

REQUEST FOR PROPOSAL (RFP)

PROVISION OF MAINTENANCE SERVICE FOR THE ELECTRICAL SUBSTATION

The **East London Industrial Development Zone SOC Ltd** is the operator of the East London Industrial Development Zone (ELIDZ), an entity which exists to help manufacturers to become globally competitive through the development and efficient management of a modern, purpose built industrial location, which offers investing industries a streamlined business environment enhanced by a range of supporting services. The zone is already operational and currently houses a number of manufacturers that supply products for the local and international markets.

SCOPE OF WORK:

Tenders are being invited with suitably qualified and experienced service providers for the provision for Maintenance Services of the ELECTRICAL SUBSTATION in the East London Industrial Development Zone, located at our facilities within the West Bank area of the Buffalo City Metropolitan Municipality.

The successful tenderer will be required to enter into a three-year Contract for the provision for Maintenance Services of the ELECTRICAL SUBSTATION installation with the East London Industrial Development Zone SOC Ltd.

Tender Reference No.	Tender Description / Name	Compulsory CIDB Grading	Closing Date / Time
ES/19/ELEC/SS/01	PROVISION OF MAINTENANCE SERVICES FOR THE ELECTRICAL SUBSTATION	5 EP	15 July at 12h00 noon

The following is the summarized scope of work:

The services include the following summarised scope of work. For comprehensive scope of work, see paragraph 2.2.1.2 of the tender document Vol A (1 of 2).

- Carry out initial inspection and subsequent routine inspections and submit reports at each in inspection.
- Preparation and approval of weekly routine repair and replacement program
- Undertake preventative maintenance on a monthly, quarterly and/or annually basis of the electrical substation equipment and installations.
- Troubleshoot of any electrical substation equipment.
- Respond to call-outs for attending to electrical substation system faults and defective equipment where necessary.
- Undertake maintenance activities, cleaning and repairs on specific electrical substation installation components that have been identified during inspections including transformers, switchboards, switch gears, miniature substations, standby diesel alternator plant, etc.
- Undertake necessary voltage tests and complete test records as required/necessary.
- Undertake mechanical and electrical tests of substation apparatus as specified.
- Locate electrical cable faults and replace electrical wiring where necessary.
- Undertake necessary repairs to MV and LV cable joints including excavations and reinstatement as necessary.
- Provide switching services for complete repair.
- Compile a monthly preliminary payment valuation and report
- Occupational health & safety method statements & compliance
- Construction environmental management method statements & compliance

BRIEFING MEETING :

Note: A compulsory Briefing or Site Clarification Meeting with representatives of the Employer will take place at the **ELIDZ HQ Auditorium on 28 June 2019 starting at 10h00. Participants arriving more than 15 minutes late from start time will not be allowed to attend the meeting.**

BID CONDITIONS:

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender, or the relevant SARS pin code which will allow the ELIDZ to confirm the tenderers tax status on-line
- Tenderers are required to submit an original or certified B-BBEE Certificate from an accredited verification agency. Companies with annual turnover less than R10 million to submit an accountant letter confirming turnover.
- Tenderer must be registered on Central Supplier Database (CSD) from National Treasury and MAAA number must be provided
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked **"Envelope A - Technical Proposal"** and **"Envelope B – Financial Proposal"**. The financial proposal will only be opened should the technical proposal be deemed compliant and responsive.
- A non-signed "Form of Offer" in the financial proposal in the "Envelope B" submission will result in the disqualification of the tender.
- Inclusion of Price Offer and/or any price details in "Envelope A-Technical Proposal" will result in the disqualification of the tender.
- Registration with **CIDB** is compulsory with contractor minimum grading designation of **5 EP**.
- The applicant is a member of ECA and (proof of registration must be submitted with returnable schedules)
- The applicant senior electrician and site electrician shall provide a Trade Test Certificated (Red Seal) in terms of Section 13 of the Manpower Training Act, 1981 (Read with schedule 2, Item 4(5) of the skills development Act, 1998).
- The successful Tenderer will be required to have sufficient and competent staff available to commence full time operations in accordance with the contract with effect from the Commencement Date, failing which the contract will be awarded to the next most preferred Tender.
- Tenderers are advised to have a local (East London) operational office in place at the time of contract award, failing which the contract will be awarded to the next most preferred tenderer.
- In the event that the successful Bidder has been awarded the contract with value above R5 000 000.00 for the same goods/services on a consecutive basis, the successful Bidder will be required to submit a Supplier development plan for SMMEs to be agreed with the ELIDZ.
- Tenderer to provide certified copy of company registration certificate.
- Tenderers to provide letter of good standing with Compensation Commissioner.

EVALUATION:

The evaluation will be guided by the ELIDZ procurement policy. Points will be awarded on the basis of Price and BBBEE.

Score breakdown:

- 80 Points for Price
- 20 Points for BBBEE

All tenders not providing compulsory responsive documentation and with functionality scoring less than 70%, will not be considered for the next stage of tender evaluation.

TENDER DOCUMENT & SUBMISSION:

The RFP document will be available for download from **21 June 2019 12h00 (Noon)** from the East London Industrial Development Zone website: www.elidz.co.za under **Opportunities >> Tenders**

The tender must be submitted in in two separate envelopes clearly marked "Envelope A-Technical Proposal" and "Envelope B-Financial Proposal" with the name/address of submitting company and the tender reference number. They must be deposited in the tender box in **ELIDZ Administration 1 Building situated at Lower Chester Road, Sunnyridge, East London, 5214.**

ELIDZ will not be responsible for tenders placed in an incorrect tender box. The ELIDZ and ELIDZ representative will not be held responsible for the receipt of tenders via courier services and the like. No late tenders will be accepted. Only original tenders will be accepted. Telegraphic, telephonic, telex, facsimile and e-mail will not be accepted.

TENDER ENQUIRIES:

Queries relating to this tender may be addressed to: Ms A Mgwaza
T: +27 43 702 8200 | E: anathi@elidz.co.za

