

INFORMAL TENDER ADVERT

NELSON MANDELA BAY MUNICIPALITY
BUDGET AND TREASURY DIRECTORATE
PURCHASING AND STORES DIVISION

Tender Number: CSQ05265625
Buyer: Hafkie, Mr NP [00021193]

Closing Date: 2026-06-26
Closing Time: 11:00 A.M

Telephone : 041 506 7630

REFER ALL ENQUIRIES TO THE BUYER

ITEM	QUANTITY	UNIT	KEY WORD	DESCRIPTION	REQUISITION
1	1.00	LOT	REPAIR ,MAINTENANCE OF CLLR OFFICE WARD 7	Tenders are invited for REPAIR ,MAINTENANCE for Cllr's office Ward 7. Specifications,pricing schedule available on N.M.B.M. web-site. Pricing schedule to be uploaded on N.M.B.M. web-site on or before closing date & time-COMPULSARY. Compulsary site meeting: Venue:College drive Mill park Date: Thursday 18 June 2026 Time:10:30am Short listed bidders to provide supporting documents within 72 hours after request,failing to provide will exclude you from further evaluation. ALL VENDORS MUST INCLUDE VAT IN THEIR QUOTED PRICES. For further information please contact: Ms.N.Mtshakaza on Tel.no.041-373 2971. E-Mail:nmtshakaza@mandelametro.gov .za	AA184838

THE FOLLOWING CONDITIONS APPLY TO THIS INFORMAL TENDER

- BEFORE COMPLETING THIS FORM, SERVICE PROVIDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATION OF 2022 THE 80/20 SYSTEM APPLIES TO THIS TENDER.
- Acceptance of this tender submission is subject to the General Conditions of Tender and Conditions of Purchase
- Acceptance of this tender is subject to successful registration on the Nelson Mandela Bay Supplier Database.
- For further information to register, please call Compliance Section @ 041 506 3274
- Failure to comply with these conditions may invalidate your tender submission.
- All tender prices should be valid for a minimum period of thirty (30) days from date of tender.
- ALL TENDER RESPONSES SHOULD BE COMPLETED ONLINE AND NO FAX SUBMISSION WILL BE ACCEPTED BY SUPPLY CHAIN UNIT.

Corporate Services

INFORMAL TENDER

SCOPE OF WORK AND SPECIFICATION

1. Purpose

To install tiles, clean gutters, paint fascia and soffit boards and repair damage concrete slab in the foyer.

2. Background

To maintain municipal facilities and create a safe and secure environment

DESCRIPTION OF WORKS:

<p>Conditions of Informal Tender</p>	<ol style="list-style-type: none"> 1. Informal tender is open for all CIDB 1 (GB) and higher contractors. <ol style="list-style-type: none"> 1.1 A copy of the Active CIDB registration or Registration Number to be submitted as a returnable schedule. 1.2 Verification of Active CIDB registration will be done on the day of scoring 2. Orders will be issued based on the CIDB grading per year. 3. Tender conditions to be that of the CIDB and GP GCC 2010 4. Please take note that should you not complete the work within the delivery period, the NMBM reserves the right to cancel the Order in terms of clause 23.2 of the GP GCC 2010. 5. Please further take note that Contingency has been allowed for in the Returnable Pricing Schedule and as per clause 18 and 25 of the GP GCC 2010. Authorisation must be received from the Project Manager prior to work being performed on site. Take note that this is a percentage of the amount to do the works for unexpected / unforeseen events, which gets deducted from the offered price if not required. 6. The rates supplied by the Service Provider are deemed to be all inclusive. Including the provision of security where necessary to guard the material delivered on site. <p>Note: NMBM is not responsible for lost or stolen items or materials on site that belong to the contractor, the contractor is solely responsible for the security of its belonging</p>
<p>Functionality</p>	<p><u>SCOPE OF WORKS</u></p> <ul style="list-style-type: none"> • Clear site (Foyer) and remove weeds, grass and debris for new concrete base. 12.28m² • Excavate in earth 150mm deep, remove topsoil, level, and compact. 1.84m³ • Place and compact 75 mm gravel/sand layer for drainage and stability. • Ref 245 steel mesh or rebar grid with 25 mm cover

	<ul style="list-style-type: none"> • Pour 25–30 MPa reinforced concrete, vibrate for compaction. Level surface, apply smooth finish. • Inspect substrate for cracks, unevenness. Clean surface thoroughly, Level and screed the surface where necessary to achieve an even base for tiling. Supply and install ceramic Kilimanjaro tiles 430 × 430 mm or equivalent. 70.27m² • Inspect all gutters and to assess blockages. Remove and safely dispose of all weeds, dirt, leaves, and bird nesting materials from gutters. Clean gutters by water flushing. 58m • Inspect all soffit and fascia boards for damage, rot, or loose fixings. Sand surfaces to remove old, flaking paint. Apply primer to all bare or repaired areas. Apply two coats of high-quality exterior paint to soffit and fascia boards. Ensure even coverage and a neat, uniform finish. 38.86m²
<p>Requirements</p>	<p><u>General</u></p> <p>A Health & Safety file is a requirement for this informal tender as it relates to the works if any.</p> <p>Contractor to confirm price and delivery date submitted before order is approved.</p> <p>The contractor must, within 3 days of receiving the letter of appointment or order number from SCM, submit a scheduled programme with clear commencement and completion. Take into account the delivery date submitted on the offer.</p> <p>Should a contractor fail to comply with the specification or schedule programme submitted, the PM will on behalf of the client give notice of its intention to terminate the order. If the contractor does not remedy the non-performance, the order will be terminated within 3 working days.</p> <p>Rubble to be removed daily from site.</p> <p>No Part Payment will be made in this contract. Service providers to ensure that there is adequate funding to do the works.</p> <p>Working hours are to be weekdays between 08H00 and 16H00. After hours or non-working hours and weekends to be approved by Project Manager. No additional labour to be incurred by NMBM on work done after hours</p>

The service provider is to use local ward-based labour. Further take note that, for projects that are R 30 000-00 and above, the service provider is to complete EPWP certificates and supply all necessary documentation when submitting an invoice. For more information, contact Brian Mabusela on 0415061093

Service provider to ensure that all staff sign attendance register daily.

SITE MEETING IS COMPULSORY. Date and time to be confirmed.

Only Service Providers registered on the Municipal database, tender will be considered.

Returnable Schedule with the Returnable as per SCM requirements

The above must be submitted online before the specified closing date and time. Failure to do so will result in the submission being deemed non-responsive

MINIMUM REQUIREMENTS

- CIDB 1 or higher GB- Provide Certificate
- Provide **Bricklayer/Masonry or Carpenter trade test** certificate/CETA/BIBC card or completed apprenticeship contract relevant – Provide certificate
- Fully completed price schedule – Provide

3. Evaluation Process

- a) It is important to note that any proposal that does not conform fully to the above will be disqualified and will not be considered.
- b) Secondly the proposal will be evaluated according to the tender evaluation process applicable to the NMBM.

4. Disputes

Disputes must be settled by means of mutual consultation, mediation (with or without legal representation) or when unsuccessful, in a South African Court of Law

5. Queries

Queries can be directed to:

Project Manager: Ms N. Mtshakaza

Harrower Road

North End

Port Elizabeth

6001

Email: nmtshakaza@mandelametro.gov.za

Tel: (041) 506 2696



Corporate Services

RETURNABLE PRICE SCHEDULE / BILL OF QUANTITIES

SPECIFICATION FOR WARD 7

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
1	Clear site (Foyer) and remove weeds, grass and debris for new concrete base.	12.28m ²	R	R
2	Excavate in earth 150mm deep, remove topsoil, level, and compact.	1.84m ²	R	R
3	Place and compact 75 mm gravel/sand layer for drainage and stability.	1.84m ³	R	R
4	Type 245 Fabric Reinforcement using concrete wire mesh (Grid pattern) in surface bed.	10m ²	R	R
5	Pour 25–30 MPa ready-mix concrete, vibrate for compaction. Level surface, apply smooth finish.	1.84m ³	R	R
6	Inspect substrate for cracks, unevenness. Clean surface thoroughly, Level and screed the surface where necessary to achieve an even base for tiling. Supply and install ceramic Kilimanjaro tiles 430 × 430 mm or equivalent.	70.27m ²	R	R
7	Inspect all gutters and to assess blockages. Remove and safely dispose of all weeds, dirt, leaves, and bird nesting materials from gutters. Clean gutters by water flushing.	58m	R	R
8	Inspect all soffit and fascia boards for damage, rot, or loose fixings. Sand surfaces to remove old, flaking paint. Apply primer to all bare or repaired areas. Apply two coats of high-quality exterior paint to soffit and fascia boards. Ensure even coverage and a neat, uniform finish.	38.86m ²	R	R
	SUB-TOTAL			R
	Contingency	10%		R
	Health and Safety file	1 Item		R
	SUBTOTAL		R	
	ADD 15% VAT		R	
	TOTAL		R	

Supplier Name:.....

Address:-.....
.....
.....

Contact Name:-.....

Telephone No:-.....

Fax No:-.....

Signature:-.....

Dated:-.....



Corporate Services

RETURNABLE PRICE SCHEDULE / BILL OF QUANTITIES

SPECIFICATION FOR WARD 7

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
1	Clear site (Foyer) and remove weeds, grass and debris for new concrete base.	12.28m ²	R	R
2	Excavate in earth 150mm deep, remove topsoil, level, and compact.	1.84m ²	R	R
3	Place and compact 75 mm gravel/sand layer for drainage and stability.	1.84m ³	R	R
4	Type 245 Fabric Reinforcement using concrete wire mesh (Grid pattern) in surface bed.	10m ²	R	R
5	Pour 25–30 MPa ready-mix concrete, vibrate for compaction. Level surface, apply smooth finish.	1.84m ³	R	R
6	Inspect substrate for cracks, unevenness. Clean surface thoroughly, Level and screed the surface where necessary to achieve an even base for tiling. Supply and install ceramic Kilimanjaro tiles 430 × 430 mm or equivalent.	70.27m ²	R	R
7	Inspect all gutters and to assess blockages. Remove and safely dispose of all weeds, dirt, leaves, and bird nesting materials from gutters. Clean gutters by water flushing.	58m	R	R
8	Inspect all soffit and fascia boards for damage, rot, or loose fixings. Sand surfaces to remove old, flaking paint. Apply primer to all bare or repaired areas. Apply two coats of high-quality exterior paint to soffit and fascia boards. Ensure even coverage and a neat, uniform finish.	38.86m ²	R	R
	SUB-TOTAL			R
	Contingency	10%		R
	Health and Safety file	1 Item		R
	SUBTOTAL	R		
	ADD 15% VAT	R		
	TOTAL	R		

Supplier Name:-.....

Address:-.....
.....
.....

Contact Name:-.....

Telephone No:-.....

Fax No:-.....

Signature:-.....

Dated:-.....

