



REQUEST FOR QUOTATION

**PROVISION FOR A SERVICE PROVIDER TO ASSESS AND RESTORE ELECTRICAL
RETICULATION AT ERF 4903 JOHANNESBURG (BRAAMFONTEIN BUILDING)**

RFQ/JHB/2023/169

**QUOTATIONS TO BE SUBMITTED BY
NOT LATER THAN 06 DECEMBER 2023 AT 11H00**

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1. INTRODUCTION

The Housing Development Agency (HDA) is a national public development agency which promotes sustainable communities by making well located and appropriately planned land available for the development of human settlement. As its primary activity, the HDA identifies, acquires, holds, develops, and releases state, private and communal land for human settlements. As part of its processes, the HDA conducts property holding plans in order to identify and implement services and maintenance requirements to ensure the sustainability, security, and prevention of invasions on the properties in possession.

2. BACKGROUND INFORMATION

a. STATUS QUO

The HDA owns a property located on erf 4903 Johannesburg, in Braamfontein precinct within the jurisdiction of City of Johannesburg Metropolitan Municipality.

PROBLEM STATEMENT

The HDA Land Holding unit has started preparing the building for occupation by commercial businesses. One of the tasks identified to make the building occupancy compliant is the maintenance of electrical services with special focus to the ground floor and basement parking.

b. PICTORIALS

Location Map:



3. OBJECTIVE OF THE PROPOSED PROJECT

a. DESIRED OUTCOMES FOR CARRYING OUT THE PROPOSED PROJECT

Procurement of a service provider for the assessment and restoring of electrical reticulation.

b. PROJECT BENEFITS TO THE HDA

The provisions for an environmentally friendly building and to be in compliance with Occupational Health and Safety regulations.

c. CURRENT MECHANISMS IN PLACE TO ADDRESS THE PROBLEM

The are no other mechanisms in place to address the problem statement.

4. SCOPE OF WORK AND AREAS OF FOCUS

a. SCOPE OF THE DESIRED SOLUTION

The HDA requires competent, experienced, and professional service providers to:

- Assessment and restoring electrical reticulation.

b. DETAILS ON THE PREFERRED SOLUTION

Procurement of a service provider for assessment and restoring of electrical reticulation.

c. TARGETED AREA BY THIS PROJECT

The subject property, erf 4903 Braamfontein building, ground floor and three level basement parking is the target area for this project.

d. EXTENT AND COVERAGE OF THE PROPOSED PROJECT

- The Braamfontein building is situated on Erf 4903 in Johannesburg CBD, with the street address, no.29 Wolmarans Street or 206 Smit Street and surrounded by Harrison and Loveday Streets in Braamfontein area within the Jurisdiction of City of Joburg Metropolitan Municipality, Gauteng, and commonly known as “Eskom building”.
- The proposed project will cover the building and the premises utilised for commercial purposes.

Property Profile

Property Description	Extent (Hectares)	Ownership (current)	Title Deed number
Erf 4903 Johannesburg	0.3721	Eskom	T4586/1956

5. SPECIFICATION OF THE WORKS REQUIRED

This specification covers the provision of a suitably qualified and experienced contractor for the assessment and restoration of electrical reticulation services at the subject property.

The scope of works for this project shall entail the following activities:

a. GENERAL REQUIREMENT

- There will be a **compulsory site briefing meeting** for this project to be held on Friday on the **01 of December 2023 at 10:30 am at the subject property, No.29 Wolmarans Street (Or 206 Smit Street) and surrounded by Smit, Harrison, and Loveday Streets in Braamfontein area which is**

commonly known as “Eskom building”. Failure to attend the site meeting will result in the bidder not being able to provide an informed price quotation and as a result will be automatically disqualified.

- The supplier is required to quote on the following;
 - i. Assessment and restoring electrical reticulation
- The validity period for quotation/price must be for ninety (90) days.
- The prices to be in Rands (including VAT if charged) and to be structured total cost per contract term of works of your company.
- Be fully responsible for all work performed by its personnel.
- Be expected to provide and maintain a clean, healthy, and hygienic working environment.
- Electrical services to be fitted in accordance with SANS 10142-1 code of practice.
- Be expected to remove old and/or brittle and dispose of at an approved local municipal landfill site.
- Provide and execute everything necessary for the works in accordance with industry standards and norms in terms of the prevailing sectorial determination, and industry acceptable training levels, and any other relevant regulations, including, but not necessarily limited to: -
- The provision of all service provider's equipment, qualified, competent, and well-trained personnel, and supervision thereof, required for the servicing of the building;
 - I. ensuring that its personnel is neatly clothed in uniforms with necessary protective equipment which shall include but not limited to headgear, steel toe safety shoes, safety goggles and hand gloves.
 - II. compliance with the provisions of the Compensation of Injury and Disease Act (COIDA) and Basic Conditions of Employment Act (BCEA).

b. EXPECTED DELIVERABLES

Service Provider shall:

- Be fully responsible for all work and services performed by its personnel.
- Issue electrical compliance certificate after completion of works
- Ensure its supervisor report to the HDA of any defect in and to area concerned e.g., damage to property etc.

- Service provider is required to provide all labour, plant, equipment, personal protective equipment (PPE), and supervisor/s thereof.
- Prepare and submission of a detailed invoice for verification and approval by the HDA. The invoice will be paid subject to the receipt of the confirmation on completion of works by the HDA.
- Maintain a register for incidents, near misses risks and other incidents that may be of nuisance to the HDA.
- Ensure provision of all service providers' qualified, competent, and well-trained personnel, and supervision thereof, required for this works.

c. BOQ – The assessment and restoring of electrical reticulation services (Braamfontein Building)

Note:

- The rates shall include full compensation for providing all labour, personal protective equipment (PPE), material, equipment, adhesives, spacers and grouting, plumbing fees, overheads, and supervision required to carry out the work.
- The price quotation shall be valid for the entire work and to be Rands (including VAT if charged).
- Provision to be made for the removal of defective electrical material and the disposal at an approved landfill site.
- Provision to be made for finishing along walls and door thresholds or sill.
- **In addition to below, the bidders are required to also provide the detailed price breakdown quotations in their company's letterheads.**

BILL OF SERVICE QUANTITIES: Assessment and restoring electrical reticulation services				
Item	Description	Unit	Qty	Total Price
1.	Assessment and restoring electrical reticulation services include but not limited to the following and to be in accordance with SANS 10142-1: <i>(Further details to be specified on the compulsory meeting)</i>	Sum	1	
2.	<u>Safety file</u> Provide risk assessment safety file according to OHS Act 85 of 1993. Ensure all insurance including public liability and workmen's compensation is in place prior to commencement of works. <i>(Copy to be kept on site at all times)</i>	Sum	1	
	TOTAL – (excl. VAT)			
	15% VAT			
	Total including VAT			

6. EVALUATION METHODOLOGY

6.1. TRANSFORMATION PROCUREMENT

- a. The HDA may transform its procurement spend by utilising the specific Goals.

7.2 EVALUATION PROCESS

Interested bidders for this project shall be evaluated in terms for their administrative responsiveness, substantive responsiveness, and preference points. The evaluation committee shall use the following Evaluation Criteria depicted in table 2 below for the selection of the preferred bidder that shall render the required services

EVALUATION PROCESS	
Stage 1	
Compliance	Administrative Responsiveness
	Substantive responsiveness (mandatory)
Stage 2	
Preference Points	
Price	80
Specific Goals	20
TOTAL	100

Table 2 – evaluation process

a. STAGE 1 – ADMINISTRATIVE AND SUBSTANTIVE RESPONSIVENESS

No.	Description of requirement	
Standard returnable document		
a)	This RFQ document and your company proposal with comprehensive methodology as per the specified conditions.	
b)	Valid Unemployment Insurance Fund (UIF) proof of registration, public liability insurance and other relevant insurances.	
c)	CIDB grading of 2 EB, EP or higher	
d)	Wireman's licence	
e)	Letter of Good Standing: Compensation for Occupational Injuries & Diseases Act (COIDA)	
f)	Price Breakdown quotation on service provider's letter head document.	
Non-Standard Returnable Documents		
g)	Valid original Tax clearance certificate, and any other relevant related certificates (certified copies).	
h)	Specific Goals (as per SBD 6.1)	

No.	Description of requirement	
i)	CSD supplier registration number <i>(should a service provider not registered on CSD, will be afforded 14 days after the closing date to register accordingly)</i>	

Table 3 – Administrative Compliance

b. STAGE 2 - PRICING AND SPECIFIC GOALS

The following formula shall be used by the Evaluation Committee to score potential bidders on pricing:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

P_s = Points scored for the price of tender under consideration;

P_t = Rand value of the tender under consideration;

P_{\min} = Rand value of the lowest acceptable tender.

The minimum qualifying criteria for pricing is 80 points as per the standard Evaluation Criteria presented in **table 2** above.

Specific Goals component of the evaluation process is weighted at 20 points in **table 2** of the standard Evaluation Criteria outlined above. Bidders will be awarded points based on the points claimed for specific goals presented in the SBD 6.1 issued with the tender.

The Specific Goals allocated points in terms of this tender	Number of Points	Proof / Documentation required to Claim Points for Specific Goals
<i>Size of Company (Maximum points = 7 points)</i>		
• EME	7	CSD and Sworn Affidavit
• QSE	5	CSD and Sworn Affidavit
• GE or others	3	Letter from Auditors or Authorised person confirming annual turn over
<i>Black Women Owned (Maximum points = 5 points)</i>		
75% - 100%	5	CSD and Sworn Affidavit
51% - 74.99 -	3	CSD and Sworn Affidavit

The Specific Goals allocated points in terms of this tender	Number of Points	Proof / Documentation required to Claim Points for Specific Goals
Below 51%	1	CSD and Sworn Affidavit
<i>Historically Disadvantaged South Africans* (maximum Points 2)</i>	2	CSD
<i>Youth (Maximum points 3)</i>	3	CSD and Sworn Affidavit
<i>Disabled People</i>	3	CSD and Sworn Affidavit

Table 6: Specific Goals Evaluation (80/20)

***Historically disadvantaged South Africans refers to any person, category of persons, or communities disadvantaged by unfair discrimination before the constitution of the Republic of SA, 1993 (ACT No. 2000 of 1993 come into operations.**

RECOMMENDATION AND APPROVAL OF THE STATEMENT OF WORK SUBMISSION
FOR PROVISION FOR A SERVICE PROVIDER TO ASSESS AND RESTORE ELECTRICAL
RETICULATION AT ERF 4903 JOHANNESBURG (BRAAMFONTEIN BUILDING)

COMPILED BY:

Signature: _____

Name: Thembeke Mangaliso

Designation: Officer: Property Management

Date

RECOMMENDED:

Signature: _____

Name: _____

Designation: _____

Date

APPROVED / NOT APPROVED:

Signature: _____

Name: _____

Designation: _____

End-User/ Stakeholder

Date