

INFORMAL TENDER ADVERT

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

Tender Number: CSQ10266110
Buyer: Witbooi, Mr AE [90000594]

Closing Date: 2026-11-12
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.	AA189463

Compulsory site meeting to be held:

Venue: Stofile street
KwaZakhele (Opposite Daku Spar)
Gqeberha
Date: 03 November 2026
Time: 10h00am

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.

Corporate Services

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SCOPE OF WORK AND SPECIFICATION – DAKU HALL

1. Purpose

To repair and maintain Daku Hall by replacing broken window panes and fasteners and damaged flooring.

2. Background

The hall has old and damaged window panes and fasteners and flooring that need replacement. These defects affect the appearance, safety, and functionality of the facility.

3. Scope of work

Description of work	WINDOWS • Remove and dispose of the existing broken windowpane. Supply and replace with a new clear glass window pane, size 440mm x 510mm including all glazing materials, sealant and fitting to provide a complete and secure installation. • Remove and dispose of the existing broken windowpane. Supply and replace with a new clear glass window pane, size 440mm x 560mm including all glazing materials, sealant and fitting to provide a complete and secure installation. • Remove and dispose of the existing damaged window fasteners. Supply and replace with new 230mm window fasteners, suitable for the existing window frames, including all necessary screws, fitting. FLOORING • Carefully remove 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. • Supply and apply one coat of wood primer/sealer and two coats of polyurethane based vanish to the wooden floor Leave Site Clean on Completion
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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: Stofile street KwaZakhele (Opposite Daku Spar) Gqeberha Date: 03 November 2026 Time: 10h00am
	○ <u>Minimum requirements</u> • CIBD Certificate (1GB or higher) – Provide • Trade test certificates (Glazer) - 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 Process

- 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.

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:

Email: mzinja@mandelametro.gov.za

Tel: (041) 506 2037

Cell: 082 822 5058

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RETURNABLE PRICE SCHEDULE

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Remove and dispose of the existing broken windowpane. Supply and replace with a new clear glass window pane, size 440mm x 510mm including all glazing materials, sealant and fitting to provide a complete and secure installation.	No.	2	R	R
2	Remove and dispose of the existing broken windowpane. Supply and replace with a new clear glass window pane, size 440mm x 560mm including all glazing materials, sealant and fitting to provide a complete and secure installation.	No.	2	R	R
3	Remove and dispose of the existing damaged window fasteners. Supply and replace with new 230mm window fasteners, suitable for the existing window frames, including all necessary screws, fitting.	No.	25	R	R
4	Carefully remove 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.	m ²	7.037	R	R
5	Supply and apply one coat of wood primer/sealer and two coats of polyurethane based varnish to the wooden floor	m ²	176.4	R	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:-.....

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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, weather you are VAT registered or not, in line with the PPPFA of 2022 and section 64 of the VAT Act, No 89 of 1991.