

THE NATIONAL CREDIT REGULATOR

MARCH 2018

**UPGRADING OF THE NCR
BUILDING INFRASTRUCTURE**

RFQ NUMBER: NCR483/03/17

COMPULSORY BRIEFING SESSION:

10 APRIL 2018 @ 10H00

CLOSING DATE:

18 APRIL 2018 @ 11H00

HAND DELIVERY

TERMS OF REFERENCE

UPGRADING OF THE NCR BUILDING INFRASTRUCTURE

Background

Over the past few years we have been experiencing recurrent problems with leaking pipes on the premises and plumbing problems in the ablution facilities. This is mainly because of the building being old.

Challenges

1. Continues blockage of toilets.
2. Leaking pipes.
3. Inconsistent water pressure.
4. Leaking taps.
5. Water restrictions i.e. sprinklers
6. Energy consumption of geysers.

Scope of work

1. Replacement of irrigation pipes and new plumbing lines for toilets.
2. Installation of an automated sprinkler system to keep the garden in a good condition.
3. Installation of automated taps in the ablution facilities.
4. Replacing flushing systems.
5. Installation of timers on the geysers.

Requirements

The bidder's management team must have relevant skills, trade and experience in providing building maintenance services.

The bidder's must submit, as part of its proposal, the following:

- The structure, composition and CV's of the bidder's management team;

- the CV's must clearly highlight qualifications e.g. relevant electrical qualifications (Technicians Electrical Trade Test Certificates and technicians NQF – 4 Certificates), skills and experience.
- areas of experience/ competence relevant to the tasks and objectives of this project as outlined above.

The bidder must demonstrate that they keep up to date with industry developments through affiliation(s) with the relevant associations/bodies for electrical contractors e.g. Electrical Contractors Association (ECA) and the Electrical Contractors Board (ECB).

Please attach documentary proof of current affiliations to relevant industry associations /bodies.

Pricing

Should include the following:

1. Bill of quantities
2. Material utilised
3. Labour costing (Weekends only i.e. Friday after hours to Sunday).

A. 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.

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, VAT etc.
- vii. Proof of CSD registration.