

Physical Address: No. 01 Seller Street | Nqanqarhu | 5480

Postal Address: P.O. Box 1 | Nqanqarhu | 5480

Tel: 045 9328100 | **Fax:** 045 9321094 | **Facebook:** @Elundini Local Municipality | **Twitter:** @ElundiniLM | **YouTube Channel:** @Elundini Local Municipality | **Instagram:** @elundini_lm

TENDER NOTICE AND INVITATION TO TENDER

The Elundini Local Municipality is Requesting for Proposals on the following goods and services:

PROJECT NAME	Contract Number	Closing Date	Technical Enquires contacts
RE-ADVERTISEMENTS			
Supply and Delivery of Rear end Loader / Skip Bins	ELM-5/004/2023-2024	Tuesday, 26 September 2023	Ms N. Tshabeni Tel. 045 932 8103 E-mail: noluvot@elundini.gov.za
Supply and Delivery of Diesel to Nqanqarhu	ELM-3/012/2023-2024	Friday, 06 October 2023	Ms Y. Mbityana Tel. 045 932 8216 E-mail: yanelisam@elundini.gov.za
Pool of service providers to assist municipal mechanic with the maintenance and repairs of municipal plant	ELM-3/013/2023-2024	Friday, 06 October 2023	Ms Y. Mbityana Tel. 045 932 8216 E-mail: yanelisam@elundini.gov.za

1. To supply and delivery of 12 x (5.5) 6m green rear end loader (REL)/Skip Bins and will be delivered to Nqanqarhu
2. A panel of three (3) service providers to supply and delivery of Diesel to Nqanqarhu for a period of three (3) years
- 3 The municipality requires services from one or more service providers to assist municipality in mechanic with the maintenance and repairs of municipal plant for the period of three years in each of the following categories:
 - Supply of serviced kits for the plant; Implementation of the servicing and/ or repairs of the plant.
 - Supply parts/ components for the plant which the municipality will purchase from the original equipment manufacturers as well as a service provider that may be implemented to repair the plant except for those components which are used by multiple equipment manufacturers such as the wearing parts on earth moving equipment (bucket tips/ cutting edges).
 - The provision of services by a boilermaker; The provision of a services for maintenance and repairs of hydraulic components; The provision of services for the maintenance and repairs of air conditioning units in plant; The provision of services for the repairs of electrical faults on plant.

Contracts will be based on the National Treasury General Condition of Contracts. The bids will be evaluated on the basis of the Preferential Procurement Policy Framework Act, 2022, the Elundini Local Municipality's Supply Chain Management Policy and the 80/ 20 preferential procurement point system for acquisition of goods or services with Rand value equal to or below R50 million will be applied.

Stage 1 of Evaluation - Functionality

ELM-5/004/2023-2024		ELM-3/012/2023-2024		ELM-3/012/2023-2024	
Evaluation Criteria	Maximum Points Allocated	Evaluation Criteria	Maximum Points Allocated	Evaluation Criteria	Maximum Points Allocated
Experience of the bidder	50	Company Experience	30	Business Establishment	20
Delivery Period	10	Team Experience	30	Company Experience	25
		Accreditation	30	Distance	30
		Methodology	10	Workshop	25
Total Points	50	Total Points	100	Total Points	100

A minimum score of 70% out of total points must be score in order to proceed to the Financial Evaluation in all of the above bids. The scope of work, specification and detailed functionality including mandatory documents (eligibility criteria) and bid conditions will be uploaded on ELM Website. www.elundini.gov.za and will be also attached in the tender document.

Specific Goals for this bid are as follows:

Bidder that fail to submit proof of specific goal as stipulated below will not be allocated points

The Specific Goals allocated points: ELM-5/004/2022-2023	The Specific Goals allocated points: ELM-3/012/2022-2023	The Specific Goals allocated points: ELM-3/013/2022-2023	Proof to claim points for specific goal
EME or QSE which is at least 51% owned by Youth-Enterprise 18-35 (ELM) = 5 Points	EME or QSE which is at least 51% owned by Youth-Enterprise 18-35 (ELM) = 5 Points	EME or QSE which is at least 51% owned by Youth-Enterprise 18-35 (ELM) = 5 Points	Company Registration Document and Certified ID Copy, CSD Report
EME or QSE which is at least 51% owned by Women-Equity ownership = 5 Points	EME or QSE which is at least 51% owned by Women-Equity ownership = 3 Points	EME or QSE which is at least 51% owned by Women-Equity ownership = 5 Points	Company Registration Document and Certified ID Copy, CSD Report
EME or QSE which is at least 51% owned by Disability-Equity ownership = 2 Points	N / A	N / A	Medical Report
Local Business (ELM) = 3 Points		Local Business (ELM) = 5 Points	Proof of business operation within the Elundini municipal Jurisdiction along with CSD Report
EME or QSE which is at least 51% Enterprise owned by Black people = 5 Points	EME or QSE which is at least 51% Enterprise owned by Black people = 12 Points	EME or QSE which is at least 51% Enterprise owned by Black people = 5 Points	Company Registration Document and Certified BBBEE Certificate or Original Sworn Affidavit and CSD Report
Total Specific Goals = 20 Points	Total Specific Goals = 20 Points	Total Specific Goals = 20 Points	

Tender documents may be obtained from the Elundini Local Municipality SCM Unit upon payment of a non-refundable amount of R250 (two hundred and fifty Rand), either paid in cash or by means of electronic funds transfer (EFT) to the Elundini Local Municipality. The cash amount is to be paid at the cashier's office between the hours of 08:00 and 16:00, prior to the collection of the tender documents from the SCM unit. ELM Cashier's office is situated at Elundini Traffic Department, ERF 3503 Station Street, Nqanqarhu, 5480. The tender documents will be available from **Monday, 04 September 2023**.

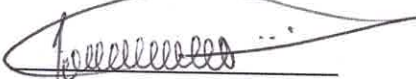
NB: For EFT payment deposit at ELM FNB cheque account No: 62159933772 and use this reference No. 020114350000. Proof of payment to be sent to: kwaneles@elundini.gov.za upon receiving proof payment, Elundini Municipality will email the tender document to the service providers who are unable to make collections.

The Tender Data, Detailed breakdown test for responsiveness conditions, scope of work including mandatory documents (eligibility criteria) and bid conditions will be uploaded on ELM Website. www.elundini.elundini.gov.za, National Treasury E-tender portal and will be also attached in the tender document. Queries relating to the issue of these documents may be addressed to Ms H Mdzulwana, Tel No. 045 932 8125 or email: hlobikazi@elundini.gov.za

Tender submission and supporting documentation must to be placed in a sealed envelope endorsed with **RELEVANT PROJECT NAMES AND BID NUMBERS**: must be delivered to the **Elundini Local Municipality, at No. 1 Seller Street, Nqanqarhu, Finance Department, Cashier's reception area, and placed in the Tender Box not later than 12H00 Noon** on the above mentioned dates for this bids at which time the tenders will be opened in public.

Bidders are encouraged to make electronic copies of the bid submission in a form of USB / CD as a precautionary backup. This is not compulsory.

Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted. Tenders may only be submitted on the tender documentation that is issued. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.


JACK MDANI
MUNICIPAL MANAGER

BID CONDITIONS AND INFORMATION

1. **Bidders must adhere to the bid conditions , otherwise the bid will be disqualified.**

2. **Agreement**

The successful bidder will be expected to sign the service Level agreement within 30 days of the date of notification by the Elundini Municipality that his/her bid has been accepted.

3. **Completion of Bid Documents**

- a) The original bid document must be completed fully in black ink and signed by the authorised signatory to validate the proposal. All the pages must be initialled by the authorised signatory. Failure to do so may result in the invalidation of the bid.
- b) By initialling and signing the bid document you agree to the terms and conditions of this bid and you understand that the ELM is administered by ELM Supply Chain Management Policy , MFMA Act 56 of 2003 and MFMA SCM Regulations and shall act in accordance with the said legislative prescripts.
- c) Bid documents may not be retyped or altered in any way, Bidder must complete the original issued bid document and original issued returnables .
- d) Tender documents must be completed with non-erasable ink. Any tender document completed with pencil will not be acceptable and shall be disqualified.
- e) Ensure that there are no errors or omissions.
- f) Bids price submitted must include vat where applicable.
- g) Failure to comply with any of the above will result in the invalidation of the bid.

4. **Alteration or Qualification of Bid**

- a) No unauthorised alteration of this set of bid documents will be allowed after the closing date. Any unauthorised alteration will disqualify the proposal automatically. Any ambiguity has to be cleared with contact person for the bid before the closure date.
- b) The submission should be entirely legible. Any changes made to the original text of bid should be crossed through and signed for. DO NOT USE CORRECTION FLUID as this may invalidate your submission

5. **Signatory**

- (a) A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorising the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.
- (b) A bid shall be eligible for consideration only if it bears the signature of the bidder or of some person duly and lawfully authorised to sign it for and on behalf of the bidder.

6. **Submission of Bid**

- (a) The bid must be put in a sealed envelope, or envelopes when the two-envelope system is specified, clearly marked with the bid number, title as well as closing date and time and placed in the Tender Box at the Elundini Local Municipality Municipality **by not later than 12h00 on Friday, 06 October 2023.**
- (b) Faxed, e-mailed and late bids will not be accepted. Bids may be delivered by hand, by courier, or posted at the bidder's risk and must be received by the deadline specified above, irrespective of how they are sent or delivered.
- c) Clearly mark the back of the envelope with your bidder's name and address .

- d) Bidders are encouraged to make electronic copies of the bid submission in a form of USB/CD as a precautionary backup

7. Opening, Recording and Publications of Bids Received.

- a) Bids will be opened in public immediately after the bid closure date, or at such time as specified in the bid documents. If requested by any bidder present, names of the bidders, and if practical the total amount of each bid and of any alternative bids will be read out loud.
- b) Bids received in time recorded and entered in a register which is open for public inspection.
- c) Late bids will be registered and returned unopened unless the bidder did not clearly specify their address at the back of the envelope.

8. Tax Clearance Certificate , Tax Matters and VAT

- a) Tender offers will only be accepted if the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations.
- b) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on an ongoing basis during the contract term disclose the bidders Tax Compliance status to the municipality
- c) Prices must always be VAT inclusive where applicable.

9. Evaluation of Bids

Bids will be evaluated in terms of their responsiveness to the bid specifications and requirements as well as such additional criteria as set out in the bid document.

10. Acceptance or Rejection of a Bids

The Elundini Municipality reserves the right to withdraw any invitation to submit a bid and/or to re-advertise or to reject any bid or to accept a part of it. The Elundini Municipality does not bind itself to accepting the lowest bid.

11. Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the Central Supplier Database to register online (www.csd.gov.za) and verify their company information Elundini Municipality Database Department. The Elundini Municipality reserves the right not to award proposals to prospective suppliers who are not registered on the CSD (Central Supplier Database).

12. BBBEE Certificate

For the proof of B-BBEE status level of contributor the bidder must submit an original or certified copy of a valid verification certificate from a verification agency accredited by SANAS and recognized as an Accredited B-BBEE Verification Agencies (www.sanas.co.za/afdirectory/bbbee_list.php) or original or certified completed AFFIDAVIT downloaded from www.thedti.gov.za/economic_empowerment/bee_codes.jsp

13. Tender offers will only be accepted if:-

- a) the financial offer is market related in terms of Preferential Procurement Policy Framework Act, 2022.
- b) the tenderer or any of its directors/shareholders is not listed on the Register of Tender 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 terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- c) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or

- ii) failed to perform on any previous contract and has been given a written notice to this effect; and
- iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.

14. Requirements for the Joint Venture

- a) J V agreement,
- b) original or certified copy of consolidated BBBEE certificate, and
- c) letter of signatory.

15. Site / Information Meetings

None

16. Procurement Policy

- a) Bids will be awarded in accordance with the Preferential Procurement Policy Framework Act, 2022.
- b) The latest General Conditions of Contract and any Special Conditions of Contract will apply
- c) The Elundini Local Municipality Supply Chain Management Policy will apply. This policy is obtainable from Elundini Local Municipality offices in Maclear and is available on ELM Website: www.elundini.gov.za

17. Expenses Incurred in Preparation of Bid

The Elundini Municipality shall not be liable for any expenses incurred in the preparation and submission of the bid.

18. Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Elundini Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

19. Validity Period

Bids shall remain valid for **90 days** after the bid closure date.

20. General and Special Conditions of Contract

The General Conditions of Contract as well as any Special Conditions of Contract that may form part of this set of bid documents will be applicable to this bid in addition to the conditions of bid.

21. Municipal Rates, Taxes and Charges

The bidder to provide their municipal account of rates and taxes of both the Bidding entity and its directors' in its Bid Document submission. Any bidder which is or whose directors are in arrear with their municipal rates and taxes due to any Municipality within South Africa for more than three months and have not made an arrangement for settlement of or same before the bid closure date will be disqualified.

If the bidder is renting the office a Lease Agreement must be attached to the bid document

OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councilor is submitted with the tender document.

22. Contact with Municipality after Bid Closure Date

Bidders shall not contact the Elundini Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded for additional information or amendments of bids. Any effort by the firm to influence the Elundini Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

23. Vetting Of The Supplier/Due diligence

- Tenderers must furnish the municipality with the details of similar services, which they have satisfactorily completed in the past to allow vetting process. Failure to do so will invalidate the bid.

**SPECIFICATIONS
& SCHEDULE OF QUANTITIES**

Terms of Reference for Pool of service providers to assist municipal mechanic with the maintenance and repairs on municipal plant

1. Project Description

It is the intension of the Elundini Municipality to appoint a pool of service providers who will be responsible to assist the municipal mechanic with the maintenance and repairs of municipal plant as and when he chooses. Service providers will be appointed for a period of three years.

2. Scope of work / deliverables

The services required are as follows:- Please ensure that you tick the boxes below to show the Bid Evaluation Committee for which services you are bidding.

- A. Supply of serviced kits for the plant listed below. ☐
- B. Implementation of the servicing and/ or repairs of the plant listed below. ☐
- C. Supply parts/ components for the plant listed below which the municipality will purchase from the original equipment manufacturers as well as a service provider that may be implemented to repair the plant except for those components which are used by multiple equipment manufacturers such as the wearing parts on earth moving equipment (bucket tips/ cutting edges). The municipality reserves the right to request quotations from other suppliers for such components. ☐
- D. The provision of services by a boilermaker. ☐
- E. The provision of a services for maintenance and repairs of hydraulic components. ☐
- F. The provision of services for the maintenance and repairs of air conditioning units in plant. ☐
- G. The provision of services for the repairs of electrical faults on plant. ☐

A. Specification for Annual Tender for the Supply of Service Kits for the maintenance of Municipal Plant as specified in the list of plant indicated below

1. Potential service providers must be able to provide the required service kit. The municipal mechanic may choose to service the plant himself or appoint one of the service providers from a pool of service providers. These kits must comply with the manufactures specifications of plant. These service kits must include the specified lubricants according to manufacture specifications. Name the brand names of filters and lubricants when tendering. The service kits quoted on must be made up from filters which are supplied by the OEM filters or equivalent filters. Only lubricants from long standing reputable companies will be accepted. The potential service providers must indicate from which company the lubricants are purchased from, brand name and proof must be provided that the lubricants meet plant specifications.
2. Kits must be made available for a 250 hour, a 500 hour service and a 1000/ 2000 hour service of the municipal plant. Potential service providers must quote for the cost of the service kits and the delivery cost of the courier services. Generally a half a ton to one ton loads of kits and lubricants will be ordered at a time. Delivery will need to be made to 1 Seller Street, Nqanqarhu (Maclear), 5480, Eastern Cape. An annual increase for the supply of service kits inclusive of lubricants can be requested in line with the annual CPI. Proof for the escalation must be substantiated at the time of increase. Bidders must take note that delivery of service kits and lubricants must be made within 7 days of receiving an order
3. The templates below need to be completed as per the municipal plant

500 HR SERVICE KIT							
Filter Air Primary	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price per Unit	Extended Price	
Element, UDF TR5 Fuel Filter	AT178516		No	1			
Filter Element	AT365869		No	1			
Filter Engine Oil	RE522878		No	1			
Filter Element	278179		No	1			
Engine oil	RE541922		No	1			
	BN005541		Lt	30L			
Sub Total							
VAT							
Total							

1000 HR SERVICE							
Filter	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price per Unit	Extended Price	
Filter Air Primary	AT335492		No	1			
Filter Air Secondary	AT178516		No	1			
Element UDF TR5 Fuel Filter	AT178517		No	1			
Fuel Tank Breather	AT365869		No	1			
Filter Element	H216169		No	1			
Filter Engine Oil	RE522878		No	1			
Filter Element	278179		No	1			
Engine Oil	RE541922		No	1			
Hydraulic Oil	BN005541		Lt	30L			
Coolant	BN005541		Lt	120L			
Transmission Oil	BN005608		Lt	?			
Axles	BN005583		Lt	30L			
Circle Driver Box	BN005583		Lt	40L			
Tandem Housing (each side)	BN005583		Lt	10L			
			Lt	150L			

500 HR SERVICE KIT						
Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price per Unit	Extended Price	
Filter Air Primary	AT178516	No	1			
Element, UDF TR5 Fuel Filter	AT365869	No	1			
Filter Element	RE522878	No	1			
Filter Engine Oil	278179	No	1			
Filter Element	RE541922	No	1			
Engine Oil 15W-40	BN005541	Lt	30L			
				Sub Total		
				VAT		
				Total		

1000 HR SERVICE						
Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price per Unit	Extended Price	
Filter	AT335492	No	1			
Filter Air Primary	AT178516	No	1			
Filter Air Secondary	AT178517	No	1			
Element UDF TR5 Fuel Filter	AT365869	No	1			
Fuel Tank Breather	H216169	No	1			
Filter Element	RE522878	No	1			
Filter Engine Oil	278179	No	1			
Filter Element	RE541922	No	1			
Engine Oil 15W-40	BN005541	Lt	30L			
Hydraulic Oil 15W-40	BN005541	Lt	120L			
Coolant	BN005608	Lt				
Transmission Oil	BN005583	Lt	30L			
Axles	BN005583	Lt	40L			
Circle Driver Box	BN005583	Lt	10L			

[illegible]

2000 SERVICE KIT	ITEM NO	Make of Filter/ Lubricant or State if from OEM	Unit	QTY	Price	Extended Price
Filter	AT101565		No	2		
Filter Air Primary	AT178516		No	1		
Filter Air Secondary	AT178517		No	1		
Filter, Hydraulic Diff-Lock	AT335492		No	1		
Filter, Transmission	AT365492		No	1		
Element, UDF TR5 Fuel Filter	AT365869		No	1		
Filter, Main Hydraulic	AT367840		No	1		
Fuel Tank Breather	H216169		No	1		
Filter Element	RE522878		No	1		
Gasket, Valve Cover	R524497		No	1		
Filter, Engine Oil	278179		No	1		
Filter Element	RE541922		No	1		
Engine Oil	BN005541		Lt	30L		
Hydraulic Oil	BN005541		Lt	120L		
Coolant	BN005608		Lt			
Transmission Oil	BN005583		Lt	30L		
Axles	BN005583		Lt	40L		
Circle Driver Box	BN005583		Lt	10L		
Tandem Housing			Lt	150L		
					Sub Total	
					Vat	
					Total	

For the following machines:-

- | | | |
|--------------------------------------|----------------------------|----------------------|
| a) Machine Name: Bell ADT-1 B20D 6X4 | Vin No: AEBA821DP06005302: | Serial No: BAT 17623 |
| b) Machine Name: Bell ADT-2 B20D 6X4 | Vin No: AEBA821DC06005305: | Serial No: BAT 17622 |
| c) Machine Name: Bell ADT-3 B20D 6X4 | Vin No: AEBA821DJ06005304: | Serial No: BAT 17624 |
| d) Machine Name: Bell AWT-1 B18D 6X4 | Vin No: AEBA817DA06105423: | Serial No: BAT 19887 |

500 HR SERVICE	ITEM NO	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Element, Oil Filter OM906LA	DC221578		No	1		
Element, Filter, 29Micron GUD	220010		No	1		
Filter, Air Assy (Air Con)	226019		No	1		
Engine Oil	BN005545		Lt	30L		
Sub Total						
Vat						
Total						

2000 SERVICE KIT	ITEM NO	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Gasket, Tappet Cover	DC221529		No	1		
Element, Oil Filter OM906LA	DC221578		No	1		
Kit, Element, Fuel Filter	DC221899		No	1		
Kit, Suction Filter	ZF210424		No	1		
Element, Filter, 10Micron	207694		No	1		
Breather, Reservoir	210016		No	5		
Element, Filter, 29Micron GUD	220010		No	1		
Element, Outer, Air Cleaner	220725		No	1		
Element, Inner, Air Cleaner	220747		No	1		
Element, Filter, Hydraulic 5Micron	222389		No	No		
Filter, Air Dryer	226000		No	1		
Filter, Air Assy (Air Con)	226019		No	1		
Engine Oil	BN005545		Lt	30L		
Hydraulic Oil	BN005556		Lt	120L		
Coolant Extended life coolant-premix 50	BN005611		Lt			
Transmission Syn ATF Ultra	BN005548		Lt			
Transfer Box Syn ATF Ultra	BN005548		Lt			
Axles Gear oil limited slip 80w-90	BN005574		Lt			
Sub Total						
Vat						
Total						

For the following machines:-

- a) Machine Name: BOMAG ROLLER-1 BW211D-40 Vin No: 101582432264: Serial No: SDR432264
b) Machine Name: BOMAG ROLLER-2 BW211D-40 Vin No: 861583551796: Serial No: SDR551796

500 HR SERVICE	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Filter, Oil	MBG05710640		No	1		
Filter, Fuel BW2111/2D-40	MBG05716779		No	1		
Filter, Fuel BW213D40	MBG05825015		No	1		
Engine Oil 10W-40	BN005545		Lt	20L		
Sub Total						
Vat						
Total						

1000 HR SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Filter, Oil	MBG05710640		No	1		
Gasket	MBG05712580		No	1		
Belt, Ribbed BW2111/2D-41	MBG05715360		No	1		
Filter, Fuel	MBG05716779		No	1		
Gasket, BW2111/2D-41	MBG257716942		No	1		
Loop Ring	MBG05719591		No	1		
Filter, Air Primary	MBG05821147		No	2		
BW2111/2D-4			No	1		
Filter, Air Safety BW2111/2D-41	MBG05821148		No	1		
Filter, Fuel BW213D40	MBG05825015		No	1		
Ring Loop BW2111/2D-41	MBG06220882		No	1		
Filter, HYD, Element BW2111/2D-4	MBG07993014		No	1		
Engine Oil 10W-40	BN005545		Lt	20L		
Hydraulic Oil VG46	BN005602		Lt	40L		
Vibrating Bearing 15w-40	BN 005541		Lt			

Axle oil Gear oil limited slip 85w-140	BN005586			Lt		
Final Drive Gear oil limited slip 85w-140	BN 005586			Lt		
Water coolant engine extended life coolant-premix 50	BN005611			Lt	20L	
				Sub Total		
				Vat		
				Total		

For the following machines:-

- a) Machine Name: Bell TLB-2 315SJ 4X4 Vin No: AEBF877JT02001351: Serial No: BTLB 4630
b) Machine Name: Bell TLB-3 315SJ 4X4 Vin No: AEBF877LT01000163: Serial No: BTLB 7579

500 HR SERVICE	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Filter, Air Primary	227844		No	1		
Filter, Element Fuel	227857		No	1		
Filter, Element-Filter 2000	277490		No	1		
Filter, Engine Oil	278179		No	1		
Filter, Cab Air	278182		No	1		
Engine Oil 15W-40	BN005541		Lt	20L		
				Sub Total		
				Vat		
				Total		

1000 HR SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	QTY	Price	Extended Price
Filter, Fuel	AM107314		No	1		
Filter	AT101565		No	1		
Filter, Cab Air	AT184590		No	1		
Filter, Main Hydraulic	AT367840		No	1		
Belt, Poly, with/A/C	T227609		No	1		
Filter, Transmission	ZF200866		No	1		
Filter, Air Primary	227844		No	1		
Filter Secondary Air	227845		No	1		
Filter, Element Fuel	227857		No	1		
Filter, Element-Filter 2000	277490		No	1		
Filter, Engine Oil	278179		No	1		
Filter, Cab Air	278182		No	1		
Engine Oil 15W-40	BN005541		Lt	20L		
Hydraulic Oil 15W-40	BN005541		Lt	60L		
Coolant extended life coolant-premix 50/50 N	BN005609		Lt	20L		
Axles UTTO Ultra	BN005584		Lt	20L		
Transmission UTTO Ultra	BN005584		Lt	20L		
Super heavy-duty grease	BN005601		Kg	18KG		
					Sub Total	
					Vat	
					Total	

2000 SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Filter, Fuel	AM107314		No	1		
Filter	AT101565		No	1		
Filter, Cab Air	AT184590		No	1		
Filter, Main Hydraulic	AT367840		No	1		
Gasket, Rocker Arm Cover	R123542		No	1		
Belt, Poly, with/A/C	T227609		No	1		
Filter, Transmission	ZF200866		No	1		
Filter, Air Primary	227844		No	1		
Filter Secondary Air	227845		No	1		
Filter, Element Fuel	227857		No	1		
Filter, Element-Filter 2000	277490		No	1		
Filter, Engine Oil	278179		No	1		
Filter, Cab Air	278182		No	1		
Engine Oil 15W-40	BN005541		Lt	20L		
Hydraulic Oil 15W-40	BN005541		Lt	60L		
Coolant extended life coolant-premix 50/50 N	BN005609		Lt	20L		
Axles UTTO Ultra	BN005584		Lt	20L		
Transmission UTTO Ultra	BN005584		Lt	20L		
Superb heavy-duty grease	BN005584		Kg	18KG		

Machine Name: BELL EX-1 HD820 Vin No: KWJ9370HA0002435: Serial No: HD 8202435

500 HR SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Element, Fuel Filter	ME035393		No	1		
Element, Oil Filter	ME088532		No	1		
O-Ring Filter assembly	221651		No	1		
Seal, Lid	221704		No	1		
Element, Filter 2Micron 900FG	221734		No	1		
Filter Micro Fuel-Yellow	221740		No	1		

Tender Document

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Element Hyd, Return Filter	689-37310024		No	2		
Filter, Aircon All New Kato's	709-82614003		No	1		
Engine Oil 15W-40	BN005541		Lt	30L		
Sub Total						
Vat						
Total						

		from OEM	No	1		
Element, Fuel Filter	ME035393		No	1		
Gasket, Rocker Cover HD820	ME081522		No	1		
Filter Oil (820)	ME088532		No	1		
V-Belt Set HD 1023 MKII	ME902746		No	1		
O-Ring, Filter Assembly	221651		No	1		
Seal, Lid	221704		No	1		
Element, Filter 2Micron 900FG	221734		No	1		
Filter, Micron Fuel-Yellow	221740		No	1		
Element, Inner Air Filter (800)	224500		No	1		
Element, Outer HD820MKII	119-71201001		No	1		
Element Breather	689-17602011		No	1		
Element Assy Inline (HD820II)	689-29300102		No	1		
BMH						
Cartridge Drain Line (1250+1880)	689-35703032		No	1		
Element Filter Return	689-37310020		No	2		
Shim Bucket HD820	707-85005000		No	5		
Filter, Aircon All New Kato's	709-82614003		No	1		
Aircon Belt (HD82011)	817-76211000		No	1		
Engine Oil 15W-40	BN005541		Lt	30L		
Hydraulic Oil UTTO Ultra	BN005583		Lt	120L		
Coolant Extended life-premix 50 N	BN 005608		Lt	20L		
Final Drive & Slew box gear box gear oil limited slip 85w-140	BN005586		Lt			
Pump Distributor Gear 80w-90	BN005574		Lt			
Sub Total						
Vat						
Total						

Machine Name: AGRICO TRACTOR 4 +160i Vin No: AA9160A44CLAG1685: Serial No:

250 HR SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	QTY	Price	Extended Price
Filter, Fuel, Merc 906 P7735	0000901551		No	1		
Filter, Oil, Engine	0001801709MB		No	1		
Filter, Fuel, Water trap, Merc906	0004771302		No	1		
Engine Oil			Lt	30		
					Sub Total	
					Vat	
					Total	

500 HR SERVICE KIT	Item No	Make of Filter/ Lubricant or State if from OEM	Unit	Qty.	Price	Extended Price
Filter, Fuel, Merc 906 P7735	0000901551		No	1		
Filter, Oil, Engine	0001801709MB		No	1		
Filter, Fuel, Water trap, Merc906	0004771302		No	1		
Filter, Transmission	0750131060		No	1		
Filter, Hydraulic, Return, Long (Black)P16-5876	011105002		No	1		
Filter, Air, Set 100-200 (010302012KIT)	010302012		No	1		
Engine Oil			Lt	30		
Hydraulic Oil			Lt	80		
					Sub Total	
					Vat	
					Total	

B. Specification for Annual Tender for the Implementation of the servicing and/ or repairs of the plant listed below.

1. Travelling costs must be calculated from the service provider's physical address. The table below needs to be completed indicating travelling costs.
2. The potential service provider must be able to supply other parts/components in the event that the municipal mechanic want to implement repairs internally.
3. Potential service providers must provide the municipality with the lead time that it will take them to attend a call out, for the purpose of attending to a break down and must be able to attend to basic repairs in the field. If unable to repair the plant in the field, the plant will be moved to a workshop by the municipality. When evaluating potential service providers preference will be given to service providers who are in the closest to Elundini and have an established workshops. Points are given for this in the functionality criteria.
4. The template and example is provided below.
5. Please provide travelling rates and distances as per your company rates and submit in a table. An example of table I is shown below. Please provide us with a lead time when called out for the implementation of repairs on plant. Points will be issued for the lead time given by your company. If the service provider has workshops located in different areas then the completion of the table below is required
6. Complete table 1 as indicated in the example below if the service provider may send personnel from more than one location with the first location which is the closest and the last location which is the furthest which must include the charge per kilometer as well as the labour rate for travelling.

Example of table 1 and a blank table to be completed by the service provider:

	City/ Town	Distance	Travel Cost/ Km	Travel time	Cost/HR for travelling	Lead time to respond to call out in the event of a break down	Must indicate number of qualified mechanics at each branch and must attach their CVs with the returnable documentation
Closest location to (Maclear) Nq	Mthata	200Km return trip	R18/Km	2hrs	R250/HR	48HRs	2
Second closest location to (Maclear)	East London	660Km return trip	R18/Km	6hrs 30 min	R250/HR	72HRs	3
Third Closest Location to (Maclear)	Durban	880Km return trip	R18/Km	8hrs 30 min	R250/ HR	96HRs	5

Table 1 to be completed

	City/ Town	Distance	Travel Cost/ Km	Travel time	Cost/HR for travelling	Lead time to respond to call out in the event of a break down	Must indicate number of qualified mechanics at each branch and must attach their CVs with returnable documentation

7. If called out for repairs the same rates for travelling costs as indicated above are expected to be applied. Some service providers have different rates which are applied for small plant and large plant. Service providers normally have set hours which are charged for given for a 250/500 hour service and another for a 1000/2000 hour service. Below is an example of table 2 and a blank table which must be completed by the service provider

Example of Table 2

Task	HRs	R/ Hr Labour Rate	Other rates which may be applicable	Other rates which may be applicable
Service Hours for small plant 250Hr/ 500HR	4Hrs	R765.00		
Service Hours for large plant 1000/ 2000Hrs	8HRs	R850.00		
Repairs	As per quotation	As per quotation		

Table 2 to be completed

Task	HRs	R/ Hr Labour Rate	Other rates which may be applicable	Other rates which may be applicable

Below is an example as to the cost of a service provider to the municipality for the various situations which may arise. From the returnable rates the municipality will populate the cost:-

Machine Name: Bell Grader 670G Vin No: 1DW670GXEA0628846: Serial No: BMG 628846

Highlight cells are an example

500Hr Service _____

A quotation will be requested for repairs if inclusive of the service

	Rates/ Units	Total Cost	Comments
Service Kits will be supplied by the municipality			
Normal No. of hours to carry out service	4		
Type of Service (250Hrs, 500Hrs and 1000Hrs)/ Repairs	500Hr Service		
Rand/hour for labour cost	R750.00	Normal No. of Hours to carry out service x Rand/ hour for labour (R 3000.00)	
Distance Traveled	200Km		
Travel Cost Rand/Km	R12.00	Distance Travel x Travel Cost Rand/Km (R2400.00)	
Travel Cost Rand/Hour for travelling time (If applicable)	R250.00	Travel Time x Travel Cost Rand per Hour	
Travel Time (Hours)	1Hr	Travel cost Rand/Hour x Travel Time (R250.00)	
Lead Time to attend to call out or Service	48Hrs		

Total Cost Exclusive of VAT _____

Total Cost Inclusive of VAT _____

- C. Supply parts/ components for the plant listed below which the municipality will purchase from the original equipment manufacturers as well as a service provider that may be requested to implement repairs to the plant except for those components which are used by multiple equipment manufacturers such as the wearing parts on earth moving equipment (bucket tips/ cutting edges). The municipality reserves the right to request quotations from other suppliers for such components.

In the event that original equipment service provider or the municipal mechanic is unable to implement repairs or service on request, an alternate service provider may be requested to implement the repairs/ service but will be required to purchase parts/ components from the original equipment provider in event of repairs. The service provider who is implementing the repairs must provide the municipality with the percentage mark-up on those parts/ components that they will charge the municipality and proof must be given of the purchases made from the original equipment manufacturer. The table below requires the tenderer to enter the percentage for the mark-up of components purchased from the OEM.

The service provider must include courier fees in their quotation.

Percentage Mark – Up	%
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Criteria

1. Potential service providers must have been in business as per the above description of repairs and maintenance to plant, for at least a period of 3 years.
State no of years in business _____

2. Potential service providers must be able to supply a list of contactable references as provided in the table below:-

Company Name	Contact Person	Contact Number	Years serviced

FUNCTIONALITY CRITERIA

Criteria	Sub criteria	Points Allocation
As list of contactable references	15 points for 1 to 3 contactable references 20 points for 4 to 6 contactable references 25 points for 7 to 9 contactable references	25
As the distance from Elundini will have a direct impact on costs, points based on the distance between service provider location and Maclear is of importance	100 to 200 km radius of Maclear – 30 points 201 to 300 km radius of Maclear -25 points 301 km to 400 km radius of Maclear - 15 points >400 km radius from Maclear - 10 points	30
There must be have an established workshop at the registered address of business	No = 0 points Yes = 25	25

Criteria	Sub criteria	Points Allocation
Service provider's business should have been established for minimum of 3 years in the field of a boiler maker	5 points for 3 years 10 points from 4 years to 7 years 15 points from 7 years to 10 years 20 points from 11 years and over	20
Total Points		100

3. Functionality

Functionality will be used to prequalify the bidders. Service providers will pass functionality if, and only if they score an overall 70 points or higher for functionality. A proposal that scores less than 70 points out of 100 will not be considered further.

D. The provision of services by a boilermaker

Should traveling be required please complete table below

Traveling cost per kilometer	
No of Kilometers from workshop/office	

Please enter labour rate per hour for implementation of work

Rand per hour	

Criteria

4. Potential service providers must have been in business as per the above description of boilermaker, for at least a period of 3 years.
State no of years in business_____

5. Potential service providers must be able to supply a list of contactable references as provided in the table below:-

Company Name	Contact Person	Contact Number	Years serviced

Criteria	Sub criteria	Points Allocation
Service provider's business should have been established for minimum of 3 years in the field of a boiler maker	5 points for 3years 10 points from 4 years to 7 years 15points from 7 years to 10 years 20 points from 11 years and over	20
As list of contactable references	15 points for 1 to 3 contactable references 20 points for 4 to 6 contactable references 25 points for 7 to 9 contactable references	25
As the distance from Elundini will have a direct impact on costs, points based on the distance between service provider location and Maclear is of importance	100 to 200 km radius of Maclear – 30 points 201 to 300 km radius of Maclear -25 points 301 km to 400 km radius of Maclear – 15 points >400 km radius from Maclear - 10 points	30
There must be have an established workshop at the registered address of business	No = 0 points Yes = 25	25
Total		100

6. Functionality

Functionality will be used to prequalify the bidders. Service providers will pass functionality if, and only if they score an overall 70 points or higher for functionality. A proposal that scores less than 70 points out of 100 will not be considered further.

- E. The provision of a services for maintenance and repairs of hydraulic components
Should traveling be required please complete table below

Traveling cost per kilometer	
No of Kilometers from workshop/office	

Please enter labour rate per hour for implementation of work

Rand per hour	

Criteria

1. Potential service providers must have been in business as per the above description of repairs and maintenance of hydraulic components, for at least a period of 3 years.
State no of years in business _____

2. Potential service providers must be able to supply a list of contactable references as provided in the table below:-

Company Name	Contact Person	Contact Number	Years serviced

Criteria	Sub criteria	Points Allocation
Service provider's business should have been established for minimum of 3 years in the field of a boiler maker	5 points for 3years 10 points from 4 years to 7 years 15points from 7 years to 10 years 20 points from 11 years and over	20
As list of contactable references	15 points for 1 to 3 contactable references 20 points for 4 to 6 contactable references 25 points for 7 to 9 contactable references	25
As the distance from Elundini will have a direct impact on costs, points based on the distance between service provider location and Maclear is of importance	100 to 200 km radius of Maclear – 30 points 201 to 300 km radius of Maclear -25 points 301 km to 400 km radius of Maclear - 15 points >400 km radius from Maclear - 10 points	30
There must be have an established workshop at the registered address of business	No = 0 points Yes = 25	25
Total		100

3. Functionality

Functionality will be used to prequalify the bidders. Service providers will pass functionality if, and only if they score an overall 70 points or higher for functionality. A proposal that scores less than 70 points out of 100 will not be considered further.

F. The provision of services for the maintenance and repairs of air conditioning units in plant.

Should traveling be required please complete table below

Traveling cost per kilometer	
No of Kilometers from workshop/office	

Please enter labour rate per hour for implementation of work

Rand per hour	

Criteria

1. Potential service providers must have been in business as per the above description of air-conditioning unit, for at least a period of 3 years.
State no of years in business_____

2. Potential service providers must be able to supply a list of contactable references as provided in the table below:-

Company Name	Contact Person	Contact Number	Years serviced

Criteria	Sub criteria	Points Allocation
Service provider's business should have been established for minimum of 3 years in the field of a boiler maker	5 points for 3years 10 points from 4 years to 7 years 15points from 7 years to 10 years 20 points from 11 years and over	20
As list of contactable references	15 points for 1 to 3 contactable references 20 points for 4 to 6 contactable references 25 points for 7 to 9 contactable references	25
As the distance from Elundini will have a direct impact on costs, points based on the distance between service provider location and Maclear is of importance	100 to 200 km radius of Maclear – 30 points 201 to 300 km radius of Maclear -25 points 301 km to 400 km radius of Maclear - 15 points >400 km radius from Maclear - 10 points	30
There must be have an established workshop at the registered address of business	No = 0 points Yes = 25	25
Total		100

3. Functionality

Functionality will be used to prequalify the bidders. Service providers will pass functionality if, and only if they score an overall 70 points or higher for functionality. A proposal that scores less than 70 points out of 100 will not be considered further.

- G. The provision of services for the repairs of electrical faults on plant.
Should traveling be required please complete table below

Traveling cost per kilometer	
No of Kilometers from workshop/office	

Please enter labour rate per hour for implementation of work

Rand per hour	

Criteria

1. Potential service providers must have been in business as per the above description of boilermaker, for at least a period of 3 years.
State no of years in business _____

2. Potential service providers must be able to supply a list of contactable references as provided in the table below:-

Company Name	Contact Person	Contact Number	Years serviced

Criteria	Sub criteria	Points Allocation
Service provider's business should have been established for minimum of 3 years in the field of a boiler maker	5 points for 3years 10 points from 4 years to 7 years 15points from 7 years to 10 years 20 points from 11 years and over	20
As list of contactable references	15 points for 1 to 3 contactable references 20 points for 4 to 6 contactable references 25 points for 7 to 9 contactable references	25
As the distance from Elundini will have a direct impact on costs, points based on the distance between service provider location and Maclear is of importance	100 to 200 km radius of Maclear – 30 points 201 to 300 km radius of Maclear -25 points 301 km to 400 km radius of Maclear - 15 points >400 km radius from Maclear - 10 points	30
There must be have an established workshop at the registered address of business	No = 0 points Yes = 25	25
Total		100