

THE NATIONAL CREDIT REGULATOR

FEBRUARY 2018

**INTERNAL AND EXTERNAL LIGHTING
ENERGY SAVING PROJECT**

RFQ NUMBER: NCR478/02/17

COMPULSORY BRIEFING SESSION:

23 FEBRUARY 2018 @ 13H00

CLOSING DATE:

5 MARCH 2018 @ 11H00

HAND DELIVERY

TERMS OF REFERENCE

INTERNAL AND EXTERNAL LIGHTING ENERGY SAVING PROJECT

A. Background

The lighting inside the building and around the premises is not adequate in respect of a healthy working environment and overall security of the premises. This is based on an assessment that was done by the Health and Safety Service Provider contracted at the NCR in 2014 – ***Report attached separately: Annexure A.***

B. Recommendations from the Health Report

1. The NCR to upgrade the current lighting with an illumination solution that will improve energy efficiency and provide an inviting warm or natural white light.

C. Scope of work

1. Assess the current lighting status at the NCR using the Health Report as a guide. Analyse the recommendations provided and give inputs based on your expertise i.e. on current energy saving solutions etc. which can work for the NCR.
2. Provide a proposal per office/area to increase illumination to the desired level e.g. specifications, additional light fittings, emergency lights etc.
3. The proposal should clearly indicate an increased energy saving and better lighting output.
4. Provide designs or layouts for the suggested solutions per office/area.
5. Provide methodology for the removal and disposal of the old equipment (NB!! Certificate to be provided for the disposals).
6. External lighting – ***See attached photograph: Annexure B.***

D. Certification and Compliance

1. Valid Electrical Certificate of Compliance (COC) to be supplied.
2. Must be compliant with the standards prescribed in SANS 10114-1 as required in terms of the National Building Regulations (SANS 10400-0).

For information purposes, see extract below;

*“Performance and energy efficiency improvements in lamps and lighting, as well as an influx of new products in recent years have replaced the familiar, standard performance parameters, **but SANS 10114-1 must still be complied with.**”*

“Retrofits into luminaires originally designed for different lamp types is generally not advisable unless photometric testing proves the retrofit’s suitability.”

“Financial incentives such as rebate systems based on energy savings often result in installations which do not comply with SANS 10114-1, the national standard for interior lighting”.

*“It is often reasoned that light levels need only exceed the OHS Act requirements while the illuminance levels given in SANS 10114-1 are seen as “recommended” values. Other standards which refer to SANS 10114-1 are, however, very clear on this incorrect assumption. SANS 10400-O, The application of the National Building Regulations part O: Lighting and ventilation, states that **“the Building Regulations shall be complied with by the installation of a system of artificial lighting... in accordance with the relevant recommendations contained in SANS 10114-1.”** SANS 204: Energy efficiency in buildings gives the following reference: “Depending upon occupancy and activity, the minimum lighting levels shall be determined in accordance with the requirements of SANS 10114-1 and SANS 10400-O.”*

E. Output

1. The solution should include occupancy sensors which detect movement and automatically activate the lighting in a specific office and deactivate the lighting upon no detection of movement.
2. The solution should provide additional LED flood lights with built-in motion sensors and or timers. Ideally flood flights with extremely low energy consumption yet are super bright and powerful.
3. The solution should include added security to the premises and save on the NCR electricity account.

F. Pricing

Should include the following:

1. Bill of quantities per office/area.
2. Material utilised.
3. COC costing.
4. Labour costing (Weekends only i.e. Friday after hours to Sunday).

G. Terms of payment

70% will be paid after completion of the installation of the equipment and the balance will only be paid once an independent assessor appointed by the NCR has submitted the inspection report. The assessor will be checking as to whether the lighting meets the SANS standards prescribed above. Based on the outcome of that report the NCR will pay out the balance.

H. Functionality criteria

ELEMENT	WEIGHT
Bidder's relevant experience	25
Skills and qualifications of the proposed team	25
Bidder's project proposal	30
References with reference letters	20
TOTAL	100%

Bidders are required to score a minimum of 70% points on functionality to qualify to be evaluated in the next level (BBBEE and price). Bidders who do not score the minimum of 70% points on functionality will be disqualified and not be evaluated on price and BBBEE.

I. Additional information

- i. Brief company profile, as relevant to the above mentioned terms of reference.
- ii. Experience in the relevant areas.

- iii. A proposal including project plan, timelines and layouts etc.
- iv. Certification of all team members, highlighting experience relevant to this exercise. Confirmation that the proposed team members will in fact be available to undertake this exercise at the appropriate time and meet the necessary deadlines.
- v. Contact details of at least two references from amongst recent clients with whom similar work has been conducted in the past 6 Months.
- vi. Financial proposal must include the cost of labour, material, certification, VAT etc.
- vii. Proof of CSD registration.