

**REQUEST FOR QUOTATION [RFQ] FOR THE SERVICE PROVIDER TO
PROVIDE GENERAL ELECTRICAL AND PLUMBING MAINTENANCE FOR
CEF SOC LTD**

RFQ REFERENCE : **GMA/08/2022**
ISSUE DATE : **17 AUGUST 2022**
CLOSING DATE : **25 AUGUST 2022**
CLOSING TIME : **12:00, MIDDAY**

PART 1

NOTICE TO TENDERERS

Quotations which must be completed as indicated in Part 3 of this RFQ are to be submitted as follows:

ADDRESS: scm-facility@cefgroup.co.za

CLOSING DATE: 08 July 2022

1 Submissions to RFQ

Submissions to this RFQ [**Quotation**] must not include documents or reference relating to any other quotation or quotations. Any additional conditions must be embodied in an enclosed letter.

2 Communication

a) Bidders are warned that a submission will be liable for disqualification should any attempt be made by a bidder either directly or indirectly to canvass any officer(s) or employee of CEF (SOC) Ltd in respect of this RFQ between the closing date and the date of the award of the business.

b) A bidder may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following CEF (SOC) Ltd employee:

Name: Xola Mashabane

Email: xolam@cefgroup.co.za

Note that this strictly for enquiries, NOT for submission of quotations

c) Bidders may also, at any time after the closing date of the RFQ, communicate with the Procurement Department on any matter relating to its RFQ Submission.

3 TAX CLEARANCE

The bidder's original and valid Tax Clearance Certificate must accompany the quotation. Note that no business shall be awarded to any bidder whose tax matters have not been declared by SARS to be in order.

4 VAT Registration

The valid VAT registration number must be stated here: _____
[if applicable].

5 Legal Compliance

The successful bidder shall be in full and complete compliance with all applicable national and local laws and regulations.

6 Pricing

All prices must be quoted in South African Rand on a fixed price basis, including VAT.

7 Negotiations

CEF (SOC) Ltd reserves the right to undertake post-tender negotiations with selected bidder or any number of short-listed bidders.

8 Repudiations

CEF (SOC) Ltd is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in submission to it. Please note that CEF (SOC) Ltd reserves the right to:

- modify the RFQ's goods / service(s) and request bidders to re-tender on any changes;
- reject any quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced quotation;
- reject all quotations, if it so decides;
- place an order in connection with this quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider;
or
- Make no award at all.

CEF (SOC) Ltd reserves the right to award business to the highest scoring bidder (s) unless objective criteria justify the award to another bidder.

9 Validity Period

CEF (SOC) Ltd desires a validity period of ninety (90) days from the closing date of this RFQ.

This RFQ is valid until 23 November 2022

10 Returnable Documents

Returnable Documents means all the documents, Parts and Annexures, as listed in the table below.

- a) Bidders are required to submit with their quotations the following **essential returnable documents** as detailed below.

Please confirm submission of these essential Returnable Documents by so indicating [Yes or No] in the table below:

Essential Returnable Documents	Submitted [Yes or No]
- Valid and original B-BBEE Verification Certificate or certified copy thereof [Large Enterprises and QSEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero for preference	
ANNEXURE A – SBD 4: Bidder’s Disclosure	
Company Profile	
CSD report	

PART 2 SCOPE OF WORK

GENERAL MAINTENANCE WORK

		SCOPE OF WORK					
		No	Description	Unit	Qty	Price	Total
Electrical	Lighting	1	9w 840 Cool white light fittings (Basement lift Lobby)	No	10		
		2	M-PL-26W G 33 12/16 2/P Cool white light Fitting (Meeting Rooms)	No	50		
		3	TL5 HE 14W/840 Fluorescent tubes (Offices & Walk Areas)	No	100		
		4	L1 8w/64v Cool white Fluorescent tubes (Kitchens)	No	10		
		5	PL-C 13W/840/2P (Toilets)	No	30		
		6	M-PL-26W G630 12/17/4P (CEO Wing)	No	15		
		7	FLGU10W Warm White (Stairs & Outside the building)	No	50		
		8	L 36W/740 Cool White (Canteen Kitchen)	No	6		
		9	TL-D 58W/33-640 (Light fitting PETROSA Open Plan)	No	6		
		10	GX53 6W 1712 Cool White (Canteen)	No	6		
		11	HO 54W/840 Cool White (Lift Lobby)	No	4		
	Plugs	12	Wall socket plug rewiring, cover and installation	No	10		
		13	Pole plug socket rewiring, cover and installation	No	10		
		14	Floor plug socket rewiring, cover and installation	No	20		
		15	Installation of multipug inclusive of uninterrupted power, normal power, universal plug with three point and two point plug and covers indicative with colours	No	10		
		16	Electrical short circuit fault finding, restitution and desk plug replacement	No	4		
	Connecti	17	New wall socket plug wiring, materials, labour, and installation	No	1		
		18	New pole plug socket wiring, materials, labour, and installation	No	4		
		19	Conductor for Water Pump	No	1		
		20	DB board rewiring to balance the load	No	1		
Plumbing	Lavatories	21	Investigate, trouble shoot and stop water leaks from water cistern (toilets)	No	8		
		22	Investigate, trouble shoot and correct to adequate flush master power for water cistern (toilets)	No	8		
		23	Investigate, trouble shoot and re-engage wash hand basin (sink) tap sensor	No	4		
		24	Investigate, trouble shoot and stop water leaks from wash hand basin (sink)	No	5		
	Kitchen	25	Investigate, trouble shoot and stop water leaks from wash hand basin (sink) piping	No	8		
		26	Replacement of wash hand basin sink battery	No	20		
		27	Water tanks piping leak fault finding, repairs, inclusive of materials, labour and profit margins	No	4		

PART 3
QUOTATION FORM

I/We _____
hereby offer to supply the services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

Any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless CEF (SOC) Ltd should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with CEF (SOC) Ltd's acceptance thereof shall constitute a binding contract between CEF (SOC) Ltd and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, CEF (SOC) Ltd may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by CEF (SOC) Ltd in calling for Quotations afresh and/or having to accept any less favourable offer.