

# REQUEST FOR PROPOSALS (RFP)

## PROVISION OF MAINTENANANCE 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
ES/25/ELEC/SS/01	PROVISION OF MAINTENANANCE SERVICE FOR THE ELECTRICAL SUBSTATION	7EP or higher	15 September 2025 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 (1of2).

1. Carry out initial inspection and subsequent routine inspections and submit reports at each in 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:** There will be a Compulsory briefing session with representatives of the Employer that will take place Virtually via Microsoft Teams on **27 August 2025 starting at 11:00pm**. Participants will be required to use the following details to join

**Meeting ID:** 351 505 513 315 8 and **Passcode:** Cb6dF7Wh.

### 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 "Envelop 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 "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 the CIDB in the category **7EP or higher** is compulsory for companies wishing to submit tenders.
- 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.
- Submit confirmation of compliance with ORHVS level/outcome 3 / any province municipality ORHVS authorization (as a responsible person). Failure to confirm this will result in disqualification.
- Tenderers are advised to have a local (East London) operational office in place for the term of the contract.
- If 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 Specific goals.

#### Score breakdown:

- 80 Points for Price
- 20 Points for Specific goals

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 documents will be available for download on **15 August 2025 at 12h00 (Noon)** at [www.elidz.co.za](http://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 September 2025. 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:

Questions relating to the Tender will be accepted until **13h00 pm on 03 September 2025** with responses by 04 September 2025

Queries relating to this tender may be addressed to: Ms Anathi Mzantsi:

**T:** 043 702 8200 | **E:** [anathi@elidz.co.za](mailto:anathi@elidz.co.za)