

INFORMAL TENDER ADVERT

NELSON MANDELA BAY MUNICIPALITY

BUDGET AND TREASURY DIRECTORATE
PURCHASING AND STORES DIVISION

Tender Number: CSQ09265942
Buyer: Witbooi, Mr AE [90000594]

Closing Date: 2026-10-07
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	FLOORING	Tenders are invited for Flooring / Carpet work as per specifications and returnable pricing schedule available on our NMBM on-line tender portal. Compulsory site meeting to be held: Venue: Ponana Tini street Kwa-Nobuhle (Labour) Kwa-Nobuhle Date: 30 September 2026 Time: 10h30am Tenderers will be further evaluated only if they meet the minimum requirement as per specifications stated below: Brand name /Delivery Period of item must be stated on informal tender quote with submission on electronic system. Brochure /sample of item may be requested from short listed tenderers after closing of Tender and to be provide within 72 hours of the request to provide. Failure to meet the minimum requirements will deem the tender non-responsive. For further information please contact Ms F Manxoyi @ 069 509 9061.	AA189432

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.

INFORMAL TENDER CSQ09265942
SCOPE OF WORK AND SPECIFICATION

1. Purpose

Remove and replace damaged old carpet at human settlement offices, kwa-nobuhle admin building..

2. Background

Carpet is damaged

3. Scope of Work

Remove and replace damaged old carpet at human settlement offices

DESCRIPTION OF WORKS	
Conditions of Informal Tender	1. Informal tender is open for all CIDB 1GB and higher contractors. 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. 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
Functionality	<u>SCOPE OF WORKS</u> <u>REMOVAL</u> Take out and remove the existing old carpet and cart away.

	• TOTAL = 170m² <u>FLOORING</u> Prepare the floor to receive new tiles by scrapping off glue and levelling the floor. • TOTAL = 170m² Supply and fit 600mm x 600mm non-slip ceramic (colour to be chosen on site) • TOTAL = 155m² Supply and install a new Belgotex berber point 920 carpet (colour to be chosen on site) • TOTAL = 15m² Leave site clean after completion.
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Requirements	<u>General</u> ○ A Health & Safety file is a requirement for this informal tender as it relates to the works 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 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. ○ Rubble to be removed daily from site. ○ No Part Payment will be made in this contract. Service providers to ensure that there is adequate funding to do the works. ○ 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. Venue: Ponana Tini street Kwa-Nobuhle (Labour) Kwa-Nobuhle Date: 30 September 2026 Time: 10h30am
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Minimum requirements:

- **Provide proof of trade test certificate**/CETA/BIBC card or completed apprenticeship contract relevant to the scope of works. **This is a returnable document.**
- Provide a fully completed Returnable Pricing Schedule as per SCM requirements.
- A copy of the Active CIDB registration or Registration Number to be submitted as a returnable schedule.
- Verification of Active CIDB registration will be done on the day of scoring.

The above must be submitted online before close date and time failing which will render submission non-responsive.

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: Faniswa Manxoyi

Email: fmanxoyi@mandelametro.gov.za

Tel: (041) 506 1202

Cell: 082 301 0065

Corporate Services

INFORMAL TENDER CSQ09265942

RETURNABLE PRICE SCHEDULE

ITEM	DESCRIPTION: HUMAN SETTLEMENT OFFICES, KWA-NOBUHLE ADMIN	QTY	RATE	AMOUNT
A	REMOVAL			
A1	Take out and remove the existing old carpet and cart away.	170m2	R	R
B	FLOORING			
B1	Prepare the floor to receive new tiles by scrapping off glue and levelling the floor.	170m2	R	R
B2	Supply and fit 600mm x 600mm non-slip ceramic (colour to be chosen on site)	155m2		
B3	Supply and install a new Belgotex berber point 920 carpet (colour to be chosen on site)	15m2		
	Contingency (Compulsory)	10%		R
	Health and Safety file	Item		R
	SUBTOTAL	R		
	ADD 15% VAT	R		
	TOTAL	R		

NB: FAILING TO ATTEND SITE MEETING & ATTACH RETURNABLE DOCUMENTS / MINIMUM REQUIREMENTS AS REQUESTED BEFORE CLOSING DATE & TIME OF INFORMAL TENDER WILL RESULT IN DISQUALIFICATION.

Supplier Name: -.....

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

Signature:-.....Date:-.....

NB: THIS DOCUMENT MUST BE COMPLETED AND LOADED ONTO ON-LINE SUBMISSION AS ATTACHMENT BEFORE THE CLOSE OF TENDER DATE & TIME

NB!! Price/s submitted must include VAT, whether you are VAT registered or not, in line with the PPPFA of 2022 and section 64 of the VAT Act, No 89 of 1991.