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|  | REQUEST FOR QUOTATION | Form No: UW-RFQ-2 Version No: 3/2023 Effective Date: Jul 2023 |
| | RFQ Number: [Q24/408NM] | |

SCOPE OF WORK /SPECIFICATIONS OF GOODS REQUIRED/ TERMS OF REFERENCE

1. Background

Umgeni Water intends to construct new car ports at Richmond WWW the current carports are not enough hence there need for construction of additional carports

Description of goods/ services required

Establish and mark out work area

The working area should be carefully measured and marked out using pegs and line, before any work begins. This pegging out should make allowance for site access, stockpile areas for base material, asphalt and excavated waste material awaiting removal, Mark the points for excavation for carport uprights and kerbs.

Remove existing vegetation

- Within the demarcated working area, remove all existing vegetation including roots.

Excavate subgrade to required depth including marking out and preparation for footings for carport uprights

Area to be surfaced should be excavated to the depth dictated by the required thickness of base plus surface material (150mm). The depth of excavation should be as consistent as possible to avoid material wastage. Excavation should include the removal of material for concrete footings to accommodate uprights of new carports (Dimensions – 400mm x 500mm x 500mm). The excavation of subgrade should establish levels and falls to existing or proposed drainage systems.

- When required excavation depth is achieved, compact is required.
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Install uprights for carports


- Install uprights for all the poles. Position correctly and check measurements including heights and levels. Thereafter, cast each pole in 25Mpa concrete (400mm x 500mm x 500mm).

Compaction

When the area has been excavated to the required depth, excess material has been disposed of, the required levels and falls have been established and edging installed, mix water into the subgrade to obtain optimum moisture content and compact well with a roller to 98% MODASTO.

Weed eradication

- The compacted subgrade should be thoroughly sprayed with an approved herbicidal weed-killer to ensure that seeds still in the subgrade do not germinate.
- Safety precautions, including the use of protective clothing, should be taken to prevent inhalation, skin contact or excessive environmental pollution when using

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weed killer. Care should be taken to ensure that persons on site do not come into contact with herbicide if spraying takes place in windy conditions.

Base

- A minimum sub-base thickness of 150mm of G5 material to be evenly spread over the marked out area this layer must be compacted to 98% MODASHTO.

New Carports installation

- Install 3 x triple carports (7,8m x 5,5m each), and 2 x dual carports
Details are as follows:
- Uprights – 76mm x 76mm x 2,5mm pre-galvanized square steel tubing.
- Roof structure – 150mm x 50mm x 2,5mm pre-galvanised lip channel will form the main frame of the roof support.
- Roof – Install 0,58mm IBR profile chromo deck roof sheeting. Colour - Buffalo brown (N-094121). Roof sheeting to be screwed down using tek screws with galvanized rubber backed washes.
- Fascia's & barge boards – Finish off the sides with 0,58mm chromo deck Fascia's / barge boards.
- Gutters – Install aluminium long span gutters with 80mm Φ pvc down pipes, one on either end of the carport.

Work Instructions

- Mark-up positions of carport uprights, excavate for footings and install uprights in correct positions and fill concrete.
- base floor, and compact.
- Construct new carports.
- Marking up of parking bays
- The contractor must complete all work within 5 weeks of commencement of the project.
- The successful Tenderer will liaise with the Project Leader who will co-ordinate and monitor the work progress.


2. Contract term

The Contract will be for duration of three weeks.

3. Other information

- a) We estimate the quantity to be delivered; the service provider will have to complete the whole scope of new carports at Richmond WWW.
- b) The project will be located or based at Richmond wastewater works.
- c) Payment will be done once the project is completed since the project duration is only three Weeks].
- d) New Intellectual Property arising as a result of the Contract will be the property of Richmond park WWW

4. Other documents

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In addition to this Bid document, the documents listed below form part of this Bid:

- a) Guarantee certificate once the project is completed

5. Special conditions (N/A)

Example;

- a) The service providers may be required to make presentations, provide further information or clarification to the evaluation committee.
- b) All IT personnel must have a preliminary security clearance conducted by the service provider and at the service provider's cost. Etc

6. Pricing

- a) The bidder shall provide the price proposal as detailed in SBD 3.1
- b) The bidders's price must be fully inclusive, and each item must be clearly specified.
- c) All additional costs must be clearly specified and included in the total quotation price, (e.g. transport, labour, etc.).
- d) All prices must be VAT inclusive.
- e) The bidder is responsible for all the cost that they shall incur related to the preparation and submission of the quotation.

7. Evaluation Process

The RFQ will be evaluated using a two (02) stage evaluation approach:

7.1 First stage: Mandatory/ Administrative Requirements

Mandatory


SBD 4 – Bidders disclosure
Active CIDB Grading 1CE only

Administrative Requirements

Bidder completed all RFQ Forms
Bidder registered on National Treasury CSD
Registered with Central Supplier Database (CSD)
Proof of good standing in terms of the COID Act
Company Registration Certificate
BBBEE Cert /Sworn Affidavit

7.2 Third Stage: Price and Preference goals

1. Subsequent to the evaluation of mandatory/ administrative requirements, the second stage of evaluation of the bids will be in respect of price and preferential procurement only.
2. Tenderer is tax compliant
3. In compliance with the Preferential Procurement Regulations 2022, the 80/20 preference point system is applicable: points for this bid shall be awarded for:
 - a) Price; and (80) and Preference as defined in SBD 6.1 (20)
4. The Preference Goals that have been identified for this bid is stipulated in SBD 6.1
5. Preferential goals and applicable points for this tender in terms of Preferential


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Procurement Regulations 2022, are indicated in the table below:

| | Description | 80/20 | Evidence to be provided |
|--|---|-----------|----------------------------------|
| HDI | The entity must be 51% black owned | 15 | BBBEEcert./ Sworn Affidavit, CSD |
| RDP | The entity must be registered in South Africa | 5 | CIPC Registration certificate |
| Total points for preferential goals | | 20 | |

6. Failure on the part of a bidder to submit proof or documentation required in terms of this RFQ to claim points for specific goals, will be interpreted to mean that preference points for specific goals are not claimed by the bidder.
7. UW reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by UW.
8. UW reserves the right to conduct negotiations with the qualifying bidder/s regarding any terms and conditions, including price(s), of a proposed contract where applicable. UW reserves the right not to accept the lowest financial offer or any offer.

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