

SASSA: SASSA 253-22-KZN

INVITATION TO QUOTE

**SASSA: 253-22-FAS: KZN: REQUEST FOR QUOTATION OF OFFICE IMPROVEMENT
AT SASSA UMSINGA LOCAL OFFICE**

NO BRIEFING SESSION

PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

: SASSA KwaZulu Natal Regional Office
Reception area (Ground Floor)
NO.1 Bank Street
Pietermaritzburg
3201

PUBLICATION DATE: 17 November 2022

CLOSING DATE : 01 December 2022

TIME : 11:00

TECHNICAL ENQUIRIES : Mr V Mseleku
CONTACT NUMBER : 083 595 9785
EMAIL ADDRESS : Vukam@sassa.gov.za

SUPPLY CHAIN MANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

CONTACT PERSON : Ms N Mkhungo
CONTACT NUMBER: 033 846 9524
EMAIL ADDRESS : nellym@sassa.gov.za

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at the right time and place. NJALO!]*

INVITATION FOR QUOTATIONS

THE SOUTH AFRICAN SOCIAL SECURITY AGENCY INVITES QUOTATIONS

Project title:	REQUEST FOR QUOTATION OF OFFICE IMPROVEMENT AT SASSA UMSINGA LOCAL OFFICE
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Prospective bidders with a minimum of 1GB or higher grading on CIDB registration of companies are hereby invited to quote for office improvement at SASSA Umsinga Local Office.

Quote no:	SASSA 253/22	Closing Date	01 December 2022
Closing time:	11:00	Validity period:	60 days

1. COMPLETION OF QUOTATION/BID DOCUMENTS:

- All quotations documents must be fully completed in ink
- Completed forms must be addressed to the South African Social Security Agency and emailed or faxed to the fax number below.
- This quotation is subject to the GCC (General Conditions of Contract) and any other special conditions of contract where applicable.
- The taxes of the successful bidder must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations.

e) Terms and Conditions for quote:

- Your quotation must be on a Company Letterhead / Company Stamp and signature, include Total Price, indicate SASSA quote number, Quotation date & Validity period, and must be VAT inclusive, (where applicable) or
 - Fully complete the attached pricing Template (It must have a Company Stamp and signature, include Grand Total, indicate SASSA quote number, Quotation date & Validity period, and must be VAT inclusive-where applicable)
- Quotations must be accompanied by the current CSD Report, valid Tax Clearance Certificate OR PIN NUMBER for Tax Clearance Certificate.
 - Quotations equal to R30,000.00 and above shall be evaluated on 80\20-point system
 - Suppliers to declare if they have running orders or contracts with SASSA. Please indicate order number and date of the running contract on your current quotation.
 - SBD forms must be completed in full, failure to do so **MAY** invalidate your quotation.
 - Valid copy of **BBBEE Certificate or SWORN Affidavit (if applicable)**

ITEM NUMBER	DESCRIPTION	QUANTITY
1	SBD forms and Bill of Quantities are to be downloaded from the website: www.sassa.gov.za as from 18 November 2022	BOQ 1 BOQ 2

ENQUIRIES RELATED TO DOCUMENTS MAY BE ADDRESSED TO:

BUYER: Ms N Mkhungo	SCM	Telephone no:	033 846 9524
BRIEFING SESSION		THERE WILL BE NO BRIEFING SESSION	
All Quotation and supporting documents must be deposited in the tender box that is situated at:		SASSA KwaZulu Natal Regional Office Reception area (Ground Floor) No.1 Bank Street Pietermaritzburg 3201	

SIGNATURE OF SUPPLY CHAIN MANAGEMENT OFFICIAL

DATE: 16 November 2022



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**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY) SASSA					
BID NUMBER:	SASSA 253/22	CLOSING DATE:	01 DECEMBER 2022	CLOSING TIME:	11:00 AM
DESCRIPTION	REQUEST FOR QUOTATION OF OFFICE IMPROVEMENT AT SASSA UMSINGA LOCAL OFFICE				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mrs N Mkhungo		CONTACT PERSON	Mr V Mseleku	
TELEPHONE NUMBER	033 846 9524		TELEPHONE NUMBER	033 846 3449	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	nellym@sassa.gov.za		E-MAIL ADDRESS	Vukam@sassa.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

STANDARD BIDDING DOCUMENT (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1** Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2** Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

- 2.1** Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES / NO**
- 2.1.1** If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

STANDARD BIDDING DOCUMENT (SBD) 4

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

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

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

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

3. DECLARATION

I, the undersigned, (name) in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

STANDARD BIDDING DOCUMENT (SBD) 4

- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 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

² 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.

STANDARD BIDDING DOCUMENT (SBD) 4

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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



PREFERENCE POINTS CLAIM FORM

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 ACT.

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 R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the ~~80/20 / OR 90/10~~... preference point system shall be applicable; or
- b) The ~~80/20 / OR 90/10~~ preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

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

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

	POINTS
PRICE	80/90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20/10
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 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

- (a) "**B-BBEE**" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "**B-BBEE status level of contributor**" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "**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 goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "**Broad-Based Black Economic Empowerment Act**" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "**EME**" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "**functionality**" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "**price**" includes all applicable taxes less all unconditional discounts;
- (h) "**proof of B-BBEE status level of contributor**" means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "**QSE**" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "**rand value**" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 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

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

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

3.2 **DISPOSAL OF STATE ASSETS AND INCOME-GENERATING PROCUREMENT**
 3.3 **POINTS AWARDED FOR PRICE**

A maximum of 80 or 90 points is allocated for price on the following basis:
 80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of bid under consideration
 Pt = Price of bid under consideration
 Pmax = Price of highest acceptable bid

4. **POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

4.1 In terms of paragraphs 5.2 and 6.2 of the Addendum to the SASSA Supply Chain Management Policy, 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	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. **BID DECLARATION**

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

6. **B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 3.1**

6.1 B-BBEE Status Level of Contributor: = (maximum of 10 or 20 points)
 (Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

7. **SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

7.1.1 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 or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if sub-contracting with an enterprise in terms of the SASSA's Terms of Reference (TOR) or Specification:

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	√	√
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

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

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....



8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 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 contributor indicated in paragraphs 1.4 and 6.1 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 paragraphs 1.4 and 6.1, 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 contributor 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) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

<p>WITNESSES</p> <p>1.</p> <p>2.</p>	<p style="text-align: center;">SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS</p> <p>.....</p> <p>.....</p>
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MSINGA BOQ NO 1					
REGION NAME:		KZN			
NAME OF LOCAL OFFICE:		MSINGA LOCAL OFFICE			
OWNERSHIP.....e.g. Private, State Owned or Tribal Authority		State			
SPECIFICATION ENQUIRIES:		RV Mseleku			
CONTACT NUMBERS:		083 595 9785			
CONTRACT DURATION		6 WEEKS			
ITEM	DESCRIPTION	UOM	QTY	RATE	AMOUNT
Alteration					
1.0.1	Carefully remove existing damaged sliding door to receive new sliding door	item	1		
1.0.2	Carefully remove 6 wooden benches and set aside benches are 4.5m long x 0.35m wide and 0.7m	item	6		
Partitioning					
Notes	Rhino-Drywall partitioning shall comprise steel studding formed of top and bottom tracks with vertical studs at maximum centres as per manufacturer's spec), friction fitted or pop-riveted to the top and bottom tracks with similar additional vertical studs as necessary at abutments, ends, etc. and covered as described with wallboard screwed to studding with "Drywall screws at maximum 220mm centres. Boards to butt jointed and finished with "Rhino" tape and "Ready-mix D" jointing compound all in accordance with the manufacturer's instructions. Intersections, and abutments are not measured separately and descriptions shall be deemed to include any additional corner beads, jointing compound, tape, skirting etc.				
1.2.1	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 3600mm length	m ²	10		
1.2.2	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 2950mm length	m ²	8		

1.2.3	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 4247mm length	m ²	11		
1.2.4	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 1100mm length	m ²	6		
1.2.5	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 3072mm length	m ²	8		
1.2.6	Supply & Install 12mm thick Rhino-Drywall partitioning, making allowances for openings, as necessary. 2700mm High floor to Ceiling and 3300mm length	m ²	18		
Painting					
1.3.1	One under coat and two coats Plascon Rice Paper VEL45 to dry-walling	m ²	103		
1.3.2	One under coat and two coats Plascon Rice Paper VEL45 to brick wall	m ²	135		
Notes	All surface contamination such as oil, grease, loose paint, mill scale, dirt, foreign matter, rust, mold, mildew, mortar, efflorescence and sealers must be removed to assure sound bonding to the tightly adhering old paint. Washing with an abrasive cleanser will clean and dull in one operation, or wash thoroughly and dull by sanding. Spot prime any bare areas with an appropriate primer.				
Ceiling					
1.4.1	Supply, and lay 8mm thick plywood as ceiling, complete including, 38*38mm buttons at 900mm centres (48m), joints, etc. fitted combination of dry walling and brick wall	m ²	32		
1.4.2	Supply, and lay 19mm quadrant hardwood as cornice complete including, joining etc. to dry walling and brick wall surfaces	m	39		
1.4.3	One under coat and two coats ceiling paint - white to rhino ceilings	m ²	29		
Aluminium					
1.5.1	Supply and install aluminium sliding door, natural in colour complete with safety glass, cylinder lock, handles, size length: 1,800m ; Height: 2,075 into dry walling.	no	4		

Electrical					
1.6.1	Supply and install 63Amp breaker to DB-G	no	1		
1.6.2	Supply and install additional 20Amp breakers to existing DB-T for lights, plugs ,air cons	no	8		
1.6.3	50 Amp Switch, installed within 1m from A/C unit	no	6		
1.6.4	Normal Single Socket Outlet, 16 Amp Plug, WHITE, Fitted with all accessories, functional 20mm PVC conduit, couplings ,ends ,etc. PVC conduit box: 60mm round x 25mm deep on surface with cover, locknut and bush, 100 x 50 x 50mm. Flush outlet box Single, 45m Cable (Red Black, Earth Bare copper, 2.5mm)	no	2		
1.6.5	Normal Single Socket Outlet, 16 Amp Plug, WHITE, Fitted with all accessories, functional 20mm PVC conduit, couplings ,ends ,etc. PVC conduit box: 60mm round x 25mm deep on surface with cover, locknut and bush, 100 x 50 x 50mm.. Flush outlet box Single, 15m Cable (Red Black, Earth Bare copper, 2.5mm)	no	5		
1.6.6	Lamp Luminaire Assembly 1200mm (4foot LED Luminaire - 2 x 18 W complete with tubes, mounted in ceiling, 3m fly, 40m cable (red, black and earth bare copper 2,5mm) to DB	each	2		
1.6.6	Lamp Luminaire Assembly 1200mm (4foot LED Luminaire - 2 x 18 W complete with tubes, mounted in ceiling, 3m fly, 10m cable (red, black and earth bare copper 2,5mm) to DB	each	1		
1.6.7	Light Switch 2x 5A sockets on surface PVC light switch in brickwork, PVC square conduit ,ends, complete cable (red, black, earth bare copper 2.5 mm)	each	3		
1.6.8	Supply and install extractor round fan 300mm (white or other approved)	each	4		
1.6.9	1200mm (4foot LED - 18 W complete tubes, to existing light fittings at height exceeding 3.5m	no	16		
Blinds					

1.7.1	Blinds- Vertical blinds with 127mm wide vanes, "Cream". Vanes to have plastic bottom weights, interconnected with nylon ball-chain. Track to be white powder coated aluminium size 40mm wide X 25 mm high. Top Hooks to be removable from outside the track and to have a clutch.				
1.7.2	2400mm X 1250mm window	no	2		
1.7.3	2100mm X1250 mm window	no	2		
1.7.4	1800mm X 2100 mm opening	no	5		
Note	Contractor's responsibility to ensure size on site, on issuing of order. The size given is for the overall linear meter of all the areas requiring blinds. The overall drop exceeds 1000mm but does not exceed 3000mm.				
Carpentry					
1.8.1	Supply 8mm thick plywood installed into brick/concrete surface to cover win blocks at height exceeding 3.5m and not exceeding 4m high. Size	m ²	11		
Doors					
1.9.1	Supply and install 2 lever silver door lock complete to existing door	no	1		
1.9.2	Supply and installed door closer -maximum 80kg	no	4		
Plumbing					
1.10.1	Remove toilet seat covers and replace with white solid PVC (Code B2) or other approved toilet seat.	no	8		
1.10.2	Remove existing ceramic pan and replace same with white leccio toilet p/pan	no	2		
1.10.3	Carefully remove ceramic wash hand basin including fittings and replace with white hibiscus 510mm wash hand basin	no	3		
1.10.4	Carefully remove existing toilet cistern and replace with white plastic cistern LL elf	no	3		
1.10.5	Supply and fit one way (non return valve) on 15mm polycop pipe	no	1		
Cleaning					
1.11.1	High pressure cleaning of toilets floors in extent of 30square metres	item	1		
1.11.2	Move all rubble to agreed collection areas and remove daily from site.	Sum	1		
1.11.3	Cleaning of rafters at 4m height	item	1		

Notes	Clean and make good by removing all rubble and debris from site				
Burglar Bars					
	Supply and install UV and scratch resistant powder coated finish horizontal bars 12mm square bars set 150mm apart, welded to a 25 x 5mm flat bar bolted into the sides of the window reveal with one way bolts.				
1.12.1	1800mm X2100 mm window	no	1		
1.12.2	2400mm X 1250mm window	no	2		
1.12.3	2100mm X1250 mm window	no	2		
1.12.4	1200mm X920 mm window	no	3		
1.12.5	Supply and install white powder coated, corrosion and UV retractable security fully framed, aluminium sliding gate custom-made for 1800mm x2100m sliding door, with slam lock system (3level) fitted to face brick surface.	no	1		
1.12.6	Supply and install standard (door) gate fixed to brick surface bolted deep into the reveal with one way bolts and have 100 x 20mm bullet hinges welded to the frame, which is made of 25 x 25 mm square tubing with a 12mm square bar fill. The square bars to be maximum 110mm apart passing through a hole punched through a 25 x 5mm flat bar leaving a strong UV and scratch resistant cream colour finish, complete with an cylinder lock reinforced into frame	no	1		
Notes	Contractor's responsibility to ensure size on site, on issuing of order. The size given is for the fitted aluminium widows				
SUB TOTAL					
VAT					
TOTAL BOQ 1					

MSINGA BOQ 2					
REGION NAME:		KZN			
NAME OF LOCAL OFFICE:		MSINGA LOCAL OFFICE			
OWNERSHIP.....e.g. Private, State Owned or		State			
SPECIFICATION ENQUIRIES:		RV Mseleku			
CONTACT NUMBERS:		083 595 9785			
CONTRACT DURATION		6 WEEKS			
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
Air-Curtain					
1.1.1	Supply and install air curtain to 1800mm door opening installed to brickwork surface, inclusive of switch and connection to DB with a minimum airflow of 900 cube per hour complete with remote	No	1		
1.1.2	Supply and install air curtain to 900mm door opening installed to brickwork surface, inclusive of switch and connection to DB which is less than 30m from point of installation with a minimum airflow of 900 cube per hour complete with remote	No	1		
Air-conditioning					
2.1	Supply and install split unit air conditioners complete with heating and cooling capabilities. All evaporator units shall be supplied with a remote control to adjust the temperature as required.				
Note	<i>The air-conditioning units supplied must be complete with Remote Control units to enable setting the desired environmental conditions.</i>				
2.1.1	12000 BTU	No	3		
2.1.2	18000 BTU	No	4		
Performance					
Cooling requirements shall be as follows, Summer Outdoor: Dry Bulb 32°C, Indoor : Dry Bulb 22° c, Wet Bulb 16°C. Heating requirements shall be as follows, Winter, Outdoor: Dry Bulb 5°C, Wet Bulb 4°C , Indoor : Dry Bulb 20°					
Evaporator					

The evaporator shall be wall or ceiling mounted on suitable brackets properly secured to the wall or ceiling, supplied with an over-heat function as well as an indoor anti-ice coil sensor. The filters for the evaporator shall be treated with Anti Mould agent.

Note

Condenser

The condenser shall be air cooled and mounted outside the building in a suitable position on properly designed galvanised brackets. The coil of the condenser unit shall be coated with blygold or similar approved corrosion protection. The compressor shall be the hermetic type

Piping

All refrigeration piping shall be insulated with 20 mm (min), flexible elastomeric closed cell rubber insulation with a maximum k value of 0,26 W/m° C. All refrigeration piping shall be properly secured. The condenser will be supplied with a suitable drainpipe (UV Resistant) for the discharge of condensate,

Electrical

2.2.1	Red Black, Netrueal, Earth Bare copper, 2.5 MM electrical wire to brick surface with suitable cover for aircnditioniers, connected to main DB which is 10m away	no	1		
2.2.2	Red Black, Netrueal, Earth Bare copper, 2.5 MM electrical wire to brick surface with suitable cover for aircnditioniers, connected to main DB which is 15m away	no	1		
2.2.3	Red Black, Netrueal, Earth Bare copper, 2.5 MM electrical wire to brick surface with suitable cover for aircnditioniers, connected to main DB which is 45m away	no	2		
2.2.4	Normal Single Socket Outlet, 16 Amp, normal Plug, WHITE, Fitted with all accessories, functional wall mounted surface with cover (Red Black, Earth Bare copper, 2.5 MM) connected to main DB 35m	no	2		
2.2.5	50 Amp Switch, installed within 1m from A/C unit	no	6		
SUB TOTAL					

VAT	
TOTAL BOQ 2	

MSINGA LO OFFICE IMPROVEMENT SEPTEMBER 2022						
REGION NAME:		KZN				
NAME OF LOCAL OFFICE:		MSINGA LOCAL OFFICE				
OWNERSHIP.....e.g. Private, State Owned or Tribal Authority:		State				
SPECIFICATION ENQUIRIES:		RV Mseleku				
CONTACT NUMBERS:		083 595 9785				
CONTRACT DURATION		6 WEEKS				
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT	
PRICE SUMMARY						
1	MSINGA BOQ NO 1					
2	MSINGA BOQ NO 2					
GRAND TOTAL						