

## REQUEST FOR QUOTATION FOR PROFESSIONAL SERVICES – STANDARD FORMAT

<b>RFQ</b>	<b>SUPPLY, DELIVERY AND TESTING OF DEWATERING EQUIPMENT AT FLORISBAD QUATERNARY CENTRE IN SOUTPAN</b>
<b>ISSUE DATE</b>	<b>14 February 2023</b>
<b>CLOSING DATE</b>	<b>23 February 2023</b>
<b>CLOSING TIME</b>	<b>12h00</b>

## REQUEST FOR QUOTATION FOR SUPPLY, DELIVERY AND TESTING OF DEWATERING EQUIPMENT AT FLORISBAD QUATERNARY CENTRE IN SOUTPAN

### 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)

### 2 Purpose and Background


The National Museum would like to request a quote for Supply, delivery and testing of Submersible water pump for Florisbad Quaternary Centre in Soutpan

### 3 Scope/Specifications with deliverables of Service(s) required Scope of Works

#### Description of the works and services

Supply, Delivery and Testing of Dewatering Equipment

NO	DESCRIPTION	Unit	QTY	RATE	AMOUNT
	<b><u>SUPPLY AND DELIVERY OF DEWATERING EQUIPMENT</u></b>				

1	Supply, Delivery and testing of a Non-clog Sewer Pumps 0.75 to 1.5kw 380 volts c/w Float Switch the pump should come complete with flange elbow & Float Switch Technical Information:  Delivery: up to 36 m <sup>3</sup> /h Head: up to 20 m Power supply: Three-phase 50 Hz, 380 volt Power: 0.75 to 1.5 kw Temperature of pumped liquid: to 40 °C Maximum immersion depth: 5 m  	No	1		
2	100 meters of low pressure 50mm black water pipe with one male and one female quick couplers	M	100		
3	200 meters of low pressure 90mm black water pipe with two male and two female quick couplers	M	200		
	<b>SUB TOTAL</b>				<b>R</b>
	<b>VAT @ 15%</b>				<b>R</b>
	<b>TOTAL TO QUOTATION</b>				<b>R</b>

**Required Deliverables:**

The quality of service delivered must be per the National Museum standards/requirements. **No payments** will be made if the works does not meet the National Museum standards. COVID 19

protocols to be observed by the appointed service provider during delivery and conducting of the works

**NB: YOU ARE EXPECTED TO PROVIDE YOUR OWN EQUIPMENT AND TRANSPORT UNLESS INCLUDED IN THE P&G's**

#### **4 Compulsory requirements**

The bidder must attach the following documents to the quotation as follows;

- 4.1.1** At least 3 years' experience in provision of similar services supported by at least 3 contactable reference letters. A bidder will score more points on technical assessment with more than the required number of years of experience as indicated above. Contactable written reference letter(s) must be attached to support the number of years' claimed by the bidder.
- 4.1.2** A copy of a detailed CV(s) and qualification(s) of the **Both** the Electrician and Plumber to be used on this project must also accompany the quote.
- 4.1.3** A valid copy of relevant professional registration with a professional body of an Electrician
- 4.1.4** Completed, signed and witnessed SBD forms 4, 8 and 9 must be attached.
- 4.1.5** A supplementary COC should be issued after the project is completed.
- 4.1.6** Please submit Occupational Health and Safety Certificate. Occupational Health and Safety or Letter of good standing from Department of Labour. The Occupational Health and Safety Act 1993 (Act No 85 of 1993), the South African electrician's work must comply with SANS 10142-1 (Edition 2), which is the most recent legislation applicable to the electrical trade shall apply

This, along with the OHS Act's regulations such as the Electrical Installation Regulations, Electrical Machinery Regulations, and General Safety Regulations

**OR**, please submit Compensation for Occupational Injuries and Diseases Act registration **together with a summarised safety file indicating the safety measure that will be taken during the course the project adhering to OHS (Safety of employees and suppliers are both important)**

- 4.1.7** The bidder must be tax compliant and a tax pin issued by SARS must be attached.

**4.1.8** A valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached

**4.1.9** Compulsory Registration with CIDB Grading:1 EB PE OR HIGHER;1 S0 PE OR HIGHER

**4.1.10** The company must be registered on CSD and CSD supplier report must be attached.

**4.1.11** The bidder must be an active company registered in the Republic of South Africa and a copy of CIPS registration documents must be attached.

**NB: Non-compliance to the above compulsory requirements will lead to a disqualification of the bidder, except for non-tax compliant with tax matter which is subject to grace period of at least 7 days that will be provided to a preferred service provider should that service provider is not compliant following bid evaluation.**

**Failure by this preferred service provider to rectify its tax matters to a compliant status within the grace period provided will lead to an automatic disqualification.**

## 5 Price and Preference Points Evaluation

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

## 5 Bid Evaluation.

All bidders will be subject to a three-stage technical evaluation process as follows;

- 5.1 Pre-screening, i.e. determination of compliance to compulsory requirements. The will be required to pass pre-screening to be eligible for further evaluation.
- 5.2 Technical assessment, measurement of capability. The bidder will be required to obtain a minimum of 60 points in order to be eligible for preferential procurement evaluation.
- 5.3 Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.



an agency of the  
Department of Sport, Arts and Culture

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www.nasmus.co.za

Incorporating the satellites:	Insluitend die satelliete:
Oliewenhuis Art Museum	Oliewenhuis-kunsmuseum
Freshford House Museum	Freshford-huismuseum
First Raadsaal	Eerste Raadsaal
Wagon Museum	Waenhuismuseum
Florisbad Research Station	Florisbad-navorsingstasie

## 6 Technical Assessment

FUNCTIONALITY CRITERIA	POINTS ALLOCATION
<p>Experience of firm – for similar scale projects or services required.</p> <p><b>Score points;</b></p> <p>1 = 1 year 2 = 2 years 3 = 3 years 4 = 4 years 5 = 5 years plus</p>	40
<p>Experience and Qualifications of two (2) Lead Technician(Electrician and Plumber) – for similar scale Projects or services required.</p> <p><b>Score points;</b></p> <p>1 = 1 year 2 = 2 years 3 = 3 years 4 = 4 years 5 = 5 years plus</p>	40
<p><b>Reference letters</b></p> <p><b>Score points;</b></p> <p>1 = 1 reference letter 2 = 2 reference letters 3 = 3 reference letters 4 = 4 reference letters 5 – 5 plus reference letters</p>	20
<b>Total points</b>	<b>100 points</b>



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## 7 Price

The bidder must provide a cost inclusive quotation including VAT if applicable. The financial offer must be provided in the table below;

## 8 BBBEE Assessment

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

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

NB: The Museum reserves the right to determine whether a technical evaluation or assessment of bids should be applied or not depending on the lowest price obtained from this request for a quote (RFQ) but all compulsory requirements of submission of information stated above must be adhered to by the bidder.

This important notice is in line with the Museum's approved Supply Chain Policy which is aligned to Public Finance Management Act