offs.com](mailto:elundini@tip-offs.com) | Freepost KZN138 Umhlanga Rocks 4320

Points = 15	Points = 15	
Local Enterprise  Within Elundini Local Municipality = 5 Points	Local Enterprise  Within Elundini Local Municipality = 5 Points	Proof of business operation within the Elundini municipal Jurisdiction or within JOE Qgabi District or outside region along with CSD Report
Within Joe Qgabi District = 3 Points	Within Joe Qgabi District = 3 Points	
Outside region = 1 Points	Outside region = 1 Points	
Total Specific Goals = 20 Points	Total Specific Goals = 20 Points	

#### **PURCHASING AND SUBMISSION OF TENDER DOCUMENTS.**

Tender documents may be obtained from the Elundini Local Municipality SCM Unit or emailed to a bidder upon payment of a non-refundable amount of R250 (two hundred and fifty Rand). Payment for tender document can be made either paid in cash or by means of electronic funds transfer (EFT) to the Elundini Local Municipality (Where EFT is used proof of payment must be sent to [kwaneles@elundini.gov.za](mailto:kwaneles@elundini.gov.za) ). The cash amount is to be paid at the cashier's office between the hours of 08:00 and 16:00, prior to the collection of the tender documents from the SCM unit.

NB: For EFT payment bidders must pay using this account: First National Bank (FNB) cheque account No: 62159933772, Ref No. 020114350000.

ELM Cashier's office is situated at Elundini Traffic Department, ERF 3503 Station Street, Nqanqarhu, 5480.

The tender documents will be available on Monday, 04 September 2023

Completed bid documents and supporting documentation are to be placed in a sealed envelope endorsed with Project Name and Bid Number. At the back of the envelope bidders must write the bidder's name and address. Bid submissions must be delivered to the Elundini Local Municipality, at No. 1 Seller Street, Nqanqarhu, Finance Department. The tender document must be placed in the Tender Box not later than 12H00 Noon on Thursday, 05 October 2023 at which time the tenders will be opened in public.

Bidders are encouraged to make electronic copies of the bid submission in a form of USB / CD as a precautionary backup. This is not compulsory.

Enquiries relating to SCM may be addressed to Ms. H Mduzulwana, Tel No. 045 932 8125 or email: [hlubikazi@elundini.gov.za](mailto:hlubikazi@elundini.gov.za). Technical inquiries may be addressed to Mr. K Matubatuba on email: [kanum@elundini.gov.za](mailto:kanum@elundini.gov.za) Tel No. 045 932 8218

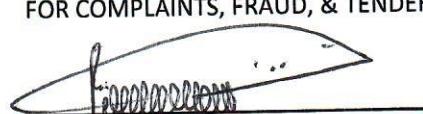
Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders may only be submitted on the tender documentation that is issued. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender data and tender documents

The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data. The Elundini Local Municipality SCM policy applies. Tender validity period is 12 Weeks

Tenderers must request clarification on the tender documents, if necessary, by notifying the employer at least 5 (Five) working days before the closing time stated in the tender data. No clarifications that will require issue of an addendum will be entertained after this period

FOR COMPLAINTS, FRAUD, & TENDER ABUSE: Call: 080 070 1701



**JACK MDENI**  
MUNICIPAL MANAGER



Elundini Local Municipality

Tender No: ELM-3/011/2023-2024

FRAMEWORK CONTRACT FOR PUBLIC LIGHTING WITHIN ELUNDINI LOCAL MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS

#### T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3:2015, *Construction and maintenance Procurement – Part 3: Standard conditions of tender*.

SANS 10845-3:2015 makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3:2015.

Each item of data given below is cross-referenced to the clause in SANS 10845-3:2015 to which it mainly applies. These standards should be read in conjunction with the Local Government Framework for Infrastructure Procurement and Delivery Management (LGFIPDM) and CIDB Conditions of tender.

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Clause number	Tender Data
1	The employer is the Elundini Local Municipality
1.2	<p>The tender documents issued by the employer comprise the following documents:</p> <p><b>THE TENDER</b></p> <p><b>Part T1: Tendering procedures</b> T1.1 – Tender notice and invitation to tender T1.2 – Tender data</p> <p><b>Part T2: Returnable documents</b> T2.1 – List of returnable documents T2.2 – Returnable schedules</p> <p><b>THE CONTRACT</b></p> <p><b>Part C1: Agreements and Contract data</b> C1.1 – Form of offer and acceptance C1.2 – Contract data     Part 1 – Data by the <i>Employer</i>     Part 2 – Data by the <i>Contractor</i></p> <p><b>Part C2: Pricing data</b> C2.1 – Pricing assumptions C2.2 – Pricing schedule</p> <p><b>Part C3: Scope of work</b> C3.1 – Scope of work</p> <p><b>Part C4: Site information</b> C4.1 – Site Information</p>
1.3	The tender documents issued by the employer comprise the documents listed on the contents page

1.4	<p><b>The employer's representative is:</b></p> <p>Name: Mr. Kano Matubatuba  Elundini Local Municipality  1 Seller Street, Nqanqarhu, 5480.  Tel No.: 045 932 8221  Fax No.: 045 932 1094  E-mail: kanum@elundini.gov.za</p>
1.5	The language for communications is English
4	<b>Tenderer's Obligations</b>
4.1	<p>Only tenderers who satisfy the following eligibility criteria <b>and who have provided the required evidence in their tender submission</b> are eligible to have their bid offers evaluated:</p> <ol style="list-style-type: none"> <li>1. The tenderer is registered with and active on the Construction Industry Development Board (CIDB) for Grading 4EP and above</li> <li>2. JV Eligibility requirements: <ul style="list-style-type: none"> <li>• A Joint venture must submit a consolidated valid original or certified copy of B-BBEE certificate must be submitted with the bid OR a valid original or certified copy of a Sworn Affidavit attested by a Commissioner of Oaths prepared and issued in terms of the amended B-BBEE Construction Sector Codes (CSC000) must be submitted in order to qualify for preference points for B-BBEE. Failure to comply with this, will automatically results in the non-awarding of points for B-BBEE. (This will not disqualify bidders but points for B-BBEE will not be allocated)</li> <li>• Submit Joint Venture agreement in the case of joint venture.</li> <li>• Fully completed Compulsory Returnable Documents for JV</li> </ul> </li> <li>3. Valid Proof of good standing with the Compensation for Occupational Injuries and Diseases (COID). Bidders who do not have the valid Compensation for Occupational Injuries and Diseases (COID) must submit a letter from Department of Labour stating that the bidder has applied for COID specifically for this project, in such case appointment will be subject to bidder submitting a Valid COID.</li> <li>4. The tenderer has the following Key Personnel: <ol style="list-style-type: none"> <li>a) Site Agent/Supervisor who is <b>ECSA Registered Professional Civil Engineer (Structural)</b> – with Experience in structural Designs and experience of Five (5) years in a supervisory level with contactable references to confirm the claimed experience. CV's and proof of qualifications to be attached.</li> <li>b) <b>Two Artisans with Trade Test Certificate</b> with at least minimum of <b>five (5) years proven experience</b> in high mast installation projects. Artisan must have experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CV's and qualifications to be attached.</li> </ol> </li> <li>5. The tenderer must provide three (3) contactable client references for High Mast lights installation projects undertaken in the last ten (10) years which has been satisfactorily completed or in progress. <b>The municipality must conduct intense due diligence which must include inspection of the claimed experience of the preferred bidders</b></li> <li>6. Directors or company is not in the Treasury's database of restricted suppliers</li> </ol>
4.2	The tenderer accepts that, unless otherwise stated in the tender data, the employer does not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer comply with requirements.
4.3	It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.
4.4	Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.
4.5	The tenderer shall obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.

4.6	<p>If necessary, the employer shall issue addenda in writing that may amend or amplify the tender documents to each tenderer during the period from the date the tender documents are available until Five (5) working days before the tender closing time stated in the Tender Data. The Employer reserves its rights to issue addenda less than Five (5) working days before the tender closing time in exceptional circumstances if, as a result a tenderer applies for an extension to the closing time stated on the front page of the tender document, the Elundini Municipality may grant such extension and, shall then notify all tenderers who drew documents.</p> <p>Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the Elundini Municipality can show proof of transmission thereof via electronic mail, facsimile or registered post.</p> <p>Acknowledge receipt of addenda to the tender documents, which the employer may issue, and, if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.</p>
4.7	<p>The arrangements for a compulsory clarification and inspection meeting are as follows:</p> <p>Where compulsory briefing is applicable, tenderers will be obligated to sign the attendance list in the name of the tendering entity. In that case, any Addenda issued to tenders will be received only from those tendering entities appearing on the attendance list.</p>
4.8	<p>Tenderers must request clarification on the tender documents, if necessary, by notifying the employer at least <b>5 (Five) working days before the closing time stated in the tender data. No clarifications that will require issue of an addendum will be entertained after this period.</b></p>
4.9	<p>Tenderers are required to state the rates and currencies in Rands. Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data</p>
4.10	<p>If after the commencement of the Contract, the cost or duration of the services is altered as a result of changes in, the amount of the main contractor or contract amount from which estimate were based, or amounts or additions to, any statute, regulation or by-laws, or the requirements of any authority having jurisdiction over any matter in respect of the Project, then the Contract Price and time for completion shall be adjusted in order to reflect the impact of those changes, provided that, within 90 days of first having become aware of the change, the Contractor furnished the Employer with detailed justification to the Price or Period of the Performance (or both).</p>
4.11	<p><b>Alterations to the documents</b></p> <p>Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations. Do not make erasures using masking fluid.</p>
4.12	<p>No alternative tender offers will be considered</p>
4.13.1	<p>Parts of each tender offer communicated on paper shall be submitted as an original. No copies are required</p>
4.13.2	<p>Tenderer must put initials at the bottom of each page of the tender document as proof that the bidder has reviewed and agreed to the contents of the tender data. This also prevents and ensures that various parties involved do not change and / or replace any page and modify the contents after the submission of the tender.</p> <p>Tenderer must sign the original and all copies of the tender offer where required in terms of the tender data.</p> <p>NOTE: The employer holds all authorized signatories liable on behalf of the tenderer.</p>

4.13.4	<p>The tenderer is required to submit tender with the following documents:</p> <ol style="list-style-type: none"> <li>1) a copy of the Central Supplier Database report showing, amongst other things, that tax matters of the service provider are in order with the South African Revenue Services.</li> <li>2) proof of good standing with the Compensation for Occupational Injuries and Diseases (COID) Bidders who do not have the valid Compensation for Occupational Injuries and Diseases (COID) must submit a letter from Department of Labour stating that the bidder has applied for COID specifically for this project , in such case appointment will be subject to bidder submitting a Valid COID.</li> <li>3) a copy of valid Construction Industry Development Board (CIDB) for <b>Grading 4EP</b> and above</li> <li>4) Site Agent/Supervisor who is ECSA Registered Professional Civil Engineer (Structural) – with Experience in structural Designs and experience of Five (5) years in a supervisory level with contactable references to confirm the claimed experience. CV's and proof of qualifications to be attached.</li> <li>5) Two Artisans with Trade Test Certificate with at least minimum of five (5) years proven experience in high mast installation projects. Artisan must have experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CV's and proof of qualifications to be attached.</li> <li>6) The tenderer must provide three (3) contactable client references for High Mast lights installation projects undertaken in the last ten (10) years which has been satisfactorily completed or in progress. The municipality will conduct intense due diligence which must include inspection of the claimed experience of the preferred bidders</li> </ol>
4.13.5 4.15	<p>The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are:</p> <p><b>Location of tender box:</b> Elundini Local Municipality Finance Department</p> <p><b>Physical address:</b> 1 Seller Street Nqanqarhu 5480</p> <p><b>Identification details :</b> Tender no, Title of Tender and the closing date and time for tenders <b>Closing Date</b> : <b>Thursday, 05 October 2023</b> <b>Closing Time</b> : <b>12H00</b></p> <p><b>The tender box is only open on weekdays between 08:00 and 16:00</b></p>
4.13.6	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
4.15	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.
4.16.1	The tender offer validity period is <b>12 weeks</b> . The validity of bids may be further extended by a period of not more than six months upon approval by the Accounting Officer.
4.17	<p>The tenderer shall provide clarification of a tender offer during the evaluation of tender offers, in response to a request from the employer to do so.</p> <p>Such clarifications can include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.</p> <p>Note: This clause does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Elundini Municipality elect to do so. Failure, or refusal, to provide such clarification or additional information within the time for submission stated in the Elundini Municipality's written request may render the tender non-responsive.</p>
4.18	The employer shall grant during working hours to premises for inspections, tests and analysis, as provided for in the tender data.

4.19	<p><b>Claims arising from submission of tender</b></p> <p><b>The tenderer warrants that it has:</b></p> <ul style="list-style-type: none"> <li>inspected the Specifications and read and fully understood the Conditions of Contract.</li> <li>read and fully understood the whole text of the Specifications and Price Schedule and thoroughly acquainted himself with the nature of the goods or services proposed and generally of all matters which may influence the Contract.</li> <li>visited the site(s) where delivery of the proposed goods will take place, carefully examined existing conditions, the means of access to the site(s), the conditions under which the delivery is to be made,</li> <li>and acquainted himself with any limitations or restrictions that may be imposed by the Municipal or other Authorities in regard to access and transport of materials, plant and equipment to and from the site(s) and made the necessary provisions for any additional costs involved thereby.</li> <li>requested the Elundini Municipality to clarify the actual requirements of anything in the Specifications and Price Schedule, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer</li> <li>Escalations and escalations rates are clearly disclosed.</li> <li>received any notices to the tender documents which have been issued in accordance with the Elundini Municipality's Supply Chain Management Policy.</li> </ul> <p><b>The Elundini Municipality will therefore not be liable for the payment of any extra costs or claims arising from the submission of the tender.</b></p>
4.20	<p>A tenderer may request in writing, after the closing date, that the tender offer be withdrawn.</p> <p>Such withdrawal will be permitted or refused at the sole discretion of the Elundini Municipality after consideration of the reasons for the withdrawal, which shall be fully set out by the tenderer in such written request for withdrawal. Should the tender offer be withdrawn in contravention hereof, the tenderer agrees that:</p> <ul style="list-style-type: none"> <li>it shall be liable to the Elundini Municipality for any additional expense incurred or losses suffered by the Elundini Municipality in having either to accept another tender or, if new tenders have to be invited, the additional expenses incurred or losses suffered by the invitation of new tenders and the subsequent acceptance of any other tender;</li> </ul> <p>the Elundini Municipality shall also have the right to recover such additional expenses or losses by set-off against monies which may be due or become due to the tenderer under this or any other tender or contract or against any guarantee or deposit that may have been furnished by the tenderer or on its behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenses or losses, the Elundini Municipality shall be entitled to retain such monies, guarantee or deposit security for any such expenses or loss.</p>
4.21	<p><b>Compliance with Occupational Health and Safety Act, 85 of 1993</b></p> <p>Tenderers are to note the requirements of the Occupational Health and Safety Act, 85 of 1993. The Tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.</p> <p>In this regard the Tenderer shall submit upon written request to do so by the Elundini Municipality, a Health and Safety Plan in sufficient detail to demonstrate the necessary competencies and resources to deliver the goods or services all in accordance with the Act, Regulations and Health and Safety Specification.</p>
5	<p><b>Employer's Undertaking</b></p> <p>5.1 The employer will respond to requests for clarification received up to Five (5) working days before the tender closing time.</p>
5.2	<p>The employer shall issue addenda until Five (5) working days before tender closing time.</p> <p>If necessary, the employer shall issue addenda in writing that may amend or amplify the tender documents to each tenderer during the period from the date the tender documents are available until Five (5) working days before the tender closing time stated in the Tender Data. The Employer reserves its rights to issue addenda less than Five (5) working days before the tender closing time in exceptional circumstances. If, as a result a tenderer applies for an extension to the closing time stated on the front page of the tender document, the Elundini Municipality may grant such extension and, shall then notify all tenderers who drew documents.</p> <p>Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the Elundini Municipality can show proof of transmission thereof via electronic mail, facsimile or registered post.</p>
5.3	<p>Tenders will be opened immediately after the closing time for tenders as stated in the Tender Notice and Invitation to Tender.</p>

5.3(a)	Tenders will be opened immediately after the closing time for tenders as stated in the Tender Notice and Invitation to Tender. If requested by any bidder present, names of the bidders, and if practical the total amount of each bid and of any alternative bids will be read out loud.
5.3(b)	Late bids will be registered and returned unopened unless the bidder did not clearly specify their address at the back of the envelope.
5.4	The employer or any of its employees must not disclose to tenderers, or to any person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer
5.5	Make available a record of the details announced at the tender opening meeting on the Elundini Municipality's website ( <a href="http://www.elundini.gov.za">www.elundini.gov.za</a> )
5.6	Bids must be evaluated in terms of their responsiveness to the bid specifications, requirements as well as criteria as set out in the bid document.  Any additional criterial as per communicated addendum shall be considered.
5.8	Determine, after opening and before detailed evaluation, whether each tender offer that was properly received <ul style="list-style-type: none"> <li>a) complies with the requirements of the standard conditions of tender in this part of SANS 10845-3:2015</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the tender documents.</li> </ul> <p><b>A responsive tender</b> is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A <b>material deviation or qualification</b> is one which, in the employer's opinion, would</p> <ul style="list-style-type: none"> <li>a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work,</li> <li>b) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or</li> <li>c) affect the competitive position of other tenderers presenting responsive tenders if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>
5.9	Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.  For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.

5.11.1	<p><b>Evaluation of tender offers</b></p> <p>The procedure for the evaluation of responsive tenders is Method 4: Financial offer, quality and preferences</p> <p><b>STAGE ONE: RESPONSIVENESS TO THE BID REQUIREMENTS AND RULES</b></p> <p>Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration.</p> <ol style="list-style-type: none"> <li>1. Bid Document (This Document) must be submitted in its original format.</li> <li>2. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.</li> <li>3. A copy of the Central Supplier Database report showing, amongst other things, that tax matters of the service provider are in order with the South African Revenue Services.</li> <li>4. Valid Proof of good standing with the Compensation for Occupational Injuries and Diseases (COID). Bidders who do not have the valid Compensation for Occupational Injuries and Diseases (COID) must submit a letter from Department of Labour stating that the bidder has applied for COID specifically for this project, in such case appointment will be subject to bidder submitting a Valid COID.</li> <li>5. A copy of valid Construction Industry Development Board (CIDB) for <b>Grading 4EP</b> and above.</li> <li>6. Site Agent/Supervisor who is ECSA Registered Professional Civil Engineer (Structural) – with Experience in structural Designs and experience of Five (5) years in a supervisory level with contactable references to confirm the claimed experience. CV's and proof of qualifications to be attached.</li> <li>7. Two Artisans with Trade Test Certificate with at least minimum of five (5) years proven experience in high mast installation projects. Artisan must have experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CV's and proof of qualifications to be attached.</li> <li>8. The tenderer must provide three (3) contactable client references for High Mast lights installation projects undertaken in the last ten (10) years which has been satisfactorily completed or in progress. The municipality will conduct intense due diligence which must include inspection of the claimed experience of the preferred bidders</li> <li>9. Bidders must be a legal entity or partnership or consortia or joint ventures with a signed agreement in place with a consolidated BBBEE Certificate.</li> <li>10. Form of offer and Acceptance (fully completed and signed)</li> <li>11. Invitation to bid must be completed and signed</li> <li>12. Declaration of Interest (fully completed and signed)</li> <li>13. Preference Points Claim form in terms of the Preferential Procurement Regulations 2022 (fully completed and signed)</li> <li>14. Declaration of Bidder's past Supply Chain Management Practices. (Completed and signed)</li> <li>15. Certificate of Independent Bid Determination. (Completed and signed)</li> <li>16. Compulsory Enterprise Questionnaire (Completed and signed)</li> <li>17. Elundini Municipality Ethics Commitment form for Suppliers (Completed and signed)</li> <li>18. Proof of Authority of Signatory</li> <li>19. Declaration of Employees of the State or other State Institutions.</li> <li>20. Tenderer's declaration with respect to participation in job creation using Local Labour has been completed and signed complies with the set threshold for Local Labour. <b>The minimum required content of such local labour for this project shall be 10 %.</b></li> <li>21. Proof of attendance of clarification meeting, an attendance register will be circulated for record purposes.</li> <li>22. A valid original or certified copy of B-BBEE certificate must be submitted with the bid OR a valid original or certified copy of a Sworn Affidavit attested by a Commissioner of Oaths prepared and issued in terms of the amended B-BBEE Construction Sector Codes (CSC000) must be submitted in order to qualify for preference points for B-BBEE. Failure to comply with this, will automatically results in the non-awarding of points for B-BBEE. (This is not an Elimination factor).</li> <li>23. This tender will be awarded as a whole. All Items listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances which must also be added to the total), failure to do so will increase commercial risk of the bid and may lead to elimination or passing over of the bidder.</li> <li>24. If the offer (any of the items quoted for) is "Vat Inclusive", the VAT registration number of service provider must be indicated. Bidders are not entitled to claim the VAT if they are not VAT registered.</li> <li>25. A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid.</li> <li>26. The Municipality reserves the right not to award the bid to the most favourable tenderer, if any of the situations occur if :-       <ol style="list-style-type: none"> <li>a) the bidder has been awarded a considerable number of projects by the Municipality.</li> <li>b) has performed unsatisfactorily in the past.</li> <li>c) Does not meet objective criteria</li> </ol> </li> <li>27. Reject a bid where a tenderer submits more than one tender either individually or as a partner in a joint venture (JV) or consortium.</li> <li>28. Reject a bid where the tender submitted by a JV or consortium where the JV/consortium agreement does not explicitly state that the parties of the JV or consortium shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms.</li> </ol>
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## 29. DUE DILIGENCE

30. The municipality will conduct intense due diligence which must include inspection of the claimed experience of the preferred bidders.
31. The municipality will provide due diligence form which will be used for the assessment purposes of the claimed project experience.

## STAGE TWO: EVALUATION OF QUALITY

The quality criteria and maximum score in respect of each of the criteria in accordance with 5.11.9 are as follows:

32. Schedule 1: Experience of the tenderer – **30 points**
33. Schedule 2: Experience of key persons – **40 points**
34. Schedule 3: Approach – **30 Points**

A minimum number of evaluation points for quality is **70 Points**. Any bidder who fails to meet the minimum qualifying score will not be considered further for evaluation on Price and Preference.

## STAGE THREE: EVALUATION POINTS ON PRICE AND PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

The **80/20 preference point system** shall be applied for the purposes of this bid as per the requirements of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and PPPFA Regulations of 2022

Criteria	Points
Points on Price	80
Specific Goals	20
<b>TOTAL</b>	<b>100</b>

The **80/20 system** for requirements with a Rand value of up to R50 000 000 (all applicable taxes included).

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

80/20

$$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

5.11.2

The financial offer derived from the bill of quantities will only be used for comparative basis.

5.11.5

The procedure for the evaluation of responsive tenders is Method 4: Financial offer, quality and preferences

The total number of tender evaluation points ( $T_{EV}$ ) shall be determined in accordance with the following formula.

$$T_{EV} = 0,6 (N_{FO} + N_p) + 0,4 N_q$$

$N_{FO}$  is the number of tender evaluation points awarded for the financial offer made in accordance with 5.11.7 where the score for financial offer is calculated using Formula 2 and  $W1$  equals 80.

$N_p$  is the number of tender evaluation points awarded for preferences claimed in accordance with the Preferencing Schedule

$N_q$  is the number of tender evaluation points awarded for quality offered in accordance with 5.11.9 where,  $W2 = 100$ .

Up to 100 minus  $W1$  tender evaluation points will be awarded to tenderers who complete the preferencing schedule and who are found to be eligible for the preference claimed.

5.11.7	<p><b>Scoring financial Offers</b></p> <p>Score the financial offers using the following formula:</p> $N_{FO} = W1 \times A$ <p>where</p> <p><math>N_{FO}</math> is the number of tender evaluation points awarded for the financial offer.</p> <p><math>W1</math> is the maximum possible number of tender evaluation points awarded for the financial offer as stated in the tender data.</p> <p><math>A</math> is the number calculated using the relevant formula described in Table 1, as stated in the tender data.</p> <p style="text-align: center;"><b>Table 1 — Formulae for calculating the value of <math>A</math><sup>a</sup></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; padding: 5px;">Formula number</th><th style="text-align: center; padding: 5px;">Basis for comparison</th><th style="text-align: center; padding: 5px;">Formula</th></tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 5px;">1</td><td style="text-align: center; padding: 5px;">Highest price or discount</td><td style="text-align: center; padding: 5px;"><math>P/P_m</math></td></tr> <tr> <td style="text-align: center; padding: 5px;">2</td><td style="text-align: center; padding: 5px;">Lowest price or percentage commission or fee</td><td style="text-align: center; padding: 5px;"><math>P_m/P</math></td></tr> </tbody> </table> <p><sup>a</sup> <math>P_m</math> is the comparative offer of the most favourable comparative offer.  <math>P</math> is the comparative offer of the tender offer under consideration.</p>	Formula number	Basis for comparison	Formula	1	Highest price or discount	$P/P_m$	2	Lowest price or percentage commission or fee	$P_m/P$																			
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5.11.9	<p><b>Scoring Quality</b></p> <p>The quality criteria and maximum score in respect of each of the criteria are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; padding: 5px;">No.</th><th style="text-align: center; padding: 5px;">Quality criteria</th><th style="text-align: center; padding: 5px;">Sub-criteria</th><th style="text-align: center; padding: 5px;">Maximum number of points</th></tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 5px;">1.</td><td style="text-align: center; padding: 5px;"><b>Experience of the tenderer in Public Lighting/High Mast Lights</b></td><td style="text-align: center; padding: 5px;">Company able to plan, organise, control, coordinate, administer, and install high mast lights</td><td style="text-align: center; padding: 5px;">30</td></tr> <tr> <td style="text-align: center; padding: 5px;">2.</td><td style="text-align: center; padding: 5px;"><b>Key Persons</b></td><td></td><td></td></tr> <tr> <td style="text-align: center; padding: 5px;">2.1</td><td style="text-align: center; padding: 5px;">Experience of the Site Agent or Supervisor with ECSA Registered Professional Civil Engineer (Structural) – with Experience in structural Designs</td><td style="text-align: center; padding: 5px;">Experience in high mast lights design of foundations, structural steel and associated parts  CVs and proof of qualifications to be attached</td><td style="text-align: center; padding: 5px;">20</td></tr> <tr> <td style="text-align: center; padding: 5px;">2.4</td><td style="text-align: center; padding: 5px;">Experience of the Artisans x2 with Trade Test Certificate</td><td style="text-align: center; padding: 5px;">Experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CVs and proof of qualifications to be attached</td><td style="text-align: center; padding: 5px;">20</td></tr> <tr> <td style="text-align: center; padding: 5px;">3.</td><td style="text-align: center; padding: 5px;"><b>Approach paper</b></td><td style="text-align: center; padding: 5px;">Project Execution Method. Gantt Chart  (compulsory), resource schedule, activity sequencing linked to timelines</td><td style="text-align: center; padding: 5px;">30</td></tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;"><b>Maximum possible score for quality (M<sub>q</sub>)</b></td><td></td><td style="text-align: center; padding: 5px;">100</td></tr> </tbody> </table> <p>Quality shall be scored by not less than three evaluators in accordance with the following schedules:</p> <ul style="list-style-type: none"> <li>• Schedule 1: Experience of the tenderer</li> <li>• Schedule 2: Experience of key persons</li> <li>• Schedule 3: Approach</li> </ul> <p style="text-align: center;"><b>The minimum number of evaluation points for quality is 70 points , no bidder who scored less than the minimum qualifying score will be evaluated further on Price and Specific goals.</b></p>	No.	Quality criteria	Sub-criteria	Maximum number of points	1.	<b>Experience of the tenderer in Public Lighting/High Mast Lights</b>	Company able to plan, organise, control, coordinate, administer, and install high mast lights	30	2.	<b>Key Persons</b>			2.1	Experience of the Site Agent or Supervisor with ECSA Registered Professional Civil Engineer (Structural) – with Experience in structural Designs	Experience in high mast lights design of foundations, structural steel and associated parts  CVs and proof of qualifications to be attached	20	2.4	Experience of the Artisans x2 with Trade Test Certificate	Experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CVs and proof of qualifications to be attached	20	3.	<b>Approach paper</b>	Project Execution Method. Gantt Chart  (compulsory), resource schedule, activity sequencing linked to timelines	30	<b>Maximum possible score for quality (M<sub>q</sub>)</b>			100
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5.11.9	<p>Each evaluation criteria will be assessed in terms of five indicators – no response, poor, satisfactory, good and very good. Scores of 0, 40, 70, 90 or 100 will be allocated to no response, poor, satisfactory, good and very good, respectively. The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for quality.</p>																												

5.13	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> <li>a) Submits a valid SARS Tax Clearance Certificate or/and a tax compliance status document reflecting the pin for the Employer to verify that the tenderer is in good standing.</li> <li>b) The tenderer is registered with and active on the Construction Industry Development Board (CIDB) for <b>Grading 4 EP</b> and above</li> <li>c) Submits a valid proof of good standing with the Compensation for Occupational Injuries and Diseases (COID). Bidders who do not have the valid Compensation for Occupational Injuries and Diseases (COID) must submit a letter from Department of Labour stating that the bidder has applied for COID specifically for this project, in such case appointment will be subject to bidder submitting a Valid COID.</li> <li>d) Site Agent/Supervisor who is ECSA Registered Professional Civil Engineer (Structural) – with Experience in structural Designs and experience of Five (5) years in a supervisory level with contactable references to confirm the claimed experience. CV's and proof of qualifications to be attached.</li> <li>e) Two Artisans with Trade Test Certificate with at least minimum of five (5) years proven experience in high mast installation projects. Artisan must have experience in managing of electrical installations, maintenance of electrical infrastructure, site supervision, coordination, administration, reporting and management of resources. CV's and proof of qualifications to be attached.</li> <li>f) The tenderer must provide three (3) contactable client references for High Mast lights installation projects undertaken in the last ten (10) years which has been satisfactorily completed or in progress. The municipality will conduct intense due diligence which must include inspection of the claimed experience of the preferred bidders</li> <li>g) Bidders must be a legal entity or partnership or consortia or joint ventures with a signed agreement in place.</li> <li>h) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a>) unless it is a foreign supplier with no local registered entity</li> <li>i) Prospective bidders must register on CSD prior submitting bids (open tenders). Any prospective bidder found to have Tax matters not in order with SARS (verified through CSD) during the evaluation process (after being given an opportunity to rectify tax matters) will be eliminated and not be considered further in the process. Preferred bidder/s will be afforded an opportunity to rectify their tax affairs within 7 days. A bidder that fails to rectify its tax matters with SARS will be eliminated.</li> <li>j) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.</li> <li>k) the tenderer has not: <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) failed to perform on any previous contract and has been given a written notice to this effect; and</li> </ul> </li> <li>l) the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract;</li> <li>m) the tenderer is not more than three months in arrears in its municipal rates and taxes or municipal service charges, if applicable. Proof of payment to be supplied. Where no municipal rates are applicable, a proof of residence from the Councillor and a Sworn Affidavit from the SAPS stating that the tenderer is not liable for municipal rates must be supplied.</li> <li>n) NOTE: The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in bidder's tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer.</li> <li>o) Tenderer's declaration with respect to participation in job creation using Local Labour has been completed and signed complies with the set threshold for Local Labour. <b>The minimum required content of such local labour for this project shall be 10 %.</b></li> <li>p) the tender has offered a market related offer. If the offer is believed not to be market related, the Municipality through its Supply Chain Management bid committees will attempt to negotiate the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process.</li> <li>q) A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid.</li> <li>r) The Municipality reserves the right not to award the bid to the most favourable tenderer, if any of the situations occur: <ul style="list-style-type: none"> <li>• the bidder has been awarded a considerable number of projects by the Municipality.</li> <li>• Where a bidder or its directors has previously failed to perform in the previous order where notices of poor performance were issued or application for restriction has been lodged with National Treasury in terms of SCM Regulation 38.</li> </ul> </li> </ul>
5.17	The number of paper copies of the signed contract to be provided by the employer is one.

	<p><b>Risk Analysis</b></p> <p>Notwithstanding compliance with regard to any requirements of the tender, the Elundini Municipality will perform a risk analysis in respect of the following:</p> <ul style="list-style-type: none"> <li>a) reasonableness of the financial offer</li> <li>b) reasonableness of unit rates and prices</li> <li>c) the tenderer's ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, capacity, experience, reputation, personnel to perform the contract, etc.; the Elundini Municipality reserves the right to consider a tenderer's existing contracts with the Elundini Municipality in this regard.</li> <li>d) any other matter relating to the submitted bid, the tendering entity, matters of compliance, verification of submitted information and documents, etc.</li> <li>e) there is any history/record of the tenderer/s (or any of its directors/members/shareholders) failing to meet their contractual obligation with any Organ Of the State and where there are notices of poor performance issued thereof. [Note: Companies/persons who are listed on the Database were informed in writing of this restriction by the Authority/Accounting Officer of the institution that imposed the restriction after the <b><i>Audi alteram partem</i></b> rule was applied].</li> <li>f) tenderer/s(or any of its directors/members/shareholders) listed on National Treasury's Database of Restricted Suppliers as companies/persons prohibited from doing business with the public sector [Note: Companies/persons who are listed on the Database were informed in writing of this restriction by the Authority/Accounting Officer of the institution that imposed the restriction after the <b><i>audi alteram partem</i></b> rule was applied]. The Database of Restricted Suppliers can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>).</li> <li>g) tenderer/s (or any of its directors / members / shareholders)? listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)</li> <li>h) tenderer/s (or any of its directors/members/shareholders) convicted by a court of law (including a court outside South Africa) for fraud and/or corruption with respect to the procurement/tendering processes/procedures during the past five years?</li> <li>i) the tenderer/s employees/directors are also employees/contractors/consultants or directors in the organ of state.</li> </ul> <p>The conclusions drawn from this risk analysis will be used by the Elundini Municipality in determining the acceptability of the tender offer.</p> <p>No tenderer will be recommended for an award unless the tenderer has demonstrated to the satisfaction of the Elundini Municipality that he/she has the resources and skills required.</p>
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7.	<p><b>Pricing</b></p> <p><b>Arithmetical errors, omissions and discrepancies</b></p> <p>Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.</p> <p>If pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as tendered shall govern, and the unit rate shall be corrected.</p> <p>Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if Price Schedules apply) to achieve the tendered total of the prices.</p> <p>Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.</p> <p><b>Other</b></p> <p>For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.</p> <p>Unconditional discounts must be taken into account for evaluation purposes</p> <p>The Employer must evaluate whether tender has offered a market related offer. If the offer is believed not to be market related, the Municipality through its Supply Chain Management bid committees will attempt to negotiate the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process</p> <p>In the event of tendered rates or lump sums being declared by the Elundini Municipality to be unacceptable to it because they are not priced, either excessively low or high, or not in proper balance with other rates or lump sums, the tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the Elundini Municipality is still not satisfied with the tendered rates or lump sums objected to, it may request the tenderer to amend these rates and lump sums along the lines indicated by it.</p> <p>The tenderer will then have the option to alter and/or amend the rates and lump sums objected to and such other related amounts as are agreed on by the Elundini Municipality, but this shall be done without altering the tender offer in accordance with this clause. Should the tenderer fail to amend his tender in a manner acceptable to and within the time stated by the Elundini Municipality, the Elundini Municipality may declare the tender as non-responsive.</p> <p>Bidder must comply with all pricing instructions as stated on the Price Schedule and tender conditions.</p> <p>All prices must include VAT where applicable</p> <p>The Elundini Municipality may, after the closing date, request additional information or clarification from tenderers, in writing on any matter affecting the evaluation of the tender offer or that could give rise to ambiguity in a contract arising from the tender offer, which written request and related response shall not change or affect their competitive position or the substance of their offer. Such request may only be made in writing by the delegated official using any means as appropriate and such communication must be approved by the Accounting Officer.</p>
8.	<p><b>Incorrect Information</b></p> <p>Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Elundini Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract</p>
9.	<p><b>Change of information</b></p> <p>If after the commencement of the Contract, there is any amendment in the key personnel from which bid evaluation was based, within 90 days of first having become aware of the change, the Contractor must furnish the Employer with detailed justification of change of key personnel, which might be accepted or not accepted by the employer depending on its discretion and the level of skill of personnel used for the replacement.</p>



## Elundini Local Municipality

Tender No ELM-3/011/2023-2024

Framework contract for Public Lighting

### Part C3: Work Package specific Scope of Work

#### C3.1 Framework Information

##### 1. DESCRIPTION OF THE WORKS

The Employer is Elundini Local Municipality, which is located under the jurisdiction of Joe Gqabi District, in the north eastern portion of the Province of the Eastern Cape.

The project is for Streetlight and high mast light installation

A panel of three (3) to Five (5) contractors will be appointed as when needed for a period of three years to provide Public Lighting within Elundini Municipality Areas for a period of three (3) years.

##### 1.1 Project Identification

The Works are the provision of material, labour, and equipment to install, test, and commission and hand over to Municipality in good serviceable order. The works include excavation for pole planting where there is a need of LV network extension and for laying of cables to extend the street lights network, please ensure that you do way leave application for all underground services like, water pipes, sewer lines and Telkom network to avoid any possible damage. The works further includes reinstating the excavated areas.

The Employer's mission is to operate a rural municipality that delivers excellent services to its people who remain its priority in everything that it does; is financially viable; has good governance in place; in transformed and developmental; and is clean, green and sustainable.

As part of this mission the Employer embarked on a 5-year development strategy, which i.e. Public Lighting .

The Employer decided to conclude Framework Contract with three (3) to Five (5) contractors for Public Lighting over three (3)-year framework term.

As part of the execution of the Framework Contract and development strategy the Employer's secondary objectives are to

- 1) promote broad based black economic empowerment.
- 2) promote local employment (temporary and permanent) through the delivery of the works.
- 3) develop small enterprise capacity to undertake the portions of the work as subcontractors and the maintenance of the completed works.
- 4) retain as much of the project expenditure within the Elundini Local Municipality; and
- 5) Support skills development by increasing the number of people who have part qualifications, national qualifications and professional designations awarded by statutory councils.

##### 1.2 Project Location

The works are the provision of materials, labour and equipment to install, test and commission and hand over to the municipality in good serviceable condition new and upgraded electrical infrastructure which supplies various areas within Ugie, Nqanqarhu and Mount Fletcher.

#### 2 Employer's objectives

2.1 The Employer's primary objective in entering into this framework contracts over a three (3) year framework term for Public Lighting within the Elundini Municipal area of jurisdiction, on an as and when instructed basis without a commitment to a quantum of work, is to secure the services of a limited number of suitably qualified contractor to serve the Employer's current and emerging needs.

2.2 The secondary or developmental objectives of the Employer are to provide employment and business opportunities to persons residing or located within the Elundini Municipal area.

#### 3. Scope

The Works are the provision of material, labour, and equipment to install, test, and commission and hand over to Municipality in good serviceable order. The works include excavation for pole planting where there is a need of LV network extension and for laying of cables to extend the street lights network, please ensure that you do way leave application for all underground services like, water pipes, sewer lines and Telkom network to avoid any possible damage. The works further includes reinstating the excavated areas.

The Contractor is required to provide all required personnel, materials, equipment and plant required for the public lighting performing functions associated works as instructed through a Package Order within the Elundini Local Municipality

The Contractor will furthermore be required to subcontract at least 30% of the Works with local businesses to develop them over the framework period to enable them to raise their CIDB grading.

Each Package Order will specify its own Works Information with the necessary details applicable for the Public Lighting of that Work Package. This will include but not be limited to reporting, invoicing, technical details, drawings, location, Site Information as well as people employment requirements.

#### **4. Management of the agreement**

The Employer and Contractor will meet to discuss the management of this agreement at least on a monthly basis and when either Party requests such a meeting.

The contact person and project manager for the Employer for these meetings will be Mr. K Matubatuba or the senior accounting officer of the Municipality.

The Contractor will report on a quarterly basis to the Employer the status of the local business development as required in section 2 above.

#### **5. The quotation procedure**

The Employer will specify the specific requirements that the selected Contractor needs to adhere to for the quotation for a specific Package Order.

- a) The quotation request will at least consist of:
  - The quotation instructions.
  - The completed Package Order Contract Data for the specific package order.
  - The detailed Works Information and Site Information for the specific package order; and
  - Any other relevant information.
- b) The quotation instructions will at least indicate:
  - The time and place for submission of a quotation;
  - The information required as part of the quotation;
  - The proposed timeline for the execution of the Package Order;
  - The intended appointment date; and
  - The person who can be contacted.
- c) After submission of the quotation by the Contractor/s, the Employer may
  - 1) Accept the quotation by issuing a Package Order to the successful Contractor;
  - 2) Revise the Work Package and request a revised quotation; or
  - 3) Decides that the Work Package should not be carried out.

#### **6 Issuing of Package Orders**

- 6.1 The Employer will issue Package Orders in accordance with the provisions of the Elundini Local Municipality Local Government Framework for Infrastructure Procurement and Delivery Management for framework agreements .
- 6.2 Performance in achieving and exceeding developmental targets and undertakings may form part of the justifiable reasons for awarding a Package Order to a particular framework contractor.

#### **7 General specifications for materials**

The Contractor shall only incorporate in the works materials (substances that can be incorporated into the works), products (item manufactured or processed for incorporation into the works), components (products manufactured as distinct units to serve a specific function or functions) and assemblies (set of related components attached to each other) which are:

- a) fit for their intended purpose; and
- b) capable of fulfilling required functions under intended use conditions or when in use, with planned maintenance, under the influence of the environmental actions or a result of a self-ageing process for a period of time within industry accepted norms.

#### **8 Title to objects and materials within the site**

Earth, stone, gravel and sand, and all other materials existing on, excavated from or obtained by the removal of vegetation or demolition of structures on the site, shall be at the Contractor's disposal in so far as they are required for incorporation into the works.

#### **9 Promotion of developmental procurement objectives**

##### **9.1 Local direct employment goal**

- 9.1.1 The Contractor shall achieve or exceed in the performance of the Package Order the contract local direct employment goal (CLDEG) established in Scope of Work associated with a Package Order where:
  - a) contract local direct employment goal (CLDEG) means the percentage of the total number of equivalent person days worked by people employed by the Contractor or a Subcontractor for the performance of the works who are local people;
  - b) equivalent person-days means the total time worked by people within the Working Area divided by 8 hours;
  - c) local people means people who reside in the Elundini Municipal areas, within 20 km of the site

9.1.2 Credits towards the contract local direct employment goal shall be assessed and granted by the Employer's delegate, based on information provided by the Contractor whenever the amount due to the Contractor in terms of the contract is assessed.

9.1.3 The Contractor shall submit to the Employer's delegate in a format acceptable to the Employer's delegate the name, identity number, gender, youth, residential address, occupation and equivalent-person days employment in respect of each and every employee of the Contractor and subcontractors whenever the amount due to a Contractor in terms of the contract is assessed.

9.1.4 Credits towards the contract local direct employment goal shall be denied where:

- a) the wages and conditions of employment for local people are less favourable than those set by an applicable bargaining council, relevant sectoral determinations made by the Minister of Labour or, in the absence of any applicable bargaining council or sectoral determination, the local wages and conditions of employment for unskilled workers; and
- b) people work outside of the site.

9.1.5 Expanded Public Works Programme

The bidder is required to ensure that the minimum targets of employment is achieved during the course of the project. Labour, training and employment of people may be done at any time the contract, i.e. during the engineering and construction part of the project. Reporting on this must be completed as per the prescribed reporting structure within this document or as instructed by the client. The calculation of minimum labour employed is found in the returnable documents section

9.1.6 The contractor shall also commit to sub-goals for women and youth (persons 16 – 35 years of age)

## 9.2 Development of local subcontractors

9.2.1 The Contractor shall at least subcontract 30% of the Works with local businesses to develop them over the framework period to enable them to rise their CIDB grading.

9.2.2 A local subcontractor is an enterprises who has the skill and expertise to provide services and the responsibility for the management and supervision relating thereto, in the discharge of a contractual obligation, from a building together with its land and outbuildings located within the Elundini Local Municipality and which can provide proof of ownership of such premises or a valid rental agreement with the owner of such premises.

9.2.2.1. The Contractor will be responsible to transfer skills and monitor the Local Sub-Contractor work done on site and check the quality of work done on site by the Sub-Contractor.

9.2.3 The Contractor shall provide the Employer with a proposed strategy and method statement for the development of local subcontractors whenever the contractor submits a quotation for a Package Order.

9.2.4 The Contractor shall report on a quarterly basis to the Employer the progress made in developing subcontractor



Elundini Local Municipality

Tender No ELM-3/011/2023-2024

Framework contract for Public Lighting

### Part C3: Scope of work

#### C3.2 Key Deliverables:

##### 1. Extent of works

Statutory requirements and standards;  
The supply of all miscellaneous accessories required to complete the Works  
The hand-over documentation of both soft copy and hard copy  
The electronic capturing of metering and installation data  
Work completed as per approved work programme  
Quality inspection reports on completed work  
Commissioning and handover documentation  
Available 30% of the Works with local contractors/businesses

## **2. Detailed Scope of works**

Supply, install and extend the LV overheard line or underground cable.  
Supply and install streetlight fittings and banner arms as per quantity specified on the BOQ.  
Supply and install 35mm<sup>2</sup>,10mm<sup>2</sup> SWA PVC 4core service cable to connect the control circuits as specified on the BOQ.  
manufacturer, supply and install one High Mast light, connect 16mm<sup>2</sup> 4 core cable (the cable should be installed on steel pipe), from existing pole-mounted LV panel box completed with a Circuit Breaker. Connect LV cable from pole- mounted panel box to the High Mast Distribution box.  
The control circuit shall be completely pre-wired and installed inside the High light mast pole.  
Supply and install electrical enclosure with prewired streetlight control circuit (as per attached drawing); Smart meter (elm to supply), 1 x 40 3ph contactor, daylight switch, 2x5A CBI, C2 5kA and 1 x 40 amp 3ph QF3(26) C1 5ka Mcb,3x32A TIA fuses and 3xSM63H fuse holder.  
The installation of Low Voltage Cable reticulation and metering kiosks.  
Digging of trenches, cutting and patching of the roads.  
Disconnect and stripping of the existing old streetlights.  
Provision of Certificates of Compliance for the complete installation included in this specification  
Provision of Record drawings.  
Provisional Sums as per the Price Schedule  
Provision of sleeves under concrete and tarred road.  
All other materials, equipment, labour and services necessary for the complete, safe and efficient operation of the works in full accordance with the specifications as laid down in this document.  
Testing and commissioning of the new infrastructure.

## **3. Supply Authority**

The Supply Authority is Eskom in Tlokoeng Town and ELM Project Manager is required to liaise with Eskom to arrange for metering of the streetlights, therefore the contractor shall abide with the turnaround times from eskom  
The maintenance and continuity of electric supply during all stages of the work is to be regarded as essential.  
Where it is necessary to interrupt the supply, this shall be done for as short a period as possible and at times that will cause the minimum loss and inconvenience to consumers. Power interruptions may only be carried out with the concurrence of the electricity supply Authority.

## **4. Electrical Infrastructure**

There is an existing electrical infrastructure and street lighting in the town of within Tlokoeng,Ugie and Nqanqarhu town. The contractor to be careful and ensure that no damages to the existing infrastructure. Any damages made by the contractor are to be fixed at his / her own costs.

## **5. Electrical Distribution Kiosks/ Control Circuit**

### **5.1 Streetlights**

All electrical distribution kiosks shall be supplied and installed in accordance with Part 3 – Standard Technical Specifications and the single line diagrams and shall comply with SABS 022.  
All circuit breaker sizing and design has been done using CBI specifications for Heinemann 5 kA breakers.

Distribution kiosks/control circuits shall be supplied and installed in the positions shown on the drawings. Each kiosk shall be provided with a lockable door. The fascia plates on all DB's shall be painted white for the non-essential and red for the emergency sections of the kiosks. The circuits required in these kiosks are depicted on the single line diagrams. Spare ways for approximately 15% expansion shall be provided. Each kiosks shall have sufficient ways for each circuit neutral and each circuit earth wire. Doubling up of circuits will not be accepted. All Main Switches shall be clearly marked "MAIN SWITCH" and the necessary warning labels installed at the switch. Each section of the kiosk shall be provided with a legend card holder with a clear 116Perspex front. Each circuit breaker shall be clearly numbered in accordance with the single line diagrams. Corresponding numbers and circuit descriptions shall be clearly printed or typed on the legend cards. Where existing kiosk/control circuit are to be modified to accommodate new infrastructure, such work shall be neatly carried out and where there is a need be replaced.

## 5.2 High Mast Lights

### 6. Luminaire Installation

All luminaires supplied and installed shall be of the types and manufacture as specified. No alternatives will be accepted unless approved by the Engineer in writing prior to purchasing and installation.

The luminaires shall be of the following type and manufacture:

#### TYPE

#### DESCRIPTION

#### STREETLIGHTS

16 LED/27W OPTIC 5068 LED STREETLIGHT (Station)

LEDLUME-MINI 16LED/53W LED STREETLIGHT LUMINAIRE

LEDLUME-MID 48LED/108W LED STREETLIGHT LUMINAIRE

#### POLE

10m MH BEKA FIBREGLASS POLE C/W MOULDED OUTREACH ARM, BP, GP, MCB & ACCESS DOOR

7m MH BEKA FIBREGLASS POLE C/W MOULDED OUTREACH ARM, BP, GP, MCB & ACCESS DOOR

9m 165mm diameter wooden poles

### 7. Design specification for high light masts:

#### General Requirements

The mast manufacturer must be an ISO9001 2000 certified mast supplier. Proof of certification is to be submitted together with the tender document, failing which the tender may be disregarded.

#### Design standards:

SANS 10225 - The design and construction of lighting masts

SANS 1431 – Weldable structural steel

SANS 10098-1 – Public lighting – Part 1 The lighting of public thoroughfares

ISO1461 - Hot dip galvanised coating for fabricated iron and steel articles

ISO 9001 - Quality management

#### Mast (Design requirements) :

The mast shall be designed in accordance with SANS 10225 .

The mast must be 40 meters in height fitted with 6 x 470W optic led floodlight luminaires.

High light mast must be designed taking into consideration applicable terrain category, altitude and all loads including worse case wind speed.

All design specifications, offered solutions, drawings and calculations must to be submitted at time of tender for evaluation

Failure to submit this documentation will result in a disqualification from the tender.

The Lighting Masts shall be constructed from flat steel sheets, cut and bent into continuously tapered shaft comprising of recommended six meters long sections which are slip fitted together on site to form the overall mast shaft. The slip lengths shall be designed and manufactured in accordance with SANS 10225.

The Lighting Masts shall be fitted with a base welded to the shaft and there shall be carefully designed gussets welded between the mast shaft and base plate.

The mast shaft shall be multi sectional and supplier shall be responsible transport and erection onsite.

Each section is constructed from a steel plate, either which is cut to size, bent into "Half shell" and welded together or continuous Circular sections will be accepted.

Where two sections are welded together, sections are then welded together by means of a continuous long seam Weld, to form the section of the mast shaft.

All welds are to be carried out by coded welders, using both the CO2 and Submerged-Arc Welding (SAW) processes, depending on plate thicknesses and weld positions.

Sample testing, using the DPI weld test procedure, shall be carried out as required.

A minimum thickness of material shall be maintained in any part of the mast shaft construction and such thickness shall be provided.

#### Material :

The material used in the fabrication of the mast shaft is, Grade 300WA or 355WA steel (Equivalent to BS4360) or better in terms of yield and tensile strength.

#### Protective Finish :

The mast shaft and all ancillary steelwork shall be hot dipped galvanized to ISO 1461

#### Access Door:

The mast shall be fitted with a removable access door in the base and the door shall be equipped with a removable vandal proof cover, behind which will be place for a padlock allowing the door to be locked to the door frame. The hinging side door shall be secured into the door frame with solid round bars welded to the door.

#### Luminaire Ring:

The floodlight luminaire Ring shall be manufactured in sections, which are bolted together on site. The ring is of a welded steel construction and hot dipped galvanised for corrosion protection.

The Floodlight mounting ring shall have the required number of floodlight mounting arms welded to the ring and not supplied as loose items.

#### Luminaire:

Floodlights shall be 6 per mast ( 460 W – 470W) led floodlight luminaire

#### Steel Wire Ropes:

The two or three wire ropes shall be secured in the base of the mast.

Two or three steel wire ropes will be supplied for the purposes of lowering the luminaire ring.

The steel wire ropes, supplied with both the mast and the portable winch, shall be of sufficient strength

All rope connections are to be of sufficient strength and tests of its strength shall be provided including hydraulic crimping tool details and specification.

The breaking load of the ropes should be calculated and designed by an Engineer to adequately raise and lower the specified luminaires and luminaire mounting ring.

All breaking load shall be provided with specification.

#### Top Pulley Assembly:

The top of the mast shall be equipped with a steel fabricated head assembly .The pulleys shall run on stainless steel shafts.

The complete top assembly shall be protected from the ingress of water by (as a minimum) means of a moulded fibreglass canopy fitted over the top of the head assembly.

Separators shall be catered for to separate the wire ropes and trailing cables and to prevent these from wrapping together, should the ring be lowered in windy conditions.

Each external separator must have guides on the outside, to prevent the wire ropes and cables from climbing off the pulleys.

All pulleys shall run on stainless steel shafts.

#### Drum Winch:

The lowering and raising of the floodlight ring shall be carried out by means of a Single Drum winch ensuring that the floodlight ring is, at all times, during the raising and lowering process, suspended from two wire ropes.

The portable winch, used for the raising and lowering of the luminaire ring, will be a Single drum type, as this unit meets all International safety requirements, ensuring that, even in the event of one of the ropes breaking, the luminaire ring is still secured by the second rope.

The wheel of the winch shall be fully immersed in an oil bath.

The winch ropes are terminated in such a manner that distortion and twisting of the ropes is prevented and four turns of the rope remain on the drum, after the ring has been completely lowered.

#### Hydraulic Power Tool

Hydraulic Power tools shall also be considered.

Where used, Hydraulic power tool shall drive the single drum winch

A motor shall be a single phase motor

#### Power Tools:

The Single Drum winch shall be driven by a 220 volt single phase electric motor fitted with a reduction gear box and Torque Limiting device.

The electric power tool shall be fitted with a switch to start and stop the motor.

The standard power tool used to drive the winch is a single-phase, single speed electric motor, fitted with a reduction gear box or equivalent.

The power tool, which is slotted into the winch slide, when in use, is supplied complete with a cable and remote forward/reverse control switch, for safe operation.

The power tool is fitted with a torque limiting device, which is set to slip before any damage can be done to the wire ropes, in the event of over-winding.

#### Electrical Equipment

The following Electrical Equipment is to be included.

#### Electrical Trailing Cable:

The electrical trailing cable, which supplies power to the floodlight luminaires, shall be sized accordingly for electrical load to be carried.

The trailing cable is of the suitable sized, flexible cable.

The upper end of the cable is fixed to the luminaire ring and terminates directly in the junction box, mounted on the luminaire ring.

#### Junction Box:

A weather-proof junction box is fixed to the luminaire ring and provides the termination point for the trailing cable, as well as for the cables which supply power to the floodlight luminaires. The junction box is also fitted with a multi-pin plug, which accepts a test lead, used to test the floodlights, with the ring in the lowered position.

#### Photocell Control:

The mast must be fitted with a photocell (daylight switch)/timer switch to switch the floodlights on and off.

#### Distribution Board:

The mast is fitted with a totally enclosed, fibreglass distribution board, fitted in a convenient position in the base of the mast and accessible through the mast access door.

#### Foundation:

Design, size, supply and installed suitable foundations for the mast (including geotech studies etc.).

The bases for the foundation (soil bearing pressure) shall be provided including the rates for the worse case soil conditions and hard rock excavations.

Foundation drawings shall be signed off by Professional Civil Engineer before site construction.

## 8. Protection of Personnel and Property

The Contractor shall at all times provide adequate fencing off of all cable trenches, ducts or holes that may have to be provided to fulfil this contract. Such fencing is to be adequate in all respects, including warning signs so as to ensure that persons will be adequately warned of the danger when in the vicinity of such trenches or holes, etc.

## **9. Existing Services and Properties**

The positions and levels of those services which are in the vicinity of the works shall be verified by the contractor by means of studying all services plans and hand excavations prior to the excavation of the works.

When excavating in the proximity of all existing services and fences, every precaution shall be taken to prevent damage. Any damage shall be made good to the satisfaction of the Engineer at the Contractor's expense.

## **10. Compliance with bye Law**

The contractor must conform with all regulations and bye-laws of the local and central government authorities which are applicable to the employment of persons in the area.

### **a. Setting out of works**

The responsibility for ensuring that services are laid in the correct positions will be entirely borne by the Contractor who will be held responsible for the costs of relocating any services, structures, cables etc. which are laid out of position according to the drawings.

### **b. Electrical Plans**

The contractor shall supply "as laid" plans within two weeks on completion of the contract.

Any deviation from the original design shall require the prior approval of the Engineer, and all joints and deviations shall be accurately plotted and the measurements verified by the Engineer or the Clerk of Works, prior to backfilling.

## **11. SUPPLY OF MATERIAL**

The Contractor will supply all materials in the quantities as specified in the Bill of Quantities, all material must be SABS and Eskom approved, and shall be new and of the best quality as per specification and drawings issued.

## **12. ITEMS FOR THE WORKS AS SUPPLIED BY THE EMPLOYER**

Outage switching will be done by the Employer. The Contractor will interface with the Employer through receiving Working Permits before an outage, and returning the Working Permit to the Employer at the completion of an Outage.