



**sanedi**

South African National Energy  
Development Institute.

## **Request for quotation**

### **Maintenance of Solar Water Heaters at Sibonile Primary School in Meyerton- Gauteng**

NAME OF BIDDER.....

POSTAL ADDRESS .....

STREET ADDRESS .....

CONTACT PERSON .....

TELEPHONE NUMBER Code ..... Number .....

CELL PHONE NUMBER Code ..... Number .....

FACSIMILE NUMBER Code .....Number .....

E-MAIL ADDRESS .....

**Signature of Bidder** .....

**Date** .....

<b>RFQ Number</b>	0922
<b>Date of RFQ</b>	01st July 2022
<b>SANEDI Contact</b>	All enquiries and RFQ submissions must be directed to :  Name: Ms. Nondumiso Buthelezi e-mail address: <a href="mailto:enquiries.procurement@sanedi.org.za">enquiries.procurement@sanedi.org.za</a> Website address: <a href="http://www.sanedi.org.za">www.sanedi.org.za</a>
<b>Required response date and time for quotation</b>	15th July 2022 at 11:00 am
<b>Submission e-mail</b>	<a href="mailto:quotes.procurement@sanedi.org.za">quotes.procurement@sanedi.org.za</a> . Only electronic submissions sent on this email will be considered. No manual submission will be accepted.
<b>Work specification (and Technical specifications)</b>	<p><b>1. Project Background</b></p> <p>Renewable Energies is a sub-programme of the Applied Energy Research Programme at SANEDI, focused on clean energy interventions that can benefit low income communities in South Africa.</p> <p>In order to implement its mandate of promoting the development and deployment of clean energy access, SANEDI is working in partnership with relevant bodies to enhance clean energy access to selected beneficiaries in partnership with the Gauteng Department of Infrastructure Development (GDID). SANEDI has partnered with the Green Technology Unit component of the Gauteng Department of infrastructure Development (GDID). This partnerships has been in existence since 2014 and has involved in the Greening of the Sharpeville Schools.</p> <p>The current project at Sibonile Primary School for the Visually Impaired within the Gauteng Province focuses on the Implementation of additional Solar Water Heating systems. Prior to the implementation of the additional Solar Water Systems, there is a need to fix the existing Solar Systems. The Solar Water Heaters were implemented in both the boys and girls hostel as well as the admin block. The system of the Solar Water Heaters that was implemented in the boys hostel need some attention and fixing. The other facilities i.e. the girls hostel and the admin block are fine.</p> <p>The details of the selected facilities for maintenance and fixing are stipulated in Section 3</p> <p><b>2. Project Objective</b></p> <p>The key objectives of this project are as follows:</p> <ol style="list-style-type: none"> <li>1. Decrease electricity demand for water heating by switching to renewable energy (solar energy).</li> <li>2. Improve energy security and energy access.</li> </ol>

### 3. Scope of works

High pressure indirect Solar Water Systems was installed at the facility listed below.

No	Name of the Facility	Physical Address
1.	Sibonile Primary School for the Visually Impaired,	Plot 33, Garthview Road, Kliprivier, Meyerton, Midvaal, South Africa

The following problems have been identified and need to be fixed:

- There are leaks and salt build up on the piping joints and the old geysers,
- Wiring connections are not up to standard (exposed connections),
- There are more joints on the pipes which exposes the pipe network to possible leaks,
- There might be a possible mixing of hot and cold water

#### 3.1 The Admin Block

The following need to be done .

3.1.1 There is a new hot water piping requirement that should supply the ablutions of the admin block no existing/visible piping and taps on the basins.

#### 3.2 The Girls Hostel

The Solar Water System on the girls hostel is NOT faulty. There are no problems with the system at the girls hostel

#### 3.3 The boys hostel

The following needs to be done:

- 1.3.1 Ensure that all the piping and the joints are secured
- 1.3.2 Ensure that there is no water leaking
- 1.3.3 Ensure that there is no connection from the Solar Water System leading and connecting to the old gysers
- 3.3.4 Ensure that electrical wires for the backup heating element are connected correctly
- 3.3.5 Piping from the solar water geysers to be modified to reduce the number of joints and ensure there is a separation of hot and cold water lines,
- 3.3.6 Electrical connections to the solar heater elements to be checked to ensure when there is insufficient sun light the elements can take over the heating requirement,
- 3.3.7 The capacity for the boys block should be verified in order for all kids to have hot water when required,  
The elements on the solar geysers should be checked for possible salt build up and where Necessary clean or replace

- 3.3.8 There is one old geyser that is still being used as a storage (as per the report by the SP), this geyser should be bypassed like the rest because there are no heating or insulation measures installed on it to ensure the storage delivers hot water when required,
  - 3.3.9 All the old geysers must be emptied to avoid further damages to the elements and fittings. This will further eliminate any possible leaks that could come from the old system,
  - 3.3.10 The site including the roof area should be left clean and free from any unnecessary objects.
- 3.4. Minimum information required**
- SABS approval documentation
  - Warrantee period of at least a year on workmanship
  - Detailed component guarantee period
  - Expected life span of the equipment
  - Delivery period
  - Information relating to the Bid Company’s SWH experience and the extent of the installed base. This should be brief and will be verified during the procurement evaluation process.
  - The bidder is required to submit a COIDA certification
  - Warranty period of the work done

**Project duration**

**The Project duration is two weeks.**

**Required qualifications and experience (Technical Evaluation Criteria)**

The bids received will be evaluated in two stages. The first stage will be the pre-condition compliance and technical evaluation, the second the financial/BEE evaluation. The following are the evaluation criteria that all bids will be assessed against:

Criteria	Scoring Guidelines (1-10)	Weighting
<p><b>1. Capacity, capability and experience of organisation(s) in SWH technology implementation</b></p> <p>Evidence :</p> <p><b>Description of company profile, company history including years in business, description of project team including roles, list of previous work in SWH project design and installation</b></p>	<p>0= 0 years of relevant capacity, capabilities and experience in SWH project design and installation</p> <p>2 = 1 year of relevant capacity, capabilities and experience in SWH project design and installation</p> <p>3 = 2 years of relevant capacity, capabilities and experience in SWH project design and installation</p> <p>4 = 3 years of relevant capacity, capabilities and experience in SWH project design and installation</p>	25%

		<p>5 = 4 years of relevant capacity, capabilities and experience in SWH project design and installation</p> <p>6 = 5 years of relevant capacity, capabilities and experience in SWH project design and installation</p> <p>10 = 6 or more years of relevant capacity, capabilities and experience in SWH project design and installation.</p>	
	<p><b>2. Qualification, capability and experience of Project Manager</b></p> <p><b>Evidence</b> <i>Curriculum vitae</i> of Project Manager</p>	<p>0 = 3 years or less and does not have demonstrable experience in SWH project design and installation</p> <p>4 = 5 years of demonstrable experience in SWH project design and installation</p> <p>8 = 6 years of demonstrable experience in SWH project design and installation</p> <p>10 = 6 or more years of demonstrable experience in SWH project design and installation</p>	15%
	<p><b>3. References Letters</b></p> <p><b>Evidence :</b> Reference letters (in the client’s letterhead, with contacts and duly signed) from end users that the <b>bidder has</b> successfully completed SWH project design and installation</p>	<p>0 = no reference letter provided</p> <p>3 = 2 reference letters provided</p> <p>6 = 4 reference letters provided</p> <p>10 = 6 or more reference letters provided</p>	20%
	<p><b>4. Methodology and hardware of the indirect high-pressure SWH system design and installation</b></p> <p><b>Evidence</b> Detailed methodology/design of the work to be undertaken with specific attention to the technology being indirect high-pressure thermosiphon</p>	<p>0 = if the technology is not indirect thermosiphon</p> <p>1 = repetition of the “Scope of Work” with no detail but conforming to technology requirement</p> <p>5 = detailed methodology, but no specific installation, timeframe and/or training details</p> <p>10 = detailed methodology that includes technical installation, time frame as well</p>	40%

	as other factors related to specifically addressing all required project outputs	
Threshold		70
Total		100

Total points available 100 = **Minimum threshold 70 points**

**Terms and Conditions**  
 The RFQ shall be subjected to the SANEDI procurement terms and conditions which can be found on [www.sanedi.org.za](http://www.sanedi.org.za) .  
 New suppliers are requested to apply for registration as suppliers on the database as no RFQs will be considered without suppliers firstly being registered on the supplier database.

**Preferential procurement system**  
**The Bid will be evaluated on 80/20 Preferential Point System according to the Preferential Procurement Policy Framework Act,2000**

The points scored out of 80 should be calculated according to the following formula

(i) The 80/20 preference point system

$$Ps = 80 \left( 1 - \frac{Hs - Rs}{Rs} \right)$$

where

Ps = points scored for functionality and price of the bid/proposal under consideration

Hs = highest percentage scored by any acceptable bidder for functionality and price

Rs = percentage scored for functionality and price by bid/proposal under consideration

The maximum score for this bid shall be awarded as follows:

<b>POINTS</b>	<b>PRICE</b>
<b>BBBEE Status level of Contribution</b>	<b>20</b>
<b>Points for price</b>	<b>80</b>
<b>Total points for price and BBBEE do not exceed</b>	<b>100</b>

**Quoted Price excluding Disbursements VAT inclusive** (Attach a formal quotation on company official letterhead to this RFQ)  
 R

**Discounted amounts**  
 R

<b>Disbursements VAT inclusive</b>	R
<b>Total Amount VAT inclusive</b>	R
<b>Other Requirements</b>	<p>The supplier must submit the following returnable schedules:</p> <ul style="list-style-type: none"><li>Pricing schedule</li><li>Attach SBD9, SBD 4 and BBBEE Bid Declaration</li><li>Attach valid tax clearance</li><li>Certified BBBEE certificate</li><li>Forms are available on <a href="http://www.sanedi.org.za">www.sanedi.org.za</a></li><li>CSD report</li></ul>

**SBD 4: Bidder’s Declaration of Interest**

	<p>Any legal person, including persons employed by the state, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where</p> <ul style="list-style-type: none"> <li>- the bidder is employed by the state; and/or</li> <li>- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.</li> </ul>
	<p><b>In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.</b></p>

<b>COMPANY &amp; REPRESENTATIVE DETAILS</b>	
Full Name of bidder or his or her representative	
Identity Number	
Position occupied in the Company (director, trustee, shareholder, member):	
Registration number of company, enterprise, close corporation, partnership agreement or trust	
Tax Reference Number	
VAT Registration Number	

<b>DECLARATIONS</b>	<b>YES</b>	<b>NO</b>
Are you or any person connected with the bidder presently employed by the state?		



	If so, furnish the following particulars:  Name of person / director / trustee / shareholder/ member		
	Name of state institution at which you or the person connected to the bidder is employed :		
	Position occupied in the state institution		
	Any other particulars:		
	If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?		
	If yes, did you attach proof of such authority to the bid document?  <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.</u>		
	If no, furnish reasons for non-submission of such proof:		
	Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?		
	If so, furnish particulars:		
	Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?		



“State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

”Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

**DECLARATION OF INTEREST**

I, the undersigned (name).....

Certify that the information furnished in this declaration is correct and I accept that SANEDI may reject the bid or act against me should this declaration prove to be false.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....

**SBD 9: Certificate of Independent Bid Determination**

I, the undersigned, in submitting the accompanying bid for .....  
in response to the invitation for the bid made by SANEDI do hereby make the following statements that I certify to be true and complete in every respect:

I therefore certify, on behalf of ..... that I have read and I understand the contents of this Certificate;

1. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
2. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
3. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
4. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
5. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.
6. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

8. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
9. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....

**B-BBEE Bid Declaration**

Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:		
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED</b> (Points claimed for BBEE must be substantiated by means of a certified B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).		<b>Points Claimed</b>  .....
<b>SUB-CONTRACTING</b>	<b>YES</b>	<b>NO</b>
Will any portion of the contract be sub-contracted?		
If yes, indicate: what percentage of the contract will be subcontracted?	%	
the name of the sub-contractor?		
the B-BBEE status level of the sub-contractor?		
is the sub-contractor an EME?		

I, the undersigned (full name).....

Certify that the B-BBEE information furnished on this declaration form is true and correct and attach a current broad-based black economic empowerment certificate as verified by an accredited agency.

i accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....