Knysna Municipality is inviting quotations from suitable contractors for the services described below. Category – Contractors CIDB

(For publication on the Knysna Municipality website & notice boards)

ADVERTISEMENT DATE:	04 February 2016
RFQ NUMBER:	**126/2015/16**
DESCRIPTION OF GOODS/SERVICES:	**Speed Humps in White Location (Ward 4)**
RFQ DOCUMENTS ARE OBTAINABLE FROM:	Supply Chain Management Section Clyde Street Knysna **or** Knysna Municipality website: www.knysna.gov.za (Council adverts >Quotations)
CLOSING DATE: **TIME:**	**Friday 12 February 2016** **12:00**
SUBMISSIONS:	Sealed quotations clearly marked, **"RFQ 126/2015/16:Speed Humps in White location (Ward 4)"**, can be submitted: By hand to: Supply Chain Management Section Knysna Municipality Clyde Street Knysna By fax to: 086 650 1415 By email to: procurement@knysna.gov.za Contact person: Sandra Fourie (Tel: 044 302 6328) Electronic bid documents must reach the Supply Chain Management Section before the closing time.
COMPULSORY REQUIREMENTS:	Only contractors with a CIDB grading of **1CE** or higher will be eligible to submit a tender.
TECHNICAL ENQUIRIES:	Department : Tuiniqua Consulting Engineers Contact Person : Theuns Mynhardt Email : theuns@tuiniqua.co.za Tell : 044 382 6855

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT when applicable.
- Attached KMBD6.1 must be completed to qualify for B-BBEE Status Level of Contribution.
- Tax Clearance Certificate or Sufficient Evidence that Tax matters are raised with SARS must be attached.
- An original or certified copy of B-BBEE Certificate must be attached to qualify for points.
- Price must include all related expenses, i.e. transport, accommodation etc.
- Attached KMBD 4 document must be completed.
- Status of Municipal accounts must be submitted
- Only an Official order and appointment letter will bind the Council.

MUNICIPAL MANAGER
GS EASTON

The Knysna Municipality is implementing an online purchasing management system. This system allows vendors to register online, receive automated alerts via e-mail and will eventually allow vendors to submit bids electronically. All opportunities >R30 000 (RFQ's and Tenders) are processed through our online system. To register go to www.knysna.gov.za – Council adverts – Supply Chain Management – SCM e-mail list – complete info and click on submit form.

Enquiries may be directed to: nmlisana@knysna.gov.za

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uMasipala

RFQ 126/2015/16

Speed Humps in White Location (Ward 4)

SCOPE OF WORKS:

1. DESCRIPTION OF WORKS

1.1 Employer's objectives:

The employer wishes to construct speed humps in White Location.

1.2 Overview of the works:

The works compromises the following:

1. Setting out of the site, controlling of traffic, use of road construction signs and notifying all parties that will be affected by the works.
2. Preparation of existing tarred surfaces.
3. Excavation and prime key for speed humps.
4. Supply and construction of semi-circular (round top) speed ramps.
5. Erect traffic signs.
6. Comply with Health and Safety requirements.
7. Construction as per drawings included in this document.
8. Clean site.

1.3 Location of the works

The sites are in Rholihlahla Street, White Location, Knysna.

Bill of Quantities

	Speed Humps Ward 4				
Date: 02/02/2016					
Item	**Description**	**Quantity**	**Unit**	**Rate**	**Amount**
1.0	**Preliminary & General**				
1.1	All P&G items (including but not limited to Health & Safety, temporary works and accommodation of traffic)	1	No		
2.0	**Semi-circular (round top) speed hump**				
2.1	Prepare site	2	No		
2.1.1	Saw-cut existing surfaces	28	m		
2.1.2	Excavate and compact 480 x 30 mm key	28	m		
2.1.3	Apply Tack coat	30	m2		
2.1.4	Supply and construct speed hump with "Colto Fine or Bulk Cold mix"	5	m3		
3.0	**Signage and lines**				
3.1	Supply and Erect W332 Speed Hump warning sign	4	No		
3.2	Supply and Erect IN11.1 (40km/h) information sign mounted immediately below the warning sign (W332)	2	No		
3.2	Supply and Erect W401Danger Plates DWG 11-02-13	4	No		
3.3	Supply and Erect W402Danger Plates DWG 11-02-2013	4	No		
3.4	Supply and mark all lines for speed humps (see dwgs)	1	Sum		
4.0	**Site cleanup**				
4.1	Remove all rubble and clean site	1	Sum		
	Total				
	10% Contingencies				
	Total				
	Vat(if Vat registered)				
	Total				

Notes

Pricing to include

All P&G items (Preliminary & General)
All works described on the supplied Dwg's
All materials
Layout and survey of construction works
Please note Specifications for all items
Supply of all labour and materials to complete the works
Cart away and tidy site on completion
Health and Safety compliance
Traffic accommodation

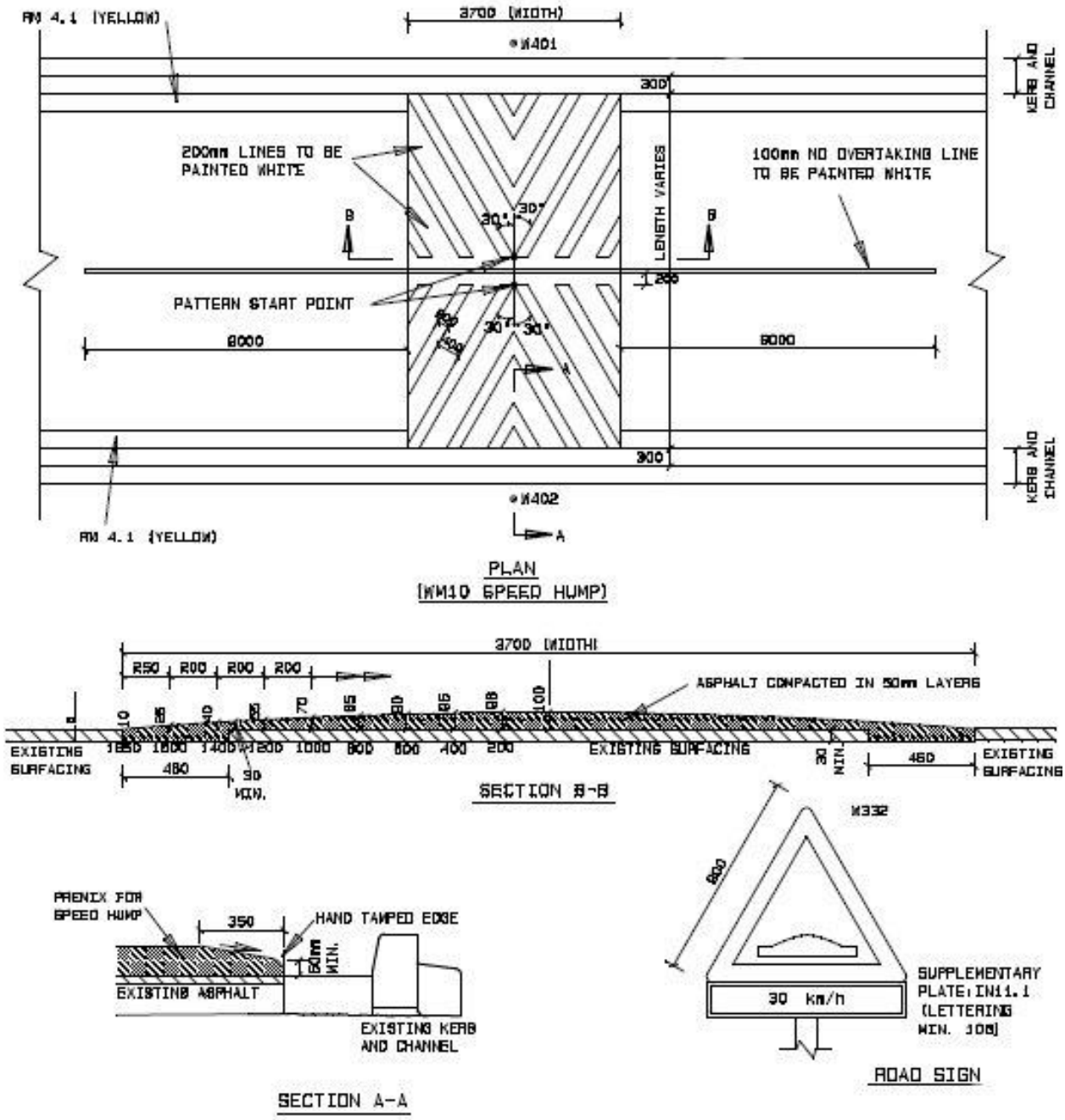
Client reserves the right to increase or decreased quantities to accommodate budget allowable.

Please note 10 % retention on works for 90 days

2. CONSTRUCTION

Semi-circular (round top) speed hump

Speed humps shall not he placed at driveway entrances or storm water gullies.
Position of speed hump to be finalized by the engineer
Road traffic signs W332 with IN11.1 (40km/h) sign shall be located within 30m ahead of the first speed hump.
Signs must be erected before and road markings provided immediately after construction, allow asphalt to cool (harden Cold tar) before painting.
Speed hump to be constructed from premix “Colto Fine or Bulk Cold mix".
Tack coat to be applied on road surface before construction.
The template for creating the speed hump will be supplied by the Client. This template must be returned to the client in the same condition, on completion of the works.
All existing surfaces to be saw-cut



All existing surfaces adjacent to speed hump to be repaired where necessary.
Road marking shall be an application of reflective cementitious road marking compound in accordance with manufacturer's recommendation and specification.
All road signs and markings shall comply with SADC Road Traffic Manual and the National Road Traffic regulations.
The setting out and pre-marking of the lines and symbols shall be approved prior to any final markings be applied.

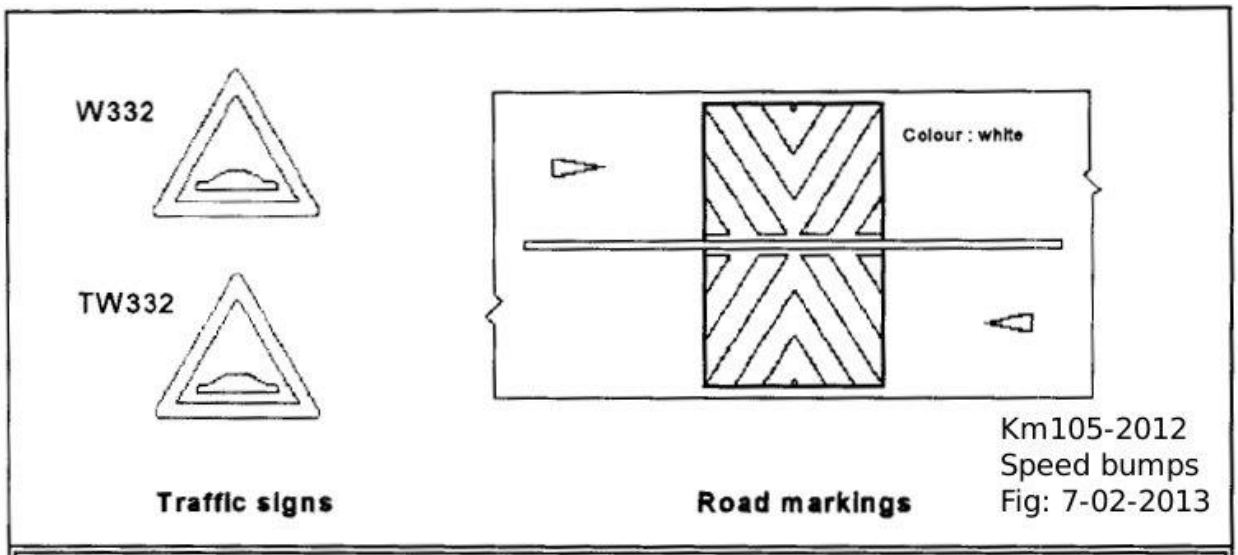
The height of the semi-circular speed hump shall be 100mm. Table 5.1 gives the corresponding heights for the desired maximum speed. The length of the hump shall be 3.7m. It is important that the hump is anchored by two ridges running perpendicular to the flow direction across the entire width of the hump.

Table 5.1: Height of sinusoidal speed hump.	
Desired Maximum Speed over hump (km/h)	Height (mm)
30	120
40	100
50	80

Signing and Markings

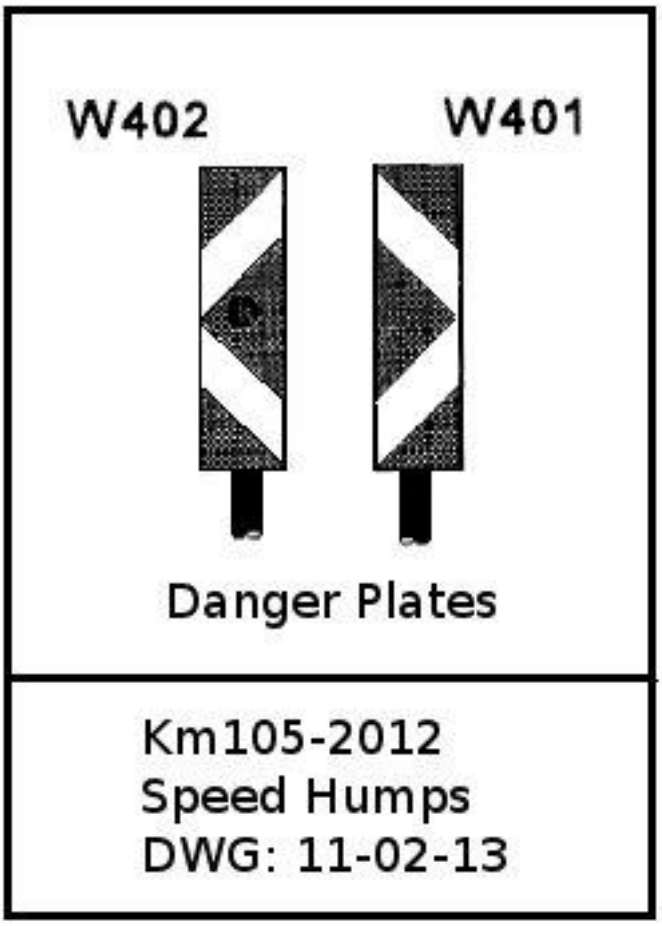
The necessary traffic signs and road markings as specified in the South African Road Traffic Signs Manual (Figure 7-02-2013) shows the signs and markings. The speed hump warning sign to be used in combination with an Advisory Speed sign (mounted immediately below the warning sign), showing the appropriate speed (**design speed 40km**) for the specific hump. The traffic signs shall be placed 30 meters ahead of the speed hump. The placing of 'Danger Plates' (W401 and W402) on either side of the hump. Figures 7-02-2013, 6-02-2013 & 11-02-13 illustrate the Advisory Speed sign and the relevant Danger Plates.

Warning Signs W332



Traffic signs and road markings for speed humps.

Danger Signs W4002 and W401



IN11.1

Contact Details of Tenderer	
The name of the Tenderer:	
The name of the contact person:	
The address of the Tenderer:	
Telephone:	
Facsimile:	
E-mail:	
Address (physical):	
Address (postal):	
Signature:	
Date:	

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MBD 6.1
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB:
BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:
- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated not to exceed R 200 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:
(a) Price; and
(b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	POINTS
1.3.1.1 Price	**80**
1.3.1.2 B-BBEE status level of contribution	**20**
Total points for Price and B-BBEE must not exceed	**100**

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

2..1 **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

2.3 "**B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

2.4 **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

2.5 **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

2.6 **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;

2.7 **"consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;

2.8 **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;

2.9 **"EME"** means any enterprise with an annual total revenue of R5 million or less

2.10 **"Firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

2.11 **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;

2.12 **"non-firm prices"** means all prices other than "firm" prices;

2.13 **"person"** includes a juristic person;

2.14 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;

2.15 **"total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;

2.16 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and

2.17 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. ADJUDICATION USING A POINT SYSTEM

3.1 The bidder obtaining the highest number of total points will be awarded the contract.

3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.

3.3 Points scored must be rounded off to the nearest 2 decimal places.

3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.

3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.

3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

6. BID DECLARATION

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1	
6.1.2.1 B-BBEE Status Level of Contribution as reflected on the B-BBEE Certificate	
6.1.2.2 Points claimed in respect of Level of Contribution (maximum of 10 or 20 points	

Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a 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

7. SUB-CONTRACTING

7.1. Will any portion of the contract be sub-contracted? *(Tick applicable box)*	**YES**		**NO**	
7.1.1. If yes, indicate:				
7.1.1.1. what percentage of the contract will be subcontracted?				**%**
7.1.1.2. the name of the sub-contractor?				
7.1.1.3. the B-BBEE status level of the sub-contractor?				
7.1.1.4. whether the sub-contractor is an EME? *(Tick applicable box)*	**YES**		**NO**	

8 DECLARATION WITH REGARD TO COMPANY/FIRM

8.1	Name of Company / Firm		
8.2	VAT Registration number		
8.3	Company Registration number		
8.4	Type of Company / Firm (Tick Applicable Box)	Partnership/Joint Venture / Consortium	
		One person business/sole propriety	
		Close corporation	
		Company	
		(Pty) Limited	
8.5	Describe Principal Business Activities		
	Company Classification (Tick Applicable Box)	Manufacturer	
		Supplier	
		Professional Service Provider	

8.6		Other service providers, eg transporter	
8.7	**TOTAL NUMBER OF YEARS THE ENTERPRISE HAS BEEN IN BUSINESS**		

9. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

(i) The information furnished is true and correct;

(ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.

(iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

(iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

(a) disqualify the person from the bidding process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation

(d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution

NAME OF BIDDER		DATE	
SIGNATURE			
WITNESS 1		WITNESS 2	
WITNESS 1			
DATE		DATE	

MBD 4
DECLARATION OF INTEREST

1.	No bid will be accepted from persons in the service of the state[1].		
2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.		
3.	In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.		
3.1	Full Name of bidder or his or her representative:		
3.2	Identity Number:		
3.3	Position occupied in the Company (director, trustee, hareholder[2]):		
3.4	Company Registration Number:		
3.5	Tax Reference Number:		
3.6	VAT Registration Number:		
3.7	The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.		
3.8	Are you presently in the service of the state?	YES	NO
3.8.1	If yes, furnish particulars: _____ _____		
3.9	Have you been in the service of the state for the past twelve months?	YES	NO
3.9.1	If yes, furnish particulars: _____ _____		
3.10	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved the evaluation and or adjudication of this bid?	YES	NO
3.10.1	If yes, furnish particulars: _____ _____		
3.11	Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid	YES	NO
3.11.1	If yes, furnish particulars: _____ _____		
3.12	Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?	YES	NO
3.12.1	If yes, furnish particulars: _____ _____		
3.13	Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?	YES	NO
3.13.1	If yes, furnish particulars: _____		

	_____		
3.14	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract	YES	NO
3.14.1	If yes, furnish particulars: _____ _____		

[1]MSCM Regulations: "in the service of the state" means to be –

(a) a member of –
  (i) any municipal council;
  (ii) any provincial legislature; or
  (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of 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);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) An employee of Parliament or a provincial legislature.

[2] Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

4. Full details of directors / trustees/ members / shareholders:

Full Name	Identity Number	State Employee Number

5. I, the undersigned (name) _____, certify that the information furnished in paragraphs 3 and 4 above is correct.

I accept that the state may act against me should this declaration prove to be false.

Name of Bidder		Date	
Signature		Capacity	

11. MDB 15 – Certificate for Payment of Municipal Services

NAME OF THE BIDDER: _____

FURTHER DETAILS OF THE BIDDER'S; Director / Shareholder / Partners, etc:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: **Please attach** certified copy (ies) of ID document(s)

I, _____,
(Full name in block letters) the undersigned, certify that the information furnished on this declaration form is correct and that I / we have no undisputed commitments for municipal services towards a municipality in respect of which payment is overdue for more than 90 days.

If the value of the transaction is expected to exceed R10 million (VAT included) I certify that the bidder has no undisputed commitments for municipal services towards **a Municipality** in respect of which payment is overdue for more than 30 days;

THUS DONE AND SIGNED for and on behalf of the Bidder, at _____ , on the _____

_____ day of _____ 20_____ .

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	

SIGNATURE:		NAME (PRINT):	
CAPACITY:		NAME OF FIRM:	

For office use (comments):