



MAKHUDUTHAMAGA  
LOCAL MUNICIPALITY

## MAKHUDUTHAMAGA LOCAL MUNICIPALITY

**PROJECT NO: LIM473/fire engineer /22/23/030**

**FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR  
MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS.**

<b>ISSUED BY:</b>	<b>PREPARED BY:</b>
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<b>NAME OF BIDDER</b>	:
<b>TENDER AMOUNT</b>	:
<b>TEL NUMBER</b>	:
<b>FAX NUMBER</b>	:
<b>EMAIL ADDRESS</b>	:

# **FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS.**

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## MAKHUDUTHAMAGA LOCAL MUNICIPALITY

### BID NOTICE

Bidders are invited to bid for the following project:

No.	Project No.	Project Description.	Closing Date
1.	LIM473/fire engineer /22/23/030	Professional fire engineers are invited for the feasibility study, redraw and design of fire systems and plans for Makhuduthamaga local municipality buildings.	07/10/2022 at 12H00

The employer is Makhuduthamaga Local Municipality represented by the Acting Municipal Manager.

Bid documents will be obtainable from Makhuduthamaga Local Municipal offices from **15 September 2022 (Mon-Fri from 08:00-16:30)** from the cashiers; at a non-refundable deposit of **R560.00** payable in cash or bank guaranteed cheque. Bid documents can also be downloaded from online services at ([www.etender.gov.za](http://www.etender.gov.za)) at no cost.

Completed and signed tender documents must be sealed in an envelope and marked with the relevant project number and project description and be deposited in the tender box at Makhuduthamaga Local Municipality Offices in Jane Furse before the closing date and time.

The municipality shall evaluate, adjudicate and award tenders in accordance with the Preferential Procurement Policy Framework Act. 5/2000 and revised procurement regulation April 2017 on 80/20 points system where 80 points will be allocated to price and 20 points for **B-BBEE and 100 points for functionality** according to the said legislation. **Details for functional will be in the tender document. Bids will remain valid for 90 (ninety) days after the closing date.**

The lowest tender will not necessarily be accepted and the municipality reserves the right not to consider any tender not fully completed. Tenderers are required to initial each page of the tender document and sign where necessary.

**For enquiries contact:**

Supply Chain Unit	:	Mr Mothapo KJ	- 013 265 8607
EDP and planning	:	Mr Thabela AP	- 013 265 8636

**Mr Moganedi RM,  
ACTING MUNICIPAL MANAGER  
PRIVATE BAG X 434  
JANE FURSE, 1085**

**Part  
Number**

**Bid Data**

- 1.2.1. The employer is Makhuduthamaga Local Municipality
- 1.2.2 The bid documents issued by the employer comprise:
- 1.1 Bid notice and invitation to bid
  - 1.2 Bid data
  - 2.1 List of returnable documents
- Part 1: Agreements and contracts data**
- C1.1 Form of offer and acceptance
- Part 2: Pricing data**
- C2.1 Pricing instructions
  - C2.2 Specification
- 1.2.3 The employer's agent is the Municipal manager.
- Tel: (013) 265 8600  
Fax: (013) 265 1975
- 1.2.4 Only Bidders who are registered with central supplier database (CSD) will be considered.
- 1.2.5 The arrangements for a compulsory clarification meeting are as stated in the Bid Notice and Invitation to Bid.
- 1.2.6 If a bidder wishes to submit an alternative bid offer, the only criteria permitted for such alternative bid offer is that it demonstrably enables the Employer's objectives for the services as stated in the Scope of Work to be achieved.
- 1.2.7 All parts of each bid offer communicated on paper shall be submitted as the original.
- 1.2.8 The employer's address for delivery of bid offers and identification details to be shown on each bid offer package is:
- BID BOX (TENDER BOX)  
MAKHUDUTHAMAGALOCALMUNICIPALITY  
GROBLERSDAL ROAD  
JANE FURSE**
- 1.2.9 The closing time for submission of bid offers is as stated in the Bid Notice and Invitation to Bid.
- 1.2.10 Telephonic, telegraphic, telex, facsimile or e-mailed bid offers will not be accepted.
- 1.2.11 The bid offer validity period is ninety (90) days.
- 1.2.12 The bidder is required to submit with his/her bid all required documents as listed in the list of returnable documents as part of the eligibility criteria.

1.2.13 The Bid/Proposal will be opened immediately after the closing time for bids only to confirm the bidder, at:

**MAKHUDUTHAMAGALOCALMUNICIPALITY  
GROBLERSDAL ROAD  
JANE FURSE**

1.2.14 The procedure for the evaluation of responsive bids will be on 80/20 points system, where 80 points are for price and 20 points are for B-BBEE

1.2.15 Bid offers will only be accepted if:

- 1.2.15.1 The bidder has registered with the central supplier database (CSD);
- 1.2.15.2 The bidder or any of its directors is not listed on the Register of Bid 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;
- 1.2.15.3 The bidder has not:
  - abused the Employer's Supply Chain Management System; or
  - failed to perform on any previous contract and has been given a written notice to this effect;
- 1.2.15.4 The bidder has completed the Compulsory Enterprise questionnaire and there are no conflicts of interest which may impact on the bidder's ability to perform the contract in the best interests of the employer or potentially compromise the bid process; and
- 1.2.15.5 Proof of municipal rates and taxes for both the company and the directors are attached not older than three months of the closing date of the tender.
- 1.2.15.6 The bidder or any of its directors is not employed by the state.

## FUNCTIONALITY

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

Quality Criteria	Sub-Criteria	Weighting
Organization and staffing	Curriculum vitae and qualifications	15
Experience and qualifications of the project leader (assigned personnel) in relation to the scope of work	Curriculum vitae	20
	Qualifications	30
Company Experience	-Appointment letters and completion	35
<b>Maximum possible score for quality (M<sub>s</sub>)</b>		<b>100 points</b>

### 1. Organization & Staffing (15)

Item	Organisational structure	Points allocations	Tick the applicable one	Points by the municipality
1.	No organizational Structure attached	0		
2.	Organizational Structure attached with curriculum vitae of technical staff members without qualifications	10		
3.	Organizational Structure attached with cv and qualifications of technical staff	15		
Curriculum vitae should have a contactable references, failure to disclose references will results zero score				

### 2. Experience of Project Leader in relation to feasibility study, redraw and design of fire systems and plans for Makhuduthamaga local municipality buildings. (attach CV) (20)

Item	Experience on curriculum vitae	Points allocation	Tick the applicable one	Points by the municipality
1.	With 7 years	10		
2.	With 8 -10 years experience	15		
3.	With > 10 years experience	20		
Curriculum vitae should have a contactable references, failure to disclose references will results zero score				

### 3. Fire engineers qualifications or equivalent as per returnable document– Attach qualifications (30)

Item	Qualifications	Points allocation	Tick the applicable one	Points by the municipality
1.	No qualification attached	0		
2.	NQF level 8.	30		
3.	NQF level 7	20		
4.	NQF level 6	10		

### 4. Company Experience in relation to Feasibility study, redraw and design of fire systems and plans for Makhuduthamaga local municipality buildings. : (35)

-tick the applicable one and attach the previous appointment letters with completion certificates.

-completion certificates should have the contact details for verification if need be.

Item	Experience	Points allocation	Tick the applicable one	Points by the municipality
1.	No orders, appointment letters and completion certificate attached.	0		
2.	1–3 years experience	10		
3.	4-5 years experience	15		
4.	6-9 years experience	30		
	> 10 years experience	35		

Note: The Municipality has the right to verify the validity of the supporting documents.

Minimum score for functionality is 60%. Bidders who score 60 points and above, will be evaluated further on 80/20 points system where 80 points will be for price and 20 points will be for B-BBEE Certificate.

### 3.2. Price formula

$$N_p = \frac{80[1 - (P_t - P_{min})]}{P_{min}}$$

- Where:  $N_p$  = the number of bid/tender adjudication points awarded for price.
- $P_t$  = the bid/tender sum (corrected if applicable) of the responsive bid under consideration.
- $P_{min}$  = the bid/tender sum (corrected if applicable) of the lowest responsive tender/bid.

### 3.3.B-BBEE Status Level of Contributor Number of points (80/20 system)

B-BBEE Status Level of Contributor	Number of Points (80/20system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

#### 2.3.

##### Award of contract to bids not scoring the highest number of points

- (a) A contract must be awarded to the bidder who scored the highest total number of points in terms of the 80/20 preference point system.
- (b) In exceptional circumstances a contract may, on reasonable and justifiable grounds, be awarded to a bidder that did not score the highest number of points. The reasons for such a decision must be approved and recorded for audit purposes and must be defensible in a court of law.

##### Evaluation of bids that scored equal points

- (a) In the event that two or more bids have scored equal total points, the successful bid must be the one that scored the highest points for B-BBEE.
- (b) If two or more bids have equal points, including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality if applicable
- (c) In the event that two or more bids are equal in all respects, the award must be decided by the drawing of lots.



### **3. FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS. .**

#### **3.1 List of Returnable Documents**

The bidder must complete the following returnable documents:

##### **Returnable schedules required for bid evaluation purposes (This Document)**

- Compulsory Enterprise Questionnaire
- Certificate of authority to sign documents (include for Joint Ventures / Consortia agreement where applicable)
- record of addenda to bid documents
- Certificate for Municipal Services and Payments (for both the company, and the director(s)). An affidavit from SAPS must be attached in case of bidders who are not paying rates and taxes e.g. in a rural areas.
- Authorisation for deduction of outstanding amounts owed to Council
- Company profile
- Central database registration report
- Fire engineers' qualifications
- All Pages must be initialized

#### **3.2. Other documents required only for bid evaluation purposes (External Documents)**

- Joint venture, consortium agreements (if applicable).
- B-BBEE certificate/sworn affidavit–BBBEE for exempted micro enterprise .(Joint B-BBEE/sworn affidavit–BBBEE for exempted micro enterprise in case of joint ventures)

#### **3.3. Other documents that will be incorporated into the contract**

- 2.3.1 Original bid document
- 2.3.2 Addendum – if issued

**Note : All copies must be certified**  
**: Use black pen only.**  
**: All correction must be signed by the authorised person.**  
**: Use of correction pen (tippex) is prohibited.**  
**: Failure to adhere any of the above will lead to automatic disqualification**

## Record of Addendum to Bid Documents

We confirm that the following communications received from the Employer before the submission of this bid offer, amending the bid documents, have been taken into account in this bid offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Attached additional pages if more space is required.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Bidder \_\_\_\_\_

## 4. Compulsory Enterprise Questionnaire

The following particulars must be furnished. In the case of a joint venture, **separate** enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1:** Name of enterprise: .....

**Section 2:** VAT Registration number, if any: .....

**Section 3:** Particulars of sole proprietors and partners in partnerships  
**Name\*** **Identity Number\*** **Personal income tax number\***

\*Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 5:** Particulars of companies and close corporations

Company registration number .....

Close corporation number .....

Tax reference number .....

**Section 6:** Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- |  |  |
|--|--|
| <input type="checkbox"/> a member of any municipal council                                     | <input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, (Act 1 of 1999) |
| <input type="checkbox"/> a member of any provincial legislature,                               | <input type="checkbox"/> a member of an accounting authority of any national or provincial public entity   |
| <input type="checkbox"/> a member of the National Assembly or the National Council of Province | <input type="checkbox"/> an employee of parliament or a provincial legislature   |
| <input type="checkbox"/> a member of the board of directors of any municipal entity            |  |
| <input type="checkbox"/> an official of any municipality or municipal entity                   |  |

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary

**Section 7: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal stakeholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- |  |  |
|--|--|
| <input type="checkbox"/> a member of any municipal council                                     | <input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, (Act 1 of 1999) |
| <input type="checkbox"/> a member of any provincial legislature,                               | <input type="checkbox"/> a member of an accounting authority of any national or provincial public entity   |
| <input type="checkbox"/> a member of the National Assembly or the National Council of Province | <input type="checkbox"/> an employee of parliament or a provincial legislature   |
| <input type="checkbox"/> a member of the board of directors of any municipal entity            |  |
| <input type="checkbox"/> an official of any municipality or municipal entity                   |  |

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
			Within last 12 months

**\*insert separate page if necessary**

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Bid Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other bidding entities submitting bid offers and have no other relationship with any of the bidders or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Enterprise Name \_\_\_\_\_

## Certificate of Authority

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A Company	B Partnership	C Joint Venture	D Sole Proprietor	E Close Corporation

### A. Certificate for company

I, ....., chairperson of the board of directors of  
 ....., hereby confirm that by resolution of the board (copy  
 attached) taken on .....20...., Mr/Mrs.....acting in the capacity  
 of....., was authorised to sign all documents in connection with  
 this tender and any contract resulting from it on behalf of the company.

As witness

1.....

Chairman

2.....

Date

### B. Certificate of partnership

We, the undersigned, being the key partners in the business trading as .....

hereby authorise Mr/Mrs....., acting in the capacity  
 of..... to sign all documents in connection with the tender for  
 Contract.....and any contract resulting from it on our  
 behalf.

NAME	ADDRESS	SIGNATURE	DATE

NOTE: This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.

C. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Mrs....., authorised signatory of the company .....,

Acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract.....and any other contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME & CAPACITY

D. Certificate for sole proprietor

I, ....., hereby confirm that I am the sole owner of the business trading as.....

As Witness:

1.....

Signature: Sole owner

2.....

Date

**E. Certificate for Close Corporation**

We, the undersigned, being the key members in the business trading  
as.....hereby authorise Mr/Mrs.....

Acting in the capacity of....., to sign all documents in  
connection with the tender for Contract.....and any contract resulting  
from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

NOTE: This certificate is to be completed and signed by all key members upon who rests the direction  
of the affairs of the Close Corporation as a whole.

## 5. CERTIFICATE FOR MUNICIPAL SERVICES AND PAYMENTS

TO: MUNICIPAL MANAGER, MAKHUDUTHAMAGA LOCAL MUNICIPALITY

FROM: \_\_\_\_\_ (Name of Bidder)

FURTHER DETAILS OF BIDDER(S); DIRECTORS/SHAREHOLDERS/PARTNERS, ETC.

Directors/shareholder s/Partner	Physical address of the Business	Municipal Account No.	Physical residential address of the Director/Shareholder/Pa rtner	Municipal Account No.

**NB: Please attach certified copy (ies) of ID document(s) and proof of payment not older than 3 months**

\_\_\_\_\_

Signatory

\_\_\_\_\_

Date

### Witnesses

1. \_\_\_\_\_

Full Names

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

2. \_\_\_\_\_

Full Names

\_\_\_\_\_

Signature

\_\_\_\_\_

Date



## AUTHORISATION FOR DEDUCTION OF OUTSTANDING AMOUNTS OWED TO COUNCIL

TO: MUNICIPAL MANAGER, MAKHUDUTHAMAGA LOCAL MUNICIPALITY

FROM: \_\_\_\_\_ (Name of the Bidder or Consortium)

I, \_\_\_\_\_ the undersigned, hereby authorise the Makhuduthamaga Local Municipality to deduct the full amount outstanding by the business organisation/Director/Shareholder/Partner, etc. from the payment that will be made to me.

Signed at \_\_\_\_\_ Date \_\_\_\_\_ Month \_\_\_\_\_ 2022

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Thus done and signed for and on behalf of the bidder

\_\_\_\_\_

Signatory

\_\_\_\_\_

Date

### Witnesses

1. \_\_\_\_\_

Full Names

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

2. \_\_\_\_\_

Full Names

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

## **6 FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS. .**

### **Form of Offer and Acceptance**

#### **Offer**

The employer, identified in the acceptance signature block, has solicited offers for the

#### **FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS. .**

The bidder, identified in the offer signature block, has examined the documents listed in the bid data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of bid.

By the representative of the bidder, deemed to be duly authorized, signing this part of this form of offer and acceptance, the bidder offers to perform all of the obligations and liabilities of the service provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS: .....**

..... **(Rands VAT Inclusive/ Exclusive )**

.....  
.....  
..... **(Amount In words)**

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the bidder before the end of the period of validity stated in the bid data, whereupon the bidder becomes the party named as the Service Provider in the conditions of contract identified in the contract data.

#### **for the bidder**

Signature ..... Date .....

Name .....

Capacity .....

(Name and  
address of  
organization) .....

Name and  
signature  
of witness .....

## Acceptance

By signing this part of this form of offer and acceptance, the employer identified below accepts the bidder's offer. In consideration thereof, the employer shall pay the service provider the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the bidder's offer shall form an agreement between the employer and the bidder upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the bidder receives on fully completed original copy of this document. Unless the bidder (now service provider) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature ..... Date .....

Name .....

Capacity .....

for the Makhuduthamaga Local Municipality

.....

.....

.....

Name and ..... Date .....

signature .....  
of witness .....

### 7. Data Provided by the Service Provider

Clause	
7.1	The Service Provider is .....  Address: ..... Telephone: ..... Fax simile: .....
7.2	The authorized and designated representative of the Service Provider is: Name: .....  The address for receipt of communication is:
7.3	Telephone: ..... Fax simile: ..... Address: .....

# **MAKHUDUTHAMAGA LOCAL MUNICIPALITY**

## **FEASIBILITY STUDY, REDRAW AND DESIGN OF FIRE SYSTEMS AND PLANS FOR MAKHUDUTHAMAGA LOCAL MUNICIPALITY BUILDINGS. .**

### **8. Pricing Instructions**

1. The Service Provider is required to provide the services in accordance with the Scope of Work. This embraces all things necessary and incidental to complete the work.
2. The only basis for a change to the prices is as a result of the Employer giving an instruction to change the Scope of Work.

## **9. TERMS OF REFERENCE:**

**Professional fire engineers are invited for the feasibility study, redraw and design of fire systems and plans for Makhuduthamaga local municipality buildings.**

### **INTRODUCTION**

The following specification and terms of reference (ToR) is for the implementation of the design and installation of the fire-fighting system for the building of Makhuduthamaga Local Municipality (Main building).

This project will be in twofold: 1. Designing and quantification of the fire-fighting system, 2. Installation of the fire-fighting system at the municipal property / building

### **BACKGROUND**

Occupational Health and Safety sub-unit of the department of Corporate Services in conjunction with Building Control in the planning sub-unit of the department of Economic Development and Planning, in their internal evaluation, established that the property / building of Makhuduthamaga Local Municipality do not comply with the relevant regulations relating to the building occupation.

In an effort to ensure the safety of the occupants of the building of the municipality, the following needs to happen:

1. To procure the services of a Fire engineering consultant to redraw, design, and / or rationalise the fire-fighting system, engage the fire department for recommendation for approval, supervise the installation of the system, etc.
2. To procure the services of a contractor to install the fire-fighting system as per the design of the engineer.

### **OBJECTIVES**

The objectives of this Specifications and terms of reference is to outline the expected deliverables from the prospective service provider/s by Makhuduthamaga Local Municipality. The overreaching goal is to ensure that Makhuduthamaga Local Municipality receives a credible and acceptable design in line with the regulations. This should, in the main, also assist in terms of decision making for the priority-listing when it comes to implementation and installation of the systems in the said building and budgeting in the budget adjustment and SDBIP in the financial year/s to come.

## SCOPE OF WORK

The following section deals with the expected scope of work. Each item is then further detailed with respect to the deliverables and should therefore be costed accordingly.

*:- Procurement of the services of a Fire engineering consultant to redraw, design and / or rationalise the fire-fighting system, quantify material and equipments, engage the fire department for recommendation for approval, supervise the installation of the system to the municipal building, etc.*

The appointed service provider for will be expected to:

- Physically re-measure and redraw the floor areas of the building of Makhuduthamaga Local Municipality and indicate as per plans drawn  
Below is the list of the building of the municipality to be undertaken:
  - **Jane Furse Main Office including Archives mobile container x 2**
  - **mobile Infrastructure services container**
  - **Community Services Building**
  - **Kgaola Mafiri building**
  - **Nebo**
  - **Sekhukhune**
- Design and / rationalise the fire-fighting system in terms of SANS 10400 Part T (Fire protection), Part W (Fire Installation) and other related regulations
- Liaise with Sekhukhune District Municipality for the scrutiny of the design and facilitation for the recommendation for approval.
- Recommend implementation list, in terms of priority. The assessment to determine the list should be based on the risk factors carried out by the utilisation / occupation of the buildings. This will assist the municipality to implement the project based on the availability of the budget and also budgeting for the future financial years.

#	ACTIVITY	DESCRIPTION	DELIVERABLE / OUTPUT
1	Project Inception	Project approach and programme finalisation	Project Inception report
2	Re-measure and redraw	-Physically visit the site to measure the floor plans of the building for the purpose of redrawing / reproducing the existing floor plans.	Building measurements records
		-Redraw the existing floor plans of the buildings	Plans in caddie and dwg. format as well as PDF
3	Design and / rationalise the fire-fighting system and quantifications	Design the fire-fighting system for deemed-to-satisfy with applicable Parts of the SANS regulations where applicable and the production of Rational Design report where applicable.	<ul style="list-style-type: none"> <li>➤ Fire-fighting system designs on the floor plans of the buildings and rational design report (where applicable).</li> <li>➤ Bills of Quantities (BoQ)</li> </ul>
4	Engagements / Liaison with the	Lodge an application/s, submit fire plans, attend project meetings, etc.	Delivery note of application submissions, minutes of the meetings, etc.

	District fire department		
5	Implementation list	Assist the municipality with producing an implementation list. This should indicate which section of the building the municipality should prioritise to install the designed system. The assessment to determine the list should be based on the risk factors carried out by the utilisation / occupation of the building. This will assist the municipality to implement the project based on the availability of the budget and also budgeting for the future financial years.	<ul style="list-style-type: none"> <li>➤ Priority List and the risk assessment report</li> <li>➤ Council resolution relating to the assessment report</li> </ul>
6	Phase 1 Project Close Out report	Handover report/s	Project Close out Report and maintenance Plan

#### PRICING AS PER THE ABOVE SPECIFICATION:

Description	Calculations ( Rands )
TOTAL COST OF THE PROJECT( VAT EXCLUSIVE )	R
Vat amount if applicable	R
Total	R
N.B. ONLY FIRM PRICES WILL BE ACCEPTABLE, NON FIRM PRICES IN A FORM OF RATES WILL NOT BE CONSIDERED.THE COST SHOULD INCLUDE PROFESSIONAL FEES , TRAVELING AND ACCOMMODATION OF THE PERSONEL.	

MAAA No -----

Unique No-----

#### 10. DURATION OF CONTRACT

THIS IS A ONCE OFF PROJECT TO BE CARRIED OUT AS PER MUNICIPAL PLAN TOGETER WITH THE MUNICIPALITY.

11. Payments

Payments will be made within thirty days of submission of (Tax) invoice.

4.SBD

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorized representative declare his/her position in relation to the evaluating/adjudicating authority where-

- The bidder is employed by the state; and/or
- The legal person on whose behalf the bidding document is signed, has a relationship with persons/ a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 2.1. Full Name of bidder or his or her representative:.....
- 2.2. Identity Number:.....
- 2.3. Position occupied in the Company (director,trustee.shareholder<sup>2</sup>):.....
- 2.4. Company registration number:.....
- 2.5. Tax Reference Number:.....



2.6. VAT Registration Number:.....

2.6.1 The names of all directors/ trustees/ shareholders/ members, their individual identity numbers, tax reference numbers and, if applicable, employee/ persal numbers must be indicated in paragraph 3 below.

1 "State" means –

- a. Any national or provincial department, national or provincial public entity or constitution within the meaning of Public Finance Management Act, 1999 (Act No. 1 of 1999);
- b. Any municipality or municipal entity;
- c. Provincial legislature;
- d. National Assembly or the national Council of provinces; or
- e. Parliament.

2 "shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7. Are you or any person connected with them bidder presently employed by the state? YES ☐ NO ☐

2.7.1. If so, furnish the following particulars:

Name of person / director / trustee/ shareholder/ member:

.....

Name of state institution at which you or person connected to the bidder is employed:

.....

Position occupied in the public institution:

.....

Any other particulars:

.....

.....

.....

2.7.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES ☐ NO ☐

2.7.2.1. If yes, did you attached proof of such authority to the bid document? YES ☐ NO ☐

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2. If no, furnish reasons for non-submission of such proof:

.....

.....  
.....  
2.8. Did you or your spouse, or any of the company's directors/ trustees/ YES ☐ NO ☐  
shareholders/ members or their spouses conduct business with the  
state in the previous twelve months?

2.8.1. If so, furnish particulars:

.....  
.....  
.....

2.9. Do you, or any person connected with the bidder, have any relationship YES ☐ NO ☐  
(family, friend, other) with a person employed by the state and who may  
be involved with the evaluation and or adjudication of this bid?

2.9.1. If so, furnish particulars:

.....  
.....  
.....

2.10. Are you, or any person connected with the bidder, aware of any YES ☐ NO ☐  
relationship (family, friend, other) between any other bidder and any person  
employed by the state who may be involved with the evaluation and or  
adjustment of this bid?

2.10.1. If so, furnish particulars:

.....  
.....  
.....

2.11. Do you or any of the directors/ trustees/ shareholders/ members of the  
company have any interest in any other related companies whether or  
not they are bidding for this contract?

2.11.1. If so, furnish particulars:

.....  
.....  
.....

**3.Full details of directors/ trustees/ members/ shareholders.**

Full Names	Identity Number	Personal Tax Reference Number	State Employee Number/ Persal Number

**3. DECLARATION**

I, THE UNDERSIGNED  
(NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPH 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name Of Bidder

#### **MBD9**

#### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

\_\_\_\_\_  
(Bid Number and Description)

in response to the invitation for the bid made by:

\_\_\_\_\_  
(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

#### **MBD 9**

6. 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>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;

(b) geographical area where product or service will be rendered (market allocation)

(c) methods, factors or formulas used to calculate prices;

(d) the intention or decision to submit or not to submit, a bid;

(e) the submission of a bid which does not meet the specifications and conditions of the bid; or

(f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. 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.

**<sup>3</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.**

#### **MBD 9**

10. 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.

.....  
Signature

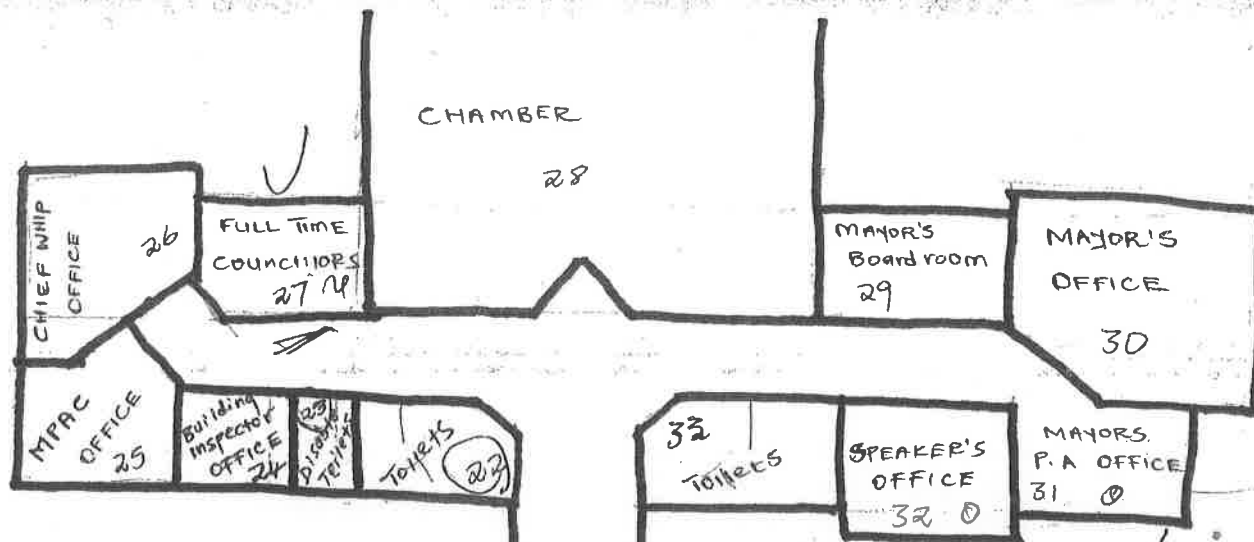
.....  
Date

.....  
Position

.....  
Name of Bidder

**END**

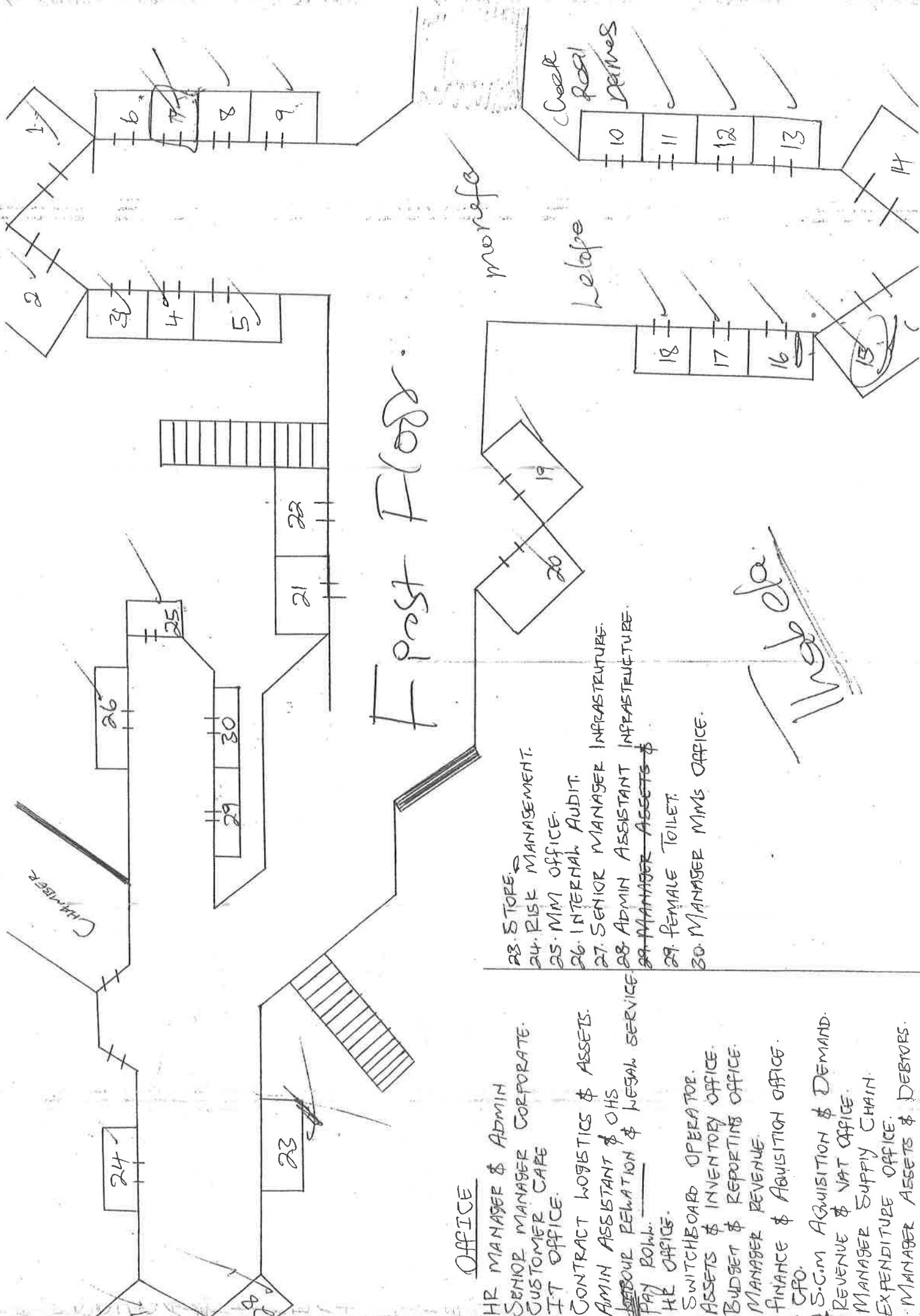




Good  
200 I



ENTRANCE



## OFFICE

- HR MANAGER & ADMIN
- SENIOR MANAGER CORPORATE
- CUSTOMER CARE
- IT OFFICE
- CONTRACT LOGISTICS & ASSETS
- ADMIN ASSISTANT & OHS
- LABOUR RELATION & LEGAL SERVICE
- PAY ROLL
- HR OFFICE
- SWITCHBOARD OPERATOR
- ASSETS & INVENTORY OFFICE
- BUDGET & REPORTING OFFICE
- MANAGER REVENUE
- FINANCE & ACQUISITION OFFICE
- CFO
- 15.5M ACQUISITION & DEMAND
- REVENUE & VAT OFFICE
- MANAGER SUPPLY CHAIN
- EXPENDITURE OFFICE
- MANAGER ASSETS & DEBTORS

- 23. STORE
- 24. RISK MANAGEMENT
- 25. MM OFFICE
- 26. INTERNAL AUDIT
- 27. SENIOR MANAGER INFRASTRUCTURE
- 28. ADMIN ASSISTANT INFRASTRUCTURE
- 29. ~~MANAGER ASSETS &~~
- 29. FEMALE TOILET
- 30. MANAGER MMS OFFICE

Indaba



Project Title	Proposed Replenishment of Dinosaur Office Stock in SF		
Client	JANE FURSE, DICHOLUNG, LAMPOHO POB, Mochudi-thempe Municipality		
Drawing Title	IM PAELE		
Architect	AZ SHOWN		
Site No.	Diagram By:	Sheet Number:	
Drawing scale:		Scale:	14 JANUARY 2020

