



sanedi

South African National Energy
Development Institute

Bid: 442

Request for Quotation for Cool Coating Application

BIDDER'S DETAILS

NAME OF BIDDER.....

POSTAL ADDRESS

STREET ADDRESS

CONTACT PERSON

TELEPHONE NUMBER Code Number

RFQ Number	442
Date of RFQ	27 th November 2017
Closing date	04 th December 2017 at 11:00
SANEDI Contact	All enquiries and RFQ submissions must be directed to : Name: Ms. Nondumiso Buthelezi Tel: 011 038 4300 e-mail address: enquiries.procurement@sanedi.org.za
Submission methods	The submissions should be made to the following email 442.procurement@sanedi.org.za NB: failure to submit in the correct email will render your submission non-responsive.
Work specifications (Technical Specifications)	<p>1. Project Background</p> <p>Cool Surfaces aims to create structures that preserve the natural environment, use less energy, last longer and are more comfortable to live and work in. The Objectives of the project is to passively improve building energy efficiency and thermal comfort, in buildings where implementation has been deployed. Definition of a cool surface: Cool Surfaces refers to all materials and technologies used in the construction of the building envelope that increases the amount of light they reflect (solar reflectance) and reduce the amount and length of time they hold heat (thermal emittance). These passively reduce temperature and improve thermal comfort for occupants. Cool Coatings/ Membranes are applied to roofs and walls by painting the prepared surface.</p> <p>2. Scope of works</p> <p>In order to encourage uptake of Cool Surfaces technology by the RSA market, the efficient and streamlined administration and supervision of the Cool Coating project implementation, we need to procure the certified cool coating product and labour to complete the Cool Surfaces Project on the Emmanuel Primary School (Sharpeville).</p> <p>Minimum requirement for bid to be considered for Project Management:</p> <ol style="list-style-type: none"> 1. Supply SACSA/ SABS/ CRRC certified cool coating product. Manufacturers that are members of the South African Cool Surfaces Association automatically qualify as their products and certifications are already on record with SANEDI EE Cool Surfaces Project. 2. Minimum experience of two years in project management of similar projects. 3. Minimum capacity as evidenced in 3 documented, successfully completed cool coatings and/ or water proofing projects <p>Project Site</p> <p>The project sites are Emmanuel Primary School, Sharpeville Please use table below regarding scope:</p>

Emmanuel Primary School

Roof Cleaning, Repair, Priming and Coating				Cost
C1 Roof surface Dimensions	Length: 41.4m	Width:12.5 m	Total: 517.5m ²	
C2 Roof surface Dimensions	Length: 12.3 m	Width: 5.8 m	Total: 71.6 m ²	
D1 Roof surface Dimensions	Length: 29.9 m	Width: 10.0 m	Total: 299 m ²	
Admin Building Roof “	Length: 17.0 m	Width: 9.7 m	Total: 164.9 m ²	
Toilet Block F1 Roof “	Length: 10.2 m	Width: 10.3 m	Total: 105 m ²	
Toilet Block F2 “	Length: 10.4 m	Width: 9.7 m	Total: 100.9 m ²	
Veranda walking path G1 “	Length: 20 m	Width: 3 m	Total: 60 m ²	
TOTAL			1318.9 m²	

3. Deliverables:

The deliverables for the project will be the following:

- 3.1. Supply of required certified cool coating product
- 3.2. A detailed Project Plan for the roll out of product quantities, labour and time.
- 3.3. Technical Report including assumptions, metrics and any other relevant technical information.
- 3.4. Weekly progress update in an electronic format (email) regarding implementation.
- 3.5. Written minutes of all meetings held.
- 3.6. The specified roof surfaces, coated completed satisfactorily. (Roof surface cleaned, minor roof defects repaired, primed and coated as per product manufacturer’s specifications including dry paint depth.

4. Project Management:

The project shall be managed through a Project Steering Committee consisting of a representative of SANEDI and a representative of the Contracted Party. Other persons may be invited by SANEDI and the Contracted Party, as appropriate.

Where meetings are required:

- 4.1. SANEDI will chair.
- 4.2. The Contracted Party will record the minutes of the meetings.
- 4.3. The contracted party will distribute electronic written copies of minutes to the meeting attendees within a week after the progress meeting.

The Steering Committee shall meet as follows:

- Inception Meeting – to initiate the Project and agree on specific details;
- Thereafter, progress meetings, as required.
- Site inspections by SANEDI, as required.
- A final meeting to officially sign off the project.

The inspection by SANEDI of the completed project site

- Upon Practical Completion, 80% of payment will be made.
- Upon Final Completion the remaining 20% shall be paid out at a rate of 5% per quarter until a full year indicates an absence of failures in workmanship. The acceptance of the Final Report will be subject to SANEDI evaluation. Upon acceptance, the final payment will be made.

5. Deliverables required of the Project Manager

The Project Manager shall:

- 5.1 Provide and execute a detailed project timeline (Gant chart)
- 5.2 Provide a risk management plan for security of the product, equipment, personnel and private property.
- 5.3. Provide detailed reports on project process, delays and contingencies etc.
- 5.4 Provide all equipment, staff (qualified paint applicators and unskilled labour).
- 5.5 Secure the health and safety of all labour employed.
- 5.6 Ensure the timeous payment of all labour as per the legal requirements.
- 5.7 Manage the records of documentation and processing of labour as per EPWP reporting format requirements.

6. Assumption regarding Time line

All work needs to be completed by 28 February 2018.

Full Time Equivalent (FTE) working hours calculated at 8 hours per day over a 5 day working week.

7. Assumptions regarding Cost of Labour

Wages of staff to be calculated in accordance with EPWP minimum payment allocation provisions.

Bidders must use the EPWP formats provided by SANEDI for record keeping of the following:

Documented project progress, labour register, ID, qualifications, UIF, workman’s compensation, time sheets and other mandatory documentation

Minimum requirement	Criteria			Scoring Guidelines		Weighting								
	All minimum requirements met:			Yes	No									
	1. Supply SACSA/ SABS/ CRRC certified cool coating product. SACSA members automatically qualify													
	2. Experience of two (2) years in management of similar cool coating/ paint water proofing projects.													
	3. Evidence of 3 documented, successfully completed cool roofing/ water proofing projects.													
Preferential procurement system	<p>The Bid will be evaluated on 80/20 Preferential Point System according to the Preferential Procurement Policy Framework Act,2000</p> <p>The points scored out of 80 should be calculated according to the following formula:</p> <p>(i) The 80/20 preference point system</p> $Ps = 80 (1 - \frac{Hs - Rs}{Rs})$ <p>where</p> <p>Ps = points scored for functionality and price of the bid/proposal under consideration</p> <p>Hs = highest percentage scored by any acceptable bidder for functionality and price</p> <p>Rs = percentage scored for functionality and price by bid/proposal under consideration</p> <p>The maximum score for this bid shall be awarded as follows:</p> <table border="1"> <thead> <tr> <th>POINTS</th> <th>PRICE</th> </tr> </thead> <tbody> <tr> <td>BBE Status level of Contribution</td> <td>20</td> </tr> <tr> <td>Points for price</td> <td>80</td> </tr> <tr> <td>Total points for price and BBE do not exceed</td> <td>100</td> </tr> </tbody> </table>						POINTS	PRICE	BBE Status level of Contribution	20	Points for price	80	Total points for price and BBE do not exceed	100
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Terms and Conditions	<p>The RFQ shall be subjected to the SANEDI procurement terms and conditions which can be found on www.sanedi.org.za.</p> <p>New suppliers are requested to apply for registration as suppliers on the database as no RFQs will be considered without suppliers firstly being registered on the supplier database.</p>
Total Amount VAT inclusive	
Other Requirements	<p>The supplier must:</p> <ol style="list-style-type: none"> 1. Pricing schedule 2. Attach SBD9, SBD 4 and BBBEE Bid Declaration 3. Attach valid tax clearance 4. Certified BBBEE certificate

SBD 4: Bidder’s Declaration of Interest

	<p>Any legal person, including persons employed by the state, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where</p> <ul style="list-style-type: none"> - the bidder is employed by the state; and/or - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
	<p>In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.</p>

COMPANY & REPRESENTATIVE DETAILS	
Full Name of bidder or his or her representative	
Identity Number	
Position occupied in the Company (director, trustee, shareholder, member):	
Registration number of company, enterprise, close corporation, partnership agreement or trust	
Tax Reference Number	
VAT Registration Number	

DECLARATIONS	YES	NO
Are you or any person connected with the bidder presently employed by the state?		
If so, furnish the following particulars: Name of person / director / trustee / shareholder/ member		
Name of state institution at which you or the person connected to the bidder is employed :		
Position occupied in the state institution		
Any other particulars:		
If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?		
If yes, did you attach proof of such authority to the bid document? <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.</u>		
If no, furnish reasons for non-submission of such proof:		
Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?		

	If so, furnish particulars:		
	Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?		
	If so, furnish particulars:		
	Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies Wither or not they are bidding for this contract?		
	If so, furnish particulars:		

Full details of directors / trustees / members / shareholders.			
The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in the table below.			
Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

“State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

”Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

DECLARATION OF INTEREST

I, the undersigned (name).....

Certify that the information furnished in this declaration is correct and I accept that SANEDI may reject the bid or act against me should this declaration prove to be false.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

SBD 9: Certificate of Independent Bid Determination

I, the undersigned, in submitting the accompanying bid for

in response to the invitation for the bid made by SANEDI do hereby make the following statements that I certify to be true and complete in every respect:

I therefore certify, on behalf of that I have read and I understand the contents of this Certificate;

1. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
2. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
3. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
4. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
5. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.
6. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)

- (c) methods, factors or formulas used to calculate prices;
- (d) the intention or decision to submit or not to submit, a bid;
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (f) bidding with the intention not to win the bid.

7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

8. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

9. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

B-BBEE Bid Declaration

Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:		
B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED (Points claimed for BBEE must be substantiated by means of a certified B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).	Points Claimed 	
SUB-CONTRACTING	YES	NO
Will any portion of the contract be sub-contracted?		
If yes, indicate: what percentage of the contract will be subcontracted?	%	
the name of the sub-contractor?		
the B-BBEE status level of the sub-contractor?		
is the sub-contractor an EME?		

I, the undersigned (full name).....

Certify that the B-BBEE information furnished on this declaration form is true and correct and attach a current broad-based black economic empowerment certificate as verified by an accredited agency.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date