



## SCI-BONO DISCOVERY CENTRE NPC

Tel: +27 11 639 8400 | Fax: +27 11 832 3360 | www.sci-bono.co.za  
C/o Miriam Makeba & Helen Joseph Streets | Newtown | Johannesburg  
PO Box 61882 | Marshalltown | 2107

Company registration: 2004/010183/08 | VAT no: 473 021 6290  
PBO reference no: 930 014 449 | NPO Registration: 056-334-NPO

# REQUEST FOR PROPOSALS (RFP): REFURBISHMENT OF SCIENCE LABORATORIES (TEBOGWANA SECONDARY SCHOOL) CS/SCM/PROC/R19-20/11

## 1. DETAILS OF THE RFP

RFP NO	CS/SCM/PROC/19-20/11
RFP FOR	Refurbishment of Science Laboratories
ADVERTISEMENT DATE	24 April 2019
SUBMISSION DEADLINE	14 May 2019
SITE VIEWING BRIEFING	03 May 2019 @ 10H00AM (Tebogwana Sec School)
RFP SUBMISSION DATE	corner Miriam Makeba & President Street, Newtown, Johannesburg, 2017

## 2. BACKGROUND INFORMATION

2.1. The Sci-Bono Discovery Centre is an independent Non Profit Company set up by the Gauteng Department of Education. It is a flagship science centre located in Newtown, Johannesburg. Sci-Bono's envisions a society with the capacity to compete in the global world of science and technology and that is equipped with the skills, attitudes and values needed to improve the quality of life of all South Africans. It also works closely with, and on behalf of Gauteng Department of Education (GDE), to enhance curriculum delivery in schools.

## 3. PURPOSE

3.1. The purpose of this Request for Proposal (RFP) is to solicit quotations from reputable service providers for the **Refurbishment of Science Laboratories**.

## 4. SPECIFICATIONS

4.1. Bidders must submit a quote that meets the requirement of the items specified in the table below:

### Rehabilitation of Science Laboratories

#### 4.1.1 Library

Item	Description	Qty
n/s	Install work/reception counter for library	1
n/s	Refurbish cabinets in kitchen stripping down and re-varnish complete	1
n/s	Refurbish all shelving in store and office space by sanding all shelves and steel frames and applying a fresh coat of paint and varnish	1
1b	Replace ceiling complete	32
5Ca	Replace damage glazing	2
13e	New doors complete	1
14b	New 3 lever door locks	4
n/s	New grey felt/carpet type aluminum framed pinning boards	4
6c	Replace floor covering complete with 2.5 mm vinyl floor tiles	220
3f	Paint on Ceiling	220
5f	Paint on internal Walls	216
6f	Varnish doors	6
8f	Paint windows, door frames and security gates	40
8a	Repair loose brick work to stair away	5
n/s	Supply and Installation of steel type shelving 1..2 x 1.8 m with 5 shelves (section)	67
<b>Electrical</b>		
19a	Install new 2 x 1.5 m open channel florescent fitting complete	12
16b	Provide and install (SABS) 58 watt florescent tube to new fittings	24

#### 4.1.2 Laboratory

Item	Description	Qty
n/s	Replace lab mixer tap	12
n/s	Install new lab work benches with 32 mm solid hard wood top	12
12	Track and locate water leak	12
11b	Replace damaged water supply pipe to labs 22 mm poly comp	100
n/s	Repair teacher timber teaching platform	2
n/s	Refurbish with new epoxy coating existing timber counter tops	1
13b	New doors complete	2
14b	New 3 Lever door locks	2
23b	New chalk boards 2x2 4 by 1.2 sections	4
6c	Replace floor covering complete	50
3f	Paint on Ceiling	220
5f	Paint on internal wall	228
6f	Varnish doors	4
8f	Paint windows, door frames and security gate	40
24a	New bottle traps to basins	12
24c	New 50 mm waste pipe	75
n/s	Replace damaged melamine panel section to piping	50
n/s	Installation of 610 floor cabinet to rear wall including top	2
n/s	Install fume cupboard including electrical fan extraction to side wall	2
n/s	Install new 1200x600 3 led tube surface mount fitting + installation	12

## Specification

Flooring	Repair the flooring, where necessary, but keep the same style or type of flooring or tiling in the laboratory
<b>Electric Plugs</b>	Keep the same plugs used at the laboratory. Where necessary use 2 X two pin and three pin plug combination. Locate socket outlets at the center of the front classroom wall, at the height of <b>2.2 meters</b> from the floor finish level.
Security Gate	<p><b>Steel security gate:</b></p> <p>Evaluate current security gate and only remove and replace on instruction from the Project Manager.</p> <p>Ensure that the security gate locks in the open position</p> <p><b>Specification:</b></p> <p>50 x 50 x 3mm iron frame welded to lugs and built into wall</p> <p>60 x 40 x 2mm mild steel square tubing gate surround</p> <p>19mm diameter steel rods welded vertically into surround at 110 c/c</p> <p>25x3x200mm long lugs welded to angle iron and built into wall.</p> <p>40x6mm horizontal steel bars (two) welded 160mm apart at 900mm above floor line, with 19mm holes for vertical steel rods</p> <p>For fixing of the gate lock. Mortice dead lock in steel plate housing.</p> <p>Hinges: Weld on 80x25mm long pin hinges</p> <p>Lock: Warden Lock code 00555.</p> <p>Finish: Steel gate and sub-frame to receive a primer, universal undercoat and 2 coats super enamel paint to specified colour.</p>
Windows	<p><b>Window openings and fixed panels burglar bars depending on the window opening:</b></p> <p>Construction: 50 x 50 x 3mm iron frame welded to lugs and built into wall</p> <p>60 x 40 x 2mm mild steel square tubing gate surround</p> <p>19mm diameter steel rods welded vertically/horizontally into surround at 110 c/c</p> <p>25x3x200mm long lugs welded to angle iron and built into wall.</p> <p>40x6mm horizontal steel bars (two) welded 160mm apart at 900mm above window line, with 19mm holes for vertical steel rods</p> <p>Finish: Steel gate and sub-frame to receive a primer, universal undercoat and 2 coats super enamel paint to specified colour.</p> <p>Sample to be submitted for approval before installation.</p>

Blinds	Approved roll out blinds Group 3, Beach reef colour code or similar  Contractor to submit a sample for approval by the Principal and Project Manager.
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## 5. MINIMUM REQUIREMENTS

5.1. Bidders must supply Sci-Bono with the below-mentioned minimum requirements; failing to provide these requirements shall constitute automatically disqualification:

**Suppliers must submit the following** (Submit two envelopes as follows):

### Envelop 1:

- A Formal Written Quotation (clear & unambiguous; with VAT implications);
- Quotation form obtained from the Sci-Bono website;

### Envelop 2:

- Comprehensive description and specification of the offered items.
- Proof of Company Registration.
- A valid Tax Clearance Certificate & B-BBEE certificate (IRBA or SANAS).
- Fully completed SBD forms (SBD 4, SBD 8, and SBD 9) (**see attached**).
- Stamped Letter Confirming Bank Details
- Proof of Business Address
- Proof of Registration with the Central Suppliers Database System.
- References of Previous Projects/Services Successfully Completed.
- Guarantee Letter where applicable.
- CIBD Certificate
- Certificate of Occupational Health and Safety
- Project Plan (from date of award until final delivery).

## 5.2. REFERENCES

5.2.1. Bidders must further supply Sci-Bono Discovery Centre at most with two (2) contactable references where the bidder has delivered the similar services by simply stating the following:

- Name of client
- Position
- Contact telephone numbers
- Dates and Work performed.

5.2.2. The failure to provide the above shall constitute a disqualification as it shall be deemed that the bidder does not have the required experience.

## **6. PRICING SCHEDULE AND DELIVERY**

### **6.1. GENERAL PRICING FEE**

- 1) The bidder must provide a clear and unambiguous price schedule (quotation).
- 2) All disbursements and related costs shall be provided separately, if any, and may be negotiated during the project implementation period.
- 3) Only unconditional discounts shall be accepted. All discounts granted must be specified on the Quotation Form.
- 4) Note that the price must be fixed and will not be subjected to change based on foreign exchange fluctuations.

### **6.2. DELIVERY**

- 1) The delivery address for the schools will be provided to successful bidder. Any changes for the delivery will be communicated with the successful bidders.

## **7. CONDITIONS FOR SHORT LISTING**

- 7.1. Proposals submitted will be evaluated using a system Method 4 (Financial Offer, Quality and Preference) in line with Section 7.3 (Table 5: Standard Tender Evaluation Method) prescribed by Sci-Bono's Supply Chain Management Policy.
- 7.2. All bids shall be subjected to the preliminary evaluation process. Bidders who shall not meet the minimum requirements (item 5) set by this RFP shall automatically disqualified and shall not be evaluated for functionality, price and preference.

7.2.1. Service providers are required to submit all documents specified on item 5.1 of this RFP, otherwise failure to submit all documents shall constitute disqualification.

## 8. PRICE EVALUATION

8.1 All proposals / bids that will qualify (accepted) during the evaluation stage shall be evaluated for Price & Preference Points. The **evaluation criterion** shall be as follows:

8.2 The proposals / bids shall be evaluated using the 80/20 preference point scoring system. Where a 80/20 preference point system, which will be calculated be calculated as follows:

$$PS = 80 \left[ 1 - \frac{Pt - Pmin}{Pmin} \right]$$

Where:

Ps = Point scored for comparative price of bid under consideration;

Pt = Comparative price of bid under consideration; and

Pmin = Comparative price of the lowest acceptable bid.

## 9. POINTS FOR B-BBEE

9.1. A 80/20 preference points scoring system (B-BBEE points) shall apply and shall be awarded as follows:

B-BBEE Contributor	Status	Level of	Number of points
1			20
2			18
3			16
4			12
5			8
6			6
7			4
8			1
Non-compliant contributor			0

## 10. AWARD CRITERIA

- 10.1. The bidder with the highest number of points shall be awarded the contract, unless there are factors that may lead to a different decision.
- 10.2. In the event of two or more bids score equal points s, the bid will be awarded to the bidder scoring the highest points on B-BBEE or preference.
- 10.3. However, in the event the two or more bids have equal B-BBEE points, the tender will be awarded to the bidder with the highest points on functionality, if applicable.

## 11. CLOSING DATE AND TIME

- 11.1 Site viewing briefing will be held on **03 May 2019**, 10:00am; at Tebogwana Secondary School.
- 11.2 Submissions should be hand delivered by hand on or before **14 May 2019 at 12:00pm, deposited into the tender box marked “Refurbishment of Laboratories (Tebogwana Secondary School)”**. **NO LATE PROPOSALS / BIDS shall be accepted**. Late proposals / bids shall be immediately returned to the bidders. All documents must be to Corner of Miriam Makeba & Helen Joseph Street, Johannesburg, 2107.
- 11.3 All correspondences shall be done by e-mail [tenders@sci-bono.co.za](mailto:tenders@sci-bono.co.za); no telephonic correspondences shall be done before and after the closing of bid. Bidders may be informed in writing of the outcome of the bid adjudication process.



## **12. DISCLAIMER**

- 12.1 Sci-Bono reserves the right to accept or reject any variation, deviation, tender offer or alternative offer and may cancel the tender process and reject all tender offers at any time before the formation of a contract.
- 12.2 Sci-Bono reserves the right to award a contract to multiple service provider(s) should it be deemed necessary.
- 12.3 Sci-Bono reserves the right not to appoint a provider, to accept and/or award the whole or any portion of the tender, and is also not obliged to provide reasons for the rejection of any tender.
- 12.4 Sci-Bono will not incur any liability to a tenderer for such cancellation and rejection, but will give written reason for action upon request to do so.