

NELSON MANDELA BAY METROPOLITAN MUNICIPALITY

ADJUDICATION COMMITTEE

SUPPLEMENTARY AGENDA

(Meeting – 1 June 2018)

8. SUPPLEMENTARY REPORT BY ACTING CHIEF FINANCIAL OFFICER (circulated herewith)



**N XHEGO (MS)
ACTING EXECUTIVE DIRECTOR :
CORPORATE SERVICES**

30 May 2018

**SUPPLEMENTARY REPORT BY
ACTING CHIEF FINANCIAL
OFFICER**

NELSON MANDELA BAY MUNICIPALITY

Report For Bid Adjudication Committee

Demand #	:	1502
Contract #	:	SCM/18-199/G
Description	:	SUPPLY, DELIVERY, ASSEMBLY AND INSTALLATION OF VARIOUS ITEMS OF OFFICE FURNITURE AND ACCESSORIES
Directorate	:	BUDGET & TREASURY
Project Manager	:	MS. NOMATAMSANQA VITHI
Contact Details	:	0415067640
Email	:	nvithi@mandelametro.gov.za
Contract Duration	:	1 Months
File No.	:	

1. PURPOSE OF REPORT

The purpose of the report is to request the Bid Adjudication Committee to consider the tender SCM/18-199/G for Supply, Delivery, assembly and Installation of various office furniture and accessories.

2. BACKGROUND

The Supply Chain Management Division is responsible for procurement of goods and services for the Nelson Mandela Bay Municipality. Due to the appointment of new staff members, there is a demand for office furniture.

Supply Chain Management consists of five (5) sections. We have appointed and absorbed new staff members in four (4) of the sections, as follows:

Demand Section:

- A new Head of Demand was employed at the beginning of 2018.
- Three (3) contract staff were absorbed

Compliance Section:

- Three (3) contract staff were placed

Acquisitions:

- Three (3) contract staff were absorbed

Contracts:

- Three (3) new employees – used to be contract workers

We also have acquired use of a floor in the Fidelity Building that is being used by the Contract Section for storage of tender files. Currently there are six (6) staff members in that building. Active tender files are kept there and the Auditor General will also be accommodated there to work on these files. This will be more convenient for us, as opposed to transporting files back and forth from Fidelity to SCM. At present, there is no furniture for the staff members.

3. SCOPE OF WORK

Tenders are invited from reputable manufacturers and service providers for the supply, delivery and assembly of various items of office furniture and related items to the Supply Chain Management Division in Harrower Road, North End, as per MBD3.1.

4. EVALUATION CRITERIA

Preference Point

The tender will be evaluated in terms of Municipality's Supply Chain Management criteria and 80-20 (BBBEE) Preferential Point System will be used

Level-1	20
Level-2	18
Level-3	14
Level-4	12
Level-5	8
Level-6	6
Level-7	4
Level-8	2
Level-0 (Non Compliant Contributor - 0)	0

Minimum Criteria

Line#	Minimum Criteria	Details	Yes/No
1	Completion of MBD 6.2 form and Annexure C, D and E	- All goods to adhere to a minimum 85% local content as prescribed for Industrial Procurement for Office Furniture by the Department of Trade and Industry (DTI). - Refer to the attached MBD 6.2 form and Annexure C, D and E to be completed and submitted together with the tender	
2	Completion of MBD 3.1	Only complete and fully comprehensive offers will be considered	

5. TENDER PROCESS

Specs Approved On (by Specs Comm) :	07-05-2018
BEC Approved On :	28-05-2018
Tender Adv Start Date :	09-05-2018
Tender Adv End Date :	24-05-2018
Tender Closing Date :	24-05-2018
Tender Validity Period :	120 Days
Tender Expiry Date :	21-09-2018
Contract Period :	1 Months
Tender Fee Payable :	350.00
No of Tender Documents Purchased :	7
No of Tender Documents Submitted :	6

6. TENDERS RECEIVED

Line#	Bidder Name	Price
1	mzo industries	182 794.00
2	Full Circle Office Concepts	358 877.15
3	WORKSTATION OFFICE FURNITURE	373 190.00
4	Insight Office Furniture	471 354.00
5	Valmac Office National	580 646.00
6	EMALANGA TRADING INVESTMENT	498 703.00

7. TENDER EVALUATION

7.1 BIDDERS COMPLIANCE SHEET

Line#	Document Name
1	MBD 1: INVITATION TO BID
2	MBD 2: TAX CLEARANCE CERTIFICATE REQUIREMENTS
3	MBD 3.1: FIRM PRICING SCHEDULE
4	MBD 4: DECLARATION OF INTEREST
5	MBD 6.1: PREFERENCE POINTS CLAIM FOR 80/20
6	MBD 6.2: CERTIFICATE FOR LOCAL PRODUCT AND CONTENT
7	MBD 8: DECLARATION OF BIDDERS PAST SCM PRACTICES
8	MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION
9	A1: AUTHORITY OF SIGNATORY
10	A2: PAYMENT OF MUNICIPAL ACCOUNTS
11	A4: PROOF OF REGISTRATION WITH NMBM SUPPLIER DATABASE
12	A5: BUSINESS REGISTRATION
13	A7: VAT REGISTRATION CERTIFICATE
14	A8: BBBEE CERTIFICATE
15	A9: JV AGREEMENT
16	RETURNABLE DOCUMENTS
17	
18	
19	

Supplier Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
EMALANGA TRADING INVESTMENT	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Full Circle Office Concepts	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Insight Office Furniture	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
mzo industries	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Valmac Office National	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
WORKSTATION OFFICE FURNITURE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Supplier Name	16														
EMALANGA TRADING INVESTMENT	Y														
Full Circle Office Concepts	Y														
Insight Office Furniture	Y														
mzo industries	Y														
Valmac Office National	Y														
WORKSTATION OFFICE FURNITURE	Y														

7.2 MINIMUM EVALUATION CRITERIA SUMMARY

Valmac Office National

Pass

Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass

Insight Office Furniture

Pass

Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass

Full Circle Office Concepts

Pass

Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass

mzo industries

Pass

Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass
WORKSTATION OFFICE FURNITURE		Pass
Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass
EMALANGA TRADING INVESTMENT		Pass
Line#	Criteria	Pass/Fail
1	Completion of MBD 6.2 form and Annexure C, D and E	Pass
2	Completion of MBD 3.1	Pass

7.3 FUNCTIONAL EVALUATION SUMMARY

Not Applicable

7.4 EVALUATION SUMMARY

Line#	Bidder Name	Compliant	Level	Min. Pass(Y/N)	Funct. Pass(Y/N)	Final OutCome Pass/Fail
1	EMALANGA TRADING INVESTMENT - .	Yes	Level-1	Yes	N/A	Pass
Responsive, MBD6.1 have no witness signatures, not registered on the database.						
2	FULL CIRCLE - Full Circle Office Concepts	Yes	Level-2	Yes	N/A	Pass
Responsive						
3	Insight Office Furniture	Yes	Level-2	Yes	N/A	Pass
Responsive						
4	mzo industries	Yes	Level-1	Yes	N/A	Pass
Responsive, Tax non- compliant on CSD, pricing schedule not completed on all items.						
5	Valmac Office National	Yes	Level-1	Yes	N/A	Pass
Responsive ,No all items met 85% local content. One of the accounts billing has expired.						
6	WORK STATION OFFICE FURNITURE - WORKSTATION OFFICE FURNITURE	Yes	Level-4	Yes	N/A	Pass
Responsive but the status is " suspended" on database						

7.5 ITEM LIST

Item No	Item Group	Item Name
1	1.	Office Chair: Black Upholstery - High back, Swivel and Tilt - Flexible armrests - 5 Star Castor Nylon base - Fabric Upholstery - 5 Year Warranty - Moulded foam seat
2	2.	Office Chair: Managerial - High back, Swivel and Tilt - Flexible armrests - 5 Star Castor Nylon base - Black bonded leather upholstery - 5 Year Warranty
3	3.	Office Chair: - Heavy duty – 170kg - High back with knee tilt mechanism - Chrome arms and aluminium base - Bonded leather upholstery
4	4.	Office Chair: - High back, swivel and tilt mechanism - Cherry stained arms and base - Fabric upholstery

Item No	Item Group	Item Name
5	5.	Office Chair: - High back swivel and tilt mechanism - Chrome arms and chrome base - Netted fabric
6	6.	Arm Chair: - Four-legged in fabric upholstery - Cherry stained frame
7	7.	Boardroom Chair: - Medium Back, Swivel and Tilt - Black bonded leather upholstery - 5 Star Castor Nylon base - Flexible armrests - 5 Year Warranty
8	8.	Visitors Chair: - Black Epoxy Frame, with armrests - Black bonded Leather upholstery
9	9.	Visitors Chair: - Black epoxy frame - Black netting fabric on back and seat
10	10.	Office Furniture - Mahogany Veneer (10.1 - 10.7)
11	11.	Office Furniture: Cherry Veneer (11.1 - 11.4)
12	12.	Office Furniture - Coimbra or Approved Equivalent (12.1 - 12.3)
13	13.	Office Cupboard: Melamine, Colour: Harvard Cherry - Roller Door system - Size approx. 1500 x 1200 x 600 - Lockable door with extra set of keys - Colour of door: Black - Two (2) shelves
14	14.	Office Furniture: Melamine, Harvard Cherry or approved equivalent (14.1 - 14.3)
15	15.	Boardroom Table: Harvard Cherry Melamine with 2mm Impact Edging - Oval - Size 2400 x 2700
16	16.	Office Furniture: Melamine, Mahogany or approved equivalent (16.1 - 16.3)
17	17.	Pole Leg: Steel Silver - Size approx. 76mm diameter
18	18.	Modesty Panel – Steel silver perforated - Size approx. 1440 x 400 for 1800 desk
19	19.	Footrests - ergonomic
20	20.	Carpet Protectors – 1200 x 900 studs
21	21.	Desk Set: Metal with square punched detail Consisting of: - Waste paper bin - 3-Tier Paper Tray - Pencil holder - Paper Cube Holder
22	22.	Office Furniture: Fabric Upholstery Suite (22.1 - 22.2)
23	23.	Couch: - Three-seater - Bonded leather upholstery with double stitching - Colour: Black
24	24.	Desk with 2mm Impact Edging: - Size approximately 1600X1100 Cluster Desk Top - 32 mm Melamine top, - Corner pole Leg in Ebony Melamine - Approximately 900 X600 Credenza, 32 mm top, joining brackets
25	25.	Office Bookcase: Melamine, Coimbra or approved equivalent Tier, Hinged Doors, Size approx. 1200 H x 800 W x 315 D

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Points Summary

Item No	Bidder Name	VAT (Y/N)	Unit Price	Pricing Score (A)	Pref Score (B)	Total Score (A+B)	Premium %
1	Full Circle Office Concepts	N	17352.00	80.000	18.000	98.000	0.00
1	WORKSTATION OFFICE FURNITURE	Y	17868.00	77.621	12.000	89.621	2.97
1	EMALANGA TRADING INVESTMENT	N	25200.00	43.817	20.000	63.817	45.23

Item No	Bidder Name	VAT (Y/N)	Unit Price	Pricing Score (A)	Pref Score (B)	Total Score (A+B)	Premium %
1	Insight Office Furniture	Y	28680.00	27.773	18.000	45.773	65.28
1	Valmac Office National	Y	37092.00	-11.010	20.000	8.990	113.76
2	WORKSTATION OFFICE FURNITURE	Y	3598.00	80.000	12.000	92.000	0.00
2	Full Circle Office Concepts	N	4454.64	60.953	18.000	78.953	23.81
2	Insight Office Furniture	Y	4780.00	53.719	18.000	71.719	32.85
2	Valmac Office National	Y	5280.00	42.601	20.000	62.601	46.75
2	EMALANGA TRADING INVESTMENT	N	6400.00	17.699	20.000	37.699	77.88
3	WORKSTATION OFFICE FURNITURE	Y	3278.00	80.000	12.000	92.000	0.00
3	Valmac Office National	Y	3760.00	68.237	20.000	88.237	14.70
3	mzo industries	N	3850.00	66.040	20.000	86.040	17.45
3	Full Circle Office Concepts	N	4000.17	62.375	18.000	80.375	22.03
3	Insight Office Furniture	Y	4320.00	54.570	18.000	72.570	31.79
3	EMALANGA TRADING INVESTMENT	N	4970.00	38.707	20.000	58.707	51.62
4	Full Circle Office Concepts	N	1823.00	80.000	18.000	98.000	0.00
4	WORKSTATION OFFICE FURNITURE	Y	1962.00	73.900	12.000	85.900	7.62
4	Valmac Office National	Y	2249.00	61.306	20.000	81.306	23.37
4	mzo industries	N	3600.00	2.019	20.000	22.019	97.48
4	Insight Office Furniture	Y	3800.00	-6.758	18.000	11.242	108.45
4	EMALANGA TRADING INVESTMENT	N	4500.00	-37.477	20.000	-17.477	146.85
5	Full Circle Office Concepts	N	1796.67	80.000	18.000	98.000	0.00
5	WORKSTATION OFFICE FURNITURE	Y	2088.00	67.028	12.000	79.028	16.21
5	EMALANGA TRADING INVESTMENT	N	2900.00	30.872	20.000	50.872	61.41
5	Insight Office Furniture	Y	2995.00	26.642	18.000	44.642	66.70
5	mzo industries	N	3600.00	-0.297	20.000	19.703	100.37
5	Valmac Office National	Y	17477.00	-	20.000	-	872.74
				618.195		598.195	
6	WORKSTATION OFFICE FURNITURE	Y	8976.00	80.000	12.000	92.000	0.00
6	Valmac Office National	Y	10290.00	68.289	20.000	88.289	14.64
6	Full Circle Office Concepts	N	10938.00	62.513	18.000	80.513	21.86
6	EMALANGA TRADING INVESTMENT	N	11994.00	53.102	20.000	73.102	33.62
6	Insight Office Furniture	Y	15900.00	18.289	18.000	36.289	77.14
7	EMALANGA TRADING INVESTMENT	N	38400.00	80.000	20.000	100.000	0.00
7	WORKSTATION OFFICE FURNITURE	Y	42240.00	72.000	12.000	84.000	10.00
7	Full Circle Office Concepts	N	47640.00	60.750	18.000	78.750	24.06
7	Insight Office Furniture	Y	56880.00	41.500	18.000	59.500	48.13
7	Valmac Office National	Y	62160.00	30.500	20.000	50.500	61.88
8	Full Circle Office Concepts	N	35168.00	80.000	18.000	98.000	0.00
8	EMALANGA TRADING INVESTMENT	N	44800.00	58.089	20.000	78.089	27.39
8	WORKSTATION OFFICE FURNITURE	Y	47404.00	52.166	12.000	64.166	34.79
8	Insight Office Furniture	Y	54460.00	36.115	18.000	54.115	54.86
8	Valmac Office National	Y	58520.00	26.879	20.000	46.879	66.40
9	Full Circle Office Concepts	N	16476.00	75.378	18.000	93.378	5.78
9	WORKSTATION OFFICE FURNITURE	Y	15576.00	80.000	12.000	92.000	0.00
9	EMALANGA TRADING INVESTMENT	N	21360.00	50.293	20.000	70.293	37.13
9	Insight Office Furniture	Y	21960.00	47.211	18.000	65.211	40.99
9	Valmac Office National	Y	112260.00	-	20.000	-	620.72
				416.579		396.579	
10	Full Circle Office Concepts	N	19922.76	80.000	18.000	98.000	0.00
10	Valmac Office National	Y	31262.00	34.467	20.000	54.467	56.92
10	Insight Office Furniture	Y	36280.00	14.317	18.000	32.317	82.10
10	WORKSTATION OFFICE FURNITURE	Y	37591.00	9.053	12.000	21.053	88.68
10	EMALANGA TRADING INVESTMENT	N	79490.00	-	20.000	-	298.99
				159.193		139.193	

Item No	Bidder Name	VAT (Y/N)	Unit Price	Pricing Score (A)	Pref Score (B)	Total Score (A+B)	Premium %
11	Full Circle Office Concepts	N	20477.54	80.000	18.000	98.000	0.00
11	Valmac Office National	Y	29820.00	43.502	20.000	63.502	45.62
11	EMALANGA TRADING INVESTMENT	N	35900.00	19.749	20.000	39.749	75.31
11	Insight Office Furniture	Y	38643.00	9.033	18.000	27.033	88.71
11	WORKSTATION OFFICE FURNITURE	Y	37297.00	14.291	12.000	26.291	82.14
12	WORKSTATION OFFICE FURNITURE	Y	13977.00	80.000	12.000	92.000	0.00
12	mzo industries	N	16050.00	68.135	20.000	88.135	14.83
12	Valmac Office National	Y	18159.00	56.064	20.000	76.064	29.92
12	Full Circle Office Concepts	N	18694.26	53.000	18.000	71.000	33.75
12	Insight Office Furniture	Y	23995.00	22.660	18.000	40.660	71.67
12	EMALANGA TRADING INVESTMENT	N	26205.00	10.011	20.000	30.011	87.49
13	Full Circle Office Concepts	N	4752.54	80.000	18.000	98.000	0.00
13	mzo industries	N	5200.00	72.468	20.000	92.468	9.42
13	WORKSTATION OFFICE FURNITURE	Y	4759.00	79.891	12.000	91.891	0.14
13	Valmac Office National	Y	6421.00	51.915	20.000	71.915	35.11
13	Insight Office Furniture	Y	6995.00	42.252	18.000	60.252	47.18
13	EMALANGA TRADING INVESTMENT	N	7500.00	33.752	20.000	53.752	57.81
14	mzo industries	N	11550.00	74.389	20.000	94.389	7.01
14	WORKSTATION OFFICE FURNITURE	Y	10793.00	80.000	12.000	92.000	0.00
14	Full Circle Office Concepts	N	11905.92	71.751	18.000	89.751	10.31
14	Valmac Office National	Y	12447.00	67.740	20.000	87.740	15.32
14	Insight Office Furniture	Y	13970.00	56.451	18.000	74.451	29.44
14	EMALANGA TRADING INVESTMENT	N	76432.00	-	20.000	-	608.16
				406.530		386.530	
15	EMALANGA TRADING INVESTMENT	N	10000.00	80.000	20.000	100.000	0.00
15	Insight Office Furniture	Y	18560.00	11.520	18.000	29.520	85.60
15	Full Circle Office Concepts	N	19333.80	5.330	18.000	23.330	93.34
15	mzo industries	N	20800.00	-6.400	20.000	13.600	108.00
15	WORKSTATION OFFICE FURNITURE	Y	27268.00	-58.144	12.000	-46.144	172.68
15	Valmac Office National	Y	47392.00	-	20.000	-	373.92
				219.136		199.136	
16	WORKSTATION OFFICE FURNITURE	Y	7250.00	80.000	12.000	92.000	0.00
16	Valmac Office National	Y	8979.00	60.921	20.000	80.921	23.85
16	Full Circle Office Concepts	N	9140.04	59.144	18.000	77.144	26.07
16	Insight Office Furniture	Y	10715.00	41.766	18.000	59.766	47.79
16	mzo industries	N	16500.00	-22.069	20.000	-2.069	127.59
16	EMALANGA TRADING INVESTMENT	N	16628.00	-23.481	20.000	-3.481	129.35
17	Full Circle Office Concepts	N	684.45	80.000	18.000	98.000	0.00
17	Insight Office Furniture	Y	1110.00	30.261	18.000	48.261	62.17
17	EMALANGA TRADING INVESTMENT	N	1130.00	27.923	20.000	47.923	65.10
17	WORKSTATION OFFICE FURNITURE	Y	1224.00	16.936	12.000	28.936	78.83
17	mzo industries	N	1494.00	-14.622	20.000	5.378	118.28
17	Valmac Office National	Y	1590.00	-25.843	20.000	-5.843	132.30
18	WORKSTATION OFFICE FURNITURE	Y	700.00	80.000	12.000	92.000	0.00
18	Valmac Office National	Y	920.00	54.857	20.000	74.857	31.43
18	Full Circle Office Concepts	N	928.60	53.874	18.000	71.874	32.66
18	mzo industries	N	950.00	51.429	20.000	71.429	35.71
18	Insight Office Furniture	Y	1095.00	34.857	18.000	52.857	56.43
18	EMALANGA TRADING INVESTMENT	N	1160.00	27.429	20.000	47.429	65.71
19	WORKSTATION OFFICE FURNITURE	Y	9702.00	80.000	12.000	92.000	0.00
19	Insight Office Furniture	Y	10500.00	73.420	18.000	91.420	8.23
19	EMALANGA TRADING INVESTMENT	N	11760.00	63.030	20.000	83.030	21.21

Item No	Bidder Name	VAT (Y/N)	Unit Price	Pricing Score (A)	Pref Score (B)	Total Score (A+B)	Premium %
19	Valmac Office National	Y	12572.00	56.335	20.000	76.335	29.58
19	mzo industries	N	13300.00	50.332	20.000	70.332	37.09
19	Full Circle Office Concepts	N	14280.00	42.251	18.000	60.251	47.19
20	EMALANGA TRADING INVESTMENT	N	4900.00	80.000	20.000	100.000	0.00
20	Valmac Office National	Y	4928.00	79.543	20.000	99.543	0.57
20	mzo industries	N	6300.00	57.143	20.000	77.143	28.57
20	Insight Office Furniture	Y	6538.00	53.257	18.000	71.257	33.43
20	WORKSTATION OFFICE FURNITURE	Y	8246.00	25.371	12.000	37.371	68.29
20	Full Circle Office Concepts	N	9800.00	0.000	18.000	18.000	100.00
21	mzo industries	N	16100.00	80.000	20.000	100.000	0.00
21	EMALANGA TRADING INVESTMENT	N	17430.00	73.391	20.000	93.391	8.26
21	Full Circle Office Concepts	N	23324.00	44.104	18.000	62.104	44.87
21	WORKSTATION OFFICE FURNITURE	Y	27692.00	22.400	12.000	34.400	72.00
21	Valmac Office National	Y	31948.00	1.252	20.000	21.252	98.43
21	Insight Office Furniture	Y	31780.00	2.087	18.000	20.087	97.39
22	WORKSTATION OFFICE FURNITURE	Y	13080.00	80.000	12.000	92.000	0.00
22	mzo industries	N	19000.00	43.792	20.000	63.792	45.26
22	Full Circle Office Concepts	N	18673.20	45.791	18.000	63.791	42.76
22	Valmac Office National	Y	20862.00	32.404	20.000	52.404	59.50
22	EMALANGA TRADING INVESTMENT	N	21000.00	31.560	20.000	51.560	60.55
22	Insight Office Furniture	Y	22890.00	20.000	18.000	38.000	75.00
23	WORKSTATION OFFICE FURNITURE	Y	6522.00	80.000	12.000	92.000	0.00
23	Full Circle Office Concepts	N	7452.00	68.592	18.000	86.592	14.26
23	mzo industries	N	7800.00	64.324	20.000	84.324	19.60
23	EMALANGA TRADING INVESTMENT	N	9430.00	44.330	20.000	64.330	44.59
23	Valmac Office National	Y	11525.00	18.632	20.000	38.632	76.71
23	Insight Office Furniture	Y	12150.00	10.966	18.000	28.966	86.29
24	EMALANGA TRADING INVESTMENT	N	18264.00	80.000	20.000	100.000	0.00
24	WORKSTATION OFFICE FURNITURE	Y	22152.00	62.970	12.000	74.970	21.29
24	Valmac Office National	Y	29910.00	28.988	20.000	48.988	63.76
24	mzo industries	N	33900.00	11.511	20.000	31.511	85.61
24	Full Circle Office Concepts	N	37781.64	-5.491	18.000	12.509	106.86
24	Insight Office Furniture	Y	39360.00	-12.405	18.000	5.595	115.51
25	EMALANGA TRADING INVESTMENT	N	950.00	80.000	20.000	100.000	0.00
25	WORKSTATION OFFICE FURNITURE	Y	1947.00	-3.958	12.000	8.042	104.95
25	Full Circle Office Concepts	N	2077.92	-14.983	18.000	3.017	118.73
25	mzo industries	N	2800.00	-75.789	20.000	-55.789	194.74
25	Valmac Office National	Y	2823.00	-77.726	20.000	-57.726	197.16
25	Insight Office Furniture	Y	2998.00	-92.463	18.000	-74.463	215.58

7.6 SELECTED SUPPLIERS

Full Circle Office Concepts

SELECTED SUPPLIERS DETAILS

Item No	Bidder Name	PM	BEC	Unit Price	PM Comment
1	Full Circle Office Concepts	Y	Y	17352.00	
2	WORKSTATION OFFICE FURNITURE	Y		3598.00	
3	WORKSTATION OFFICE FURNITURE	Y		3278.00	

Item No	Bidder Name	PM	BEC	Unit Price	PM Comment
4	Full Circle Office Concepts	Y		1823.00	
5	Full Circle Office Concepts	Y		1796.67	
6	WORKSTATION OFFICE FURNITURE	Y		8976.00	
7	EMALANGA TRADING INVESTMENT	Y		38400.00	
8	Full Circle Office Concepts	Y		35168.00	
9	Full Circle Office Concepts	Y		16476.00	
10	Full Circle Office Concepts	Y		19922.76	
11	Full Circle Office Concepts	Y		20477.54	
12	WORKSTATION OFFICE FURNITURE	Y		13977.00	
13	Full Circle Office Concepts	Y		4752.54	
14	mzo industries	Y		11550.00	
15	EMALANGA TRADING INVESTMENT	Y		10000.00	
16	WORKSTATION OFFICE FURNITURE	Y		7250.00	
17	Full Circle Office Concepts	Y		684.45	
18	WORKSTATION OFFICE FURNITURE	Y		700.00	
19	WORKSTATION OFFICE FURNITURE	Y		9702.00	
20	EMALANGA TRADING INVESTMENT	Y		4900.00	
21	mzo industries	Y		16100.00	
22	WORKSTATION OFFICE FURNITURE	Y		13080.00	
23	WORKSTATION OFFICE FURNITURE	Y		6522.00	
24	EMALANGA TRADING INVESTMENT	Y		18264.00	
25	EMALANGA TRADING INVESTMENT	Y		950.00	

8. FINANCIAL PROVISION

Financial Year	Vote No		Job Code	Allocated Amt
	Org Code	Item Code		
2017-2018			2018JCSX00172	500 000.00
	Total (Vote No) 0.00		Total (Job Code) 500 000.00	(Total) 500 000.00

Budget and Treasury

The Directorate confirms that the necessary budget provision is available for this tender

Remark: done

Signature: *Nompelo Scott*

Date: 29-May-2018

Name: Mr. Nompelo Scott - Signed in SCMS

Head of the Department

Department Head approves the use of the funds for this project

Remark:

Signature: *Cynthia Ngxesha*

Date: 29-May-2018

Name: Ms. Cynthia Ngxesha - Signed in SCMS

Bid Evaluation Committee

Signature: *Pathmanathan Gounder*

Date: 28-May-2018

Chair Person: Mr. Pathmanathan Gounder - Signed in SCMS

9. COMMENTS

Please note that the contract duration on the front page and under tender process should read **1 month** and not **1 months**.

Annexures:

- Memorandum of Operational Efficiency Work Plan
- MBD 3.1
- MBD 4

Billing Clearance Certificates

10. RECOMMENDATIONS

10.1: It is recommended to the Bid Adjudication Committee that the following bidder for SCM/18-199: Supply, Delivery, assembly and installation of various items office furniture and accessories be awarded as per the below table:

Item	Description	Service Provider	Quantity	Total Amount (Including Vat)
1	Office Chair: Black Upholstery - High back, Swivel and Tilt - Flexible armrests - 5 Star Castor Nylon base - Fabric Upholstery - 5 Year Warranty - Moulded foam seat	Full circle office concepts	12	R 17352.00
2	Office Chair: Managerial - High back, Swivel and Tilt - Flexible armrests - 5 Star Castor Nylon base - Black bonded leather upholstery - 5 Year Warranty	Workstation Office furniture	2	R 4137.70
3	Office Chair: - Heavy duty – 170kg - High back with knee tilt mechanism - Chrome arms and aluminium base - Bonded leather upholstery	Workstation Office furniture	1	R 3769.70
4	Office Chair: - High back, swivel and tilt mechanism - Cherry stained arms and base - Fabric upholstery	Full circle office concepts	1	R 1823.00
5	Office Chair: - High back swivel and tilt mechanism - Chrome arms and chrome base - Netted fabric	Full circle office concepts	1	R 1796.67
6	Arm Chair: - Four-legged in fabric upholstery - Cherry stained frame	Workstation Office furniture	6	R 10322.40
7	Boardroom Chair: - Medium Back, Swivel and Tilt - Black bonded leather upholstery - 5 Star Castor Nylon base - Flexible armrests - 5 Year Warranty	Emalanga Trading Investments	24	R 38400.00
8	Visitors Chair: - Black Epoxy Frame, with armrests - Black bonded Leather upholstery	Full circle office concepts	28	R 35168.00
9	Visitors Chair: - Black epoxy frame - Black netting fabric on back and seat	Full circle office concepts	12	R 16476.00

10	Office Furniture - Mahogany Veneer (10.1 - 10.7)	Full circle office concepts	2 lots	R 19922.76 (Per lot)
10.1	Office Desk: Mahogany Veneer with 2mm Impact Edging - Size approx. 1600 x 1900	Full circle office concepts	1	
10.2	Quarter Link for above desk: Mahogany Veneer - Size approx. 850 x 850 LHS	Full circle office concepts	1	
10.3	L-Extension Open for above desk: Mahogany Veneer - Size approx. 1200 x 700	Full circle office concepts	1	
10.4	Mobile Pedestal: Mahogany Veneer - Central Locking - Pen and pencil drawer - One standard drawer - One deep filing drawer	Full circle office concepts	1	
10.5	Wall Unit: Mahogany Veneer - Glass doors - Size approx. 900 x 360 x 1900 high	Full circle office concepts	1	
10.6	Wall Unit: Mahogany Veneer - Open Top - Size approx. 900 x 360 x 1900 high	Full circle office concepts	1	
10.7	Boardroom Table: Mahogany Veneer with 2mm Impact Edging - Hexagonal - Barrel Base - Size approx. 1500 x 1350 - 6 Seater	Full circle office concepts	1	
11	Office Furniture: Cherry Veneer (11.1 - 11.4)	Full circle office concepts	1 lot	R 20477.54 (per lot)
11.1	Office Desk: Cherry Veneer with 2mm Impact Edging - Size approx. 1800 x 900 LHS - L-Combination	Full circle office concepts	1	
11.2	Wall Unit: Cherry Veneer - Size approx. 900 x 450 x 1900 high - Full Glass doors	Full circle office concepts	1	
11.3	Conference Table Round: Cherry Veneer with 2mm Impact Edging - Size approx. 1200 - X-Base - 4-Seater	Full circle office concepts	1	
11.4	Cupboard: Roller Door System: Cherry Veneer - Size approx. 1500 H x 1225 W x 605 D - 3 x Steel Black Shelves 865 x 400	Full circle office concepts	1	
12	Office Furniture - Coimbra or Approved Equivalent (12.1 -12.3)	Workstation Office furniture	1 lot	R 16073.55
12.1	Desk: Melamine, Colour: Coimbra with 2mm Impact Edging - Executive Single Pedestal - Size approx. 2025 x 800 - Pen & Pencil drawer - Two (2) standard drawers - One (1) deep filing drawer - Drawers on RHS	Workstation Office furniture	1	

	- Panel leg			
12.2	Server Unit: Melamine, Colour: Coimbra - Two (2) roller doors - Four (4) drawers - Size approx. 900H x 1800W x 600D - Lockable Roller doors in Silver/Black	Workstation Office furniture	1	
12.3	Office Cupboard: Melamine, Colour: Coimbra - Roller Door system - Size approx. 1500 x 1200 x 600 - Lockable door with extra set of keys - Colour of door: Black/Silver - Two (2) shelves	Workstation Office furniture	1	
13	Office Cupboard: Melamine, Colour: Harvard Cherry - Roller Door system - Size approx. 1500 x 1200 x 600 - Lockable door with extra set of keys - Colour of door: Black - Two (2) shelves	Full circle office concepts	1	R 4752.54
14	Office Furniture: Melamine, Harvard Cherry or approved equivalent (14.1 - 14.3)	MZO Industries	14 lots	R11550.00 (per lot)
14.1	Office Desk: Melamine, Colour: Harvard Cherry with 2mm Impact Edging LHS/RHS - 3 Drawers lockable - Size approx. 1800 x 900 - 90° link – approx. 900 x 450 - sliding Door Credenza – approx. 900 x 450 Including shelf - Modesty panel on desk	MZO Industries	1	
14.2	Filing Cabinet: Melamine, Colour: Harvard Cherry - 4 Drawer - Size approx. 1365H x 490W x 620D	MZO Industries	1	
14.3	Credenza: Melamine, Colour: Harvard Cherry - Sliding door - Including one shelf	MZO Industries	1	
15	Boardroom Table: Harvard Cherry Melamine with 2mm Impact Edging - Oval - Size 2400 x 2700	Emalanga Trading Investments	4	R 10000.00
16	Office Furniture: Melamine, Mahogany or approved equivalent (16.1 - 16.3)	Workstation Office furniture	2 lots	R 8337.50 (per lot)
16.1	Core Top: Mahogany Melamine with 2mm Impact Edging - Size approx. 1800 x 1100 LHS	Workstation Office furniture	1	
16.2	Credenza: Mahogany Melamine - Roller door - Size approx. 1000 x 650 - 2 Standard Drawers inside - Shelf - LHS	Workstation Office furniture	1	
16.3	Cupboard: Mahogany Melamine - Hinged door system - Size approx. 900 x 450 x 1500H - 3 Shelves	Workstation Office furniture	1	

17	Pole Leg: Steel Silver - Size approx. 76mm diameter	Full circle office concepts	6	R 684.45
18	Modesty Panel – Steel silver perforated - Size approx. 1440 x 400 for 1800 desk	Workstation Office furniture	1	R 805.00
19	Footrests - ergonomic	Workstation Office furniture	14	R 11157.30
20	Carpet Protectors – 1200 x 900 studs	Emalanga Trading Investments	14	R 4900.00
21	Desk Set: Metal with square punched detail Consisting of: - Waste paper bin - 3-Tier Paper Tray - Pencil holder - Paper Cube Holder	MZO Industries	14	R 16100.00
22	Office Furniture: Fabric Upholstery Suite (22.1 - 22.2)	Workstation Office furniture	1 lot	R15042.00
22.1	Couch: - Two-seater - Fabric Upholstery, to match single seater chair	Workstation Office furniture	2	
22.2	Chair: - Single seater - Fabric Upholstery, to match two-seater couch	Workstation Office furniture	2	
23	Couch: - Three-seater - Bonded leather upholstery with double stitching - Colour: Black	Workstation Office furniture	1	R 7500.30
24	Desk with 2mm Impact Edging: -Size approximately 1600X1100 Cluster Desk Top -32 mm Melamine top, -Corner pole Leg in Ebony Melamine -Approximately 900 X600 Credenza, 32 mm top, joining brackets	Emalanga Trading Investments	6	R 18264.00
25	Office Bookcase: Melamine, Coimbra or approved equivalent - 3 Tier, Hinged Doors, Size approx. 1200 H x 800 W x 315 D	Emalanga Trading Investments	1	R 950.00

10.2 The award will be made subject to a signing of the Service Level Agreement (SLA) by both parties.

10.3 The award will be published on the NMBM website