



an agency of the
Department of Sport, Arts and Culture

✉ 266, Bloemfontein, 9300
36 Aliwal Street / Aliwalstraat 36
South Africa / Suid-Afrika
☎ 051 - 4479609 📠 051 - 4476273
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	Wagenuismuseum
Florisbad Research Station	Florisbad-navorsingsstasie

REQUEST FOR QUOTE FOR PROFESSIONAL SERVICES – STANDARD FORMAT

RFQ	RFQ FCM 2023/34
ISSUE DATE	01 JUNE 2023
CLOSING DATE	09 JUNE 2023
CLOSING TIME	12H00

REQUEST FOR QUOTE FOR THE SUPPLY, INSTALLATION AND COMMISSIONING OF A NEW 150L GEYSER AT THE ARTBANK OFFICES.

BRIEFING SESSION	COMPULSORY
BRIEFING SESSION DATE	05 JUNE 2023
BRIEFING SESSION TIME	11H00 AM
BRIEFING SESSION VENUE	16 HARRY SMITH STREET DAN PIENAAR BLOEMFONTEIN

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

2. Purpose and Background

The national museum would like to request a quote for the supply, installation and commissioning of a new 150L geyser at the artbank offices to help in quickly heating water within no time and to store water for a long time. Geysers consume less amount of energy as compared to other water heating appliances.

Scope of Work:

- Remove and replace the existing geyser with a 150l geyser including accessories
- Supply and install new copper pipes
- Supply and install a new circuit breaker and accessories
- Provide certificate of compliance (**Electrical**)

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

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____(reference letters) 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 Completed, signed and witnessed SBD forms 4, 8 and 9 must be attached.
- 4.1.3 a copy of a detailed CV(s) and qualification(s) of the technician or expert to be used on this project must also accompany the quote.
- 4.1.4 the bidder must be tax compliant, and a tax pin issued by SARS must be attached.
- 4.1.5 a valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached.
- 4.1.6 The must be registered on CSD and CSD supplier report must be attached.
- 4.1.7 The bidder must be an active company registered in the Republic of South Africa and a copy of CIPC registration documents must be attached.
- 4.1.8 Compulsory Registration with CIDB Grading: 1 S0 PE OR HIGHER

THE SUPPLY, INSTALLATION AND COMMISSIONING OF A NEW 150L GEYSER AT THE ARTBANK OFFICE

NO	DESCRIPTION	Unit	QTY	RATE	AMOUNT
	ALTERATIONS				
1	Remove old 150L geyser including stopping all pipes including making good on ceiling	No	1		
2	Remove existing 30A isolator including wiring & make good	No	1		
	NEW WORK				
3	Supply and Installation of a new 150L geyser including: <ul style="list-style-type: none"> • Pipes & fittings complete (copper piping 5 m, 15mm R1 lagging and 22mm R1 lagging) • 2x Vacuum breakers at least 300mm above geyser • Pressure valve • Safety valve • Lever stop valve 	No	1		
4	Supply and install new isolator	No	1		
5	Geyser Blanket	No	1		
6	Lagging pipe insulation for copper	m	10		
7	20A circuit breaker	No	1		
8	2.5mm ² 3-core cable	m	12		
9	COC (Certificate of compliance Electrical)	item			
	SUB TOTAL				R
	VAT @ 15%				R
	TOTAL TO QUOTATION				R

Goal 1: Broad-Based Black Economic Empowerment

Section 10 of the B-BBEE Act enjoins every public entity to take into account and apply the B-BBEE Codes of Good Practice in determining and implementing a preferential procurement policy. NM will thus award preference points to suppliers based on their B-BBEE status level of contributor.

Goal 2: Empowerment of Local Businesses

NM is located in the Free State, a rural province on the margins of economic activity. In an effort to develop and empower local businesses based in the Free State, NM will award preference point to suppliers based in the Free State.

Goal 3: Youth Empowerment

Youth participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. One of the main challenges for youth has been the high levels of unemployment. The unemployment rate for young people in South Africa is much higher than the national average, which makes it difficult for them to enter the labour market and participate in the economy.

In an effort to empower youth and encourage their participation in the economy, NM will award preference points to businesses which are at least 51% owned by youth.

Goal 4: Women Empowerment

Women participation in the economy is crucial for the growth and development of the South African economy, but their participation has been limited by several factors. For women, the challenge has been unequal access to economic opportunities, including education, training, and employment. Women in South Africa often face discrimination and gender-based violence, which can limit their ability to participate in the economy. Additionally, women tend to be concentrated in low-paying, informal sector jobs, which offer little security and limited opportunities for advancement.

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

OWNERSHIP	50/20	90/10
Above 50%	4	2
Above 40%	3	1.5
Above 25%	2	1
Above 10%	1	0.5

Proof of claim

Bidders must submit valid proof of claim for any of the above criteria as stipulated in the bid documents. Failure to submit proof of claim will not disqualify a bid but will result in points not being awarded for any criterion for which proof of claim has not been submitted or is invalid.

NB: The Museum reserves the right to determine whether a technical evaluation of bids should be applied depending on the lowest price of this procurement required but all compulsory requirements of submission of information required must be adhered to by the bidder.

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BIDDER'S DISCLOSURE

1. Purpose of the form

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in the table below.

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

Full Name	Identity Number	Name of Institution	State

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the **National Museum, Bloemfontein**? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 Declaration of shareholding

3.1 Are any of the bidder's directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, designated as youth, women, and/or people with disabilities? **YES/NO**

3.1.1 If so, furnish particulars of the names, individual identity numbers, sex, shareholding and, if applicable, disability of sole proprietor/ directors /

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trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in the table below.

Full Name	Identity Number	Sex	Disability	Shareholding %

4 DECLARATION

I, the undersigned, (name)
in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 4.1 I have read and I understand the contents of this disclosure;
- 4.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 4.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 4.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

- 4.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 4.6 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the **National Museum, Bloemfontein** in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 4.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2, 3 and 4 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature

Date

Position

Name of Bidder