

REQUEST FOR PROPOSALS (RFP)

PROVISION OF MAINTENANCE SERVICES FOR AIR CONDITIONING AND VENTILATION INSTALLATIONS

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:

The ELIDZ invites suitably qualified and competent service providers to respond to a Request for Tender (RFT's) for the appointment of a suitably qualified and experienced service provider to undertake the maintenance of air conditioning and ventilation installations in the East London Industrial Development Zone, located at our facilities within the West Bank area of the Buffalo City Metropolitan Municipality.

Reference No.	Description / Name	CIDB Category	Closing Date
ES/24/AC/01	PROVISION OF MAINTENANCE SERVICES FOR AIR CONDITIONING AND VENTILATION INSTALLATIONS	4ME	15 July 2024 at 12h00

The Services include the following summarized scope of work:

1. The provision of a small, permanent on-site crew during normal working hours
2. Scheduled and unscheduled maintenance activities required for air conditioning and ventilation equipment.
3. The provision of urgent and emergency response services related to air conditioning and ventilation equipment, on a 24/7/365 basis

BRIEFING MEETING:

Note: There will be a compulsory briefing session for this tender on the **24 June 2024 on Teams at 10H00**.

Meeting ID: 384 687 629 402 | **Passcode:** WETt48

Tenderers are encouraged to submit written questions by email to Anathi Mzantsi to anathi@elidz.co.za on/or before 08 July 2024 at 16h00.

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.
- Tenderer must be registered on Central Supplier Database (CSD) from National Treasury and MAAA number must be provided.
- Tenderers should submit a Valid original or certified B-BBEE certification or Sworn Affidavit.
- Tenderers to provide certified copy of Company Registration Certificate.
- Tenderers to provide Letter of Good Standing from Compensation Commissioner.
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked "Envelope A -Technical Proposal" and "Envelope B – Financial Proposal". Then the financial proposal will only be opened should the technical proposal be found to be acceptable.
- 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 other price related details in "Envelope A-Technical Proposal" will result in the disqualification of the tender.
- 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.
- Registration with the CIDB in the category **4ME** is compulsory for companies wishing to submit tenders.
- A registered office within the Buffalo City municipal boundaries will be given preference.

EVALUATION:

The evaluation will be guided by the East London Industrial Development Zone procurement policy. Points will be awarded on the basis of Price and Specific goals.

Score breakdown:

- 80 Points for Price
- 20 Points for Specific goals

All tenders with functionality less than 70% of the total functional requirements will not be considered for the next stage of tender evaluation.

PROPOSAL DOCUMENT & SUBMISSION:

The RFP documents will be available for download on **14 June 2024 at 12h00 (Noon)** at 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 of 12h00, 15 July 2024. Only PDF documents must be uploaded with a maximum size limit of 2GB per file. No tenders are to be submitted at the ELIDZ premises and No late tenders will be accepted. Hard copy document submission will not be considered.

TENDER ENQUIRIES:

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

