

REQUEST FOR QUOTATION

REQUEST FOR QUOTATION (RFQ) FOR THE PROVISION OF CONSTRUCTION SERVICES FORTHE MODEL HALL GLAZING REPLACEMENT AT THE CSIR STELLENBOSCH

RFQ No. 9389/10/10/2022

Date of issue	Monday, 26 September 2022
	Date: Monday, 03 October 2022
Non-Compulsory Briefing and Site Inspection	Time: 10H00
	Venue: CSIR, 11 Jan Cilliers Street, Stellenbosch, 7600
	No alternative / additional dates will be allowed for site
	visits.
	Date: Monday, 10 October 2022
Closing Date and Time	Time: 16H30
	(Late tenders will not be considered)
	For submission of quotations or any other enquiries:
Contact details	Email tender@csir.co.za
	(Please use RFQ No. as subject reference)

1 INTRODUCTION

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR's main site is in Pretoria while it is represented in other provinces of South Africa through regional offices.

2 BACKGROUND

The Model Hall (Coastal and Hydraulics Laboratory) was built in 1950 and has a roof area of approximately 11000m² at a height of 8m. The top 4m of the eaves sides of the building has a glazed facade, totalling about 1000m². The facility houses infrastructure for both 2D and 3D physical model studies. A significant number of large glass panels (2100 x 620) need to be replaced.

The intent of this project is to:

- Ensure the facility is fit for purpose and meet the needs of the Coastal Hydraulics Research Group.
- b) Ensure the facility is safe and does not pose a safety risk to employees.
- c) To replace glazing that have reached its end of life.
- d) Prevent any delays in projects and reworks of the Coastal Hydraulics Group due to the amount of light entering the facility.

3 SCOPE OF WORK AND QUOTATION REQUIREMENTS

Proposals are hereby invited for the provision of construction services for the replacement of the glazing of our Model Hall in Stellenbosch, Western Cape. It is estimated that the tenderers should have a CIDB contractor grading of 3GB or higher. The contractor or sub-contractor that will be handling the asbestos containing material should be registered with the Department of Employment and Labour as a registered asbestos contractor (RAC), level 3.

Asbestos Management Plan to be shared with bidders who request for the plan.

2.1 Additional Requirements:

The supplier must submit quotation on their official company letterhead.

- The supplier must quote on all the items/services listed in the price schedule or scope of work.
- The pricing must be firm and inclusive of all costs required to render the required services to the CSIR.

4 MANDATORY DOCUMENTS REQUIRED / RETURNABLES

Bidders must submit the below-mentioned documents and/or information and confirm compliance thereof:

		Please
		indicate
No.	Description	Yes/No
	Completed and duly signed Standard Bidding Form (SBD 1) -	
01	Invitation to bid, Annexure A	
	A minimum of three (3) completed projects similar in nature	
	(alterations to existing buildings) is to be submitted for projects	
	completed between 2015 and 2022.	
02	Bidders must complete Annexure I for submission of their list	
	The bidder must submit detailed CV of their key personnel, Contracts	
	Manager; a minimum of five (5) years' work experience is required.	
03	Experience must relate to this type of project	
	The bidder must submit a detailed project schedule with realistic time	
04	- frames, key tasks and critical path in MS Projects	
	A valid letter of good standing relevant to the scope of work from the	
05	Department of Labour (COIDA) or any approved private insurance firm	
	Provide proof of valid public liability cover or letter of intent from an	
06	Insurance Firm of a minimum R 5 000 000.00	
	Bidder must be registered and active on CIDB as Grade 3GB or higher	
07	grading designation	
08	Completed and signed Local Content Annexure C	
	Completed and signed Declaration Certificate for Local Production	
09	and Content for Designated Sectors form SBD 6.2, Annexure F	
	Provide proof of Registration as Asbestos Contractor (RAC) with the	
10	Department of Employment and Labour, level 3	

	Completed and Sigr	ed Standard Bidding	Document,	SBD	4,	
11	Annexure G					
12	Completed and Signed	Bidders' Declaration F	orm, Annexur	e H		

NB: Non-submission of the above-mentioned documents as well as any deviation from the above quotation requirements and specifications may deem your submission unresponsive and may thus result in your submission not being considered for Price and B-BBEE evaluation.

4.1 Annexures enclosed in the Request for Quotation document

- 1) Annexure A SBD 1
- Annexure B Bill of Quantities
- 3) Annexure C Local Content Declaration, Summary Schedule
- Annexure D Imported Content Declaration, Supporting Schedule to Annex C
- 5) Annexure E Local Content Declaration, Supporting Schedule to Annex C
- 6) Annexure F SBD 6.2 Local Content Declaration
- 7) Annexure G SBD 4
- 8) Annexure H Bidders Declaration Form
- 9) Annexure I Reference Schedule & Projects List
- 10) Annexure J Technical Specifications
- 11) Annexure K Asbestos Management Plan (to be shared with bidders who request for the plan)
- 12) Annexure L Photographs of the Structure
- 13) National Treasury Instruction Note -15 of 2016/2017, Steel products

5 ELIMINATION CRITERIA

Suppliers will be eliminated under the following conditions:

- Bidders that submit late bids will not be considered
- Bidders that submit to the incorrect e-mail address will be eliminated
- Bidders that are listed on the NT databased of restricted suppliers will not be considered
- Bidders that are registered on the NT Register of Tender defaulters will not be considered
- Bidders that do not submit a fully completed and signed SBD 1 will not be considered
- Bidders that do not submit a fully completed and signed SBD 4 will not be considered

- Bidders that do not meet local production and content requirements (Bidder must submit a fully completed and signed SBD 6.2 and its Annexure C)
- Non-submission of any of the mandatory documents stipulated in section 4 above.

6 EVALUATION CRITERIA

- 6.1 Selection of suppliers will be based on the 80/20 preference point system.
- 6.2 Provide a copy of a valid B-BBEE Certificate, or valid sworn affidavit indicating the B-BBEE Status level. B-BBEE certificate must be issued by SANAS accredited agency or a valid sworn affidavit in line with DTI regulations. (RSA suppliers only)
- 6.3 No B-BBEE status will equal zero points.
- 6.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 6.5 No order will be issued, or no contract will be signed without a valid CSD number.

7 PROCEDURE FOR SUBMISSION OF QUOTATIONS

- All quotations must be submitted electronically to: <u>tender@csir.co.za</u>
- Respondents must use the RFQ number as the subject reference number when submitting their bids.
- The email and file sizes should not exceed a total of 25mb per email.
- The naming / labelling syntax of files or documents must be short and simple (e.g., BBBEE Certificate).
- Each bidder will be limited to send two emails with their submissions, and the subject
 of the email must clearly reference the bidder' name and RFQ number (E.g., DellRFQ No. 0000/12/06/2020 email 1 of 2)
- All documents submitted electronically via email must be clearly visible.
- Tenders or documents received after the closing date and time will be considered as a late submission. Late submissions will not be evaluated.

8 PRICING QUOTATION

- 8.1 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.
- 8.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 8.3 Payment will be according to the CSIR Payment Terms and Conditions.
- 8.4 The proposal shall be valid for a period of **90 calendar days** calculated from the RFQ closing date.

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

9 SUB-CONTRACTING

- 9.1 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.
- 9.2 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.
- 9.3 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.
- 9.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.
- 9.5 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.

10 LOCAL CONTENT

- 10.1 Only locally manufactured designated goods and/or services from local raw material or input will be considered.
- 10.2 If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorisation from the DTi should there be a need to import such

- raw material or input. The written authorisation should indicate the current RFQ number on it.
- 10.3 A copy of the authorisation letter must be submitted together with the bid document at the closing date and time of the RFP. For further information, bidders may contact the DTi at telephone 012 394 3717/1390.
- The guidelines and declarations that should be used by tenderers when preparing a tender are available on the DTi website. Guidance on the calculation of local content and manufacturing can be assessed on the DTi's official website http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/
- 10.5 Tenderers must complete Declarations D and E, and consolidate the information on Declaration C. Annexures C, D and E must be submitted with the tender by the closing date and time as determined by the CSIR. If the tender is successful, the tenderer must continuously update Declarations C, D and E with actual values for the duration of the contract.
- 10.6 The Declaration Certificate for Local Production and Content (SBD 6.2) in addition to the above declarations must also be completed, duly signed and submitted by the bidder at the closing date and time of the tender; and
- 10.7 The rates of exchange quoted by the bidder in paragraph 6.8 below of the declaration certificate will be verified for accuracy.
- 10.8 The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) AT 12:00 on the date of advertisement of bid.
- 10.9 Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content.
- 10.10 Bidders must clearly indicate in their bids, the quantities of products to be supplied, and the level of local content for each product.
- 10.11 Applicable local production and content minimum thresholds for this tender are as per the table below:

Sector	Local Content	Minimum Local Content Threshold
National Treasury Designated		
Sectors, Instruction Note 15 of	Applicable	100%
2016/2017.		
Steel products and components for		
construction		

11 CORRECTNESS OF REPONSES

- 11.1 The tenderer must confirm satisfaction regarding the correctness and validity of their quotation and that all prices and rates quoted cover all the work/items specified in the RFQ. The prices and rates quoted must cover all obligations under any resulting contract.
- 11.2 The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

12 ADDITIONAL TERMS AND CONDITIONS

- 12.1 A tenderer shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request
- 12.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 12.3 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
- 12.4 Failure to comply with any of the terms and conditions as set out in this document will invalidate the quotation.

13 CSIR RESERVES THE RIGHT TO

- 13.1 Extend the closing date;
- 13.2 Verify any information contained in a proposal;
- 13.3 Request documentary proof regarding any tendering issue;
- 13.4 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 13.5 Award this RFQ as a whole or in part; and
- 13.6 Cancel or withdraw this RFQ as a whole or in part.

14 PERSONAL INFORMATION

14.1 Each Party consents to the other Party holding and processing "personal information" (as defined in the POPI Act) relating to it for legal, personnel, administrative and management purposes (including, if applicable, any "special personal information"

relating to him/her, as defined in the POPI Act). Notwithstanding the generality of the aforesaid, each Party hereby undertakes to comply with all relevant provisions of the POPI Act and any other applicable data protection laws. The Client further agrees to comply with all CSIR's reasonable internal governance requirements pertaining to data protection.

- 14.2 Each Party consents to the other Party making such information available to those who provide products or services to such parties (such as advisers, regulatory authorities, governmental or quasi-governmental organisations and potential purchasers of such Party or any part of their business).
- 14.3 The Client consents to the transfer of such information to CSIR's business contacts outside South Africa in order to further its business interests.
- 14.4 While performing any activity where a Party is handling personal information as a "responsible party" (as defined in the POPI Act), each Party undertakes that it will process the personal information strictly in accordance with the terms of the POPI Act, this Contract, and the other Party's instructions from time to time, and take appropriate operational measures to safeguard the data against any unauthorised access.
- 14.5 Each Party acknowledges that in the course of conducting business with each other, each Party intends to maintain and process personal information about the other Party in an internal database. By signing this Contract, each Party consents to the maintenance and processing of such personal information.
- 14.6 Where relevant, the Client shall procure that all of its personnel, agents, representatives, contractors, sub-contractors, and mandataries shall comply with the provisions of this clause 12 (Personal Information). The CSIR shall be entitled on reasonable notice to conduct an inspection or audit Client's compliance with the requisite POPI Act safeguards.

15 DISCLAIMER

This RFQ is a request for quotations only and not an offer document. Answers to this RFQ must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its quotation, tenderers shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFQ. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFQ, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith

16 OTHER TERMS AND CONDITIONS

16.1 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. 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.

16.2 A validity period of **90 calendar days** will apply to all quotations except where indicated differently on the quote.

17 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. The CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.

Note: This is not a Purchase Order.

18 ANNEXURE A – SBD 1, Invitation to Bid

(The Completed SBD 1 Form must be submitted with the proposal)

19 ANNEXURE B – BILL OF QUANTITIES

Notes

- The supplier must submit quotation on their official company letterhead.
- The supplier must quote on all the items/services listed in the Bill of Quantities.

20 ANNEXURE G – SBD 4, STANDARD BIDDING DOCUMENT

21 ANNEXURE H – DECLARATION BY TENDERER

Only tenderers who completed the declaration below will be considered for evaluation.

RFQ No: 9389/10/10/2022

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in **RFQ No**: 9389/10/10/2022 at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this proposal as the principal liable for the due fulfilment of this proposal.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

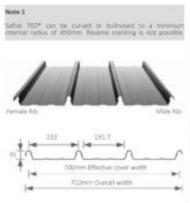
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DATE	 DATE:

22 ANNEXURE I – REFERENCE SCHEDULE & PROJECTS LIST

The bidder must list relevant projects completed between 2015 and 2022.

Client / Company Name	Contact Person / Telephone Number & E-mail address	Nature Of Work	Value of Work (Inclusive of Vat)	Date Completed

SAFLOK 700 CONCEALED FIXED SIDE CLADDING







The fully interlocking Saflok 700° Clip 35 incorporates two anchors to clasp the two inner ribs and a dual action gooseneck to positively hold down the male-female joint.

- The Saflok 700* Clip 35 demonstrates an excellent hold down capability in negative wind uplift load tests.
- The entire clip is manufactured from G.Brim Aluminium-Zinc coated steel for compatibility with sheeting.
- Stiffener ribs on the base plate add formidable strength, specifically over the gooseneck.
- 4. Full width engagement on the gooseneck male rib joint.
- 5. Five fastening points for strength.
- Engineer-designed geometry of anchor unit for optimal performance under high wind loads and foot traffic.
- Entire clip is manufactured from Aluminium-Zinc coated steel for compatibility with sheeting.

PURLIN SPACINGS

Span tables are for Saflok 700* with light foot traffic only. It is based on 1.5kN downward load and 2kPa negative wind loading. The span table below refers to the maximum recommended spans. For further information, consult Safintra's Technical Department and SANS 10160-3.

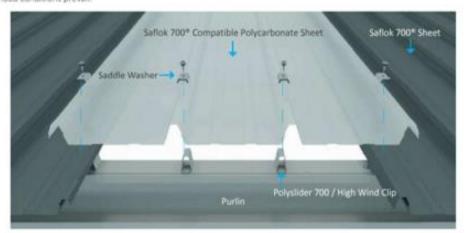
GAUGE	0.47	0.50	0.53	0.55	0.80	0.80
MATERIAL	ALUMINIUM -ZINC	ALUMINIUM -ZINC	ALUMINIUM -ZINC	ALUMINIUM -ZINC	ALUMINIUM -ZINC	ALUMINIUM
ROOFS	mm	mm	mm	mm	mm	mm
Single Span	1400	1500	1700	1800	2300	1400
End Span	1600	1700	1900	2000	2500	1600
Internal/Double Span	1800	1900	2100	2200	2700	1800
Cantilever (Unstiffened)	150	150	200	200	200	100
Cantilever (Stiffened)	300	300	350	350	350	200
SIDE CLADDING						
End Span	2200	2300	2500	2600	2800	2200
Internal Span	2400	2500	2700	2800	3000	2400
Cantilever	150	150	200	200	250	100
Approximate Mass ou/wa	4.55	4.84	5.13	5.33	7.75	2.96

SPECIALISED FIXING ACCESSORIES

POLYCARBONATE & HIGH WIND LOAD INSTALLATION DETAILING (HIGH WIND ZONES AND COASTAL WIND BELTS)

Polysliders are specifically designed for polycarbonate or Overhangs are prone to a build up of wind pressure and fibreglass sheeting and allow for a large amount of thermal the perimeters and exposed areas of the building, where high walkways, lean-to roofs, loading bays and decorative roofs. wind load conditions prevail.

are considered to be the weak point of any roof. All expansion. The components are designed to work in conjunctioner-hangs, larger, than 500mm, need to be positively tion with a saddle washer which is positively fixed to the sliding fixed with a high wind load clip or saddle washer (always bracket. This clip is also used for Saflok 700° sheeting around allowing for thermal cycling). These include canopies,



- 1. Align the first row of the Polyslider baseplates and fasten through the pre-drilled holes in the three positions where the slider brackets attach.
- 2. Connect the slider brackets to the base plate and lay the first sheet over the slider brackets.
- 3. Place the saddle washers over the first three ribs above the purlin, and fasten the saddle washers through the ribs into the slider brackets.
- 4. Place the next row of baseplates and fasten. Overlap the end fastening positions to self-align the row of baseplates. Repeat from step 2.

NOTE 7

All Polycarbonate sheet installations [including, but not limited to in-plane installations) with Safintra roofing/cladding profiles, should be done in accordance to SANS 10237-2017 (Annexure E Rooflights).

SAFLOK® SADDLE WASHER

The Saflok* saddle washer works with the Polyslider to positively fix the sheeting (polycarbonate or steel) onto the Polyslider clip without restricting thermal expansion. The saddle washers are cold bonded to a 3mm Ethylene Vinyl Acetate (EVA) seal, which prevents ingress of water through the fastener hole.



NOTE 6

The bonded saddle washer can only be fixed from the top.

POLYSLIDER 700 CLIP | HIGH WINDLOAD CLIP

The polyslider clip consists of a baseplate and three slider brackets.

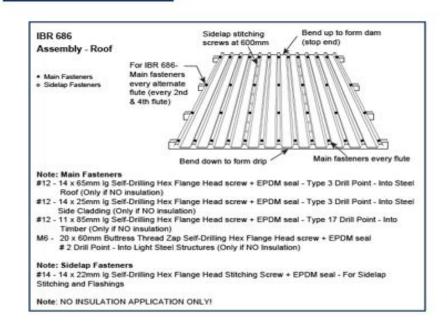


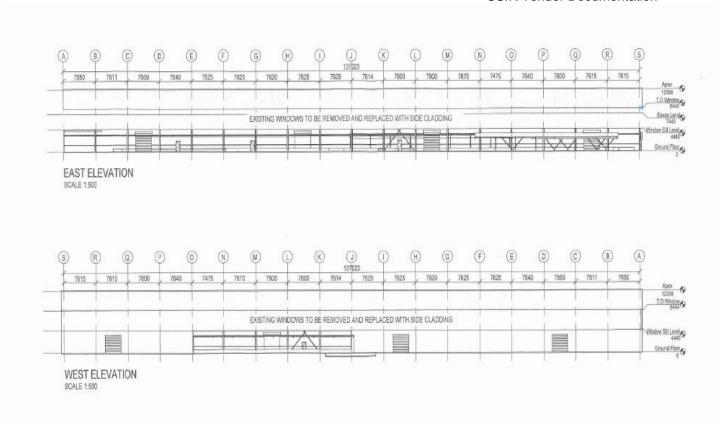
IBR 686 PIERCED FIXED SIDE CLADDING

Overal with - 140mm 4 Par - Cover with - 610mm 1710mm 162mm 20mm

	IBR	686 Maxi	mum Allov	vable Support !	Spacings (mm)		
Type of Span	GALVANISED / CHROMADEK®			ZINCALUME®/ COLORBOND =		ZINCAL® / COLORPLUS®	
	0.5mm ISQ550 (3T)	0.58mm ISQ300	0.8mm ISQ230	0.47mm G550	0.53mm G550	0.5mm G550	0.55mm G550
Roofs					4	11197	
Single Span	1:550m	1.750m	2.250m	1.550m	1.750m	1.550m	1.750m
End Span	1.700m	1.800m	2.300m	1.700m	1.800m	1.700m	1.800m
Internal Span	1.800m	2.100m	2.500m	1.800m	2.100m	1.800m	2.100m
Cantlever	0.350m	0.450m	0.550m	0.350m	0.450m	0:350m	0.450m
Walts							-
Single Span	2.400m	2.600m	2.950m	2.400m	2.600m	2.400m	2.600m
End Span	2.500m	2.700m	3.000m	2.500m	2.700m	2.500m	2.700m
Internal Span	2.750m	2.900m	3.600m	2.750m	2.950m	2.750m	2.950m
Cantilover	0.850m	1.000m	1.150m	0.850m	1.000m	0.850m	1.000m
Normal Mass kg/m²	5.48	6.37	8.76	4.92	5.75	5.3	5.8

Assembly





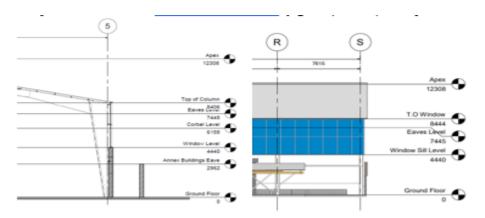
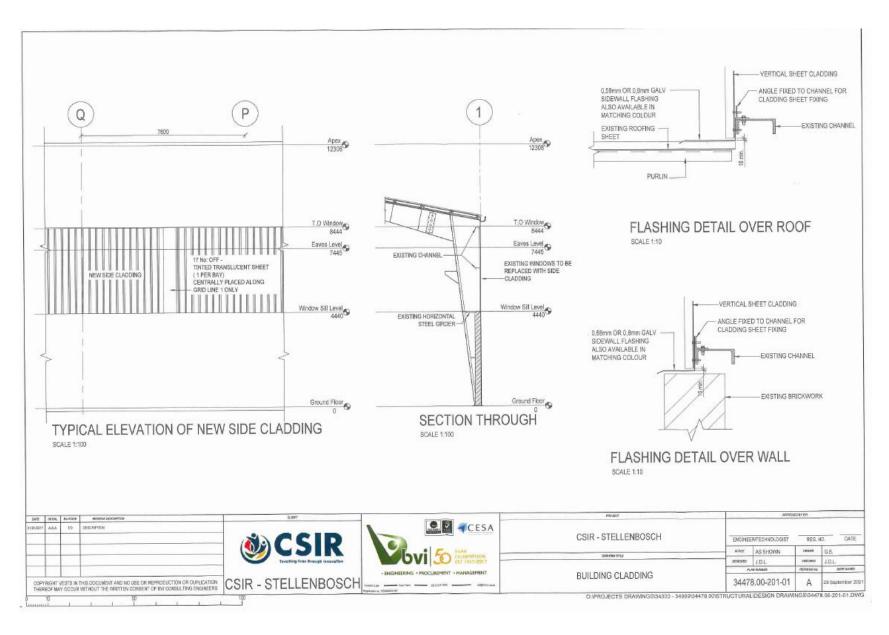
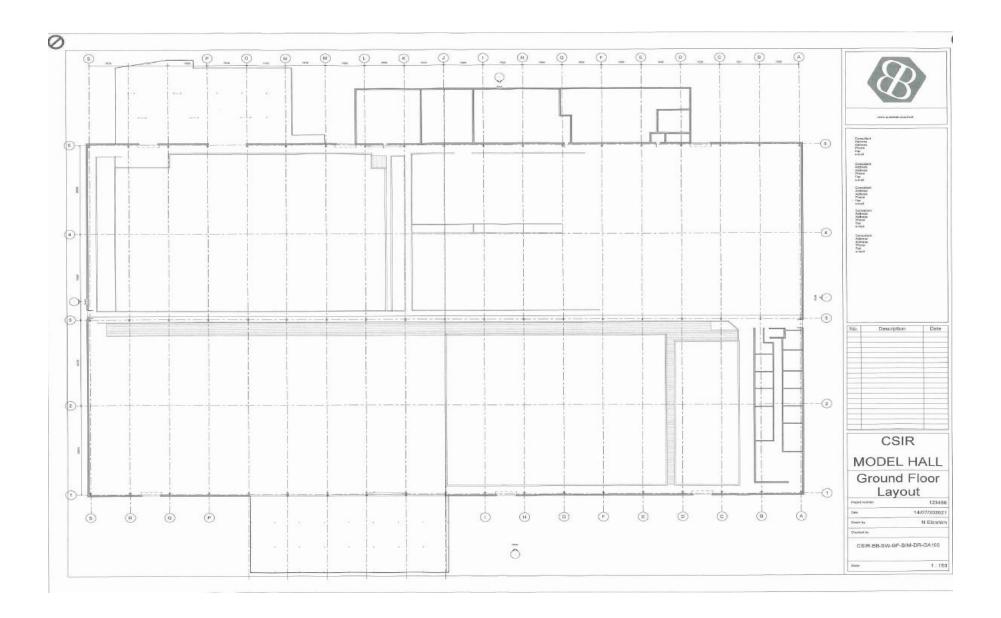
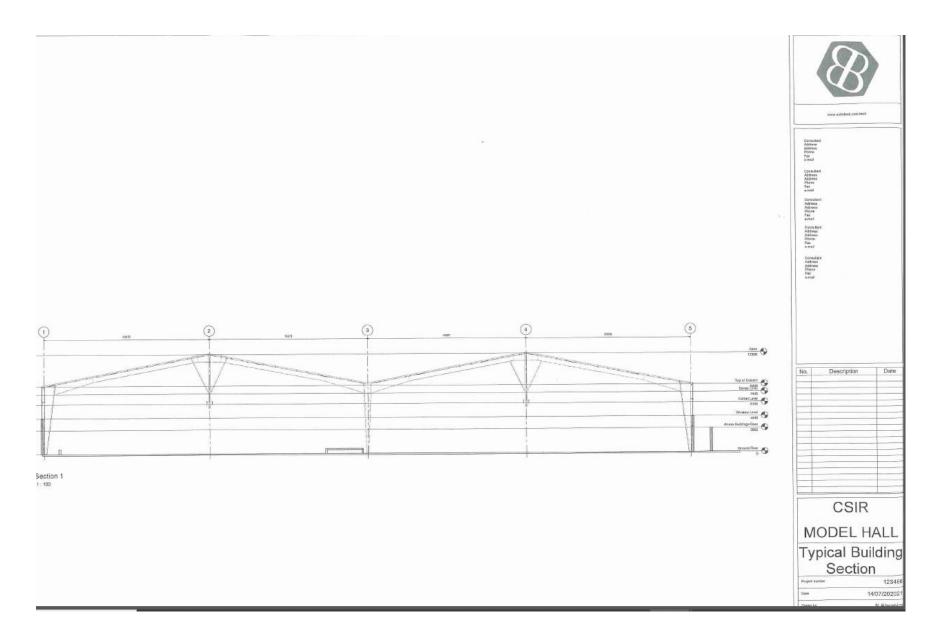


Figure 3.2: Building section and elevation extract indicating glazing height of 4m.







24 ANNEXURE L - PHOTOGRAPHS OF THE STRUCTURE



Photo 2.1 North façade of the building with down pipes against façade and low level roofs on the outside.



Photo 2.2 South façade of the building with down pipes against façade and <u>low level</u> roofs on the outside.



Photo 2.3: Glazing with steel frames with varying glazing elements $(\pm /-2.1m \times 0.6m)$ in size). Each glass panel weighs about 20kg.



Photo $\underline{2.4}$: Low level roofs have waterproofing onto the existing glazing. Removal of these glazing elements will require re-waterproofing which will be additional costs to the project.



Photo 2.5: Bottom window sill with glazing fixed to steel frame (rust visible) with silicone visible behind it.
Broken glass pieces also visible further down.



Photo 2.6: Glass frames with visible fibres coming off from the glazing.

Samples were sent off for analysis. See attached Annexure A report from Beam Analytical, related to asbestos fibre testing, that had a positive result.



Photo 2.7: Glass frames with visible fibres coming off from the glazing.



Photo 2.8: Inside view of glazing that has been painted over. Hardboard covers had also been placed over some of the elements and some of these boards have broken and become loose. The wind girder at the low level can possibly be used to build \underline{a} access platform on, for working on the glazing from the inside.



Photo 2.9: Glazing elements on South Façade with timber boarding at some of the window panels.



Photo 2.10: South Façade with number of cracked glass panels noted above each of the <u>structural</u> <u>bay</u> numbers.



Photo 2.11: North Façade with number of cracked glass panels noted above each of the <u>structural</u> <u>bay</u> numbers.