



ALFRED NZO

DISTRICT MUNICIPALITY

TERMS OF REFERENCE

SERVICING OF FIRE EQUIPMENT

2022/23 FINANCIAL YEAR

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1. BACKGROUND AND OVERVIEW OF THE PROJECT

In terms of the Occupational Health and Safety act all fire equipment must be serviced at least once a year, it is against this background that we request SCM to source service providers to provide services of servicing of ANDM fire equipment. Of ANDM buildings.

1.1 INTRODUCTION

Acquire service of an accredited suitable qualified service provider to assist in servicing of Alfred Nzo District Municipality buildings and offices.

2. OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT

2.1 The objective of the project is to ensure that all ANDM buildings and offices are complying with all SABS standards, OHS act and all OHS and fire regulations.

2.2 After conducting servicing of ANDM buildings provide a detailed report of the job done.

Overall objective Company must be accredited with SABS

2.3. Conduct servicing of fire equipment in all ANDM buildings and ANDM water and disaster centers.

2.4. Conduct servicing of fire equipment in all ANDM offices and plants

2.5. Consolidate and submit servicing report after completion of the project

3. SCOPE OF WORK

3.1 Conduct servicing of fire equipment in all ANDM buildings

3.2 Consolidate assessment report and submit reports after completion of the project.

The project will be done as follows;

LIST OF FIRE EXTINGUISHERS, FIRE HYDRANTS AND HOSE ROLLS FOR ANDM BUILDINGS AND STATIONS:

Item No	CENTRE	NUMBER OF FIRE EXTINGUISHERS	NUMBER OF HOSE REELS	NUMBER OF FIRE HYDRANTS	RATE	AMOUNT
1.	Mt Ayliff Main base	14x 9 kg	N/A	02		
2.	Mt Frere Fire Disaster Centre	13 x 9 kg	01	02		
3.	Ntabankulu Fire and Disaster	06 X 9 KG	01	03		
4.	Maluti Fire and Disaster	11X 9KG	N/A	01		
5.	Bizana Fire and Disaster	08X 9KG	01	01		
6.	Nomlacu Water Treatment Works	05X 9KG	N/A	02		
7.	Ntibane	N/A	N/A	N/A		
8.	Fobane Water Treatment Works	28X 9kg	01	01		

9.	Matatiele Water Services office	15 x 9kg	N/A	N/A		
10.	Stores in Mount Ayliff	01x 9 kg	N/A	N/A		
11.	Mount Ayliff fire and Disaster	03x kg	0	01		
12	ANDM Main building	19X 9KG	14	12		
	Travelling and Disbursements					
	Total Exclusive Vat					
	Vat @ 15%					
	Total Inclusive Vat					

4. PROJECT TIME FRAME

The project time frame will be 1x month from the date of appointment of the service provider.

5. KEY OUTPUTS/PROJECT MILESTONES/DELIVERABLES

5.1 Signing service level agreement and a performance plan with the municipality.

5.2 Preparations and compilations of project reports as per the project milestone

5.3 Submission of a final and closed out report.

6 PROJECT MANAGEMENT

In cases where the appointed service provider appoints the services of other consultants, the appointed service provider will take fully responsibility of the work .The project is to be coordinated and managed by an operational team led by Alfred Nzo District Municipality.

7 REPORTING MECHANISM

It is expected that regular progress reports will be submitted to ANDM and further presented to the project Manager on a weekly basis. The Project Manager has the right to change the frequency of reporting as and when necessary.

8 SUBMISSION OF QUOTATIONS

Quotations must be placed in a sealed envelope and clearly marked: "Servicing of fire equipment" and placed in the Bid box in the Alfred Nzo District Municipality not later than 10H00 on the _____ 2022.

9 CAPACITY TO EXECUTE THE WORK

Evaluation criteria of the quotations;

Quotations will be evaluated in two stages, namely:

- Stage 1- CAPACITY TO EXECUTE THE WORK
- Stage 2- Price and Specific Goals

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

STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE THE WORK	
• Previous Experience	50
• Capacity and Expertise	50
Total Scoring	100

Price and Preference

Quotations will be evaluated according to the 80/20 Point System in compliance with Preferential Procurement Policy Act (5/2000) and Preferential Procurement Regulations 2022.

Preferential Procurement Goals	Proof to be Attached to Claim full Points	Points
Price	N/A	80
Specific Goal		20
Bidders will score Specific Goals as follows		
Empowerment of Women	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	5
Youth	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	4
Rural	Attach Proof of Residence of the Business or Lease Agreement	3
Disabled	Attach a Signed Letter from Health Practitioner	3
Black Owned Companies	Attach CK and ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	5
Total Scoring		100

Previous Company Experience	Scoring
Note: The scoring in this section is not cumulative	
Traceable record for successful completion of 3 or more projects with a value of R 50 000.00 each in Servicing of Fire Equipment.	50
Traceable record for successful completion of 2 projects with a value of R 50 000.00 each in Servicing of Fire Equipment.	30
Traceable record for successful completion of 1 projects with a value of R50 000.00 in Servicing of Fire Equipment.	10

<p>Note COMPULSORY attachments for verifying work done:</p> <ol style="list-style-type: none"> 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 3 Projects were done, 3 Assessment bidder forms must be completed. 2. In ADDITION to the above, a traceable record will be evaluated on the basis of: <ul style="list-style-type: none"> - An appointment letter or Official purchase order for each project completed 	<p>Total Scoring</p> <p>50</p>
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<p>Capacity and Expertise to Undertake the Project</p> <p>Note: The scoring in this section is preferably cumulative, unless justifiable to the Specification Committee</p>	<p>Scoring</p> <p>[50]</p>
<p>A Project Team with the following areas of expertise:</p>	<p>[50]</p>
<p>One or more personnel must have ISO 9001- 2008 certificate.</p>	<p>20</p>
<p>One or more personnel must be in a position of 1475 Technician certificate or road show Certificate.</p>	<p>20</p>
<p>One or more personnel must be South African Qualification Certificate Committee (SACC) approved</p>	<p>10</p>
<p>Total Scoring (20+20+10)</p>	<p>50</p>
<p>Attached CV and Certified Copies of Qualification not older than 3 months</p>	

For any queries regarding this tender, please contact Mr.S. Sigedle for project related queries; on (039) 254 5000 or;

For SCM related queries call Mr. V Cita at telephone number 039-254-5134 during office hours.

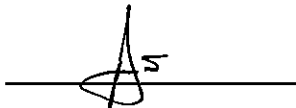
Alfred Nzo district Municipality

Erf 1400 Ntsizwa Street

Mount Ayliff

4735

Yours in municipal administration



Mr. N.R XOLO

SENIOR MANAGER: CORPORATE SERVICES

APPROVED / ~~NOT~~ APPROVED



Mr. L. Mdutyana

Comments by Chairperson:

Servicing of fire equipment.