

GEORGE MUNICIPALITY



BID DOCUMENT NUMBER: ENG 005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

ENQUIRIES: Mr Dennis Dunbar
YORK STREET
GEORGE
(044) 874 3917

ISSUED BY:
THE CITY COUNCIL
MUNICIPALITY OF GEORGE
P O BOX 19
GEORGE, 6530

SUMMARY FOR TENDER OPENING PURPOSES

NAME OF TENDERER:

TELEPHONE NO.: FAX NO.:

ADDRESS:

CONTACT PERSON:

SUPPLIER DATABASE NO.:

TOTAL PRICE (INCLUDING VAT)	
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PREFERENCES CLAIMED FOR:

B-BBEE Status Level of Contributor:	
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Preference Points Claimed:	
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B-BBEE certificates submitted with the tender document MUST be a VALID ORIGINAL B-BBEE CERTIFICATE or VALID CERTIFIED COPY OF THE B-BBEE CERTIFICATE

TENDER CLOSES AT 12h00 ON FRIDAY, 11 MARCH 2016

TENDERER CONTACT DETAILS

This information shall be used for any correspondence or contact with the tenderer.

Please indicate whether you want to receive any correspondence via e-mail or send to your postal address by registered mail.

Name of Bidding Company:		Mark choice of correspondence with X
Postal Address: Postal Code:	
E-mail Address:	
Telephone Number:	
Cellular Number:	
Facsimile Number:	

GEORGE MUNICIPALITY

TENDER No. ENG 005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

GENERAL TENDER INFORMATION

TENDER ADVERTISED	: 04 FEBRUARY 2016
COMPULSORY BID BRIEFING SESSION	: 12 FEBRUARY 2016 AT 10:00
VENUE FOR BID BRIEFING SESSION	: LUMINANCE ROOM, ELECTROTECHNICAL SERVICES, BRICK ROAD, GEORGE INDUSTRIAL
CLOSING DATE	: 11 MARCH 2016
CLOSING TIME	: 12H00
LOCATION OF TENDER BOX	: Tender Box at the George Municipality, on the First Floor, Department: Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George.

GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

CONTRACT NUMBER ENG 005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

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C4	Health & Safety Specification	Attached

GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

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**SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
PERIOD OF THREE YEARS**

The Tender (Part T)

PART T1 Tender Procedures

- T1.1 Tender Notice and Invitation to Tender
- T1.2 Tender Data

PART T2 Returnable Documents (All documents / schedules are returnable)

- T2.1 List of Returnable Schedules Required for Tender Evaluation
- T2.1 Returnable Schedules
- T2.2 Other documents that will be incorporated into the contract
- T2.4 Returnable Schedules that will be incorporated in the contract

GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

CONTRACT NUMBER ENG 005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

Tender Notice and Invitation to Tender (T1.1)

<p>Tenders are hereby invited for the:</p> <p><u>SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS</u></p> <p>Compulsary Information Meeting: Electrotechnical Department Brick Street George Industrial George 10:00 am 12 February 2016</p> <p>Completed tenders in a sealed envelope, clearly marked, must be placed in the tender box at the George Municipality on the First Floor, Directorate: Financial Services, Supply Chain Management, York Street, George by no later than 12:00 on Friday, 11 March 2016. Tenders will be opened on the same day in the Committee Room at 12:05. Late or unmarked tenders will not be considered. No tenders per fax or e-mail will be accepted.</p> <p>Tender documents are available at a non refundable deposit of R173-00 each from the Supply Chain Management Unit, First Floor, Civic Centre, York Street, George.</p> <p>Tenderers must be registered with the CIDB and should have a grading designation of 3EP or higher.</p> <p>Tender documents are available on the George Municipality's website: www.george.org.za, free of charge</p> <p>Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000), Regulations 2011 and the George Municipality's Supply Chain Management Policy, where 80points will be allocated in respect of price and 20 points for B-BBEE status.</p> <p>For more information, contact Mr Dennis Dunbar/Cuan Eddick at (044) 874 3917.</p> <p>The Municipality reserves the right to withdraw any invitation</p>	<p>Tenders word hiermee ingewag vir die:</p> <p><u>VOORSIENING, AFLEWERING EN INSTALLERING VAN 66KV SKAKELTUIG VIR 'N TYDPERK VAN DRIE JAAR</u></p> <p>Verpligte Informasie Vergadering: Elektrotegniese Dienste Brickstraat George Industrieel George 10:00 vm 12 Februarie 2016</p> <p>Voltooid tenders in 'n verseelde koevert, duidelik gemerk, moet voor Vrydag, 11 Maart 2016 om 12:00 in die tenderbus by die George Munisipaliteit op die Eerste Vloer, Direkoraat: Finansiële Dienste, Burgersentrum, Yorkstraat, George geplaas word. Tenders sal om 12:05 dieselfde dag in die Komiteekamer oopgemaak word. Laat of ongemerkte tenders sal nie oorweeg word nie. Geen tenders per faks of e-pos sal aanvaar word nie.</p> <p>Tender dokumente is verkrygbaar teen 'n R173-00 nie-terugbetaalbare deposito by die Voorsieningskanaalbestuur Eenheid op die Eerste Vloer, Burgersentrum, Yorkstraat, George.</p> <p>Tenderaars moet by die CIDB geregistreer wees en 'n graderingsvlak van 3EP of hoër hê.</p> <p>Tender dokumente is gratis op die George Munisipaliteit se webblad beskikbaar: www.george.org.za.</p> <p>Tenders sal ge-evalueer en toegeken word in terme van die Wet op die Raamwerk vir Voorkeurverkygingsbeleid (Wet 5 van 2000), Regulasie 2011 asook George Munisipaliteit se Voorsieningskanaal-bestuursbeleid, waar 80 punte ten opsigte van die prys en 20 punte ten opsigte van B-BBEE status, toegeken sal word.</p> <p>Vir verdere inligting, kontak Mnr Dennis Dunbar /Cuan Eddick by (044) 874 3917.</p> <p>Die Munisipaliteit behou hom die reg voor om enige versoek vir</p>
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<p>to tender and/or to readvertise or to reject any tender or to accept a part of it. The Municipality is not bound to accept the lowest or any tender.</p> <p>It will be required from all successful tenderers to register on the Western Cape Supplier Database (WCSD).</p> <p>T BOTHA MUNICIPAL MANAGER GEORGE MUNICIPALITY GEORGE 6530</p>	<p>'n tender terug te trek en/of te her-adverteer of enige tender te verwerp of gedeeltelik te aanvaar. Die Munisipaliteit is nie daartoe gebind om die laagste of enige tender te aanvaar nie.</p> <p>Dit sal van alle suksesvolle tenderaars verwag word om op die Wes-Kaapse Verskaffersdatabasis (WKVD) te registreer.</p> <p>T BOTHA MUNISIPALE BESTUURDER GEORGE MUNISIPALITEIT GEORGE 6530</p>
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GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

CONTRACT NUMBER ENG 005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
PERIOD OF THREE YEARS**Tender Data (T1.2)**

Clause number	The conditions of Tender are the Standard Conditions of Tender as contained in Annexure F of the 14 November 2008 edition of the CIDB Standard for Uniformity in Construction Procurement . The Standard Conditions of Tender for Procurements make several references to the Tender Data for details that apply specifically to this Tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of Tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.	
F.1.1	The Employer is: George Municipality, Department: Human Settlement, Land Affairs & Planning, P O Box 19, George, 6530	
F.1.2	<p>The Tender documents issued by the Employer comprise:</p> <p>The Tender</p> <p>Part T1: Tender Procedures</p> <p>T1.1 Tender notice and invitation to Tender</p> <p>T1.2 Tender data</p> <p>Part T2 Returnable Documents</p> <p>T2.1 List of returnable documents</p> <p>T2.1 Returnable schedules</p> <p>T2.2 Other documents required for tender evaluation purposes</p> <p>T2.3. Returnable schedules</p> <p>The Contract</p> <p>Part C1: Agreement and contract data</p> <p>C1.1 Form of offer and acceptance</p> <p>C1.2 Contract data</p> <p>C1.3 Objections and Complainants form</p> <p>C1.4 Forms of Professional Indemnity Insurance</p> <p>Part C2: Pricing data</p> <p>C2.1 Pricing instructions</p> <p>C2.2 Pricing Schedule</p> <p>Part C3: Scope of work</p> <p>C3 Scope of work</p> <p>Part C4: Site Information</p>	
F.1.4	The Employer's agent is:	
	Name: Dennis Dunbar/Cuan Eddick Tel: (044) 874 3917	Address: Electrotechnical Services, Brick Road, George Industrial, 6530
F.2.7	The arrangements for a compulsory clarification meeting are:	
	Date: 12 February 2016 Starting time: 10:00	Location: in the Luminance Room, George Municipality, Electro Technical Services, Brick Road, George Industria
F.2.12	No alternative Tender offer will be considered.	

F.2.13.1	Tenderers may offer to provide any of the following parts, or combinations thereof, of the works, services or supply as identified in the contract data.
F.2.13.2	Parts of each Tender offer communicated on paper shall be submitted as an original plus 1 copy and clearly marked “original” and “copy”.
F.2.13.3	Where Tenders are requested in electronic format, supplement electronic format with hard copies and submit hard copy in accordance with the provisions of F.2.13.5. Alterations to the tender document are not permitted.
F.2.13.5	The Employer’s address for delivery of Tender offers and identification details to be shown on each Tender offer package are: Location of Tender box: George Municipality, First Floor, Department: Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George Physical address: Civic Centre, York Street, George Identification details: ENG 005/2016
F.2.13	A two-envelope procedure will not be followed.
F.2.15	The closing time for submission of Tender offers is 12H00 on 11 March 2016.
F.2.15	Telephonic, telegraphic, telex, facsimile or e-mailed Tender offers will not be accepted.
F.2.16	The Tender offer validity period is 120 days.
F.2.19	Access shall be provided for the following inspections, tests and analysis: Not Applicable
F.2.22	Return all retained Tender documents within 28 day after the expiry of the validity period.
F.2.23	The Tenderer is required to submit with his Tender. (1) an original valid Tax Clearance Certificate issued by the South African Revenue Services; and (2) Qualification certification of proposed project manager/ team.
F.3.4	The time and location for opening of the Tender offers is: 12H00 on 11 March 2016, the Tender Box at the George Municipality is on the First Floor, Department: Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George
F.3.11	The procedure for the evaluation of responsive Tenders is method 3. Method 3 mentioned above will be followed from steps 1 to 4 as described.

	PRICE	80 or 90																				
It must be noted that only the acceptable Tenders are evaluated on the price.																						
For 80/20 Points Scoring:		For 90/10 Points Scoring:																				
$P_s = 80 \left[1 - \frac{P_t - P_{min}}{P_{min}} \right]$		$P_s = 90 \left[1 - \frac{P_t - P_{min}}{P_{min}} \right]$																				
<p>Where:</p> <p style="margin-left: 40px;">Ps = Point scored for price of Tender under consideration</p> <p style="margin-left: 40px;">Pt = Rand value of Tender under consideration</p> <p style="margin-left: 40px;">Pmin = Rand value of the lowest acceptable Tender</p>																						
PREFERENCE SCORING – 2011																						
80/20 Preference Point System:																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">B-BBEE Status Level of Contributor</th> <th style="width: 40%;">Number of Points</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">1</td><td style="text-align: center;">20</td></tr> <tr><td style="text-align: center;">2</td><td style="text-align: center;">18</td></tr> <tr><td style="text-align: center;">3</td><td style="text-align: center;">16</td></tr> <tr><td style="text-align: center;">4</td><td style="text-align: center;">12</td></tr> <tr><td style="text-align: center;">5</td><td style="text-align: center;">8</td></tr> <tr><td style="text-align: center;">6</td><td style="text-align: center;">6</td></tr> <tr><td style="text-align: center;">7</td><td style="text-align: center;">4</td></tr> <tr><td style="text-align: center;">8</td><td style="text-align: center;">2</td></tr> <tr><td style="text-align: center;">Non-compliant contributor</td><td style="text-align: center;">0</td></tr> </tbody> </table>			B-BBEE Status Level of Contributor	Number of Points	1	20	2	18	3	16	4	12	5	8	6	6	7	4	8	2	Non-compliant contributor	0
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1	20																					
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B-BBEE Status Level of Contributor	Number of Points																					
1	10																					
2	9																					
3	8																					
4	5																					
5	4																					
6	3																					
7	2																					
8	1																					
Non-compliant contributor	0																					
Section 5(2) and Section 6(2), Preferential Procurement Regulations 2011																						

.3.11.3	The quality criteria and maximum score in respect of each of the criteria are as follows:		
	Description of Quality Criteria and Sub-criteria	Maximum points scored for Price up to R1,000,000 (incl. 14% VAT)	Maximum points scored for Price – Greater than R1,000,000 (Incl. 14% VAT)
	Price	80	90
	B-BBEE	20	10
F3.13.1	Tender offers will only be accepted if:		

	<ul style="list-style-type: none"> (a) the Tenderer has in his or her possession an original valid Tax Clearance Certificate issued by the South African Revenue Services; (b) the Tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges; (c) the Tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and (d) the Tenderer has not: <ul style="list-style-type: none"> (i) abused the Employer's Supply Chain Management System or (ii) failed to perform on any previous contract. (e) the Tenderer fully completes all required documentation. (Parts T & C)
F.3.18	The number of paper copies of the signed contract to be provided by the Client is 1(one).
	<p>The additional conditions of Tender are:</p> <ol style="list-style-type: none"> 1. George Municipality may also request that the Tenderer provide written evidence that his financial, labour and resources are adequate for carrying out the project 2. The George Municipality reserves the right to appoint a firm of chartered accountants and auditors and/or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations. 3. Tender documents must be completed in ink, and prices must include VAT, only where applicable and requested in the schedule of activities. 4. Corrections may not be made by means of a correction fluid such as Tipp-Ex or a similar product. In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each and every alteration. The Municipality reserves the right to reject the Tender if corrections are not made in accordance with the above.

B-BBEE certificates submitted with the tender documents MUST be a VALID ORIGINAL B-BBEE CERTIFICATE or VALID CERTIFIED COPY OF THE B-BBEE CERTIFICATE.

In the case of a Trust, Consortium or Joint Venture, they will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

T1.2 TENDER DATA: SPECIAL CONDITIONS RELEVANT TO SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

The following Conditions shall be adopted as per the Municipal PPPFA Policy

SPECIAL CONDITIONS OF TENDER		
	Comply Y/N	Ref in proposal
A. CONDITIONS APPLICABLE TO THE PROMOTION OF MUNICIPAL LOCAL AND SOCIO-ECONOMIC DEVELOPMENT		
The full portion budgeted for unskilled labour will be executed by unskilled, unemployed labourers who are beneficiaries of this project. The service provider must provide evidence of the identity and addresses of these labourers within 14 days after award of the contract. Minimum prescribed wages must be paid. In the event that this condition cannot be adhered to the contractor must obtain prior approval from the Municipality.		
60% of all materials procured for this project MUST be sourced from local suppliers in George. In the event that this condition cannot be adhered to the contractor must obtain prior approval from the Municipality.		
30% of the total labour of this project must be spend on local labourers in CBD (ward 19) .		
B. CONDITIONS APPLICABLE AFTER CLOSING OF TENDER BUT BEFORE A SELECTED SERVICE PROVIDER IS ANNOUNCED		
Any additional information upon request must be submitted in writing within 48 hours of receipt.		
C. CONDITIONS APPLICABLE AFTER AWARDING OF THE TENDER		
The service provider must provide the Municipality with a completed list of local labourers to be used, within 14 days after final award of the tender for approval by the Municipality. The aforesaid list must be updated and submitted together with the service providers progress report and invoice, inclusive of the following details: <ul style="list-style-type: none"> a. Salary / wages spent on local employees versus total wages / salary budget at site b. Number of local employees employed versus per total workforce at site c. Payments made to the s local labourers Any amendments prior approval from the Municipality. The provider must spend 10% of the value of this project to provide basic on-the-job training to local labourers and provide them with a reference letter after completion of their services. The interns of George Municipality will participate in this tender process and contract management and commissioning. Participate in erection and commissioning phases.		
The service provider must provide the Municipality with a schedule of all materials purchased with an indication of materials purchased from local suppliers as well as the ratio material spent between local and other suppliers. This schedule must be updated and submitted together with the service provider’s progress report and invoice.		
The service provider must provide the Municipality with a certificate confirming payments made to the local labourers. This certificate must be updated and submitted together with the service providers’ progress report and invoice.		
Payments will be made as per agreed progress schedule .Invoices must be submitted before 12 noon on Wednesdays at George Creditors office, to ensure timeous payment		

MBD 2

TAX CLEARANCE CERTIFICATE

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder’s tax obligations.

- 1 In order to meet this requirement bidders are required to complete in full form TCC 001 “Application for a Tax Clearance Certificate” and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
- 2 Copies of the TCC 001 “Application for a Tax Clearance Certificate” form are available from any SARS branch office nationally or on the website www.sars.gov.za.
- 3 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
- 4 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 5 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 6 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 7 Copies of the TCC 001 “Application for a Tax Clearance” form are available from any SARS branch office nationally or on the website: www.sars.gov.za.
- 8 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

MBD 4

DECLARATION OF INTEREST

1.	No bid will be accepted from persons in the service of the state*.	
2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.	
3.	In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.	
3.1	Full Name of bidder or his / her representative: Identity number: 3.2 Position occupied in the Company (director, trustee, shareholder ²): 3.3 3.4 Company Registration Number: 3.5 Tax Reference Number: 3.6 VAT Registration Number: 3.7 The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers (where applicable) must be indicated in paragraph 4 below.	
3.8	Are you presently in the service of the state?* 3.8.1 If yes, 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:	YES / NO

	Any other particulars:	
3.9 3.9.1	Have you been in the service of the state for the past twelve months? If so, furnish particulars.	YES / NO
3.10 3.10.1	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? If yes, furnish the following particulars: Name of person: 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:	YES / NO
3.11 3.11.1	Are you aware of any relationship (family, friend, other) between the bidder and any person in the service of the state who may be involved with the evaluation and or adjudication of this bid? If yes, furnish the following particulars: Name of person: Name of state institution at which you or the person connected to the bidder is employed: Position occupied in the state institution:	YES / NO

	Any other particulars:	
3.12	Are any of the company’s directors, managers, principal shareholders or stakeholders in the service of the state?	YES / NO
3.12.1	If yes, 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:	
3.13	Is any spouse, child or parent of the company’s directors, trustees, managers, principle shareholders or stakeholders in the service of the state?	YES / NO
3.13.1	If yes, 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:	
3.14	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they	YES / NO

3.14.1	are bidding for this contract? If yes, furnish particulars: 		
4. Full details of directors / trustees / members / shareholders:			
THE FOLLOWING INFORMATION IS <u>COMPULSORY</u> TO COMPLETE:			
Full Name	Identity Number	Individual Tax Number for each Director	State Employee Number (where applicable)
5.	The contract will be automatically cancelled if there is a conflict of interest which is not disclosed by the bidder.		

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

<p>¹MSCM Regulations: “in the service of the state” means to be -</p> <ul style="list-style-type: none"> (a) a member of – <ul style="list-style-type: none"> (i) any municipal council; (ii) any provincial legislature; or (iii) the National Assembly or the National Council of Provinces; (b) a member of the board of directors of any municipal entity; (c) an official or any Municipality or municipal entity; (d) an employee of 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); (e) a member of the accounting authority of any national or provincial entity; or (f) an employee of Parliament or a provincial legislature. <p>²“Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercise control over the company.</p>

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1,000,000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1,000,000 (all applicable taxes included).

1.2 The value of this bid is estimated not to exceed R1, 000,000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	POINTS
1.3.1.1 PRICE	80
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- 2.1 “**all applicable taxes**” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 “**B-BBEE status level of contributor**” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 “**bid**” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 “**Broad-Based Black Economic Empowerment Act**” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 “**comparative price**” means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 “**consortium or joint venture**” means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 2.8 “**contract**” means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 “**EME**” means any enterprise with an annual total revenue of R5 million or less.
- 2.10 “**Firm price**” means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 “**functionality**” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 “**non-firm prices**” means all prices other than “firm” prices;
- 2.13 “**person**” includes a juristic person;

- 2.14 **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.
- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

- 7.1 B-BBEE Status Level of Contribution: =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a 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).

8 SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted?
YES / NO (delete which is not applicable)
- 8.1.1 If yes, indicate:
 - (i) what percentage of the contract will be subcontracted?%
 - (ii) the name of the sub-contractor?
 - (iii) the B-BBEE status level of the sub-contractor?
 - (iv) whether the sub-contractor is an EME?
YES / NO (delete which is not applicable)

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of firm :

9.2 VAT registration number :

9.3 Company registration number :

9.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
 - One person business/sole propriety
 - Close corporation
 - Company
 - (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....
.....
.....

9.6 COMPANY CLASSIFICATION

- Manufacturer
 - Supplier
 - Professional service provider
 - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated
Registered Account Number
Stand Number

9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS?

.....

9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;

- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

.....
SIGNATURE(S) OF BIDDER(S)

.....
DATE

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name	
Trading Name	
Registration Number	
Enterprise Address	

- I hereby declare under oath that:
 - The enterprise is _____% black owned;
 - The enterprise is _____% black woman owned;
 - Based on the management accounts and other information available on the _____ financial year, the income did not exceed R10,000,000.00 (ten million rands);
 - Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% black owned	Level One (135% B-BBEE procurement recognition)	
More than 51% black owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% black owned	Level Four (100% B-BBEE procurement recognition)	

- The entity is an empowering supplier in terms of **the dti** Codes of Good Practice.
- I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
- The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

 Commissioner of Oaths
 Signature & stamp

MBD8

DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury’s website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury’s website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

in response to the invitation for the bid made by:

GEORGE MUNICIPALITY

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. 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;
5. 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.

MBD9

- 6. 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 consortium³ will not be construed as collusive bidding.
- 7. 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.
- 8. 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.
- 9. 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.
- 10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

CERTIFICATE FOR MUNICIPAL SERVICES

Information required in terms of the George Municipality’s Supply Chain Management Policy, Clause 28 (i) (c) (ii).

Tender Number: ENG 005/2016

Name of the Tenderer: _____

FURTHER DETAILS OF THE BIDDER/S: Proprietor / Director(s) / Partners, etc:

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender document.

Name of Director / Member / Partner	Identity Number	Physical residential address of Director / Member / Partner	Municipal Account number(s)

I, _____, the undersigned,
 (full name in block letters)

certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days.

 Signature

THUS DONE AND SIGNED for and on behalf of the Bidder / Contractor

at _____ on the _____ day of _____ 2016

Please note:

Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.

GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

CONTRACT NUMBER ENG005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
PERIOD OF THREE YEARS

Returnable Documents (Part T2)

(ALL Documents and Schedules MUST BE RETURNED for the TENDER to Qualify)

- T2.1 List of Returnable Schedules Required for Tender Evaluation
- T2.1 Returnable Schedules
- T2.2 Other documents that will be incorporated into the contract
- T2.3 Returnable Schedules that will be incorporated in the contract

NOTE:

Although the documents under Part T2 is headed “Returnable Documents” in line with the CIDB model, these are not the only documents to be returned together with the Tender. **All** the documents indicated on document T1, must be completed and signed where applicable and submitted as a **complete set of documents**.

GEORGE MUNICIPALITY

DEPARTMENT: ELECTROTECHNICAL SERVICES

CONTRACT NUMBER ENG005/2016

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
PERIOD OF THREE YEARS

**List of Returnable Schedules Required for Tender
Evaluation Purposes (T2.1)**

- Form 2.1.1 General Information
- Form 2.1.2 Authority for Signatory
- Form 2.1.3 Schedule of Work Carried Out by Tenderer
- Form 2.1.4 Proposed Key Personnel
- Form 2.1.5 Schedule of Infrastructure and Resources
- Form 2.1.6 Schedule of Approach and Methodology
- Form 2.1.7 Schedule of Proposed Sub-Contractors
- Form 2.1.8 Financial References

FORM 2.1.1 GENERAL INFORMATION

1. Name of tendering entity: _____

2. Contact details

Address: _____

Tel no: (_____) _____

Fax no _____ :
(_____) _____

E-mail address : _____

3. Legal entity: Mark with an **X**.

Sole proprietor	
Partnership	
Close corporation	
Company (Pty) Ltd	
Joint venture	

In the case of a Joint venture, provide details on joint venture members:

Joint venture member	Type of entity (as defined above)

4. Income tax reference number: _____
(in the case of a joint venture, provide for all joint venture members)

5. Regional services area where the enterprise is registered:
_____ (In the case of a joint venture, provide
for all joint venture members)

Returnable Schedules Required for Tender Evaluation

Part T2.1

- 6. Regional services levy registration number: _____ (In the case of a joint venture, provide for all joint venture members)
- 7. VAT registration number: _____ (In the case of a joint venture, provide for all joint venture members)
- 8. Company or closed corporation registration number: _____ (In the case of a joint venture, provide for all joint venture members)
- 9. Details of proprietor, partners, closed corporation members, or company directors, indicating technical qualifications where applicable (Form on the next page).
- 10. For joint ventures the following must be attached (**COMPULSORY**):
 - Written power of attorney for authorised signatory.
 - **Pro-forma of the joint venture agreement.**
* If the Joint Venture Agreement is not attached, the tender will not be considered!

DETAILS OF PROPRIETOR, PARTNERS, CLOSED CORPORATION MEMBERS OR COMPANY DIRECTORS

Name and Identity Number	Relevant qualifications and experience	Years of relevant experience

Name of Tendering Entity : _____

Signature : _____ **Date :** _____

FORM 2.1.2 AUTHORITY FOR SIGNATORY

Details of person responsible for Tender process

Name

Contact number ()

Address of office submitting the Tender

.....

Telephone no ()

Fax no ()

E-mail address

Signatories for close corporations and companies shall confirm their authority by attaching to this form a **duly signed and dated original or certified copy** of the relevant resolution of their members or their board of directors, as the case may be.

"By resolution of the board of directors passed on (date)

Mr.

has been duly authorized to sign all documents in connection with the Tender for Contract Number **ENG005/2016** and any Contract which may arise there from on behalf of

(BLOCK CAPITALS)

.....

.....

SIGNED ON BEHALF OF THE COMPANY

IN HIS CAPACITY AS

DATE

FULL NAMES OF SIGNATORY

AS WITNESSES 1.

2.

FORM 2.1.3 SCHEDULE OF WORK CARRIED OUT BY TENDERER

Previous experience

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work. In addition to any requirements, bidders must furnish particulars of :

- (a) all consultancy services provided to an organ of state in the last five years;
- (b) any similar consultancy services provided to an organ of state in the last five years.

This information is material to the award of the Contract.

Description	Value (R, VAT excluded)	Year(s) executed	Reference		
			Name	Organisation	Tel no

Name of Tendering Entity: _____

Signature : _____ Date : _____

FORM 2.1.4 PROPOSED KEY PERSONNEL

The Tenderer shall list below the key personnel (including first nominee and the second choice alternate), whom he proposes to employ on the project should his Tender be accepted, both at his headquarters and on the Site, to direct and for the execution of the work, together with their qualifications, experience, positions held and their nationalities.

DESIGNATION	NAME OF	NATIONALITY:	SUMMARY OF			HDI Status	Fee (Time Based)
	(i) NOMINEE (ii) ALTERNATE		QUALIFICAT- IONS AND NQF STATUS	EXPERIENCE AND OCCUPATION	PRESENT	Yes/No	
<u>HEADQUARTERS</u> Partner/director							
Project manager							
Other key staff (give designation)							

Name of Tendering Entity : _____

Signature : _____ **Date :** _____

Returnable Schedules Required For Tender Evaluation

Part T2.1

Form 2.1.4 continued

DESIGNATION	NAME OF	NATIONALITY:	SUMMARY OF		HDI Status Yes/No	Fee (Time Based)
	(i) NOMINEE (ii) ALTERNATE		QUALIFICAT- IONS AND NQF STATUS	EXPERIENCE AND PRESENT OCCUPATION		
<u>CONSTRUCTION MONITORING</u> Engineer on Site						
Other key staff (give designation)						

Name of Tendering Entity : _____

Signature : _____ **Date :** _____

FORM 2.1.5 SCHEDULE OF INFRASTRUCTURE AND RESOURCES

Provide information on the following:

Infrastructure and resources available

Physical facilities

Description	Address	Area (m ²)

Equipment

Provide information on equipment and resources that you have available for this project (attach details if the space provide is not enough)

Description : Equipment owned	Number of units

Size of enterprise and current workload

What was your turnover in the previous financial year?

.....

What is the estimated turnover for your current financial year?

.....

List your current contracts and obligations

Description	Value (R)	Start date	Duration	Expected completed date

Do you have the capacity to supply the goods and services described in this Tender, should the contract be awarded to you?

Staffing Profile

Provide information on the staff that you have available to execute this contract (attach a separate list if the space provided is insufficient)

Permanently employed staff : gender and race	Number of staff
Temporary staff to be employed for the project : gender and race	Number of staff

Name of Tendering Entity : _____

Signature : _____ Date : _____

FORM 2.1.6 SCHEDULE OF APPROACH AND METHODOLOGY/ WORK PLAN

Understanding the terms of reference / brief

1. Do you as the consultant understand what is required in terms of the project stated above?

Yes		No	
------------	--	-----------	--

(Tick Appropriate Block)

2. If you answered Yes to question 1 above, please explain briefly your understanding of the project in no more than 50 words

3. Considering questions 1 and 2 above, please provide in summary, details of your proposed approach and work plan to the successful completion of the above project.

4. Briefly state if you have any innovative approach for this particular project mentioned above, that you feel will be unique but also economically superior to the normal workable approach at presently undertaken as the norm.

Name of Tendering Entity : _____

Signature : _____ **Date :** _____

FORM 2.1.7 SCHEDULE OF PROPOSED SUB-CONTRACTORS

The Tenderer shall, in accordance with the provisions of condition of Tender, list below the sub-contractors he/she proposes to employ for part(s) of the work.

If any or all of the sub-contractor/s listed hereunder are not approved subsequent to acceptance of the Tender, it shall in no way invalidate the Tender or the Contract, and the Tendered unit rates for the respective items of work shall remain final and binding even if a sub-contractor/s not listed below is approved by the Employer.

PART OR TYPE OF WORK	PROPOSED SUB-CONTRACTOR	WORK RECENTLY EXECUTED BY SUB-CONTRACTOR

FORM 2.1.8 FINANCIAL REFERENCES**FINANCIAL STATEMENTS**

I/We agree, if required, to furnish an audited copy of the latest set of financial statements together with my/our Directors' and Auditors' report for consideration by the Employer.

DETAILS OF TENDERING ENTITY'S BANK

I/We hereby authorize the Employer/Engineer to approach all or any of the following banks for the purposes of obtaining a financial reference:

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO TENDERER'S HEAD OFFICE
Name of bank	
Branch name	
Branch code	
Street address	
Postal address	
Name of manager	
Telephone number	()
Fax number	()
Account number	

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**Other Documents Required For Tender Evaluation
Purposes (Part T2.2)**

- Form 2.2.1 Certificate of Tenderer's Attendance at the Information Session/Meeting
- Form 2.2.2 Written Proof of Tenderers registration at the Construction Industry Development Board (CIDB)

FORM 2.2.1 CERTIFICATE OF TENDERER'S ATTENDANCE AT THE COMPULSORY CLARIFICATION MEETING

This is to certify that I, ,
representative of (Tenderer)

.....
of (address)

.....
.....

Telephone number

Fax number

attended Clarification Meeting on **12 February 2016 at 10:00** in the company of
(George Municipality / Employer's Representative) **Dennis Dunbar**

PLEASE NOTE:

Tenderers are requested to submit the minutes received at above-mentioned compulsory information session/meeting with their Tender documents. (Non-submission of this information may lead to rejection of this Tender)

TENDERER 'S REPRESENTATIVE:

GEORGE MUNICIPALITY / EMPLOYER'S REPRESENTATIVE:

**FORM 2.2.2 PROOF OF REGISTRATION AT THE CONSTRUCTION INDUSTRY
DEVELOPMENT BOARD (CIDB)**

The Tenderer is to affix to this page:

- Written proof of Tenderers registration at the CIDB

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**Returnable Schedules that will be Incorporated in
the Contract (Part T2.2)**

Form 2.2.5

Record of Addenda to Tender Documents

FORM 2.2.5 RECORD OF ADDENDA TO TENDER DOCUMENTS

We confirm that the following communications received from the Employer before the submission of this Tender offer, amending the Tender documents, have been taken into account in this Tender offer:

	Date	Title or Details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

Signed: Date:

Name: Position:

SIGNED ON BEHALF OF TENDERER:

1. Infrastructure and resources available

Evaluation of the following in terms of the size, nature and complexity of goods and/or services required:

- Physical facilities
- Infrastructure and resources available for the contract owned by the Tenderer
- Infrastructure and resources the Tenderer intends renting, should the contract be awarded to him.

2. Size of enterprise, and current workload

Evaluation of the Tenderer's position in terms of:

- Previous and expected current annual turnover
- Current contractual obligations
- Capacity to execute the contract

3. Staffing profile

Evaluation of the Tenderer's position in terms of:

- Staff available for this contract being Tendered for
- Qualifications and experience of key staff to be utilized on this contract.

4. Previous experience

Evaluation of the Tenderer's position in terms of his previous experience. Emphasis will be placed on the following:

- Experience in the relevant technical field
- Experience of contracts of similar size
- Some or all of the references will be contacted to obtain their input.

5. Financial ability to execute the contract

Evaluation of the Tenderer's financial ability to execute the contract. Emphasis will be placed on the following:

- Professional indemnity
- Contact the Tenderer's bank manager to assess the Tenderer's financial ability to execute the contract and the Tenderer hereby grants his consent for this purpose.

6. Good standing with SA Revenue Services

Determine whether an original valid tax clearance certificate has been submitted.

The Tenderer must **affix an original valid Tax Clearance Certificate** to the **second page of the Tender document**

If the Tender does **not** meet the requirements contained in the George Municipality Procurement Policy, and the mentioned framework, it will be rejected by the Council, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation.

7. Penalties

The George Municipality will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Departmental Head, one or more of the following penalties will be imposed:

- Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer.
- Impose a financial penalty of twice the theoretical financial preference associated with the claim, which was made in the Tender.
- Restrict the Tenderer, its shareholders and directors on obtaining any business from the George Municipality for a period of 5 years.

Good standing with SA Revenue Services

Attach a valid **original tax clearance certificate** to the **second page of your Tender document**.

PLEASE NOTE: In case of a **Joint Venture**, the valid **original tax clearance certificate/s of all the partners in the Joint Venture**, must be **submitted** with the Tender document.

ONLY THE VALID ORIGINAL TAX CLEARANCE
CERTIFICATE/S FROM SARS WILL BE ACCEPTED, CERTIFYING THAT THE
TAXES OF THAT PERSON TO BE IN ORDER, OR THAT SUITABLE
ARRANGEMENTS HAVE BEEN MADE WITH SARS.

Compliance with Employment Equity Act 55 of 1998

Attach a valid certificate from the Department of Labour, or a declaration (Refer to Equity Ownership Table) by the designated EMPLOYER, that the EMPLOYER complies with the relevant chapters of the Employment Equity Act.

A failure to comply with the above is sufficient ground for rejection of any offer to conclude an agreement or for cancellation of the agreement.

Definitions in terms of the last mentioned Act.

“designated EMPLOYER means-

- a) a EMPLOYER who employs 50 or more employees;
- b) a EMPLOYER who employees fewer than 50 employees, but has a total annual turnover that is equal to or above the applicable annual turnover of a small business in terms of Schedule 4 to this Act.”

“Schedule 4”

TURNOVER THRESHOLD APPLICABLE TO DESIGNATED EMPLOYERS

Sector or sub sector in accordance with the Standard Industrial Classification	Total annual turnover
Agriculture	R 2,00 m
Mining and Quarrying	R 7,50 m
Manufacturing	R 10,00 m
Electricity, Gas and Water	R 10,00 m
Construction	R 5,00 m
Retail and Motor Trade and Repair Services	R 15,00 m
Wholesale Trade, Commercial Agents and Allied Services	R 25,00 m
Catering, Accommodation and other Trade	R 5,00 m
Transport, Storage and Communications	R 10,00 m
Finance and Business Services	R 10,00 m
Community, Social and Personal Services	R 5,00 m

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**SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
PERIOD OF THREE YEARS**

The Contract (Part C)

Part C1	Agreement and Contract Data
Part C2	Pricing Data
Part C3	Scope of Works

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**SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A
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Agreement And Contract Data (Part C1)

- Part C1.1 Form of Offer and Acceptance
- Part C1.2 Contract Data
- Part C1.3 Objections and Complainants Form
- Part C1.4 Form of Professional Indemnity Insurance

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SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

Form of Offer and Acceptance (Part C1.1)

(AGREEMENT)

OFFER

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

THE OFFERED TOTAL RATES (INCLUDING VAT) IS :

.....

.....rand (in words); R (in figures),

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Service Provider in the Conditions of Contract identified in the Contract Data.

Signature(s) _____

Name(s) _____

Capacity _____

(Name and address of organisation)

ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the, Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's Offer shall form an agreement, between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract are contained in

Part C1 Agreements and Contract Data, (which includes this Form of Offer and Acceptance)

Part C2 Pricing Data

Part C3 Scope of Work

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

The Tenderer shall within two weeks after receiving a completed copy of this Agreement, contact the Employer's representative (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the, Conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Tenderer (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

Signature _____

Date _____

Name **MR TREVOR BOTHA**

Capacity **MUNICIPAL MANAGER**

**GEORGE MUNICIPALITY
CIVIC CENTRE
YORK STREET
GEORGE**

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

FOR THE TENDERER:

Signature(s)

Name(s)

Capacity

(Name and address of organisation)

FOR THE EMPLOYER:

Signature

Date

Name

Capacity

MR TREVOR BOTHA

MUNICIPAL MANAGER

**GEORGE MUNICIPALITY
CIVIC CENTRE
YORK STREET
GEORGE**

GEORGE MUNICIPALITY

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SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS

Contract Data (Part C1.2)

CONDITIONS OF CONTRACT

The **Standard Professional Services Contract (Second Edition, September 2005)** published by the Construction Industry Development Board, are applicable to this.

Copies of these Conditions of Contract may be obtained from the Construction Industry Development Board’s website www.cidb.org.za.

PART 1: DATA PROVIDED BY THE EMPLOYER

The following contract specific data are applicable to this Contract:

Clause 1	The Employer is the George Municipality.	
3.4 and 3.5	The Authorised and Designated representative of the Employer is:	
	Name: Dennis Dunbar	
	The Employer’s address for receipt of communications is:	
	Physical address: York Street George, 6530	Postal address: George Municipality PO Box 19 George, 6530
	Telephone: (044) 874 3917 Fax: (044) 874 3936 E-mail: dennis@george.org.za	
	The Project is for the provision of plumbing maintenance services for municipal building and facilities, as and when required	
3.6	The Service Provider may release public or media statements or publish material related to the Services or Project subject to the approval of the Employer.	
3.7	The Services Provision shall be completed for the portions as set out in the Scope of Works.	
5.1.1 and 5.1.2	The Service Provider is required to provide the Service with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards. Where services include the powers to certify, decide or otherwise exercise discretion in regard to a contractor agreement between the Employer and others then the Service provider shall act in respect of that contract/agreement as an independent	

Clause 1	The Employer is the George Municipality.	
5.4.1	The Service Provider is required to provided the following insurances:	
	1. Insurance against	Risk in performing professional services (Professional Indemnity cover)
	Cover is:	Equivalent to the project value
	Period of cover:	Duration of Project
	Deductibles are:	
5.5	The Service Provider is required to obtain the Employer’s prior approval in writing before taking any of the following actions: 1. Appointing Sub-Consultants for the performance of any part of the Services.	
Additional Clause to be added 7.3	The Employer will not be responsible for any overtime worked by or overtime payments made to personnel, or any additional costs not specified in the tender submitted by the Tenderer.	
9.1	Copyright of documents prepared for the Project shall be vested with George Municipality.	
12.1	Settlement of disputes is to be in terms of Clause 49 and 50 of the Supply Chain Management Policy of the George Municipality. See Document C1.3.	
14	Where not specifically indicated, all tendered prices, rates, tariffs, fees, etcetera are to include 14% VAT.	

PART 2: DATA PROVIDED BY THE SERVICE PROVIDER

Clause		
5.1	The Service Provider is:	
5.3	The authorized and designated representative of the Service Provider is:	
	Name:	
	The Service Provider's address for receipt of communications is	
	Physical address:	Postal address:
	Telephone:	
	Fax:	
	E-mail:	

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Objections and Complainants Form (Part C1.3)

(Clauses 49 and 50 of the GM's Supply Chain Management Policy)

(1) Details of Objector/Complainant

Name: _____

Address: (postal and street): _____

Tel: _____ Fax: _____

Contact person: _____

Reference number of Tender : _____

Other Party's Details (If any)

Name: _____

Address: (postal and street): _____

Tel: _____ Fax: _____

Contact person: _____

Reference number of Tender: _____

Description of Issue[s] in Dispute

List of Documents Attached

Determination Sought in Respect of Objection or Complaint

Form submitted by:

Name: _____

Signature: _____

Position: _____

Date: _____

Place: _____

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Form of Professional Indemnity Insurance (Part C1.4)

The Tenderer must affix proof of Professional Indemnity Insurance to this page.

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Pricing Data (Part C 2)

C2.1 Pricing Instructions

C2.2 Schedule of Activities

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**SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD
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Pricing Instructions (Part C2.1)

C2.1 PRICING INSTRUCTIONS

1. Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.
2. Show VAT payable by the employer separately as an addition to the tendered total of the prices.
3. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
4. State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

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Schedule of Activities (C2.2)

66kV Outdoor Switchgear : 72,5kV Circuit Breaker

ITEM NUMBER	DESCRIPTION	DELIVERY TIME / WEEK	PRICE PER UNIT INCLUSIVE OF 14% VAT	UNIT
1.	Supply			each
2.	Delivery			each
3.	Installation			each
TOTAL :				each

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Scope of Works (C3)
Outdoor 72.5kV Circuit breakers

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1 GENERAL INFORMATION

2 General Description

<This section is provided for the convenience of the Projector Company to explain main subjects such as plant description, feasibility highlights, customer values and other aspects justifying the design described in this Specification>

3 TERMS AND CONDITIONS

<This section is provided for the convenience of the Projector Company to explain main commercial subjects such as warranties, terms of delivery, time of delivery, prices and terms and other aspects justifying the design described in this Specification>

4 Apparatus specification

All apparatus shall be of latest design and shall fulfill all requirements stated in applicable standards, referred to for each apparatus.

Summary of Standards referred to in this specification

IEC 62271-300	High-voltage alternating current circuit-breakers - Guide for seismic qualification of high-voltage alternating current circuit-breakers. (old number: IEC 61166)
IEC 62271-100	High-voltage alternating-current circuit-breakers
ISO9001	Quality management systems – Requirements
ISO14001	Environmental management systems - Requirements with guidance for use

4.1 *List of apparatus*

Circuit Breakers

4.2 Circuit breakers

4.2.1 Scope

These specifications cover general requirements for the design, manufacture and testing of circuit breakers.

4.2.2 Standards

The circuit breakers shall fulfill the relevant requirements specified in IEC 62271-100.

4.2.3 Service conditions

The manufacturer shall ensure that the circuit breakers will operate satisfactorily in installations with service conditions as specified under "Ambient conditions and system data".

4.2.4 Circuit breaker ratings

The circuit breakers shall comply with the data indicated under "Technical data".

4.2.5 General requirements

The circuit breakers shall be of the live tank type for outdoor installation using SF₆ gas as the insulating and current extinguishing medium.

For rated voltages up to 300 kV, three-pole operation with one common operating mechanism for the three poles is preferable.

For circuit breakers with single-pole operation, local and remote three-pole operation shall be possible.

The operating mechanism should preferably be of the motor-charged spring type. However, other types of mechanisms can be considered, e.g., motor drives, hydraulic and pneumatic operating mechanisms.

The manufacturer shall ensure trip-free operation.

In order to maintain system stability and reduce electrical, mechanical and thermal stresses, the operating times for the switching of fault currents shall be as short as possible. Break time and closing time shall be a maximum of 50 ms and 70 ms respectively.

Apart from fault clearing duty the circuit breakers shall be able to carry out special operations such as switching of reactor banks, capacitor banks, no-load transformers and no-load transmission lines.

In order to limit the transient over voltages and surge-currents generated during intentional switching, it is preferable that the circuit breaker constructions allow for controlled switching. Alternatively, for line switching duty, preinsertion resistors can be considered. However, for rated voltages below 362 kV, no transient-reducing accessories are required for line switching.

4.2.6 Design requirements

4.2.6.1 Circuit breaker poles

The circuit breakers should utilize the SF₆ single-pressure method for arc extinction.

The insulator material should be porcelain or polymeric material.

For circuit breakers installed in areas with high pollution and/or high seismic activity, polymeric insulators should be utilized on the condition that the polymeric material has the same or superior qualities as corresponding porcelain. It is of the utmost importance that the polymeric insulation is of hydrophobic quality and is insensitive to ultraviolet radiation.

The high voltage terminals should be flat aluminum pads with a drilling pattern in accordance with IEC standards, and preferably, NEMA standards as well.

Circuit breakers with more than one breaking element per pole should be provided with grading capacitors. However, if the manufacturer can ensure that the specified data can be fulfilled without capacitors, this requirement can be waived.

The circuit breakers shall be provided with temperature compensated density meters for indication of low gas density. The density meters shall monitor gas pressure and provide outputs as follows: should the gas density fall to the recommended density levels for refill/low gas density and trip-close/lockout:

- Stage 1 Alarm
- Stage 2 Trip-close/Lockout

The outputs of the density meters shall include contacts for substation alarms and blocking of all operation of the circuit breaker.

Each density meter should include a manometer, easily readable from ground level, preferably with a scale with indication of the absolute pressure in MPa. For circuit breakers with rated voltages of 245 kV and above each pole should be provided with a density meter.

The circuit breakers shall have a mechanically linked indication system which at all times gives a clear and unambiguous representation of the position of the main contacts. The indication shall be easily readable from ground level.

4.2.6.2 Operating mechanisms

The operating mechanism should be located in a cabinet preferably made of aluminum sheet and should withstand corrosive effects due to marine and industrial environments.

The cabinet shall comply with protection class IP55 in accordance with IEC 60529.

The operating mechanism cabinets shall as a minimum include the following features and equipment:

- A control panel with two selector switches; one for local ON/OFF operation and one with the positions LOCAL-REMOTE-DISCONNECTED.
The panel shall be accessible from ground level.
- The springs shall be charged by an electric motor, preferably a universal type. The motor shall be protected by a miniature circuit breaker with auxiliary contacts for indication. When the springs are charged a limit switch shall disconnect the motor circuit.
A mechanical or electrical indication, visible from outside the cabinet, shall indicate when the springs are fully charged or un-charged.
Under no conditions shall it be possible to perform closing or tripping operations without the appropriate springs being fully charged.
- The operating mechanism shall include features for charging the closing springs manually by means of a lever. When the lever is used, the motor circuit shall be de-energized.
- One closing coil and two trip coils, each trip coil having a separate electrical circuit.
- One operation counter of the non-resetable type for recording the number of closing operations.
- Anti-pumping system
- Relays for blocking all operation of the circuit breaker in case the gas-pressure has dropped to the blocking level.
- Set of auxiliary contacts which assure reliable operation of the circuit breaker and with a sufficient number of contacts available to the user. The auxiliary contacts shall be wired to the terminals in the operating mechanism cabinet.
- Heating elements; one element permanently energized and one operated by a thermostat or alternatively a humidity detector. The heating elements shall be protected by a miniature circuit breaker with auxiliary contacts.
- Terminals for connection of incoming cables for energy supply and signals. A sufficient number of free terminals shall be available to the user.
- The cabling in the cabinet should be carried out with stranded copper cable with sufficient cross-section area to withstand the currents flowing in auxiliary, control and motor circuits. The cables should be labeled at each end with permanent markings corresponding to the labeling provided in the circuit diagram.

4.2.6.3 Cabinet for central control

In order to achieve local three-pole operation of single-pole operated circuit breakers a central control cabinet should be provided.

The central cabinet should include selector switches for operation and position selection as described under "Operating mechanisms" above.

The requirements for internal cabling and terminals in the operating mechanism cabinets are otherwise valid.

Alternatively, one of the operating mechanisms can be utilized for central control, on the condition that correct function of the circuit breaker can be achieved.

4.2.6.4 Controlled switching

In order to ensure reliable operation with controlled switching, the circuit breaker shall have stable and predictable operating times.

The controlled switching device shall be of the adaptive type with each controlled operation being based on feed-back information on previous operations.

For energizing of no-load transformers, it is preferable that the remanent flux in the transformers are taken into consideration.

Circuit breakers utilized for controlled switching shall be able to perform the specified switching operation of fault currents.

4.2.6.5 Support structures

Each circuit breaker pole should be mounted on a separate support structure. The support structure should be made of hot-dip galvanized steel.

The zinc coating shall comply with EN-ISO 1461, DIN 50976 or ASTM A123 and ASTM A153 (for fasteners).

<u>Steel thickness (mm)</u>	<u>Average zinc coating (μm)</u>
>6	115
3-6	95
1-3	70

Alternatively, the three poles can be mounted on a common support beam. The support structure should be of a sufficient height to assure personal safety in the installation when the circuit breakers are energized.

4.2.7 Tests

4.2.7.1 Type tests on circuit breakers

The following mandatory tests in accordance with IEC 62271-100 should be carried out:

- Terminal fault tests
- Short-line fault tests
- Out-of-phase switching tests
- Capacitive current switching tests in accordance with C1-requirements as per IEC 62271-100, clause 6.111.9.2, including line-charging current breaking tests and cable-charging current breaking tests
- Short-time and peak current withstand tests
- Temperature rise tests including measurement of the resistance of the main circuit

Temperature range	°C	-25/40
Site altitude	m.a.s.l.	Up to 1000
Seismic activity (IEC)	g	No
Pollution level – Min. creepage distance mm/kV		Very heavy - 31
Wind velocity	m/s	34
Ice loading	mm	0

4.2.9.2 Electrical characteristics

Breaking current	kA	31.5
Rated normal current	A	2500
Rated peak withstand current	kA _{peak}	79
Rated short-time withstand current (1 s)	kA	31.5
Rated short-circuit making current	kA _{peak}	79
First-pole-to-clear factor		1.5

4.2.9.3 Dielectric characteristics

Insulation level		
Lightning impulse withstand voltage between open contacts	kV	325
to earth	kV	325
Switching impulse withstand voltage between open contacts	kV	N/A
to earth	kV	N/A
between phases	kV	N/A
Power frequency withstand voltage between open contacts	kV	140
to earth	kV	140
Type of insulator		Silicone rubber grey

4.2.9.4 Rated time quantities

Max. break time	ms	50
Max. closing time	ms	70

4.2.9.5 Mechanical characteristics

Mode of operation		Three-pole
Rated operating sequence		O-0.3s-CO-3min-CO

Rated supply voltage for:		
Control		110 V DC
Motor		110 V DC
Heater		230 V AC
Number of trip coils		2
Number of close coils		1
Mechanical endurance		2000 (M1)

4.2.9.6 Application data

Transformer power	MVA	20
Type of transformer		3-phase
Transformer connection		Grounded Delta
Controlled transformer switching		No

4.2.10 Technical data for 72.5 kV Circuit Breaker

Transformer switching application

Item: CB 2 Quantity: 3

4.2.10.1 Ambient conditions and system data

Highest system voltage	kV	72.5
Frequency	Hz	50
Network time constant (L/R)	ms	45
Temperature range	°C	-25/40
Site altitude	m.a.s.l.	Up to 1000
Seismic activity (IEC)	g	No
Pollution level – Min. creepage distance mm/kV		Very heavy - 31
Wind velocity	m/s	34
Ice loading	mm	0

4.2.10.2 Electrical characteristics

Breaking current	kA	31.5
Rated normal current	A	2500
Rated peak withstand current	kA _{peak}	79

Rated short-time withstand current (1 s)	kA	31.5
Rated short-circuit making current	kA _{peak}	79
First-pole-to-clear factor		1.5

4.2.10.3 Dielectric characteristics

Insulation level		
Lightning impulse withstand voltage		
between open contacts	kV	325
to earth	kV	325
Switching impulse withstand voltage		
between open contacts	kV	N/A
to earth	kV	N/A
between phases	kV	N/A
Power frequency withstand voltage		
between open contacts	kV	140
to earth	kV	140
Type of insulator		Porcelain brown

4.2.10.4 Rated time quantities

Max. break time	ms	50
Max. closing time	ms	70

4.2.10.5 Mechanical characteristics

Mode of operation		Three-pole
Rated operating sequence		O-0.3s-CO-3min-CO
Rated supply voltage for:		
Control		110 V DC
Motor		110 V DC
Heater		230 V AC
Number of trip coils		2
Number of close coils		1
Mechanical endurance		2000 (M1)

4.2.10.6 Application data

Transformer power	MVA	20
Type of transformer		3-phase
Transformer connection		Grounded Delta
Controlled transformer switching		No

5 REVISION HISTORY

REV Ind.	DESCRIPTION	RELEASED BY	DATE
-	New Document		
A			

C 3.3.11 Additional Conditions of Tender

- Tender documents must be completed in ink, and prices must include VAT, only where applicable and requested in the schedule of activities.
- Official orders will be placed and if invoices and escalation documentation is received timeously, payment inclusive of all charges will be made in accordance with Clause 4.7 of the Standard Professional Services Contract (September 2005) (Second Edition of CIDB document 1015).
- The lowest or any Tender will not necessarily be accepted, and George Municipality reserves the right to accept the whole or any portion of a Tender.
- Tenders are to remain open for acceptance for a period of Ninety (90) days from the closing date and appointments may be made at any time during the three year multi budget period.
- All prices and details must be legible / readable to ensure the Tender will be considered for adjudication.
- Tenderers are requested to furnish the full registered name of the Tendering company/supplier on the Form of Tender and Form of Acceptance, Document C1.1.
- Tenderers are also required to sign each page of the Form of Tender and Form of Acceptance, Document C1.1, in the space provided at the bottom of each page.
- **Corrections may not be made by means of a correction fluid such as Tipp-Ex or a similar product. In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each and every alteration. The Municipality reserves the right to reject the Tender if corrections are not made in accordance with the above.**
- No price increases will be considered in the event of payments made against invoiced prices.
- Any orders placed within the contract period, will be paid according to the price applicable at the date of order.
- The Tenderer may submit a comprehensive company profile, for example the founding company statements, as well as a detailed exposition of previous work done.
- If items in the Schedule of Activities are not Tendered for, a line must be drawn through the space in pen

Tenders will be received until **12:00 on Friday, 11 MARCH 2016** and must be enclosed in sealed envelopes, bearing the closing time and due date, and must be endorsed:

ENG 005/2016 – SUPPLY, DELIVERY AND INSTALLATION OF 66KV SWITCHGEAR FOR A PERIOD OF THREE YEARS and be addressed to:

The Municipal Manager
George Municipality
P O Box 19
George, 6530