

INFORMAL TENDER ADVERT

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

Tender Number: CSQ06265700
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	SUPPLY & INSTALL AIRCONDITIONING UNIT -WARD 15	Supply & install AIRCONDITIONING UNIT at Councillors office at Ward 15. 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:28 Avenue A New Brighton Ggeberha. Date Monday 22 June 2026 Time: 10:00am Short listed bidders must provide Pricing schedule & supporting documents within 72 hours after request,failing to provide will exclude your submission from further evaluation. For further information please contact M.Zinja on Tel.no.041-506 2037. E-Mail:mzinja@mandelametro.gov.za	AA168545

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 supply and install air-conditioning units at ward 15

2. Background

To ensure adequate climate control and indoor air comfort

3. Scope of Work

DESCRIPTION OF WORKS: Installation of air-conditioning units	
Conditions of Informal Tender	<ol style="list-style-type: none"> 1. Informal tender is open for all CIDB 1 (ME/EB) 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, NMBM reserves the right to cancel the Order in terms of clause 23.2 of the GP GCC 2010. 5. Please 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. Authorization 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 work for unexpected / unforeseen events, which get 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. 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 belongings 7. A Health & Safety file is a requirement for this informal tender.
Functionality	<p><u>SCOPE OF WORKS</u></p> <p>Supply, deliver, install, test, and commission energy-efficient inverter split-type air conditioning units and allow 40m for extra piping:</p> <ul style="list-style-type: none"> • Waiting area – 9000 BTU • Councilor’s Office – 9000 BTU • Secretary’s Office – 9000 BTU

Technical Requirements

- Units must be inverter type, energy-efficient, and suitable for cooling and heating.
- Each unit must include indoor and outdoor components, complete with mounting brackets, refrigerant piping, interconnecting cables, and condensate drain lines.
- The system must operate quietly and feature modern digital controls with remote operation.
- Indoor units have auto-restart, sleep mode, timer function, and self-diagnosis capability.
- All units must meet SABS or equivalent international energy efficiency and safety standards.
 - Electrical connections to comply with **SANS electrical standards**.

Requirements

General

- A Health & Safety file is a requirement for this informal tender as it relates to the work if any.
- Contractor to confirm price and delivery date submitted before order is approved.
- 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.
- Should a contractor fail to comply with the specification or schedule 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.
- Rubble to be removed daily from site.
- **No** Part Payment will be made in this contract. Service providers ensure that there is adequate funding to do the work.
- 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
- 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.**
- Only Service Providers registered on the Municipal database, tender will be considered.

	<ul style="list-style-type: none"> • 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 <p>MINIMUM REQUIREMENTS</p> <ul style="list-style-type: none"> • CIBD 1 and higher (ME/EB)- Provide certificate • Provide proof of refrigeration trade certificate, Gas Safe handling certificate and qualified Technician with 3 years' experience installing Air-Conditioners- provide certificate • Provide proof of Electrical Compliance Certificate (CoC)- Provide • Fully completed price schedule – Provide <p>The above must be submitted online before close date and time failing which will render submission non-responsive</p>
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4. 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.

5. 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

6. Queries

Queries can be directed to:

Project Manager: Mr. Mongameli Zinja

Harrower Road

North End

Port Elizabeth

6001

Email: mzinja@mandelametro.gov.za

Tel: (041) 994 2037

Cell: 082 822 5058

Corporate Services

RETURNABLE PRICE SCHEDULE

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	WARD 15			
1	Supply, deliver, install, test, and commission energy-efficient inverter split-type air conditioning units in the following areas:			
1A	Waiting - 9000 BTU	1	R	R
1B	Councillor's Office - 9000 BTU	1	R	R
1C	Secretary's Office - 9000 BTU	1	R	R
	SUBTOTAL		R	R
	CONTINGENCY	10%	R	R
	HEALTH AND SAFETY FILE	ITEM	R	R
	SUBTOTAL			R
	ADD 15% VAT			R
	TOTAL			R

Supplier Name: -.....

Contact Name: -..... Tel No.....

Signature: -..... Date

Corporate Services