



***Request for Quotation (RFQ) for the painting of Staircase Walls, Lift doors  
and Frames at Block A, CSIR Durban Campus***

Date of issue	Friday, 21 February 2020
Closing Date and Time	Friday, 06 February 2019 @ 16h30 <b><i>(Late tenders will not be considered)</i></b>
RFQ Number	RFQ No. 5598/06/03/2020
Contact details	For submission of quotations or any other enquiries: Email <a href="mailto:tender@csir.co.za">tender@csir.co.za</a> <b><i>(Please use RFQ No. as subject reference)</i></b>

## 1 INVITATION FOR QUOTATION

Quotations are invited from suitable and experience contractors for the painting of Staircase Walls, Lift doors as well as Frames at Block A, CSIR Durban Campus.

## 2 SCOPE OF WORK IS BROKEN DOWN AS FOLLOWS

The supplier must quote as per the below Bill of Quantities (BOQ)

Item	Description	Unit	Qty.	Rate	Amount
1	Preparation and painting of walls with PVA paint containing anti mold formulae – Amazon Mist	Sq/m	400		
2	Removal of de-laminating plaster and reapplication	Sq/m	8		
3	Painting of all Door Frames with Enamel Gloss and ensure 100% coverage on both sides.	Sq/m	43		
4	Preparation and Varnish of existing wooden textured doors.	Each	17		
5	Preparation and repaint of Lift Steel doors – Twin Pack	Sq/m	43		
6	Relocation of Fire extinguishers and application of Signage	Each	8		
7	Working at heights on 4 <sup>th</sup> floor – Scaffolding	Each	1		
8	Removal of all Waste off site	Each	1		
9	Safety File	Each	1		
	<b>Sub Total</b>				
	<b>Add 15% vat</b>				
	<b>Grand Total</b>				

**Additional Requirements:**

- The supplier must submit quotation on their official company letterhead.
- The supplier must quote on all the items/services listed in the above scope of work.
- The pricing must be firm and inclusive of all costs required to render the required services to the CSIR.
- Services required are to be rendered and delivered at the CSIR Durban Campus.

**Mandatory documents required / returnables:**

- Proof of compliance with the Compensation for Occupational Injuries and Disease Act (COIDA). Please submit proof.
- Bidder must submit a proof of CIDB grading 1GB or higher

**NB:** *Non-submission of the above-mentioned documents may deem your submission unresponsive and may thus result in your submission not being considered for Price and BBBEE evaluation.*

**3 EVALUATION CRITERIA**

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 Provide a B-BBEE Certificate, or letter of exemption indicating the B-BBEE Status level.
- 3.3 No B-BBEE status will equal zero points.
- 3.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use [www.csd.gov.za](http://www.csd.gov.za) to register.
- 3.5 No order will be issued or no contract will be signed without a valid CSD number.
- 3.6 Elimination Criteria:

Suppliers will be eliminated under the following conditions:

- Late submission of Quotes;
- If supplier does not quote on all items in the original scope of work
- If supply does not submit quotation on their official company letterhead;

- Submission at wrong location or incorrect email address (**Please submit electronically to [tender@csir.co.za](mailto:tender@csir.co.za)**);
- If the supplier fails to submit any of the mandatory/returnable documents.

#### **4 PRICING QUOTATION**

- 4.1 Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.
- 4.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 4.3 Payment will be according to the CSIR Payment Terms and Conditions.

**The price should be firm and inclusive of costs and all services required to complete the project.**

#### **5 SUB-CONTRACTING**

- 5.1 A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 5.2 A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.

- 5.3 If the tender intends to sub-contract, they must indicate the value of the work in Rands to be sub-contracted in relation to the total tendered amount. The supplier must also indicate the name(s) of the company / contractor.
- 5.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.
- 5.5 In case of proposal from a joint venture, the following must be submitted together with the proposal/Quotation:
- Joint venture Agreement including split of work signed by both parties;
  - The original or certified copy of the B-BBEE certificate of the joint venture;
  - The Tax Clearance Certificate of each joint venture member;
  - Proof of ownership/shareholder certificates/copies; and
  - Company registration certificates.

## **6 OTHER TERMS AND CONDITIONS**

- 6.1 The supplier shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives.
- 6.2 Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.

## **7 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. Note: This is not a Purchase Order.**

**ANNEXURE A – SBD 1 FORM**

**(Form must be completed and sent back with the quotation)**