



**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION FORM**

Procurement from R30 000, 00 up to a transaction value of R200 000, 00 (including Vat). (For publication on Lesedi Local Municipality Website and Notice Board)

**SUPPLY, DELIVERY AND OFF-LOADING OF FOUR 11KV PHASING STICKS**

QUOTE NO	RFQ18
NOTICE NO	44/19
REF NO	8/2/1/29/19
DATE OF ADVERTISEMENT	05 AUGUST 2019
DATE OF CLOSING	13 AUGUST 2019 @12H00
<b>DETAILS OF BIDDER</b>	
FULL NAME	
ADDRESS OF BIDDER	
ID NUMBER (SOLE PROPRIETOR) COMPANY OR CC NUMBER	
REGISTRATION NUMBER (PTY) LTD	
TAX REFERENCE NUMBER	
VAT REGISTRATION NUMBER (IF ANY)	
CONTACT PERSON	
ALTERNATIVE CONTACT PERSON	
TELEPHONE NUMBER	
CELL PHONE NUMBER	
FAX NUMBER	
CIDB NUMBER (IF ANY)	

**Must be completed in full**

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED “**RFQ18: SUPPLY, DELIVERY AND OFF-LOADING OF FOUR 11KV PHASING STICKS**” TO THE QUOTATION BOX SITUATED AT: SUPPLY CHAIN MANAGEMENT OFFICE (LESEDI OFFICES)  
C/O LOUW AND HF VERWOERD STREET  
HEIDELBERG  
1438

ALL ENQUIRIES SHOULD BE REFERRED TO BOIKOKOBETSO MOFOKENG@ (016) 492 0250 OR MS SIBULELO NXATHI@ 016 492 0202 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: INFRASTRUCTURE SERVICES

The following information must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Original tax clearance certificate/Tax Pin from SARS
- Forms listed below (MBD 1, MBD 2, MBD 4, MBD 6.1, MBD 8, MBD 9, Clearance Certificate for Water & Lights)
- Latest Municipal Account
- CSD Registration report

**Bidders who did not submit an original or certified copy of their BBBEE Certificate will not be allocated preference points and will only be evaluated on price.**

**Evaluation Criteria:** 80/20 Preference point system as presented in the Preferential Procurement Policy Framework Act no 5 of 2000, for this purpose MBD 1, MBD 2, MBD 4, MBD 6.1 MBD 8, MBD 9 and the Clearance certificate for water & lights can be downloaded on our website on the following link: [www.lesedilm.gov.za/key/scm](http://www.lesedilm.gov.za/key/scm). MBD forms should be scrutinized, completed and submitted together with your quotation. All objections and complaints must be lodged within 14 days and in writing to the municipal's manager's office.

<b>Designated Group: An EME or QSE which is last 51% owned by:</b>	<b>EME</b>	<b>QSE</b>
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		

All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: [business.support@csd.gov.za](mailto:business.support@csd.gov.za). No business will be conducted with any person who is not registered on this database.

**BIDDERS ARE WELCOMED TO ATTEND THE OPENING**

## ANNEXURE A: SCOPE OF SERVICES

### THE SUPPLY, DELIVERY AND OFF-LOADING OF THE FOUR 11KV PHASING STICKS FOR THE ELECTRICITY DEPARTMENT IN LESEDI LOCAL MUNICIPALITY.

#### 1. Background

Electrical faults may occur due to failed insulation, accidental contact with live systems, circuit breaker failure, and human error and by energizing systems of faulty circuits. Electrical faults cannot be ruled out during switching or maintenance operations and it is therefore essential that the authorized persons be equipped with the required correct material to avoid the guess work when doing the phasing sequence of the cables.

#### Scope

This contract calls for the supply, delivery and off-loading, of the four 11KV phasing sticks for the electricity department in Lesedi Local Municipality.

#### Purpose

The purpose of this document is to prescribe the bid specification requirements for all safety equipment in LLM: Electricity Department.

**It is also a requirement that the successful bidder/s will be requested to provide specifications of the equipment.**

#### 3. Normative references

The following legal requirements and standards contain provisions that, through reference in the text, constitute requirements of this specification. At the time of publication the editions indicated were valid. All standards are subject to revision and all bidders bidding on this specification are requested to investigate the possibility of revisions to the documents in order to ensure that they comply too the most recent editions of the documents listed below. Information on currently valid national and international and CKS documents may be obtained from Standards South Africa.

Occupational health and Safety Act, Act No. 85 of 1993 (OHS Act)

#### 4. Definitions and abbreviations

##### 4.1 Definitions

**4.1.1 Approved:** Means approved by the Senior Manager: Electricity or his/her authorized representative.

**4.1.2 Networks:** The high, medium and low voltage distribution networks.

**4.1.3 Risk assessment:** An assessment of the probability that injury or damage may occur.

**4.1.4 Acceptable:** Acceptable to the authority administering this standard or to the parties concluding the purchase contract as relevant.

## 4.2 Abbreviations

- i. **OHS Act:** The Occupational Health and Safety Act, Act 85 of 1993.
- ii. **NFPA:** National Fire Protection Association
- iii. **SANS:** South African National Standards

## 5. Design requirements for the phasing sticks

- i. No user's assembled parts.
- ii. Dual color-coded Scale (% Vac)
- iii. Lightweight, robust and compact.
- iv. Carry case included
- v. Compare between phases
- vi. Measure and test phase to earth
- vii. High quality fiberglass wound rod
- viii. DC version available
- ix. Measure phase to phase
- x. High immunity to interference fields
- xi. Suitable for indoor and outdoor use
- xii. Current is limited to  $\pm 1$  multi-ampere
- xiii. Grounded or ungrounded systems
- xiv. Meets IEC 61481 or meet SANS 10142-2:2009

### General Requirements

1. It is also a requirement that the successful bidder/s will be requested to provide a complete set of specifications of the equipment to be delivered.
2. The applicable SABS and SANS standards must be met by the equipment, and proof to be submitted with bid document.

**SCHEDULE OF PRICES/ RATES:**

<b>11KV PHASIING STICKS FOR ELECTRICAL DEPARTMENT</b>				
<b>Equipment</b>	<b>Unit price (exc. vat)</b>	<b>Quantity</b>		<b>Net price (exc. vat)</b>
<b>11KV Phasing Sticks</b>		4		
			<b>Sub-Total</b>	
			<b>Vat</b>	
			<b>Total</b>	

**Note:**

1.1 Price schedule on the advert must be completed even if you submit/attach a separate quotation to the document.

1.2 Price schedule to be completed in full i.e.: Rates; unit prices; sub-totals; vat if applicable and totals