

ALFRED NZO
DISTRICT MUNICIPALITY

**TERMS OF REFERENCE
FIRE SUPPRESSION SYSTEM
2020/21 FINANCIAL YEAR**

Issued and Prepared by:
Alfred Nzo District Municipality
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1. BACKGROUND AND OVERVIEW OF THE PROJECT

1.1 INTRODUCTION

The ANDM would like to invite qualified and experienced Service Provider to Supply, Deliver and Install FM-200 FIRE SUPPRESSION SYSTEM including Automatic Discharge and Alarm devices for ANDM Sever Room. Fire suppression system is essential to the server room itself – without any human intervention, the system will automatically extinguish a fire, immediately protecting one of the most expensive and valuable rooms in the building for many businesses. Typical causes of server room fires include electrical failure in the IT equipment, overheated electronics, subfloor wiring malfunctions and fires spreading from other rooms in the building. The design standards for fire suppression system in server room have strict guidelines in regards to the fire suppression agents.

1.2 OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT

1.2.1 Overall objective

ANDM seek to have a server room that meet the server room standard as recommended by the Auditor General. This project will reduce the risk of losing all ICT equipment and information due to unexpected fire. The system will automatically extinguish a fire, immediately protecting one of the most expensive and valuable rooms in the Municipality building without the human intervention.

1.2.2 Specific Objectives

Specifications for fire suppression system for the ICT server room
To supply and install a complete FM-200 fire Suppression system that complies with NFPA (National Fire Protection Association) Revision standards – consisting of but not limited to the following:

- ❖ A standalone fire detection and gas control panel complete with stand-by batteries and a manual System override facility.
- ❖ Optical smoke detectors.
- ❖ Alarm siren for inside the protected area.
- ❖ Alarm strobe light, mounted outside the protected area, to indicate an alarm condition and bell or siren.
- ❖ Manual release break glass to be positioned at the access door.
- ❖ The Gas used in this solution must fall in the following hazard class:
Class A & C:
 - Electrical and Electronic Hazards
 - Telecommunications Facilities
 - High value assets, where the associated down-time would be costly
- ❖ Documentation, hand-over and training must also be provided to relevant ICT staff accessing the facility where the solution is to be installed.
- ❖ Three (3) x breathing apparatus required for escape housed in the required enclosure.
- ❖ Three (3) years maintenance plan
- ❖ Door and other warning signs

2. SCOPE & EXTENT OF WORK

Quotations are invited from suitably qualified professional service providers to prepare and submit proposals to undertake the implementation of Fire suppression system within Alfred Nzo District Municipality. The following gives a high level indication of activities to be undertaken.

The appointed service provider will be responsible to Supply, Deliver and Install FIRE SUPPRESSION SYSTEM including Automatic Discharge and Alarm devices for ANDM Sever Room.

The awarded service provider shall design, furnish, engineer, fabricate, install, test and maintain a complete and operational FM-200 Fire Extinguishing System, including charged FM-200 storage cylinders, piping, valves nozzles, wiring, components, appurtenances, and accessories. All materials and equipment shall

be new and unused. The fire suppression will be installed in our ANDM ICT Server room located on the third floor of Municipal building.

3. PROJECT TIME FRAME

The project period will be 1 month from the date of appointment of the service provider.

4. PROJECT MANAGEMENT

The appointed service provider will report directly to the project manager ICT unit. The Project Manager has the right to change the frequency of reporting as and when necessary.

5. SUBMISSION OF QUOTATION.

Quotations must be placed in a sealed envelope and clearly marked: "**Fire Suppression System**" and placed in the tender box in the Alfred Nzo District Municipality not later than 10H00 on the_____.

EVALUATION CRITERIA

Evaluation criteria of the quotation;

Quotations will be evaluated in two stages, namely:

- Stage 1- Functionality
- Stage 2- Price and BBBEE Points

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award.

ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	100
• Previous Experience	60
• Capacity and Expertise	40
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POIN	100
BBBEE POINTS	20
Price	80

Previous Company Experience	Weighting
Note: The scoring in this section is not cumulative	
Traceable record for successful completion of a minimum of 2 Projects of Fire Suppression System installation to the value of R30 000 each.	60
Traceable record for successful completion of a minimum of 1 Projects of Fire Suppression System installation to the value R30 000 each.	30
Maximum Weighting	60
Note COMPULSORY attachments for verifying work done:	
1. The ANDM Assessment Bidder Form must be completed, stamped and signed by previous employer as a means of verifying references for each project undertaken. If 2 Projects were done, 2 Assessment bidder forms must be completed.	
2. In ADDITION to the above, a traceable record will be evaluated on the basis of:	
- An Appointment Letter or Official Purchase Order	

Capacity and Expertise to Undertake the Project	Weighting
Note: The scoring in this section is preferably cumulative, unless	[40]

justifiable to the Specification Committee	
A Project Team with the following areas of expertise:	[40]
The team leader with 3 months Certificate in Fire Suppression System Installation.	25
Team member must have a minimum of NQF level 5 in built environment.	15
Maximum Weighting	40

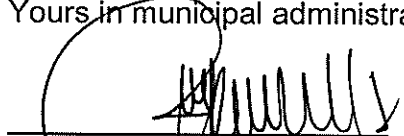
For any queries regarding this tender, please contact [Mr X.H. Malunga] for project related queries; on (039) 254 5028 or;

Supply Chain Management contact for SCM related queries at telephone number 039-254-5134 during office hours.

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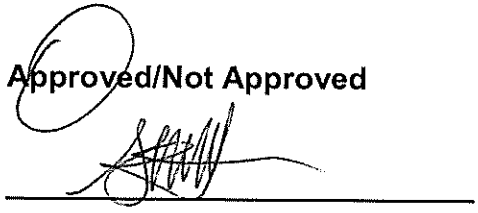
Alfred Nzo district Municipality
Erf 1400 Ntsizwa Street
Mount Ayliff
4735

Yours in municipal administration,



Mrs. U. Mahlasela
ACTING SENIOR MANAGER: CORPORATE SERVICES

Recommendation by Specification Chairperson:

Approved/Not Approved


Mr. L. Mdutyana

Comments by Chairperson
Approved (fire suppression)

