

<b>RFQ</b>	<b>To implement the recommendations of the testing and inspection of lightning protection system at Oliewenhuis Art Museum</b>
<b>RFQ E</b>	
<b>ISSUE DATE</b>	<b>12 April 2023</b>
<b>CLOSING DATE</b>	<b>20 April 2023</b>
<b>CLOSING TIME</b>	<b>18h00</b>

**REQUEST FOR A QUOTE FOR AN EXPERIENCE AND QUALIFIED SERVICE PROVIDER TO IMPLEMENT THE RECOMMENDATIONS OF THE TESTING AND INSPECTION OF LIGHTNING PROTECTION AT OLIEWENHUIS ONCE-OFF.**

**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 Museum appoint a service provider to test and inspect the lightning protection and produce a fault finding report with recommendations to address the faults on behalf of the Museum for Oliewenhuis Art Museum which is a satellite location for the National Museum, Bloemfontein. Reference should be made to the attached fault finding report with recommendations.

**3. Scope of Service**

Refer to Fault finding report and recommendations attached.

**4 Compulsory requirements**

The service provider must have the following;

- 4.1.1** at least 3 years' experience in provision of similar services supported by at least written contactable reference letters. More points on technical assessment to select a suitable service provider for implementation will be scored by a bidder with more than 3 years experience support by written reference letters.
- 4.1.2** A valid copy of relevant professional registration must be attached to the quote.

- 4.1.3 The attached SBD form 4 must be completed, signed and witnessed and be attached to the quote.
- 4.1.4 A copy of a detailed CV and qualifications of the technician to be used on this project must also accompany the quote.
- 4.1.5 the bidder must be tax compliant and a tax pin issued by SARS must be attached.
- 4.1.6 a valid copy of BBBEE certificate or completed and signed BBBEE declaration is not compulsory but may be attached to score points on bid evaluation.
- 4.1.7 the must be registered on CSD and CSD supplier report must be attached.
- 4.1.8 the bidder must be an active company registered in the Republic of South Africa and a copy of CIPC registration documents must be attached.

#### Matters for noting

1. 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.
2. 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.
3. Validity period for bids or formal written quotations submitted shall be valid for a minimum period of thirty (30) days. The formal written price quotations received from the service provider/supplier will be regarded as valid for 30 days despite expiry date less than 30 days indicated on a quote.

## 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 evaluation process, i.e.

- 5.1 Pre-screening, i.e. determination of compliance to compulsory requirements. The bidder 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.

## 6 Technical Assessment

FUNCTIONALITY CRITERIA	POINTS ALLOCATION
<p>Experience of firm – Similar scale projects in repairing or installation of lightning protection system. for ICT Support services.</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 one (1) Lead Technical – Similar scale projects in provision lightning protection services.</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> <p>Diploma = 5 No Diploma = 1</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>

## 7 Price

The service provider must be cost per month for hosting services including VAT if applicable. Service provider must indicate the following;

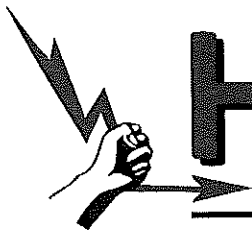
DESCRIPTION	AMOUNT
1) LPS – To masts	Rxxx
SUB-TOTAL:	Rxxx
15% VAT	Rxxx
TOTAL:	Rxxx

## 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 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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28 September 2022

**THE NATIONAL MUSEUM**  
36 ALIWAL STREET  
BLOEMFONTEIN

**ATTENTION: MOLEBOGENG MESS**

**Tel No.** 051 447 9609

**Email:** [scmintern@nasmus.co.za](mailto:scmintern@nasmus.co.za)

Good day, Molebogeng

**[REPORT] TESTING AND INSPECTION OF LIGHTNING PROTECTION FOR  
OLIEWENHUIS ART MUSEUM BLOEM**

We have been requested to submit our report and recommendations on the lightning protection systems on existing structures at the above.

An inspection and testing were conducted on 09 September 2022 by our Contracts Technician

**1. REPORT**

We conducted a physical and visual site inspection and found the following structures mentioned below not to be in compliance with the SANS Codes of Practice 10313 (2018) in conjunction with SANS 62305-1-2-3-4: 2011, as well as SANS 10199 (2016), SANS 1063 (2015) and SANS 62561: 1-7: 2012-2018.

**2. SURVEY RESULTS**

We enclose a schedule showing itemized and numbered structures, indicating whether the system is in compliance with the SANS requirements.

In addition, we indicate the cost to improve the system in compliance with the SANS/IEC requirements, as mentioned above.

Of the structures lightning protection, earthing system surveyed, various structures are not in compliance with lightning protection requirements and need upgrading in compliance with SANS requirements for the resistance value measured for electrical earthing system. The structures being:

### 3. NON-COMPLIANCE WITH 'SANS' CODES – LIGHTNING PROTECTION

Pole No 1	
3.1	Test results exceeded the maximum allowable $\Omega$ reading permitted by SANS codes. Max reading for LPS 10 $\Omega$ reading taken 47.7 $\Omega$ .
Pole No 2	
3.2	Test results exceeded the maximum allowable $\Omega$ reading permitted by SANS codes. Max reading for LPS 10 $\Omega$ reading taken 24.2 $\Omega$ .
Pole No 3	
3.3	Test results exceeded the maximum allowable $\Omega$ reading permitted by SANS codes. Max reading for LPS 10 $\Omega$ reading taken 15.98 $\Omega$ .

### 4. PRICE

Our price for the supply and installation of Materials will be:

DESCRIPTION	AMOUNT
1) LPS – To masts	R
SUB-TOTAL:	R
15% VAT	R
TOTAL:	R

### 5. UPGRADE REQUIRED

To prevent structural damage, risk of fire, and life hazard, that all non-compliant structures be upgraded as per our 'Site Assessment Data'.

Our testing procedure and recommendations will fully comply with the SANS Codes of Practice 10313 (2018) in conjunction with SANS 62305-1-2-3-4: 2011, as well as SANS 10199 (2016), SANS 1063 (2015) and SANS 62561: 1-7: 2012-2018.

### 6. TEST METHOD

The survey was based on a physical and visual and physically inspection of the air termination, down conductors, and earth termination points, wherever installed. The resistance values were conducted with a null balance earth megger and ground resistivity measurements were taken by means of the Wenner or fall of potential method.

The fall of potential method is used to measure existing earthing systems, whether connected or disconnected. The potential test spike is set up midway between the current test spike and the earth electrode under test. The instrument terminals are then connected to the current and potential test spikes, and earth electrode under test. The resistance is then measured.

### 7. QUALIFYING NOTES

No allowances have been made for the cutting or removal of concrete/paving / hard rock, waterproofing etc, including the reinstatement thereof, these works are to be done by others. We have not made allowance for Medicals & Inductions. Should these be required, it will be to the expense of the client. No allowances have been made for scaffolding or hoisting, should this be needed at any time it will be to the expense of the client.

### 8. SURGE INSTALLATION & POWER DISCONNECTION

In Addition, we strongly recommend providing surge protection to the main and sub-distribution boards wherever required. A surge protection device is required to protect against indirect and direct lightning discharges or other transients/switching over voltages. These devices go hand in hand and are part of the structural lightning protection system and electrical earthing system. This is a requirement as per SANS 10142-1:2017, SANS

10313:2018 and SANS 61643-1:2011. Please note the quote does **not** allow for surge protection. **For surge installation temporary power disconnection may be required.** Should the client require our company to install surge after hours **OVERTIME** rates will apply

## **9. GROUND CONDITIONS**

As no soil resistivity surveys have been conducted on-site yet, our price has been based on the assumption that the ground/soil is hand pickable and, on the resistivity, not being more than 100 ohms per metre at 1 metre deep. Should additional rods or specialised excavating / drilling equipment be required, this will be to your account. No allowances have been made for the cutting or removal of concrete, paving and or any other surface coverings (other than pickable soil), including the reinstatement thereof, these works are to be done by a professional contractor and the costs associated with these works will be for the client's own account.

## **10. UNDERGROUND SERVICES**

We accept no responsibility for damage to any hidden services such as water mains, electrical cables, sewerage pipes, or any other services.

## **11. MATERIAL REQUIREMENTS TO SANS 62561: 1-7 2012-2018**

The materials specified will be manufactured as per PROPSTER or similar certified products which will be in compliance with SANS 62561: 1-7 2012-2018, as per the materials installed in all our projects.

## **12. RISK ASSESSMENT AND PROTECTION LEVELS (62305: 2)**

Our recommendations are also based on a risk assessment as per SANS (IEC) 62305:2 2011 which also evaluates the level of protection (SANS 62305:3 2011) in identifying the source and type of damage that could be expected in the event of lightning discharge and associated surges.

## **13. ELPA – EARTHING LIGHTNING PROTECTION ASSOCIATION**

It should also be known that the recently launched, above mentioned Association requires, based on our legal standards, accredited companies, designers, and installers to be approved by ELPA and are to strictly comply to the SANS Standards. Our company is fully accredited by ELPA.

## **14. AS-BUILT DESIGN DRAWING**

On completion, an 'as-built' design drawing can be prepared showing all air termination, down conductor, and earth termination positions, in compliance with the SANS and IEC Standards which will be important for future testing procedures. For this, we require Auto-cad version drawings.

## **15. TEST CERTIFICATE**

After completion of the system, a final resistance test certificate (COC) will be supplied. Wherever possible, suitable personnel may witness and sign the achieved resistance values.

## **16. COVID-19**

We hereby confirms we follow the COVID-19 regulations and guidelines applicable to businesses as published on the government website [www.gov.za](http://www.gov.za). We developed a plan on the phased-in return of employees to the workplace, which is retainable for inspection. This plan outlines which employees are permitted to work, how the return of employees will be phased in and what health protocols are in place to protect employees from COVID-19.

We have conducted a risk assessment which assessed the risk of transmission of COVID-19 at the workplace. A response plan to address COVID-19 related occupational health and

safety risks has been designed and implemented with us. The response plan aligns with all applicable legislation, regulations and directives and considers, inter alia, the following risk control measures: Vulnerable workers; Physical Distancing; Hygiene Standards; Personal Protective Equipment (PPE); External risks controls; Testing, screening, and reacting to positive results & Worker communication, engagement, and communication.

we undertake to perform ongoing monitoring of COVID-19 risks applicable to our business and to report any cases if required. We are available during all operating hours for inspection and verification by any authorised law enforcement officials and undertakes to co-operate with such law enforcement officials to assist them in fulfilling their duties.





an agency of the  
Department of Sport, Arts and Culture

266, Bloemfontein, 9300  
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South Africa / Suid-Afrika  
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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	Wagenuismuseum
Florisbad Research Station	Florisbad-navorsingslasie

## NASMUS SBD4

### 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 interest<sup>1</sup> 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.

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<sup>1</sup> 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 /

## NASMUS

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 consortium<sup>2</sup> 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.

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<sup>2</sup> 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.

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Signature

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Date

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Position

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Name of Bidder