

REQUEST FOR INFORMATION

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SERVICE

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Request For Information Number:	iLABS/RFI 2022/23:02
Date Issued:	23 September 2022
Description:	Upgrading of the Auditorium Heating Ventilation and Air Conditioning (HVAC) System at iThemba LABS, Faure, Western Cape, South Africa NB: See page five (5) for full specification
Closing Date:	30 September 2022
Closing Time:	11:00 am
Submit RFI To:	scm@tlabs.ac.za (must be submitted via email only)
Date Goods or Service Required:	Request for Information only
For More Information (Technical):	Mr. Eldrid Struis ej.struis@ilabs.nrf.ac.za
For More Information (Supply Chain Management):	Mr. Lusindiso Buje scm@tlabs.ac.za

SCHEDULE 1 - SPECIFICATION

Introduction to the NRF

The National Research Foundation ("NRF") is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government's national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities. The NRF delivers its mandate through its internal business units which are both functional and geographical diverse. All contracts flowing from bidding only apply to iThemba LABS (Cape Town).

Introduction to the Business Unit responsible for this RFI

iThemba LABS (Laboratory for Accelerator-Based Sciences) is a multi-disciplinary research laboratory based at two sites in the Western Cape and Gauteng respectively, these provide facilities for:

- Basic and applied nuclear physics research using particle beams
- Research Radiation Biophysics
- The supply of accelerator-produced radioactive isotopes for nuclear medicine and research

iThemba LABS Objectives:

The long-term Key Strategic Objectives of iThemba LABS are well aligned with the Strategic Outcomes of the National Research Foundation (NRF) as follows:

- I. iThemba LABS develops and provides to its users' leading-edge research and infrastructure platforms to **enhance impact on the research enterprise**. These state of the art facilities are aimed at responding to the needs of the SA research community in subatomic science and technology, radiobiology, radiochemistry, materials research, accelerator mass spectrometry, and environmental sciences, as well as other disciplines that can benefit from ion beam analysis techniques.
- II. The availability of the leading-edge research allows iThemba LABS to contribute to **enhance impact on the research enterprise** through in-house and collaborative research projects. In addition to growing the production of globally competitive research outputs our training capacity is enhanced, leading to improvement in both quality and quantity of Human Capacity Development (HCD), and contributing to a **transformed (internationally competitive and sustainable) research workforce**. Competitive infrastructure also allows iThemba LABS and its users to forge closer ties with the South African, African and International Science and Technology, Higher Education and Research Institutions. Our facilities and skilled human

resources also serve to technically and scientifically assist South African research groups that wish to use international facilities thereby contributing to a **transformed organisation that lives its culture and values**.

- III. Having world class infrastructure, conducting competitive research and having active international research collaborations serves to establish iThemba LABS and South Africa to be **globally recognised and respected for the research infrastructure platforms and people**. iThemba LABS further contributes to the societal benefit by growing and enhancing our Radionuclide Production portfolio and service offering for the health and related benefits of the SA community whilst improving cost recovery opportunities.
iThemba LABS **upholds best corporate practise** and constantly strives to deliver transparent HR/Business/Finance processes (including Health and Safety) in line with the NRF policies in support of the operations and to facilitate Strategic Decision Making.
- IV. iThemba LABS offers an extensive range of training programmes, mainly focused on post-graduate training where our research facilities are being utilized. In particular, post-graduate programmes with HDIs provide the pipeline needed to generate a **transformed research and technical workforce**, not only internal to the NRF but also in academia and the nuclear industry
- V. A small but active group at iThemba LABS engages in a variety of science outreach programmes aimed at establishing a **scientifically informed society**. Having world-class research facilities and participating in leading edge research plays an important role in instilling interest and pride in science in South Africa.

THE PURPOSE OF THIS REQUEST FOR INFORMATION (RFI)

The purpose of this RFI is gather market information, to identify and pre-qualify Service Providers who are capable of upgrading the Heating Ventilation and Air Conditioning (HVAC) system of an Auditorium in the main office building of iThemba LABS.

To this end, iThemba LABS now invites proposals from suitably qualified service providers to demonstrate their capability to design, manufacture, supply and install suitable HVAC equipment and systems for an upgrade to the Auditorium HVAC in order to achieve the design specifications as further outlined below.

Based on the outcome of the proposals received, iThemba LABS may opt to employ a closed tender route with selected Service Providers who respond to this RFI.

SUPPLIER RESPONSE

Registered Name of Supplier:	
Trading As:	
Represented By:	
Capacity:	
Address of Supplier:	
Contact Tel:	
Email Address:	
CSD Supplier Number:	MAAA.....

DETAILED SPECIFICATIONS:

1. EXISTING INFRASTRUCTURE

iThemba LABS utilises an Auditorium which is situated in the Administration Building (Block J) of our premises in Faure, Western Cape. The room volume measures approximately 700 m³ and air is being supplied to the Auditorium from an existing Air Handling Unit (AHU) which also supplies a number of other areas in Block J.

There is currently no Variable Speed Drive (VSD) installed which results in the AHU to run at full power. A total of six (6) 250 mm diameter ventilation diffusers are installed in the Auditorium ceiling. The average measured velocity measured at the diffusers is 0.7815 m/s which equates to a total air supply of 0.23 m³/s or 828 m³/h. The approximate Air Changes Per Hour (ACH) in the Auditorium is currently 1.2 which is deemed insufficient for the continued use of the facility.

2. REQUIRED HVAC SPECIFICATIONS

iThemba LABS is considering to upgrade or replace the HVAC system of the Auditorium in order to achieve a minimum number of ten (10) Air Changes Per Hour (ACH) as per SANS 10400 Part O, at a temperature of 21 degrees Celsius (± 8 degrees Celsius) with a minimum airflow of 0.7 m/s in the room.

3. ORGANISATIONAL CAPABILITY AND EXPERIENCE

Bidder

The Bidder to provide details of having successfully completed a minimum of three (5) similar HVAC design and installation projects in the last three (3) years. Preference will be given to bidders who can provide signed certificates of completion (including project schedules) of recent projects, indicating the value, duration and completion date of the contract.

Design Engineer/Technologist

The Mechanical Engineer / Technologist responsible for the design of the HVAC system to be professionally registered with the Engineering Council of South Africa (ECSA) as a Professional Mechanical Engineer (Pr. Eng) or Professional Mechanical Engineering Technologist (Pr. Tech) with a minimum of ten (10) years of design experience of HVAC systems. The Engineer/Technologist to have successfully completed a minimum of three (3) projects of similar scope within the last three (3) years.

Mechanical Draughtsman

The Mechanical Draughtsman to have a minimum of five (3) years of mechanical draughting experience of HVAC systems.

Construction Industry Development Board (CIDB) Registration

Registration with the Construction Industry Development Board (CIDB) as Grade 1 ME (ME - Mechanical Engineering) is compulsory.

AHU Manufacturer

Company profile of AHU manufacturer to be submitted with proposal, manufacturer to be in business for a minimum of 5 years.

HVAC/AHU Equipment Installer

Company profile of the AHU installer to be submitted with proposal together with a list of 3 projects completed within the past 36 months with a minimum of 5 years of experience (if applicable).

Building Management System (BMS)

The HVAC system should be compatible with a BMS system in order to monitor the system performance and the Bidder should provide evidence of having experience with such BMS implementation.

4. SUB-CONTRACTING

If part of the work will be sub-contracted, company profiles of each sub-contractor to be submitted with the proposal.

5. SUBMISSION CHECKLIST

EVALUATION DOCUMENTS		
Note: Compulsory to submit all returnable documents (M = Mandatory, O = Optional)		
A Portfolio of works covering similar HVAC Design and Installation Projects (Restricted to a minimum of 5 projects) – The Projects/Service must include the <u>Value</u>, <u>Duration</u> and <u>Completion Date</u> of the contract, preferably within the last three years.	M	YES/NO
Curriculum Vitae of Professionally Registered Mechanical Engineer or Technologist with a minimum of 10 years of relevant experience.	M	YES/NO
Curriculum Vitae of Mechanical Draughtsman with a minimum of 3 years of relevant experience.	M	YES/NO
Submission of Company Profile for AHU Manufacturer (where applicable)	M	YES/NO
Submission of Company Profile for HVAC/AHU Equipment Installer (where applicable)	M	YES/NO
Submission of Sub-Contractor details if applicable	M	YES/NO

6. SPECIFIC CONDITIONS

- 1) Responses received from the prospective service providers do not give rise to any contractual obligation to iThemba LABS.
- 2) iThemba LABS reserves its own right to utilise or not utilise any of the information provided by the prospective service providers.
- 3) iThemba LABS reserves the right to request further information should they deem necessary to do so.
- 4) The Request for Information (RFI) is not a tender bid but a request for information to achieve the objectives and purpose as outlined above. However, iThemba LABS may opt to employ a closed tender route with selected service providers who respond to this RFI.
- 5) iThemba LABS may decide to call presentations to interrogate the proposals submitted by any prospective service providers.

By signing this request for information form the supplier confirms that they understand the services in respect of this **RFI** and **Description** of services as described in this document.

Signature

Date

Print name: _____

On Behalf of the Supplier (duly authorized)