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| **RFQ** | **To implement the recommendations of the testing and inspection of lightning protection system at Oliewenhuis Art Museum** |
| **RFQ N** |  |
| **ISSUE DATE** | **30 January 2023** |
| **CLOSING DATE** | **08 February 2023** |
| **CLOSING TIME** | **18h00** |

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

1. **Background to the National Museum**

The National Museum - a natural history, cultural history and art museum was established in 1877 and is a declared cultural institution, which resorts under the Department of Arts and Culture and is governed by a council. The mission of the National Museum is to provide heritage resources and an enjoyable experience to all people through quality research, conservation, education and exhibitions. More information about the organisation can be found at [www.nasmus.co.za](http://www.nasmus.co.za)

1. **Purpose and Background**

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

1. **Scope of Service**

**Refer to Fault finding report and recommendations attached.**

1. **Compulsory requirements**

The service provider must have the following;

* + 1. at least 3 years’ experience in provision of similar services supported by at least written contactable reference letters. More points on technical assessment to select a suitable service provider for implementation will be scored by a bidder with more than 3 years experience support by written reference letters.
    2. A valid copy of relevant professional registration must be attached to the quote.
    3. Completed, signed and witnessed SBD forms 4, 8 and 9 must be attached to the quote.
    4. A copy of a detailed CV and qualifications of the technician to be used on this project must also accompany the quote.
    5. the bidder must be tax compliant and a tax pin issued by SARS must be attached.
    6. a valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached
    7. the must be registered on CSD and CSD supplier report must be attached.
    8. the bidder must be an active company registered in the Republic of South Africa and a copy of CIPS registration documents must be attached.

**5 Price and Preference Points Evaluation**

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| --- | --- | --- |
|  | **Preference Points Criteria** | **Points Allocation** |
| 1 | Price | 80 |
| 2 | Broad – Based Black Economic Empowerment (BBBEE) | 20 |
|  | Total Points | 100 |

1. **Bid Evaluation.**

All bidders will be subject to a three stage evaluation process, i.e.

* 1. Pre-screening, i.e. determination of compliance to compulsory requirements. The will be required to pass pre-screening to be eligible for further evaluation.
  2. Technical assessment, measurement of capability. The bidder will be required to obtain a minimum of 60 points in order to be eligible for preferential procurement evaluation.
  3. Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

1. **Technical Assessment**

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| **FUNCTIONALITY CRITERIA** | **POINTS ALLOCATION** |
| Experience of firm – Similar scale projects in repairing or installation of  lightning protection system.  for ICT Support services.  **Score points;**  1 = 1 year  2 = 2 years  3 =3 years  4 =4 years  5 =5 years plus | 40 |
| Experience and Qualifications of one (1) Lead Technical – Similar scale projects  in provision lightning protection services.  **Score points;**  1 = 1 year  2 = 2 years  3 =3 years  4 =4 years  5 =5 years plus  Diploma = 5  No Diploma = 1 | 40 |
| **Reference letters**  **Score points;**  1 = 1 reference letter  2 = 2 reference letters  3 = 3 reference letters  4 = 4 reference letters  5 – 5 plus reference letters | 20 |
| **Total points** | **100 points** |

1. **Price**

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

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

1. **BBBEE Assessment**

Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

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|  |  |
| 1 | 20 |
| 2 | 18 |
| 3 | 16 |
| 4 | 14 |
| 5 | 12 |
| 6 | 10 |
| 7 | 8 |
| 8 | 6 |
| Non – contributor | 0 |

NB: The Museum reserves the right to determine whether a technical evaluation of bids should be applied depending on the lowest price of this procurement required but all compulsory requirements of submission of information required must be adhered to by the bidder.