

INFORMAL TENDER ADVERT

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

Tender Number: CSQ10266108
Buyer: Witbooi, Mr AE [90000594]

Closing Date: 2026-11-11
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	BUILDING RENOVATIONS	Tenders are invited for Building Renovations work as per specifications and returnable pricing schedule available on our NMBM on-line tender portal.	AA189464

Compulsory site meeting to be held:

Venue: 59296 Kani Street
Veeplaas
Gqeberha

Date: 03 November 2026
Time: 11h00am

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
Mr M Zinja @ 041 506 2037.

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.

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SCOPE OF WORK AND SPECIFICATION – VEEPLAAS HALL

1. Purpose

To repair and maintain Veeplaas Hall by replacing floor covering, repainting doors, window repairs and bathroom signage, including ironmongery.

2. Background

The hall has old and damaged finishes, fittings, and floor coverings that need replacement. These defects affect the appearance, safety, and functionality of the facility.

3. Scope of work

Description of work	<u>Skirting</u> - Carefully remove existing skirting in the hall and stage and cart away. Supply and install new primed MDF skirting boards 18mm x 85mm fixed neatly and level. Apply one coat sealer/primer and two coats of clear interior varnish. 76.1m <u>Floor Tiles</u> - Remove the existing worn-out floor tiles in the hall and stage stairs, including disposal of rubble off-site. 193.94m² - Prepare the substrate by cleaning, scraping, and levelling all uneven surfaces. - Supply and install novilon vinyl flooring suitable for high-traffic public facilities, installed with manufacturer-approved adhesive. - Supply and install fourteen (14) heavy-duty rubber stair edge strips, each measuring 970 mm in length, suitable for stair nosings. <u>Wooden floor</u> - Carefully remove four (4) damaged tongue and groove boards from the stage floor without causing damage to surrounding boards. - Supply new tongue and groove boards of matching size, profile, and material to the existing installation. - Prepare the existing wooden floors in the stage and two (2) storerooms, Sand the wooden floors to achieve a smooth, even surface and to ensure proper adhesion of varnish. 27.12m²
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- Supply and apply one coat of wood primer/sealer and two coats of polyurethane based varnished to the wooden floors

Ironmongery

Mortice Locksets

- Remove two (2) old or damaged door locks.
- Replace with new 3-lever mortice locksets, complete with handles, striker plates, screws, and keys.
- Ensure proper alignment, smooth operation, and secure fixing.

Bolt Indicators

- Remove two (2) damaged bolt indicators.
- Replace with new, durable bolt indicators suitable for public bathroom doors.

Bathroom Signage

- Supply and install new bathroom signage, male and female, using durable aluminium or PVC signage panels.
- Signage must be clearly visible, securely fixed, and mounted at standard height.

Window Repairs

- Remove and replace all broken window handles.
- Ensure correct fitting and smooth operation of opening and closing mechanisms.

Varnishing and painting of doors

- Prepare doors to receive varnish, sand down the door surface, apply one coat of wood primer and two coats of high-quality wood varnish. 56.23m2
- Prepare doors to receive paint, Sand the door surfaces apply one coat of wood primer and two coats of high-quality enamel paint. 12.8m2

Conditions of Informal Tender

1. Informal tender is open for all CIDB 1GB or 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, until the project is handed back over to NMBM.
- 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.
 8. Provide proof of trade test certificate/CETA/BIBC card or completed apprenticeship contract relevant to the scope of works. This is a returnable document.
 9. Contractor to confirm price and delivery date submitted before order is approved.
 10. 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. Consider the delivery date submitted on the offer.
 11. 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.
 12. Rubble to be removed daily from site.
 13. No Part Payment will be made in this contract. Service providers to ensure that there is adequate funding to do the works.
 14. 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
 15. 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
 16. Service provider to ensure that all staff sign attendance register daily.
 17. **SITE MEETING IS COMPULSORY.**

Venue: 59296 Kani Street

Veeplaas

Gqeberha

	Date: 03 November 2026 Time: 11h00am
	o <u>Minimum requirements</u> • CIBD Certificate (1GB or higher) – Provide • Trade test certificates (tiler, painter and carpenter) - Provide • Fully completed price schedule – Provide <u>Above must be up-loaded on the on-line Tender portal before Close of Informal Tender date and time to avoid been NON-RESPONSIVE.</u>

4. Evaluation Proce

5. ss

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

6. 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

7. Queries

Queries can be directed to:

Project Manager:

Email: mzinja@mandelametro.gov.za

Tel: (041) 506 2037

Cell: 082 822 5058

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RETURABLE PRICE SCHEDULE

Supplier Name:.....

ITEM	DESCRIPTION: VEEPLAAS HALL	UNIT	QTY	RATE	AMOU
1A	SKIRTING: Carefully remove damaged existing skirting in the hall and stage and cart away. Supply and replace with new primed MDF skirting boards 18mm x 85mm fixed neatly and level. Apply one coat sealer/primer and two coats of clear interior varnish.	M	77	R	R
2A	FLOOR TILES: Remove the existing worn-out floor tiles in the hall and stage stairs, including disposal of rubble off-site. Prepare the substrate by cleaning, scraping, and levelling all uneven surfaces.	M ²	194	R	R
2B	Supply and replace with novilon vinyl flooring suitable for high-traffic public facilities, installed with manufacturer-approved adhesive.	M ²	194	R	R
2C	Supply and replace fourteen (14) heavy-duty rubber stair edge strips, each measuring 970 mm in length, suitable for stair nosings	No	14	R	R
3A	WOODEN FLOOR: Carefully remove four (4) damaged tongue and groove boards from the stage floor without causing damage to surrounding boards. Supply and replace with new tongue and groove boards of matching size, profile, and material to the existing installation.	Item	4	R	R
3B	Prepare the existing wooden floors in the stage and two (2) storerooms, Sand the wooden floors to achieve a smooth, even surface and to ensure proper adhesion of varnish.	M ²	28	R	R
3C	Supply and apply one coat of wood primer/sealer and two coats of polyurethane based varnished to the wooden floors	M ²	28	R	R

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4A	IRONMONGERY: Remove two (2) old or damaged door locks. Replace with new 3-lever mortice locksets, complete with handles, striker plates, screws, and keys. Ensure proper alignment, smooth operation, and secure fixing.	No	2	R	R
4B	Remove two (2) damaged bolt indicators. Replace with new, durable bolt indicators suitable for public bathroom doors.	No	2	R	R
5A	BATHROOM SIGNAGE: Supply and replace bathroom signage, male and female, using durable aluminium or PVC signage panels. Signage must be clearly visible, securely fixed, and mounted at standard height.	No	2	R	R
6A	WINDOW REPAIRS: Remove and replace all broken window handles. Ensure correct fitting and smooth operation of opening and closing mechanisms	No	3	R	R
7A	VARNISHING & PAINTING DOORS: Prepare doors and door frames to receive varnish, sand down the door surface, apply one coat of wood primer and two coats of high-quality wood varnish both sides.	M ²	57	R	R
7B	Prepare doors and door frames to receive paint, Sand the door surfaces apply one coat of wood primer and two coats of high-quality enamel paint both sides.	M ²	13	R	R
	Subtotal			R	R
	Contingency (Compulsory)		10%		R
	Health and safety file		Item		R
	SUBTOTAL		R		
	ADD 15% VAT		R		
	GRAND TOTAL		R		

Supplier Name: -.....

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

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

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

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.