

**Request for Quotation (RFQ) for the Exterior Refurbishment of Building 43 in the
CSIR Pretoria campus
RFQ 9107/08/10/2018**

Date of issue	Tuesday, 18 September 2018
Compulsory briefing session	Monday, 1 st of October 2018 Venue: CSIR Pretoria Campus Building 43 Reception area Time: 11h00 – 12h00
Closing Date and Time:	Monday, 08 October 2018 at 16:30
Contact details	For submission of quotations or any other enquiries: email: tender@csir.co.za

1 INVITATION FOR QUOTATION

Quotations are hereby invited from reputable general building contractors with a proven track record for the refurbishment of Building 43 facade at the CSIR Pretoria campus. The service is required immediately from the date of appointment.

2 QUOTATION REQUIREMENTS

The scope of work for the refurbishment of the building façade includes plastering and painting of existing plaster band, soffit of staircases and remedial works on window sills, fascia boards and balustrades, etc.

Contractors are to price in the Bill of quantities provided

3 PRE-QUALIFICATION CRITERIA TO ADVANCE CERTAIN GROUPS

- Only contractors that are Level 1 or 2 B-BBEE contributors and are also Qualifying Small Enterprises (QSEs) can tender for this request.
- A certified copy of a valid B-BBEE Certificate or Sworn Affidavit **must** be submitted.

4 ELIMINATION CRITERIA

Bidders will be eliminated if they fail to provide the following information:

- At least a minimum of 3 contactable references for similar previous work done (See appendix A)
- At least 3 reference letters from previous clients **(NB: No letters of appointment and completion certificates will be accepted as these do not elaborate on the bidder's quality of workmanship and bidder's work ethic)**
- CIDB Certificate minimum 4GB level grading.
- Failure to meet the pre-qualification criteria to advance certain groups. Level 1 / 2 and also a QSE. A certified copy of a valid B-BBEE Certificate or Sworn Affidavit **must** be submitted.
- Non-attendance of the compulsory briefing session / site inspection.

NB: Previous work done must be in the Gauteng region to be accessible for site visits to verify quality of bidder's workmanship.

5 EVALUATION CRITERIA

- 5.1 Selection of suppliers will be based on the 90/10 preference point system.
- 5.2 Provide a certified copy of a B-BBEE Certificate, or letter of exemption indicating the B-BBEE Status level. No B-BBEE status will equal zero points
- 5.3 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 5.4 No order will be issued or no contract will be signed without a valid CSD number.

6 VENUE FOR PROPOSAL SUBMISSION

All quotations must be emailed to tender@csir.co.za **with the RFQ number on the subject line (No hand delivered quotations will be accepted).**

7 PRICING QUOTATION

- 7.1 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.
- 7.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 7.3 Payment will be according to the CSIR Payment Terms and Conditions.

8 OTHER TERMS AND CONDITIONS

- 8.1 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.
- 8.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.

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

10 Note: This is not a Purchase Order.



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Signed _____ Date _____

Name _____ Position _____

Bidder _____



APPENDIX B- PERFORMANCE ON PAST PROJECTS

The bidder shall attach hereto Reference Letters from previous clients.

SIGNATURE:

DATE:

(of person authorised to sign on behalf of the Bidder)

APPENDIX C: Bill of quantities

- Tenderers to price only where quantities are provided.
- Where an allowance is made, the quantities will be measured and quotes must be submitted.

MEASUREMENT: Measurements given are approximate. The contractor is advised to view the site and the existing structures to be demolished and to thoroughly acquaint himself with the extent of the work to be done. Any errors to the tendered rates in this regard shall be to the contractor's expense as no claims will be entertained afterwards.

TENDER: The submission of a tender will imply that contractor has physically visited the site and fully understands the content and extent of the work described in the bill of quantities and, therefore accepts that no claims in this respect will thus be entertained afterwards.

DIMENSIONS: The contractor is advised to take all dimensions affecting the existing buildings onsite as he will be held solely responsible for all new work being of the correct size.

BILL OF QUANTITIES - BUILDING WORK						
PROJECT NAME		BUILDING 43 FACADE REFURBISHMENT				
DEPARTMENT:		FACILITIES DEPARTMENT -PROJECT SECTION				
SABS PAY REF.	ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
		<p><u>PRELIMINARY AND GENERAL ITEMS</u> In terms of the Occupational Health and Safety Regulation promulgated on 18 July 2003, it will be expected from the contractor to comply fully and adhere to all such regulations pertaining to this project as no claims in this regard will be entertained.</p>				
		1. Site establishment	Sum	1		
		2. Tools and equipment	Sum	1		
		3. Remove site establishment on Completion	Sum	1		
PRELIMINARY AND GENERAL ITEMS TO BE CARRIED TO FINAL SUMMARY						
	2/1/1	<p><u>ALTERATIONS</u></p> <p><u>SUPPLEMENTARY PREAMBLES</u> The builder should allow for the removal of all debris from site and keeping the site clean at all times</p> <p><u>SPALLING CONCRETE AND REPAIR</u> Carefully cut open reinforced concrete to clean the existing reinforcing bars to prevent further corrosion and make good all the works complete.</p>	Item	1		
SANS 1200	2/1/1	<p><u>REMOVAL OF EXISTING WINDOW TILES</u> Take out and remove existing window tiles 150x150mm on brick – on edge to the dumping site to be located by the contractor and prepare the area for new tiles</p>	m ²	386		
SANS 1200	2/1/3	<p><u>REMOVAL OF EXISTING PLASTER-BAND BENEATH WINDOW CILL</u> Carefully chip and remove existing plaster-band beneath window sill and prepare for new plaster-band to receive paint</p>	m ²	500		

SANS 1200	2/1/4	<u>REMOVAL OF EXISTING DAMAGED PLASTER ON SIDES AND SOFFIT OF STAIRCASES</u> On sides and soffit of staircases	m ²	20		
SANS 1200	2/1/5	<u>REMOVAL OF DAMAGED PUTTY ON WINDOWS</u> Carefully remove damaged putty on windows and prepare the area to receive new putty.	m	25		
	2/1/1	<u>PLASTERING</u> <u>External Plaster: Cement plaster on brick work</u> 12mm thick plaster band underneath the windows	m ²	500		
	2/2/2	<u>PUTTY ON WINDOWS</u> Putty on windows including painting	m	25		
	2/3/1	<u>TILING</u> <u>SUPPLEMENTARY PREAMBLES</u> Unless described as "fixed with adhesive to plaster (plaster elsewhere) description of tiling on brick, concrete wall, columns, etc. shall be deemed to include 1:4 cement plaster backing and descriptions of tiling on concrete floors etc. shall be deemed to include 1:3 plaster bedding <u>WINDOW SILL TILING</u> <u>150 x 150mm wall tiles fixed with adhesive to plaster.</u> On sloping brick on edge	m ²	386		
		<u>PAINTWORK</u> <u>PAINTWORK ON NEW FLOATED PLASTER</u> Plascon Polvin Super Acrylic to new cement plaster (NW 205)				

		Surface to be dry, sound, clean and cured for a minimum of 14 days, with a moisture content measured with a Doser Hygrometer (or equivalent), of BD2 scale-8% or less. Prime with one coat of plascon plaster primer (UC56) with an over coating time of 16 hours and finish with 2 coats of Polvin Super Acrylic (EPL) with 1 hour drying time between coats, for a maintenance cycle of 5 years in a C1- Inland environment.				
	2/4/1	On plaster band	m ²	500		
		<u>One coat of super acrylic or equal and approved</u>				
	2/4/2	On walls	m ²	4		
	2/4/3	On landings, sides and soffits of stairs	m ²	585		
		<u>ON FIBRE CEMENT</u>				
		<u>One coat primer, one coat universal undercoat and 2 coats super acrylic PVA paint</u>				
	2/4/4	On door frames	m ²	15		
		<u>Plascon Sure Coat Gloss Enamel to exterior new fibre cement (NW174)</u>				
		Surface to be dry, sound and clean with a moisture content measured with a Doser Hygrometer (or equivalent), of BD 2 Primer (UC 56) with an over coating time of 16 hours and finish with 2 coats of Sure Coat Gloss Enamel with 16 hours drying time between coats, for a maintenance cycle of 2 years in a C1 - inland environment				
	2/4/5	On fascias and barge boards	m ²	500		
		<u>ON METAL</u>				
		Plascon velvagio satin to exterior new mild steel (NW683)				

		Surface to be clean and dry. Remove surface contaminants using plascon Aquasolv Degreaser (GR1) with bristle brush or brillo pads. Rinse thoroughly with tap water until surface is water break-free. Remove rust and millscale by abrasive blasting to ISO 8501-01:1988- Sa21/2 or by hand/ mechanical wire brushing to the same standard. Allow to dry completely and prime within 4 hours of cleaning. Prime with one coat Metal Primer (UC 501) with an overcoating time of 16 hours and finish with 2 coats of Velvagio Satin with 16 hours drying time between coats, for a maintenance cycle of 3 years in a C1 - inland environment.				
	2/4/6	On steel doors	m ²	55		
	2/4/7	On steel beams	m ²	34		
	2/4/8	On window frames	m ²	2.2		
	2/4/9	On steel grating	m ²	2		
	2/4/10	On 20mm dia. hand rail supported by 5mm x 300mm high steel	m	737		
	2/4/11	On 70mm dia. pole for the carport	m	43		
	2/4/12	On steel balustrading	m ²	329		
	2/4/13	On fence and gate	m ²	70		
		<u>ON WOOD</u> Plascon Velvagio Satin to interior new wood (NW571) Surface to be dry, sound and clean. Wash knots and resinous areas with lacquer thinners (ILS 1) and coat with wood care knot seal (PK 2) and apply one coat of Plascon wood care moisture content measured with a Doser Hygrometer (or equivalent), of BD 2 scale (A1-5) < 14% or less. Prime with one coat of Wood Primer (UC 2) with an over coating of time of 16 hours and finish with two coats of Velvagio Satin with 16 hours of drying time between coats, for a maintenance cycle of 7 years in a C1 inland environment				
	2/4/14	On doors	m ²	44		
		Sub-Total to be carried to final summary				

Section No	Final Summary	Page No	Amount
A	PRELIMINARIES	7	
B	BUILDING WORKS- RENOVATIONS AND REFURBISHMENTS	7-10	
	Sub Total		
	10% Contingency		
	Contract Sum excluding VAT		
	15% VAT		
	Total incl. VAT		

APPENDIX D- PRICING PROPOSAL FORM

THE BIDDER IS TO COMPLETE AND SIGN THE TENDER FORM

The Bidder, identified in the Offer signature block below, has examined the documents listed in the Tender Data as listed in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Bidder, deemed to be duly authorised, signing this part of this Form of Offer, the Bidder offers to perform all of the obligations and liabilities of the Contractor under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS

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 Rand (in words); R (in figures),
 (firm)

This offer may be accepted by the CSIR by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Bidder before the end of the period of validity stated in the Tender Data, whereupon the Bidder becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity

For the Bidder

Name and signature of witness **Date**

APPENDIX E- SBD 1 FORM