Ubuntu Municipality

menswaardigheid - hoop - erfenis
ubuntu - ithemba - izithethe
humanity - hope - heritage

78 Church Street, Victoria west 7070
Tel: 053 621 0026
Fax: 053 621 368

NOTICE NO: 04/2026/2027

ADVERT DATE: 23/10/2026

QUOTATIONS ARE HEREBY INVITED FOR THE SUPPLY, DELIVERY AND INSTALLATION OF SECURITY FENCING, BURGLAR BARS ON WINDOWS, AND STEEL SECURITY DOORS AT THE UBUNTU MUNICIPALITY VICTORIA WEST MAIN POWER STATION.

Notice is hereby given in terms of section 111 of the MFMA (No 56 of 2003) and Clause 12(1) of the Municipal Supply Chain Management Policy that Ubuntu Municipality intends to appoint a service provider for the above stated project.

Specification requirements for fencing of PowerStation building
Steel doors
Measurements
1 x 195 cm x 275 (double door)
1 x 90 cm x 270 cm (single door)
1 x 270 cm x 245 cm (double door)
1 x 90 cm x 205 cm (single door)
1 x 245 cm x 280 cm (double door)
1 x 255 cm x 280 cm (double door)
NB: Doors should only be of the following specifications:
Type D Transformer steel door
Double leaf heavy duty
4 Heavy duty hinges per door
Doors should be equipped with an anti-tamper lock protector

Heavy duty burglar bars or burglar mesh for Windows
Measurements
5 x 160 cm x 100 cm
120 cm x 100 cm
120 cm x 80 cm
0.650 cm x 150 cm

Fencing of PowerStation
Measurements
17 m x 16 m
6 m x 6 m
6 m steel gate including steel track, heavy duty wheels and anti-tamper lock mechanism
NB: Fencing should only be in the form of devil's fork
2.0 m x 3 m Galvanised steel panels
Devil's fork post should be no less than 76 mm x 76 mm in width and can't be shorter than 2,4-metres galvanised steel

The following conditions shall apply:

- The council is not obliged to accept the lowest or any quotation and reserves the right to accept any quotation or portion thereof.
- Quotation must be valid for a period of **90 days** after the closing date.
- All quotes will be adjudicated and awarded in terms of the Ubuntu PPPFA and Supply Chain Management Policy 80/20. A maximum of 20 points may be awarded to a bidder for the specific goal specified for the Bid and 80 points for price. Goals for this invitation: HDI of Supplier.

- MBD 4, declaration forms be obtained at Ubuntu Municipality website, must be completed, and signed.
- Proof of Valid CSD registration printout
- Certified evidence of B-B.B.E.E..

- The successful bidder must be ready and available to supply the materials.

- Quotation received after the set closing date will not be considered.

- **NO EMAIL OR FAX BIDS WILL BE CONSIDERED**

Compulsory briefing session will take place on Friday the 30th of October 2026 at 12H00, at the main electricity substation situated at 1 Helpmekaar street, Victoria West, 7070.

Written Quotation must reach the Municipal office, 78 church street, Ubuntu Municipality 7070, not later than 12h00 on 6 November 2026. Quotations to be submitted in the tender box situated in the foyer at the above stated address.

Further details can be obtained from MR. C Phillips at telephone **053 621 0026.**

Website can be visited at www.Ubuntu.co.za

……..
MR. Z. P. MJANDANA
ACTING MUNICIPAL MANAGER

COMPULSORY DOCUMENTATION

1. ANNEXURE A : PRICE QUOTATION FORM

(Purchases up to an estimated value of R300 000-00)

NB: Use ink, preferably black, to fill in the information applicable to the specific required price quotation

NAME OF SUPPLIER: …….

CLOSING TIME 12:00 ON .....PRICE QUOTATION NO. …….

VALIDITY: ……. DAYS CSD NUMBER: ……..

ITEM	QTY	DESCRIPTION	PRICE IN RAND CURRENCY INCLUSIVE OF VAT
1			R_____
		TOTAL AMOUNT (INCLUSIVE OF VAT AND DELIVERY)	

…….

Country of origin:

…….

Points claimed:

B-BBEE status level verification certificate appended?

YES	OR	NO

***NB: TICK APPLICABLE BLOCK**

ISSUING AGENCY_____

- **Delivery basis:**
  - (i) Is the delivery period firm? ***YES / NO**
  - (ii) Period required for delivery after receipt of order

    ……..
- Is the price (inclusive of VAT) firm? ***YES / NO**
- Discount offered (conditional/unconditional):

  ……
- Is offer strictly to specification/terms of reference, if attached? ***YES / NO**

  If not to specification/terms of reference, state deviation(s)

  ……

  ……

……

(1) Name of taxpayer/quoter:

……

(2) Identification Document number: | | | | | | | | | | | | | |

(3) Trade name:

…….

(4) Company/Close Corporation registration number: | | | | | | | | | | | | |

(5) Income tax reference number: | | | | | | | | | | | | |

(Original of Income Tax Clearance Certificate to be attached)

(6) VAT registration number (if applicable): | | | | | | | | | | | | |

(7) PAYE employer's registration number (if applicable) | | | | | | | | | | | |

Bank Details (if applicable):

Bank Name:

..……...

Bank Branch Code: | | | | | | |

Account

Holder:……..

Bank Account number: | | | | | | | | | | | |

Bank account type:

……..

Contact person:

Signature: ……..……

Name in print…….……

Telephone No.: Code: …… No. ……..

Fax No.: Code: …… No. ……

E-mail address: …….

Address:

……..

……

…… | | | | |

code:

_____ _____

_____

SIGNATURE SURNAME & INITIALS DATE

2. Tax Clearance Certificate

(a) A valid copy of the original Tax Clearance Certificate and a PIN obtainable from SARS
must accompany the bid documents together with the CSD Registration report reflecting a Compliant Tax status

3. BUSINESS MUNICIPAL RATES AND SERVICE ACCOUNT

A copy of a Bidders Business Municipal Rates and Service account not older than 30
days must be submitted or a Lease Agreement in the case of a Landlord responsible for
the account.

4. MBD 4: DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state[1].

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:……..

3.2 Identity Number:
……

3.3 Position occupied in the Company (director, trustee, shareholder[2]):……..

3.4 Company Registration Number:
……

3.5 Tax Reference Number:……

3.6 VAT Registration Number:
……

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state?
YES / NO

3.8.1 If yes, furnish particulars.
….……

……
……..

[1]MSCM Regulations: "in the service of the state" means to be –
(a) a member of –
(i) any municipal council;
(ii) any provincial legislature; or
(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? ……**YES / NO**

3.9.1 If yes, furnish particulars.……...……..

…….

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?..... **YES / NO**

3.10.1 If yes, furnish particulars.
……
……

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES /NO**

3.11.1 If yes, furnish particulars
……
…….....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES/NO**

3.12.1 If yes, furnish particulars.
……
……

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES /NO**

3.13.1 If yes, furnish particulars.
……
……

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

……..

……..

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number	Personal Income Tax Reference number

…….. ……..

Signature **Date**

……. ……

Capacity **Name of Bidder**

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

---

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(*delete whichever is not applicable for this tender*).

a) The applicable preference point system for this tender is the 90/10 preference point system.

b) The applicable preference point system for this tender is the 80/20 preference point system.

c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS (HDI & Locality)	20
Total points for Price and SPECIFIC GOALS	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \qquad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historical disadvantage individual (Race)		10		
Locality		10		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm…….

4.4. Company registration number: ……..……...

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

…….
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: …….
DATE: ……

ADDRESS: ……

……

……
……

5. MBD 8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1 This Municipal Bidding Document must form part of all bids invited.

2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3 The bid of any bidder may be rejected if that bidder, or any of its directors have:

a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
b. been convicted for fraud or corruption during the past five years;
c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the *audi alteram partem* rule was applied). **The Database of Restricted Suppliers now resides on the National Treasury's website(**www.treasury.gov.za**) and can be accessed by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? **The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		

4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		

Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) ……..……..……
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

……... **……..**
Signature **Date**

…….. **……..**
Position **Name of Bidder**

6. MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Municipal Bidding Document (MBD) must form part of all bids[1] invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).[2] Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

a. take all reasonable steps to prevent such abuse;

b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and

c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

[1] Includes price quotations, advertised competitive bids, limited bids and proposals.

[2] Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

MBD9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

_____

(Bid Number and Description)

in response to the invitation for the bid made by:

_____

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:_____that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

    (a) has been requested to submit a bid in response to this bid invitation;
    (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
    (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

MBD 9

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium[3] will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
    (a) prices;
    (b) geographical area where product or service will be rendered (market allocation)
    (c) methods, factors or formulas used to calculate prices;
    (d) the intention or decision to submit or not to submit, a bid;
    (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
    (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

[3] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

MBD 9

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

……	……
Signature	Date
……..	……
Position	Name of Bidder

TERMS OF REFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF SECURITY FENCING, BURGLAR BARS ON WINDOWS AND STEEL SECURITY DOORS AT THE UBUNTU MUNICIPALITY POWER STATION

1. BACKGROUND

Ubuntu Municipality is responsible for the provision and maintenance of essential municipal services and infrastructure within its jurisdiction. The Power Station is a critical municipal facility containing infrastructure, equipment and assets that require adequate physical security and protection against unauthorised access, theft, vandalism and damage.

The Municipality therefore intends to appoint a suitably qualified and experienced service provider to supply, deliver and install security fencing, burglar bars on windows and steel security doors at the Ubuntu Municipality main power station in Victoria West.

2. PURPOSE

The purpose of this appointment is to improve the physical security of the Power Station by:

- Restricting unauthorised access to the facility;
- Protecting municipal infrastructure, equipment and other assets;
- Reducing the risk of theft, vandalism and damage;
- Strengthening existing physical security measures; and
- Ensuring that access points, windows and perimeter areas are appropriately secured.

3. SCOPE OF WORK

The appointed service provider will be responsible for the supply, delivery, installation and completion of all works required for the project.

The scope of work shall, as a minimum, include the following:

3.1 Security Fencing

The service provider shall:

- Conduct a site inspection and verify the required fencing dimensions before commencement of work;
- Supply and install suitable heavy-duty security fencing around the designated areas of the Power Station;
- Provide fencing of an appropriate height, strength and design suitable for securing a critical municipal facility;
- Install all necessary posts, rails, supports, brackets, fixings and associated components;
- Ensure that fence posts are securely anchored and concreted where required;
- Provide appropriate anti-climb features where specified by the Municipality;
- Ensure that the fencing is properly aligned, level and structurally stable;
- Provide and install all necessary gates and associated locking mechanisms where required;
- Repair and make good any surfaces disturbed during installation; and

- Remove all excess materials and construction debris from the site upon completion.

The final fencing design, dimensions and location shall be confirmed with the Municipality following the site inspection.

3.2 Burglar Bars for Windows

The service provider shall:

- Measure all designated windows prior to fabrication;
- Manufacture and supply burglar bars suitable for the identified windows;
- Use durable steel or other Municipality-approved material of suitable strength;
- Ensure that the burglar bars are appropriately designed to prevent unauthorised access through the windows;
- Securely anchor the burglar bars to the building structure using appropriate fixings;
- Ensure that the installation does not compromise the functionality of windows or emergency escape requirements;
- Treat, prime and paint the burglar bars with an appropriate corrosion-resistant finish; and
- Make good any damage to walls, window frames or surrounding surfaces caused by the installation.

All burglar bars shall be fabricated to the actual measurements taken on site and approved by the Municipality prior to installation.

3.3 Steel Security Doors

The service provider shall:

- Measure all designated door openings prior to fabrication;
- Supply and install heavy-duty steel security doors at the identified entrances and access points;
- Provide suitable door frames, hinges, locks, handles, bolts and other required hardware;
- Ensure that doors are appropriately reinforced and capable of withstanding forced entry;
- Install suitable high-security locking mechanisms as specified or approved by the Municipality;
- Ensure that doors open, close, lock and operate smoothly;
- Apply an appropriate anti-corrosion treatment, primer and durable paint finish;
- Securely anchor door frames to the existing structure; and
- Repair and make good any areas affected by the installation.

The design and specifications of the steel doors shall be submitted to the Municipality for approval before fabrication.

4. SITE INSPECTION AND MEASUREMENTS

A compulsory or recommended site inspection, as determined by the Municipality, shall be undertaken by prospective service providers before submitting their quotations.

The service provider shall:

- Inspect the Power Station and the areas requiring security improvements;
- Verify all dimensions and quantities;
- Identify any site-specific installation requirements;
- Assess the condition of existing structures and surfaces;
- Identify potential access, safety and installation challenges; and
- Take all measurements necessary to prepare an accurate quotation.

No claim arising from incorrect measurements or failure to inspect the site will be considered after award of the contract.

5. MATERIALS AND WORKMANSHIP

All materials supplied shall:

- Be new and of good quality;
- Be fit for their intended purpose;
- Comply with applicable South African standards and good industry practice;
- Be suitable for the environmental conditions at the Power Station;
- Be free from defects; and
- Be approved by the Municipality before installation where required.

All work shall be executed by suitably competent and experienced personnel and shall be completed to a professional standard.

6. HEALTH AND SAFETY

The appointed service provider shall comply with all applicable occupational health and safety legislation and requirements.

The service provider shall:

- Provide appropriate personal protective equipment (PPE) to all personnel;
- Ensure that workers are suitably trained and competent;
- Maintain a safe working environment throughout the project;
- Comply with the Municipality's site safety requirements;
- Properly barricade work areas where necessary;
- Prevent unauthorised persons from entering work areas; and
- Ensure that all tools, equipment and materials are safely stored.

The service provider shall be responsible for the safety of its employees, subcontractors and any other persons under its control while performing the works.

7. PROTECTION OF MUNICIPAL PROPERTY

The service provider shall exercise due care to prevent damage to existing municipal buildings, infrastructure, equipment, electrical installations and other assets.

Any damage caused by the service provider, its employees or subcontractors shall be repaired or replaced at the service provider's cost to the satisfaction of the Municipality.

8. SECURITY AND ACCESS CONTROL

Due to the nature of the facility, the service provider shall comply with all access-control and security requirements imposed by the Municipality.

Personnel may be required to:

- Provide identification before entering the site;
- Remain within designated work areas;
- Comply with instructions from municipal officials or security personnel; and
- Submit to the Municipality's site access procedures.

No municipal information, photographs, drawings, access information or security-related information may be disclosed to third parties without prior written authorisation from the Municipality.

9. PROJECT DELIVERABLES

The appointed service provider shall deliver the following:

1. Security fencing installed in accordance with the approved specifications;
2. Burglar bars fabricated and installed on identified windows;
3. Steel security doors fabricated and installed at identified access points;
4. All necessary locks, hinges, handles, brackets, fixings and associated hardware;
5. Appropriate protective and corrosion-resistant finishes;
6. A clean and safe site upon completion; and
7. A completion report confirming that the works have been completed satisfactorily.

10. COMPLETION AND QUALITY CONTROL

Upon completion, the Municipality will inspect the works to verify compliance with the approved specifications and scope of work.

The service provider shall rectify, at its own cost, any defects, poor workmanship or non-compliant work identified by the Municipality.

Final acceptance of the works shall be subject to satisfactory completion and inspection by the Municipality.

11. WARRANTY AND DEFECTS LIABILITY

The service provider shall provide a minimum 12-month workmanship warranty from the date of final acceptance, unless a longer warranty is offered.

The service provider shall, at its own cost, rectify defects arising from faulty workmanship or installation during the warranty period.

Where manufacturers' warranties apply to locks, hardware or other components, these shall be transferred to the Municipality.

12. PROJECT PERIOD

The works shall commence within the period specified by the Municipality following the issuing of the official purchase order/appointment letter.

The service provider shall provide a proposed implementation programme indicating:

- Planned commencement date;
- Manufacturing/fabrication period;
- Delivery date;
- Installation period; and
- Expected completion date.

The Municipality reserves the right to specify a required completion period in the RFQ.

13. SERVICE PROVIDER EXPERIENCE AND CAPACITY

The service provider should demonstrate relevant experience in:

- Security fencing installations;
- Steel security door manufacturing and installation;
- Burglar bar manufacturing and installation; and
- Similar security-related infrastructure projects.

14. PRICING REQUIREMENTS

The quotation shall provide a clear and detailed cost breakdown, including, but not limited to:

- Security fencing;
- Posts, brackets and fixing materials;
- Gates and locking mechanisms, where applicable;
- Burglar bars;
- Steel security doors and frames;
- Locks and associated hardware;
- Labour;
- Transportation and delivery;
- Installation;
- Equipment and tools;
- Surface preparation and painting;
- Removal of waste and making good; and
- Any other costs necessary for the successful completion of the works.

All prices shall be inclusive of VAT, where applicable, and shall include all costs necessary to complete the project in accordance with these Terms of Reference.

15. MUNICIPALITY'S RESPONSIBILITIES

The Municipality will:

- Provide reasonable access to the site;
- Identify the areas requiring security installations;
- Facilitate site access in accordance with municipal security procedures;
- Provide reasonable information required for execution of the works; and
- Inspect and approve completed works.

16. SERVICE PROVIDER'S RESPONSIBILITIES

The appointed service provider shall be responsible for:

- Supplying all materials, labour, equipment and tools required;
- Taking accurate site measurements;
- Transporting materials to the Power Station;
- Safe and professional installation;
- Compliance with all applicable legislation and municipal requirements;
- Protecting municipal property;
- Cleaning the site after completion;
- Rectifying defective workmanship; and
- Completing the works within the agreed timeframe.

17. MINIMUM RETURNABLE DOCUMENTS

Service providers should submit the following with their quotations:

- Completed and signed quotation;
- Company registration documents;
- Valid tax compliance status;
- CSD registration details;
- Proof of banking details;
- Any other documentation specified in the Municipality's RFQ documentation.

18. EVALUATION

Quotations will be evaluated in accordance with Ubuntu Municipality's applicable Supply Chain Management Policy, legislation and approved procurement procedures.

The Municipality reserves the right to verify submitted information and to reject quotations that do not comply with the specified requirements.

19. GENERAL CONDITIONS

The appointed service provider shall not commence any work without an official written appointment/purchase order from Ubuntu Municipality.

No additional work or expenditure outside the approved scope shall be undertaken without prior written approval from the Municipality.
The Municipality reserves the right to inspect the quality of materials and workmanship at any stage of the project.

20. ACCEPTANCE

The successful service provider shall be required to confirm its understanding and acceptance of these Terms of Reference and undertake to execute the works in accordance with the approved scope of work, specifications, agreed price and stipulated completion period.
Each page of these Terms of Reference must be initialled / signed by the authorised representative of the service provider as proof that the service provider has read, understood and accepted the contents, requirements and conditions contained herein.
The completed and duly signed Terms of Reference shall form part of the quotation submission and, upon appointment, shall constitute part of the contractual documentation between Ubuntu Municipality and the appointed service provider.
Failure to initial and/or sign each page of the Terms of Reference may render the quotation non-responsive, subject to the Municipality's applicable Supply Chain Management Policy and procurement requirements.
By signing each page, the service provider confirms that it has familiarised itself with the site requirements, scope of work, specifications, conditions and obligations contained in this document and accepts responsibility for delivering the works accordingly.

On behalf of the service provider:

_____ _____

Authorised signatory **Date**

On behalf of Ubuntu municipality:

_____ _____

MR. Z. P. MJANDANA **Date**
ACTING MUNICIPAL MANAGER