

P.O. BOX 24 CALEDON 7230  
TEL: 028 – 214 3300

Dear Sir / Madam

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**  
**QUOTATION NUMBER: NK 02/2010/11**

Kindly furnish us with a written quotation for:  
**SUPPLY & DELIVERY OF TIMBER POLES TO BEREAVILLE**

The detailed project description and schedules are attached or can be obtained from  
**Nigel Kayser** at Caledon tel: 028 214 3365 or email [nigelka@twk.org.za](mailto:nigelka@twk.org.za).

A formal quotation must be submitted on the letterhead of your business and must have attached all relevant signed schedules and additional information as requested. Failure to do so will result in the quotation to be rejected. The quotation must be in a sealed envelope and clearly marked: **Tender Box No 2**, for attention: Nigel Kayser, **QUOTATION NO NK 02/2010/11** and the service provider's name and address. Quotations will not be accepted if they don't comply with the marking instructions. Quotations must be placed in tender box **No. 2** at the **Entrance** of Theewaterskloof Municipality, 6 Plein Street, Caledon by no later than **12:00 on Friday 06 August 2010**, immediately after which the quotations will be opened in public in the Council Chambers. If posted, interested service providers to ensure that sufficient time are given for the post to reach us before the closing date and time. Council cannot responsibility for any delays.

**For any queries regarding the proposed project, please contact Mr. L. Parnell**

**The following conditions will apply:**

- Quotations must be completed in hand writing with black ink.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT, clearly indicating Price, VAT and Total Price.
- A firm delivery period must be indicated where applicable
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose **MBD 2, MBD 4, MBD 6.1, MBD 6.11, MBD 6.3 & MBD 8** forms which are available on the Municipal Website [www.twk.org.za](http://www.twk.org.za) must be completed and submitted together with your quotation.
- The successful provider will be the one scoring the highest points.
- An **original Tax Clearance Certificate** and a copy of your **latest Municipal Account** must be attached to your quotation.
- **Council may accept a quotation in full, partially or not at all.**
- Payments will be made not later than 30 days, after the receipt of a tax invoice.
- Exceptions will be made for SMME companies when it comes to payments.
- Invoices must not be issued before goods / services have been supplied / rendered.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

**SIGNATURE**  
**SUPPLY CHAIN MANAGEMENT UNIT**

**DATE 29 JULY 2010**



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## ***BEREAVILLE FOOTBRIDGE: SUPPLY OF TIMBER POLES***

### **PROJECT DESCRIPTION:**

The tenderer must supply and deliver the timber poles to the specified site in Bereaville, situated 5km from the R406 (N2 - Greyton Rd).

### **PROJECT SPECIFIC NOTES TO TENDERER:**

1. Preference will be given to the use of local labour.
2. Contractor must ensure that all work is carried out in compliance with A: The Occupational Health and Safety Act 85 of 1993; B: The relevant Construction Regulations 2003 No. R.1010; C: The General Conditions of Contract are the General Conditions of Contract for Construction Works (2004) as published by the South African Institution of Civil Engineering; D: Environmental Management Programme and E: The relevant SANS 1200 specifications.
3. Damage to any services must be repaired by the contractor at his own cost.
4. Prices in the Bill of Quantities must allow for all items mentioned in the Project Description.
5. Special attention must be given to the protection of private property.
6. All necessary public safety measures must be taken in terms of OHS Act 85 of 1993.
7. Special care must be given to ensure accessibility of surrounding properties at all times.
8. The contractor must keep the local municipal office informed of their weekly programme.
9. All excess material from excavation and cleaning of the area must be dumped at a site to be identified by the Client. This will be within the free haul distance of 5km.
10. A detailed work programme/schedule must be submitted within 2 days from award of quotation.
  
11. An updated programme will be submitted each time when falling behind the programme, giving sufficient detail to the steps to be taken to ensure completion of the work by the Completion Date. Failure to adhere to this requirement will result in the termination of the contract.
12. No excavation will be allowed within 1, 5 meters from any building structure with prior permission obtained from the client.
13. Way leaves must be arranged by the Contractor.
14. The municipal representative must be requested in advance to approve and measure any work done that will subsequently be covered by later work and before commencement of further work. **Failure to adhere to this requirement will result in non-payment of the Payment Item in question.** Typical payment items falling within this category are: excavation quantities, intermediate excavation

quantities, backfill quantities. The onus lies with the service provider to familiarize him/her with the quantity measurement approval requirements of all payment items before commencement of any work.

15. Payment will be made according to the rate multiplied by the actual work done, measured in terms of the specified quality and the unit of measurement description of the payment items. No payment will be affected for substandard quality.
16. Invoices must be submitted together with the municipal prescribed Payment Certificate format. Failure to comply with this requirement will result in non-payment until such time that the Payment Certificate is submitted.

**ATTACHED HEREWITH:**

- Bill of Quantities (all rates to be filled in by Tenderer)

**CONTACT FOR TECHNICAL ADVICE:**

Kayad Consulting Engineers – Waseemah Isaacs 021 555 0400

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## NK02/2010/11 BEREAVILLE FOOTBRIDGE: SUPPLY OF TIMBER POLES

ITEM	CLAUSE	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
<b>A</b>		<b><u>SECTION A: STRUCTURAL TIMBER</u></b>				
A1		TIMBER				
A1.1		Supply H4 treated SA Pine				
		a) 150mm diameter	m	65		
		b) 100m diameter	m	55		
		c) 100mm diameter split poles	m	150		
A1.2		Transport timber to site in Bereaville	Sum			
<b>TOTAL FOR SECTION TO SUMMARY PAGE</b>						

NK02/2010/11 BEREAVILLE FOOTBRIDGE: SUPPLY OF TIMBER POLES

CIVIL WORKS SUMMARY		
SECTION	DESCRIPTION	TOTAL TENDER
A	STRUCTURAL TIMBER	
		SUBTOTAL
		ADD 14% VAT
	<b>TOTAL TENDERED AMOUNT INCL. VAT</b>	

Name of Tenderer : \_\_\_\_\_

Signature of Tenderer : \_\_\_\_\_