

REQUEST FOR PROPOSALS (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 AND NETWORK INFRASTRUCTURE 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 & NETWORK INFRASTRUCTURE with the East London Industrial Development Zone SOC Ltd.

Reference No.	Description / Name	CIDB Grading	Closing Date / Time
ES/22/ELEC/SS/01	PROVISION OF MAINTENANCE SERVICE FOR THE ELECTRICAL SUBSTATION	5 EP	12 September 2022 at 12h00

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).

1. Carry out initial inspection and subsequent routine inspections and submit reports at each inspection.
2. Preparation and approval of weekly routine repair and replacement program.
3. Undertake preventative maintenance on a monthly, quarterly and/or annually basis of the electrical substation equipment and installations.
4. Troubleshoot of any electrical substation equipment.
5. Respond to call-outs for attending to electrical substation system faults and defective equipment where necessary.
6. 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.
7. Undertake necessary voltage tests and complete test records as required/necessary.
8. Undertake mechanical and electrical tests of substation apparatus as specified.
9. Locate electrical cable faults and replace electrical wiring where necessary.
10. Undertake necessary repairs to MV and LV cable joints including excavations and reinstatement as necessary.
11. Provide switching services for complete repair.
12. Compile a monthly preliminary payment valuation and report.
13. Occupational health & safety method statements & compliance.
14. Construction environmental management method statements & compliance.

BRIEFING MEETING:

- Note: A Compulsory Briefing with representatives of the Employer will take place at **Virtually via Microsoft Teams on 29 August 2022 starting at 10h00. Participants are to register their interests in attending the briefing meeting by emailing anathi@elidz.co.za with subject line indicating the tender name and in the body of the email the details of the personnel that will be attending the meeting. This registering to attend is to be done by no later than 09:00 on the 26 August 2022.**

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 **5EP**.
- 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 for the term of the contract.
- In the event that the successful Bidder has been awarded the contract with value above R 5 000 000.00 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.

PROPOSAL DOCUMENT & SUBMISSION:

The RFP document will be available for download on **19 August 2022 12h00 (Noon)** from the CIDB website and the East London Industrial Development Zone website: www.elidz.co.za under **Opportunities >> Tenders**.

To make a tender submission for an open tender you must have completed the registration process before and have an active login account. Navigate to <https://tenderportal.elidz.co.za> and login with your credentials captured as part of the registration process.

It will be the responsibility of the respondent to ensure that the tender/bid reaches the ELIDZ. All tender/bids documents are to be submitted online at <https://tenderportal.elidz.co.za> before the closing date and time (12 September 2022 at 12h00). Only PDF documents must be uploaded with a maximum size limit of 2GB per file.

Telegraphic, telephonic, telex, facsimile and e-mail and hard copy tenders will not be accepted. No late tenders will be accepted.

TENDER ENQUIRIES:

Queries relating to the issue of these documents may be addressed to Ms. A Mzantsi:

T: +27 43 702 8200 | **E:** anathi@elidz.co.za