



## KHOMAS REGIONAL COUNCIL

### REQUEST FOR SEALED QUOTATIONS: WORKS

#### REQUEST FOR QUOTATION TO REMOVE OF BATHTUB AND CONVERT TO THE SHOWER AT ELIZABETH COURT – 28

BIDDER NAME:	
ADDRESS:	
TEL:	
BIDDER AMOUNT (VAT EXCLUSIVE):	
BIDDER AMOUNT (VAT INCLUSIVE):	
CLOSING DATE OF BIDS:	Wednesday, 06 <sup>th</sup> December 2024 @ 12H00

**Procurement Reference No: W/RFQ/KRC/DMW-02/2024/2025**



## KHOMAS REGIONAL COUNCIL

Tel. No. (061) 292 4400  
Fax No. (061) 220317

Pullman Street No. 6688  
P. O. Box 3379  
WINDHOEK

### Letter of Invitation

**Procurement Reference No: W/RFQ/KRC/DWM-02/2024/25**

Dear Sir/Madam,

**SUBJECT: REQUEST FOR QUOTATION TO REMOVE OF BATH TUB AND CONVERT TO SHOWER SHOWER AT ELIZABETH COURT – 28.**

The Khomas Regional Council invites you to submit your best bid for the works described in detail here attached. Any resulting contract shall be subject to the terms and conditions referred to in the document.

Technical Queries if any, should be addressed to Mr. W. Haoseb/Mrs Sambi at Tel: 061 2084214/10 at Tel: 061 292 4444 or email at [krc.pmu@khomasrc.gov.na](mailto:krc.pmu@khomasrc.gov.na)

Please prepare and submit your bid in accordance with the instructions given or inform the undersigned if you will not be submitting a bid.

Yours faithfully,

**Mr. PTN Amalwa**

**Head of Procurement Management Unit**



## SECTION I: INSTRUCTIONS TO BIDDERS

### 1. Rights of Public Entity

The Khomas Regional Council reserves the right:

- (a) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

### 2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- (b) the Priced Activity Schedule in Section IV;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment as deemed appropriate

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

### 3. Validity of Quotations

The quotation validity period shall be **90 days** from the date of bid submission deadline.

### 4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) Have a certified copy of a company Registration Certificate; (in case of limited companies, copy of article of association) clearly indicating the particulars of the shareholders and member's Identity Documents (Certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963);
- (b) have an original valid good Standing Tax Certificate; (**Valid on the date of bid closure**)
- (c) have an original valid good Standing Social Security Certificate; (**Valid on the date of bid closure**)
- (d) have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- (e) Submit a signed Bid Securing Declaration
- (f) An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof.

### ADDITIONAL REQUIREMENTS

- i. Bidders attach Qualification for a Bricklayer, a national Diploma in Civil Level 3 from NQA accredited institutions (Qualification obtained from foreign institution, NQA evaluation report must be attached)
- ii. Bidders attach Qualification for an Electrician, a national Diploma in Electrical Level 3 from NQA an accredited institution. (Qualification obtained from foreign institution, NQA evaluation report must be attached)
- iii. Bidders attach Qualification for a Plumber, a national Diploma in plumbing Level 3 from NQA, an accredited institution. (Qualification obtained from foreign institution, NQA evaluation report must be attached)

- iv. Must have at least Three (3) years of experience in construction work (Attach practical completion certificates or reference letters for similar projects)
- v. Bidders should attach a program of work in the form of a Ghant Chart
- vi. All pages of the bid document must be initiated and bid document must be duly completed

## 5. Bid Securing Declaration

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process.

## 6. Works Completion Period

The completion period for works shall be one month after acceptance and issue of Purchase Order. Deviation in completion period shall be considered if such deviation is reasonable.

## 7. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Public Entity with the Bidder's name at the back of the envelope.

## 8. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at Khomas Regional Council, Pullman Street No 6688, Windhoek North, not later than **Wednesday, 06<sup>th</sup> December 2024, at 12h00**. Quotations by post or hand delivered should reach Khomas Regional Council, Pullman Street No 6688, and Windhoek North by the same date and time at latest. Late quotations will be rejected. Quotations received by e-mail will not be considered.

## 9. Opening of Quotations

Quotations will be opened internally by the Khomas Regional Council immediately after the closing time referred to in section 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of a Bid Securing Declaration, will be posted on the website of the Khomas Regional Council and available to any bidder on request within three working days of the Opening.

## 10. Evaluation of Quotations

The Khomas Regional Council shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of evaluated cost, subject to:

***NB: Only bidders that quoted between the range of 0% above and 10% below the estimated value of the procurement as validated by the financial certificate are eligible for awards!***

## 11. Technical Compliance

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications have to be met, but no credit will be given for exceeding the specifications.

## 12. Prices and Currency of Payment

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

## 13. Margin of Preference

*Not applicable*

**14. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

**15. Notification of Award and Debriefing**

The Public Entity shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within 7 days. Furthermore, the Public Entity shall attend to all requests for debriefing made in writing within 7 days of the unsuccessful bidders being informed of the award.

## SECTION II: QUOTATION LETTER

(To be completed by Bidders)

<b>Quotation addressed to</b>	<b>Khomas Regional Council</b>
<b>Procurement Reference Number:</b>	<b>W/RFQ/KRC/DMW-02/2024-25</b>
<b>Subject matter of Procurement:</b>	<b>Request for Quotation to remove of bath tub and convert to shower at Elizabeth Court – 28.</b>

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead disqualification on the grounds mentioned in the BDS]

The validity period of our Quotation is 90 days from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract prior to the expiry date of the quotation validity.

Works will commence within 5 days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within 30 days from date of issue of Purchase Order/ Letter of acceptance.

### Quotation Authorised by:

<b>Name of Bidder</b>		<b>Company's Address and seal</b>	
<b>Contact Person</b>			
<b>Name of Person Authorising the Quotation:</b>		<b>Position:</b>	<b>Signature:</b>
<b>Date</b>		<b>Phone No./E-mail</b>	

**BID SECURING DECLARATION****(Section 45 of Act) (Regulation 37(1) (b) and 37(5))****Date:** .....**Procurement Ref No.: W/RFQ/KRC/DMW-02/2024/25****To:** Khomas Regional Council

Pullman Street 6688

Windhoek North

Windhoek

I/We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We\* accept that under section 45 of the Act, I/we\* may be suspended or disqualified in the event of

- (a) **a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;**
- (b) **refusal by a bidder to accept a correction of an error appearing on the face of a bid;**
- (c) **failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We\* be successful bidder; or**
- (d) **failure to provide security for the performance of the procurement contract if required to do so by the bidding document.**

I/We\* understand this bid securing declaration ceases to be valid if I am/We are\* not the successful Bidder

Signed: .....

*[insert signature of person whose name and capacity are shown]*

Capacity of:

*[indicate legal capacity of person(s) signing the Bid Securing Declaration]*

Name: .....

*[insert complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_

*[insert date of signing]*

Corporate Seal (where appropriate)

[Note\*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

***\*delete if not applicable / appropriate***



## Republic of Namibia

### Ministry of Labour, Industrial Relations and Employment Creation

**Written undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015**

#### 1. EMPLOYERS DETAILS

Company Trade Name: .....

Registration Number:.....

Vat Number: .....

Industry/Sector: .....

Place of Business:.....

Physical Address:.....

Tell No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

Full name of Owner/Accounting Officer:.....

.....

Email Address:.....

#### 2. PROCUREMENT DETAILS

Procurement Reference No.:.....

Procurement Description: .....

.....

.....

.....

Anticipated Contract Duration: .....

Location where work will be done, good/services will be delivered: .....

.....



### 3. UNDERTAKING

I .....[insert full name], owner/representative  
of .....[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply

fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

**Signature:** .....

**Date:** .....

**Seal:**.....

*Please take note:*

1. *A labour inspector may conduct unannounced inspections to assess the level of compliance*
2. *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

## **A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS**

### **SCOPE OF WORK FOR REQUEST OF QUOTATION TO REMOVE OF BATH TUB AND CONVERT TO SHOWER AT ELIZABETH COURT – 28.**

#### **Scope of work**

This project involves the removal of bathtub and convert it with shower at Elizabeth court – 28 Windhoek.

## SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: W/RFQ/KRC/DMW-02/2024/25

The Bidder to complete the unit price and total prices for each item listed below. Authorise the prices quoted in the signature block below.

The quantities shown below are approximate and are subjected to re-measurement for payment purposes.

Item No	Brief Description of Works	Quantity required	Unit of measures	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1.	<b>Hacking up or hacking off and removing granolithic, screeds, plaster, tiles, etc from concrete or brickwork.</b> Ceramic floor or wall tiles	18.0	m2		
2.	<b>Taking out and removing taps and mixers</b> Pillar tap, bib tap or angle valve	5.0	no		
3.	<b>Taking out and removing taps and mixers</b> Sink or bath mixer complete	1.0	no		
4.	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> Stainless steel or earthenware wash hand basin	1.0	no		
5.	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> High level or low-level cistern with flush pipe and prepare to receive new.	1.0	no		
6.	<b>Brickwork of 7MPa cement bricks in class II mortar</b> Half brick wall	0.42	m2		
7.	<b>Commercial Plywood:</b> 12mm plywood in panels cut to shapes and different size in panelling	1.0	m2		
8.	<b>Bathroom fittings:</b> Chromium plates soap holder	1.0	no		
9.	<b>Curtain tracks works:</b> 19mm Chromium plated towel rail 900mm long including end flange brackets	1.0	no		
10.	<b>Curtain tracks works:</b> 20mm Chromium plated towel rail 900mm long including end flange brackets	2.0	no		
11.	<b>Curtain tracks works:</b> Shower curtain of 100% polyester mildew resistant and water proof fabric size 1450x2000mm long overall including 30mm	2.0	no		

12.	<b>Repair to w.c. suite and flushing valves:</b> Replace missing or damage 50mm flexible rubber cone to wc pan and flush pipe.	1.0	no		
13.	<b>Repair to w.c. suites and flushing valves:</b> Replace missing or damage cistern with new duranite cistern complete with lid, flushing mechanism and fitments.	1.0	no		
14.	<b>Re-fixing of existing sanitary fittings in new position (removal of sanitary fittings elsewhere measured):</b> Stainless steel or earthenware wash hand basin	1.0	no		
15.	<b>Cutting through existing walls and finishes, etc and making good.:</b> Cut chase in existing brick wall for pipe and make good plaster and paint	12.0	m		
16.	<b>Clean down, prepare and one coat gloss enamel paint:</b> On Windows with burglar bars (both sides measured flat)	0.8	m2		
17.	<b>20MPa/19mm concrete:</b> Surface beds, aprons, pavings, ramps, etc cast in panels	0.19	m3		
18.	<b>Take delivery of transport to the site, store, project and lay ceramic tiles fixed with and including adhesive :</b> Walls	21.0	m2		
19.	<b>Non-schedule item title:</b> Mosaic tiles	1.5	m2		
20.	<b>Natural anodised aluminium tiling edge strip, etc.</b> Bull nosed tiling edge or corner strip suitable for 8mm tiles	5.0	m		
21.	<b>Butyl rubber:</b> 21.1. 40mm shower trap with chromium plated grating	1.0	no		
22.	<b>Chromium plated brass medical taps and mixers</b> 15mm angle regulating valve with 10mm chromium plated copper service pipe 300mm girth bent as required.	3.0	no		
23.	<b>Chromium plated brass medical taps and mixers</b> 15mm square pattern pillar tap with aerator.	2.0	no		
24.	<b>Chrome plated, brass and sundries</b> Shower mixer	1.0	no		
25.	<b>Chromium plated, brass medical taps and mixers</b> 15mm shower rose 85mm diameter	1.0	no		
26.	<b>Chromium plated, brass medical taps and mixers</b> 15mm Shower arm with cover plate	1.0	no		
27.	<b>Extra over class 0 copper pipes for brass capillary fittings.</b> 15mm pipe fixed or chased into walls	18.0	m		
28.	<b>Extra over class 0 copper pipes for brass capillary fittings.</b> 22mm pipe fixed or chased into walls	6.0	m		
29.	<b>Extra over class 0 copper pipes for brass compression fittings (conex).</b>	29.0	no		

	15mm fittings ( elbow, tees, reducing tees, adaptor couplings, etc)				
30.	<b>Extra over class 0 copper pipes for brass compression fittings (conex).</b> 22mm fittings ( elbow, tees, reducing tees, adaptor couplings, etc)	11.0	no		
31.	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> 31.1. Steel or Acrylic bath of all sizes	1.0	no		
				<b>Subtotal</b>	
				<b>Contingencies 10%</b>	
				<b>Subtotal</b>	
				<b>VAT @ 15%</b>	
				<b>Total</b>	

**Priced Activity Schedule Authorised By:**

<b>Name:</b>		<b>Signature:</b>	
<b>Position:</b>		<b>Date:</b>	
<b>Authorised for and on behalf of:</b>	<b>Company</b>		

**SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET**

Procurement Reference Number: W/RFQ/KRC/DMW-02/2024/25

Bidders should complete columns C and D with the specifications and performance of the Works offered. Also state “comply” or “not comply” and give details of any non-compliance/deviation to the specifications required. Attach detailed technical literature if required. Authorise the specifications offered in the signature block below

<b>Item No</b>	<b>Specifications and Performance Required</b>	<b>Compliance of Specifications and Performance Offered</b>	<b>Details of Non-Compliance/ Deviation (if applicable)</b>
<b>A*</b>	<b>B*</b>	<b>C</b>	<b>D</b>
	<b>Hacking up or hacking off and removing granolithic, screeds, plaster, tiles, etc from concrete or brickwork.</b> - Ceramic floor or wall tiles		

Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (if applicable)
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
	<b>Taking out and removing taps and mixers</b> - Pillar tap, bib tap or angle valve		
	<b>Taking out and removing taps and mixers</b> - Sink or bath mixer complete		
	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> -Stainless steel or earthenware wash hand		
	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> - High level or low level cistern with flush pipe and prepare to receive new.		
	<b>Taking out and removing sanitary fitting and appliances, including taps and traps, including disconnecting</b> - Steel or Acrylic bath of all sizes		
	<b>Commercial Plywood</b> - 12mm plywood in panels cut to shapes and different size in panelling.		
	<b>Brickwork of 7MPa cement bricks in class II mortar</b> - Half brick wall		
	<b>Bathroom fittings</b> - Chromium plates soap holder		
	<b>Curtain tracks works</b> - 19mm Chromium plated towel rail 900mm long including end flange brackets		
	<b>Curtain tracks works : 20mm Chromium plated towel rail 900mm long including end flange brackets</b>		
	<b>Curtain tracks works</b> - Shower curtain of 100% polyester mildew resistant and water proof fabric size 1450x2000mm long overall including 30mm		
	<b>Repair to w.c. suite and flushing valves</b> - Replace missing or damage 50mm flexible rubber cone to wc pan and flush pipe.		
	<b>Repair to w.c. suites and flushing valves.</b> -Replace missing or damage cistern with new duranite cistern complete with lid, flushing mechanism and fitments.		
	<b>Clean down, prepare and one coat gloss enamel paint.</b> -On Windows with burglar bars (both sides measured flat)		
	<b>Re-fixing of existing sanitary fittings in new position (removal of sanitary fittings elsewhere measured).</b> -Stainless steel or earthenware wash hand basin		

<b>Item No</b>	<b>Specifications and Performance Required</b>	<b>Compliance of Specifications and Performance Offered</b>	<b>Details of Non-Compliance/ Deviation (if applicable)</b>
<b>A*</b>	<b>B*</b>	<b>C</b>	<b>D</b>
	<b>Cutting through existing walls and finishes, etc and making good.</b> - Cut chase in existing brick wall for pipe and make good plaster and paint		
	<b>20MPa/19mm concrete</b> -Surface beds, aprons, pavings, ramps, etc cast in panels		
	<b>Take delivery of transport to the site, store, project and lay ceramic tiles fixed with and including adhesive</b> -Walls		
	<b>Natural anodised aluminium tiling edge strip, etc.</b> -Bull nosed tiling edge or corner strip suitable for 8mm tiles		
	<b>Butyl rubber</b> -40mm shower trap with chromium plated grating		
	<b>Non-schedule item title - Mosaic tiles</b>		
	<b>Chromium plated brass medical taps and mixers</b> -15mm angle regulating valve with 10mm chromium plated copper service pipe 300mm girth bent as required.		
	<b>Chromium plated brass medical taps and mixers</b> -15mm square pattern pillar tap with aerator.		
	<b>Chrome plated, brass and sundries - Shower mixer</b>		
	<b>Chromium plated, brass medical taps and mixers</b> -15mm shower rose 85mm diameter		
	<b>Chromium plated, brass medical taps and mixers</b> -15mm Shower arm with cover plate		
	<b>Extra over class 0 copper pipes for brass capillary fittings.</b> -15mm pipe fixed or chased into walls		
	<b>Extra over class 0 copper pipes for brass capillary fittings.</b> -22mm pipe fixed or chased into walls		
	<b>Extra over class 0 copper pipes for brass compression fittings (Conex).</b> - 22mm fittings ( elbow, tees, reducing tees, adaptor couplings, etc)		
	<b>Extra over class 0 copper pipes for brass compression fittings (conex) - 15mm fittings ( elbow, tees, reducing tees, adaptor couplings, etc)</b>		

\* Columns A and B to be completed by Public Entity.

#### Specifications and Compliance Sheet Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

## SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. **W/RFQ/KRC/DWM-02/2024/25**) available on the website of the Public Entity (*insert website address*) except where modified by the Special Conditions below

## SECTION VIII SPECIAL CONDITIONS OF CONTRACT

**Procurement Reference Number: W/RFQ/KRC/DMW-02/2024/25**

The clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract. This section is to be customised by the Public Entity to suit the requirements of the specific procurement.

<b>GCC Clause Reference</b>	<b>Special Conditions</b>
<b>Employer GCC 1.1(r)</b>	<b>Khomas Regional Council</b>
<b>Intended Completion Date GCC</b>	The intended completion date is: (1) One Month after award of contract Based on the nature of work, the Bidders are encouraged to complete at least within 8 weeks after the acceptance of award.
<b>Project Manager GCC 1.1(y)</b>	The Project Manager is: <b>Mr. JT Hangula</b> Senior Works Inspector: Maintenance- Andimba
<b>Site GCC 1.1(aa)</b>	<b>Elizabeth Court -28</b>
<b>Start Date GCC 1.1(dd)</b>	The Start Date shall be: Five (5) Days after site handover
<b>The Works GCC 1.1(hh)</b>	The Works consist of: <b>Removal of bath tub and convert to shower at Elizabeth Court – 28</b>
<b>Delegation GCC 5.1</b>	The Project Manager may delegate his/her duties.
<b>Notices GCC 6</b>	Any notice shall be sent to the following addresses: <b>Khomas Regional Council, Pullman Street 6688, Windhoek North, Windhoek</b> the address and the contact name shall be: <b>Mr. P.T.N Amalwa, Head of PMU</b> For the Supplier, the address and contact name shall be: _____
<b>Site Data GCC 14.1</b>	The contractor shall be deemed to have examined any Site Data supplemented by any information available to the Contractor.
<b>Possession of the Site GCC 20.1</b>	The Site Possession Date shall be: <b>Within seven (7) days of accepting off Purchase Order and/Award Letter</b>
<b>Procedure for Disputes GCC 24</b>	No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties shall seek to resolve



<b>GCC Clause Reference</b>	<b>Special Conditions</b>
	any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.
<b>Site Visit GCC 25.</b>	No Site visit
<b>Inspection and Test GCC 26.1</b>	The inspection and tests shall be: compulsory
<b>Repair and Replacement GCC 28.2</b>	The period for repair or replacement shall be: 90 day(s)
<b>Defects Liability Period GCC 33.1</b>	The Defects Liability Period is: 6 months
<b>Payment Certificates GCC 39.7</b>	“A single statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor”.
<b>Payments GCC 40</b>	The amount certified by the Project Manager shall be paid in full within 30 days of receipt by the Employer of an invoice, supported by: (a) the payment certificate; and (b) a certificate of Completion of the Works.
<b>Price Adjustment GCC 44.</b>	The Contract is not subject to price adjustment.
<b>Retention GCC 45.</b>	N/A
<b>Bonus GCC 46.</b>	The rate for the Bonus per calendar day is: N/A
<b>Advance Payment GCC 47</b>	(i) No advance payment shall be made*

**QUOTATION CHECKLIST SCHEDULE**  
**Procurement Reference No.: W/RFQ/KRC/DMW-02/2024/25**

<b>Description</b>	<b>Attached</b>	<b>Not Attached</b>
Quotation Letter		
signed Bid Securing Declaration.		
have an original/certified copy of an original valid company Registration Certificate.		
original certificate/ certified copy of an original indicating SME Status		
have an original /certified copy of an original valid good Standing Social Security Certificate.		
original/certified copy of an original valid good Standing Tax Certificate;		
proof in the form of completion certificates.		
Qualification in Civil, from any accredited institutions.		
valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;		
Priced Activity Schedules.		
Specification and Compliance Sheet.		

**Disclaimer:** The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.