

REQUEST FOR QUOTATION

SENTECH INVITES SUPPLIERS FOR:

Project title:	Appointment of a Service provider to supply, deliver and install roof waterproofing membrane in Glencoe Site.		
Quotation or Proposal no:	1000004023		
RFQ Issue date:	10 March 2023		
Briefing session date, time and venue	15 March 2023, 10:00am at Fordmistake 30 kilometres from Glencore N11		
Closing date:	23 March 2023		
Closing time:	12h00	Validity period:	30 days

You are invited to provide a quote to deliver the goods, services or works defined in the Scope of Work.

QUOTATIONS OR PROPOSALS TO BE RETURNED TO:

Quotations Administrator	Zanele Zulu		
Telephone no:	011 471 4000		
E-mail:	Quotations6@sentech.co.za		

Form of Offer and Acceptance

Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the services as stated in the RFQ: Scope of Work

The Service Providers, identified in the Offer signature block, has examined the documents listed in the RFQ and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of this RFQ.

By the representative of the Service Provider, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the Service Provider offers to perform all of the obligations and liabilities of the RFQ 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 RFQ.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:

(in _____ words)

.....

.....Rand;

R.....(in figures)

THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the Service Provider before the end of the period of validity stated in the RFQ, or other period as agreed.

Signature(s)

Name(s)

Capacity

For the tenderer:

(Insert name and address of organisation)

Name & signature of witness

Date

Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Service Providers Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of the RFQ. Acceptance of the Service Providers Offer shall form an agreement between the Employer and the Service Provider upon the terms and conditions contained in this RFQ.

Deviations from and amendments to the documents listed in the RFQ and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the Service Provider and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The Service Provider shall within two days of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the RFQ. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Service Provider receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)

Name(s)

Capacity

for the Employer

(Insert name and address of organisation)

Name & signature of witness

Date

RFQ Data

1. ADMINISTRATIVE RESPONSIVENESS CRITERIA

- 1.1. Suppliers are required to ensure that they meet all the Administrative Responsiveness Criteria. Suppliers that do not meet all the Administrative Responsive Criteria may not be awarded this Quote. It is the service provider's responsibility to ensure that they are tax compliant and that all required information is submitted to Sentech. Supplier's providing quotations must be registered on the Sentech Supplier Database.
- 1.2. **Quotations must be in a Company Letterhead.**
- 1.3. Quotations or Proposals must be received on or before the closing date and time specified on the Call for Quotation or Proposal document.
- 1.4. Quotations or Proposals must be fully completed and signed in BLACK ink.
- 1.5. Quotations must be submitted via Email.
- 1.6. The Tenderer undertakes to the Purchaser that it will treat as confidential the terms of this RFQ together with all the Purchaser's confidential information and will not disclose such confidential information to any person, firm or company (other than to its auditors and other professional advisers) or to the media, and will not use such confidential information other than for the purposes of this RFQ, subject always to any prior specific authorisation in writing by the Purchaser to such disclosure or use."

2. EVALUATION CRITERIA

The evaluation criteria are stipulated in Section 5. It is the Suppliers responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria may result in the Supplier being disqualified from being appointed. Suppliers must ensure that they have included all supporting documentation, especially the documentation that may be required to support the response to the evaluation criteria.

3. BRIEFING SESSION

N/A

4. RFQ EVALUATION METHOD

This RFQ will be evaluated as described in the table below.

Evaluation Method	<ol style="list-style-type: none"> 1. Stage 1 – Administrative Responsiveness Evaluation All the Quotations will be evaluated against the Administrative responsiveness requirements as set out in section 2 of the RFQ Data. 2. Stage 2 – Functional Evaluation Criteria The proposals that COMPLY with the Mandatory evaluation criteria be evaluated against the Functional Criteria. Suppliers meeting the minimum requirement will be evaluated further. 3. Stage 3 – Price and Preference Suppliers with the lowest Price offered will score the highest points. Only Suppliers that submit a valid B-BBEE Certificate can claim preference points in line with the 80/20 Suppliers with the highest number of points will be recommended for the award of this quotation, unless there are compelling and justifiable reasons not to do so.

5. Evaluation of Price and Preference

The Service Provider will be evaluated on a points system for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

6. TECHNICAL EVALUATION CRITERIA

6.1 Mandatory Evaluation Criteria (Stage 2)

Mandatory Eligibility Criteria	Compliant (Indicate Yes or No)	What Proof is required to show compliance to Mandatory Eligibility Criteria	Reference proof supplied by reference the page number where the information is located in your Tender submission
Registered with CIDB		Attach valid proof	
		CIDB Certificate: 1SN and above	
NOTE: Bidders that do not comply with all the above criteria will not be evaluated further. Annexure 1 to be fully completed. If not completed, bidders will be disqualified			

6.2 Functional / Quality criteria (if applicable)(Stage 3)

	Evaluation scoring criteria based on compulsory covering sheet submitted	Max allowable points	Points allocation	Proof Required
1	The service provider must attach a list of completed project as the main contractor in waterproofing works.	40	<ul style="list-style-type: none"> Three (3) and more Projects Completed - 40 Points Two (2) and more Projects Completed - 25 Points One Project Completed - 10 Points No Projects Completed - 0 Points 	(Completion certificates to be attached).
2	Experience of Key Personnel	30	<ul style="list-style-type: none"> Foreman/Supervisor with 3 years and more experience - 30 points Foreman with 2 and above year of experience - 15 points Foreman with less than 2 year of experience - 5 points 	Bidders to attach CVs for site foreman with 3 years of experience in construction industry or Civils)
3	Construction Programme	30	<ul style="list-style-type: none"> Compressive Realistic Project Programme submitted - 30 Points. Average unrealistic Project Programme submitted - 5 Points. 	Project programme with realistic time frames, key tasks clearly defined and critical path depicted. (The programme may be presented in any format)

			• Project Programme not submitted - 0 Points	
4				
		Total (maximum points) 100		
Minimum Score to Qualify for Further Evaluation				

6.3 Technical Evaluation (Stage 4)

	Item Description	Score	Comments	Proof required
1				
2				
2.1				
a				
c	Product warranty	2	Above 12year product (2). 10 - 11, year product (1,5). 5 -9-year product (0.1)	Attach spec sheet from Manufacturer
d	Output Performance warranty	2	Equal to or above 25 years perf. (2). 15 - 24 year perf. (1.5). 10 -14 year perf (0.1)	Attach spec sheet from Manufacturer
		<u>10</u>		
	Total score		The pass mark for further evaluation is 120 or more out of 170 points. Any points scored lower than the pass mark will the render the submission disqualified.	

***Bidders must complete the two annexures attached with this document. (.i.e. Annexure 1- Compulsory covering sheet and Annexure 2- Technical evaluation).**

6.4 RISK ASSESSMENT (Stage 5)

All bids that meet the minimum qualifying score for technical evaluation may undergo a risk assessment based on the following framework:

- Any aspects that emanate from the bidders' individual responses
- Any information received from past references.
- Site Visit of similar work done
- Assessment of Financial Statements

Sentech may disqualify bidders based on the outcome of the risk assessment.

6.5 Evaluation of Price and Preference (Stage 6)

This Bid will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

7. The price / preference weighting applicable for RFQ are as follows:

Price / Preference	Points
Preference:	20
Price:	80
Total must equal:	100

8. Preference Point allocation – 80/20

Sentech's Specific goals emanate from the section 2(1)d of the Preferential Procurement Policy Act which may include contracting with persons or categories of persons, historically disadvantaged by unfair discrimination based on race, gender and disability. The Reconstruction and Development Programme as published in Government Gazette No 16085 dated 23 November 1994

Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	10	A valid BBBEE Certificate showing at least 51% black ownership
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 30% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability
Total Points	20	

a. Price Calculation 80/20

The following formula will be used to calculate the points for price.

$$P_s = 80 \left[\frac{1 - (P_t - P_{min})}{P_{min}} \right]$$

Where:

- P_s = Points scored for price of bid under consideration
- P_t = Rand value of bid under consideration
- P_{min} = Rand value of lowest acceptable bid

Appointment of a Service provider to supply, deliver and install roof waterproofing membrane in Glencoe Site.

1. BACKGROUND

Sentech is a state-owned company and is the largest broadcasting signal distributor in South Africa. Sentech is a licensed Electronic Communications Network Service provider in South Africa. It currently operates many telecommunication networks for Satellite, Television, Radio, Internet and more. As such, Sentech is a global enabler of broadcasting and digital content delivery.

Sentech is looking for a service provider to supply, deliver and install waterproofing membrane mast area at Glencoe Site under the Vryheid Sentech OC Office within the Eastern Region.

Scope Of Work

Method of works:

- All surfaces shall be prepared, and waterproofing applied strictly in accordance with the manufacturer technical data sheet.
- All work shall be carried out by a pre-qualified contractor, who is well trained in the application of the specific, documented, waterproofing agent.
- All materials used in conjunction with the new waterproofing agent, shall be approved by the waterproofing manufacturer.
- Recommended product is EPDM rubber product or similar product with similar specifications. (Contractor to submit specifications of the product to be used along with quotation documents)
- All surfaces to which the new waterproofing is to be applied, shall be smooth, clean, dry, and free from irregularities.
- Existing waterproofing to be stripped and cleaned off the roof before applying new layer of waterproofing. Strip existing waterproofing membrane and dispose at contractor's own disposal site.
- Remove all oils, grease & contaminants and abrade surface.
- Demolish screeds where inadequate falls and dispose at contractor's own disposal site.
- Inspect full-bore pipes with camera and clear to ensure full drainage.
- All substrate cracks and surface imperfections are to be filled, sealed and dry prior to screeding the entire roof that is affected.
- Supply and install new screeds were directed to minimum falls of 1:100, mixed with crystalline add-mixture, average 120mm thick.

APPLICATION

- Apply the waterproofing agent in accordance with the manufacturer technical data sheet.

OCCUPATIONAL HEALTH AND SAFETY ACT OF 1993 All regulations and statutory requirements as lay down in the latest edition of The Occupational Health and Safety Act, 1993 (Act no 85 of 1993) shall be Adhered to. Health and Safety Plan must be approved by the Health and Safety Officials of Sentech before any work will be allowed to commence.

Expanded Public Works Programme (EPWP)

- The contractor must report all local/temporary labourers employed in a project.
- The contractor must not wait until the end of a project in order to submit reports.
- The contractor is a responsible for assisting Sentech in reporting all work done.
- No payment will be certified without the required report being submitted.

Constrains and duration of works

- **Duration of works to be 7 weeks upon receipt of the Purchase Order.**
- Inclement weather conditions remain the single biggest constraints to timeous completion of the project.
- It should be borne in mind that in addition to normal inclement conditions some sites may be affected by high winds and mist at certain times of the day.
- Contractors are therefore urged to familiarize themselves with the historic prevailing weather conditions of the specific region.
- The contractors must therefore allow for inclement weather-related delays in their schedule. Any inclement weather days and consequential inclement weather days accumulated during this contract will be granted as extension of time as **there will be no monetary compensation.**

Program and Progress Reporting

Timeous execution of the project as a whole is of paramount importance to Sentech. This is to ensure that it assists the contractor in monitoring its own progress, and the contractor shall provide a detailed execution of the program within 10 days after award of the contract. This program shall provide the following information in either date listing format or bar chart and network diagram format:

- Activity description
- Activity duration
- Activity logic (inter dependencies, delays)
- Resource allocations (plant, labour)
- Key dates

The program will be used to monitor the contractor's progress.

Weekly reports are to be compiled and submitted to Sentech via emails, these are to include photographic evidence of progress.

The contractor will be required to submit a safety file once appointed.

(Please consider the safety file when pricing the document)

A Guarantee of at least five years on workmanship

LOCATION:

		Coordinates		
	Glencoe	28.09.04S 29.56.51E		

- Please see attached drawing

2. TERMS AND CONDITIONS

Terms and Conditions	SENTECH reserves the right to:
	<ul style="list-style-type: none"> • Extend the closing date. • Verify any information contained in a response. • Request documentary proof • Cancel or withdraw the requirement • To limit communications to only those Service Providers who meets the requirements. • This request will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the SCC conflict with the GCC, the SCC shall prevail. • The successful Service Provider may only enter into a subcontracting arrangement with the approval of SENTECH. • SENTECH shall have the right, at its sole and exclusive discretion, upon written notice to the Service Provider, to terminate this Agreement, in whole or in part should the SERVICE PROVIDER fail to perform any of its obligations or deliver any deliverable timeously or should SENTECH not be satisfied with the quality of any service/s in terms of this Agreement, to the satisfaction of SENTECH. • SENTECH shall furthermore have the right, as a result of such termination, to appoint a third party to perform the obligations of the Service Provider in terms of the Agreement and the Service Provider indemnifies SENTECH against all costs incurred by SENTECH in appointing such third party to fulfil the obligations of the Service Provider. • SENTECH shall have the right, at its sole and exclusive discretion, to terminate this Agreement, at any time, upon 30 (thirty) days' written notice to the Service Provider. • SENTECH reserves the right to conduct supplier due diligence at any time pre, during and post the contract period. This may include announced or unannounced site visits. • Key resource provided in response should be engaged in the project, should there be resource changes the resource levels must be equivalent to the resources in the proposal, with notice and acceptance by SENTECH be understood as special condition of contract.

Terms and Conditions	SENTECH reserves the right to:
	<ul style="list-style-type: none"> • Service Level Agreement will be signed with the successful Service Provider. • The successful contractor is to provide a safety file that will be approved by SENTECH SOC limited safety specialist before the works can commence on site. The successful contractor will also be required to sign SEC.37.2, to be handed after the adjudication of contract. The successful contractor must take note that they will be given a period of two weeks to prepare an approved safety file upon receipt of the Purchase Order, of which failure to adhere to the deadline will result in the Purchase order being cancelled. • Contractor to submit a programme of works before commencing any works • Contractor to submit close out report upon completion

3. PRICING

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
		Item 1				
1.1	SANS 1200 A	SECTION: PRELIMINARY AND GENERAL				
1.2	8.3	FIXED-CHARGE ITEMS				
1.2.1	8.3.1	Contractual Requirements	Sum	1,0	0,00	0,00
1.2.2		Safety file	Sum	1,0	0,00	0,00
1.3	8.4	TIME-RELATED ITEMS				
1.3.1	8.4.1	Contractual Requirements	Sum	1,0	0,00	0,00
1.3.2		Offices, ablution, and storage sheds	Sum	1,0	0,00	0,00

1.3.3		Workshops	Sum	1,0	0,00	0,00
1.3.4		Dealing with water (Subclause 5.5)	Sum	1,0	0,00	0,00
1.3.5	8.4.3	Supervision	Sum	1,0	0,00	0,00
1.3.6	8.4.4	Company and head office overhead costs	Sum	1,0	0,00	0,00
1.3.7	8.4.5	Other time-related obligations	Sum	1,0	0,00	0,00

		Section 2: ACCESS & SAFETY				
2.1.1		Temporary hoarding or netting at ground level	Sum	1,0	0,00	0,00
2.1.2		Access scaffolding to the roofs	Sum	1,0	0,00	0,00
2.1.3		Crawl boards and ladders to inaccessible areas	Sum	1,0	0,00	0,00
2.1.4		Edge barriers	Sum	1,0	0,00	0,00

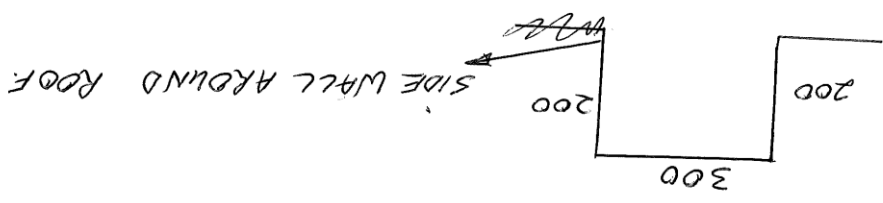
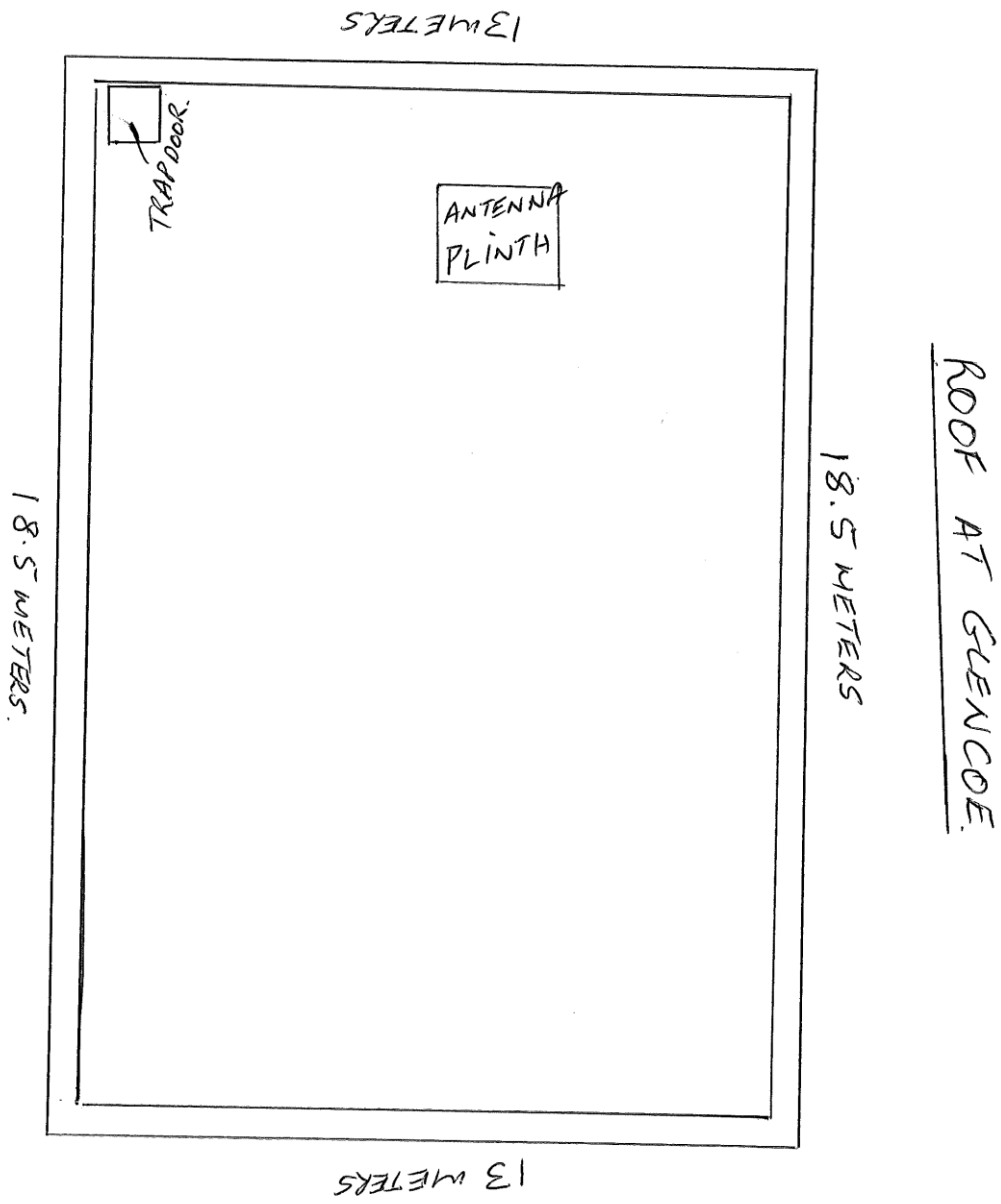
		Section 3: CONCRETE ROOFS				
3.1		DEMOLITION				

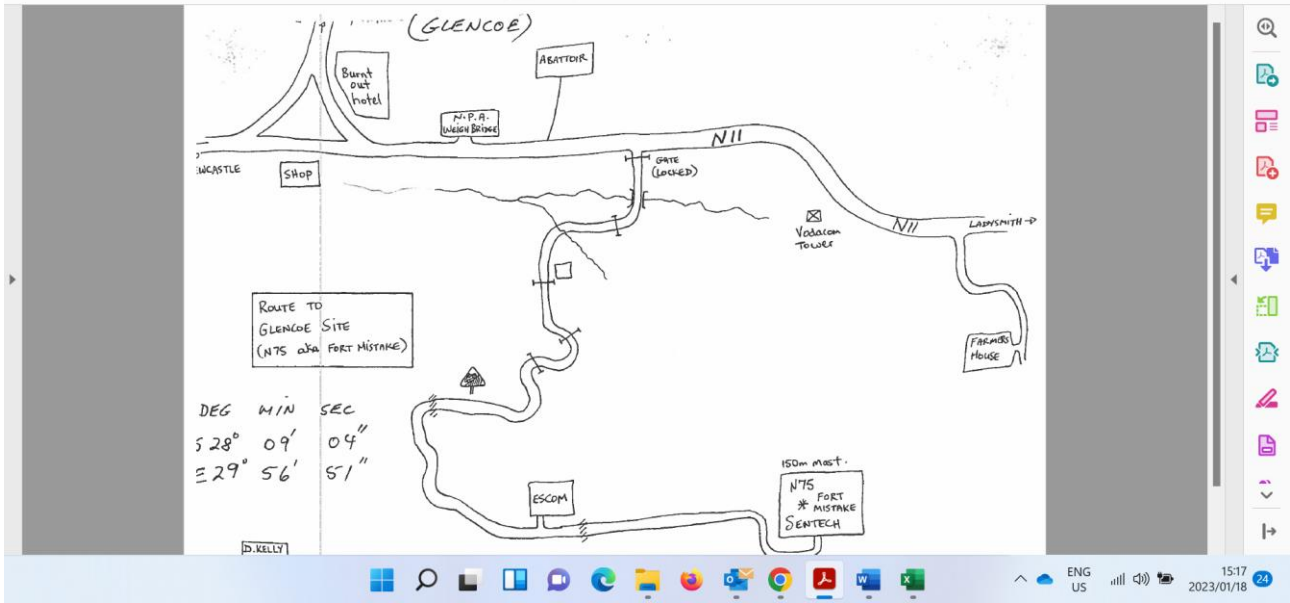
3.1.1	Strip existing waterproofing membrane and dispose at contractor's own disposal site	m ²	240,5	0,00	0,00
3.1.2	Remove all oils, grease & contaminants and abrade surface	m ²	240,5	0,00	0,00
3.1.3	Demolish screeds where inadequate falls, and dispose at contractor's own disposal site	m ³	10,0	0,00	0,00
3.1.4	Inspect full-bore pipes with camera and clear to ensure full drainage	Sum	1,0	0,00	0,00
3.1.5	Inspect downpipes in ceiling cavity, and seal all joints, bends, and junctions	Sum	1,0	0,00	0,00
3.2	WATERPROOFING				

3.2.1	Supply and install new screeds where directed to minimum falls of 1:100, mixed with crystalline admixture, average 120mm thick	m ³	2,5	0,00	0,00
3.2.2	Supply, apply and finish off EPDM/Similar product waterproofing membrane. Product subject to approval by Client	m ²	240,5	0,00	0,00
3.2.3	Lap all sides and counter flash vertical terminations complete as specified	m ²	44,1	0,00	0,00

SUMMARY OF SECTIONS					
	DESCRIPTION				AMOUNT R
1	Section 1: PRELIMINARY & GENERAL				
2	Section 2: ACCESS & SAFETY				
3	Section 3: CONCRETE ROOFS				

	SUBTOTAL				
	Add 15% VAT				
Total Carried Forward To Summary Of Schedules					





(GLENCOE)

Labels on map: Burnt out hotel, A.P.A. (Aerial Photo Archive), REACTOR, SHOP, WCASTLE, GATE (LOCKED), NII, Vodacon Tower, LABYRINTH, FARMERS HOUSE, ESCOM, 150m mast, N75 FORT MISTAKE SENTECH, KERRY.

ROUTE TO GLENCOE SITE (NTS aka FORT MISTAKE)

DEG	MIN	SEC
S 28°	09'	04"
E 29°	56'	51"