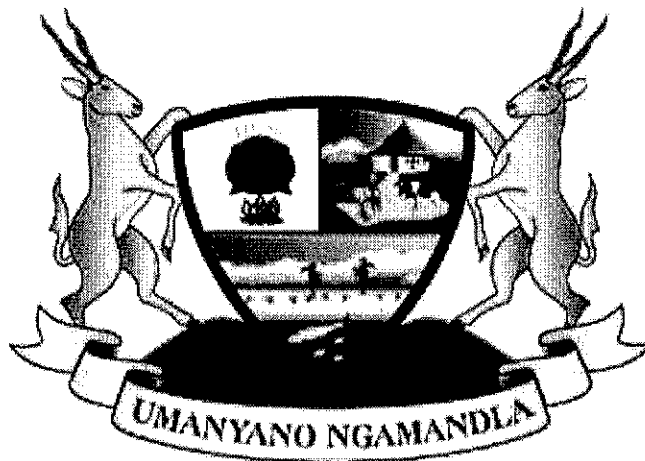


MBIZANA LOCAL MUNICIPALITY

SPECIFICATION

FOR

MAINTENANCE OF BULK METERING AND CABLE REPLACEMENT



ENGINEERING SERVICES DEPARTMENT

*Mbizana Local Municipality
51 Winnie Madikizela Mandela Street, Bizana 4800
Tel: 0392510230
Fax: 0392510971*

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TERMS OF REFERENCE

1. ABBREVIATIONS USED

- i. Electrical Cont- Electrical contractor
- ii. Client - Mbizana Local Municipality
- iii. Service provider- contractor
- iv. ERW - Electricity Repair Work
- v. MV - Medium Voltage
- vi. LV - Low Voltage

2. OUTLINE

These Terms of Reference outline the minimum Scope of Work for which the Electrical Contractor (Electrical Cont) is responsible. It defines key activities and what the Electrical contractor is responsible for delivering i.e. the required outcomes as a result of the electrical activities.

3. BACKGROUND

Mbizana Local Municipality falls within the jurisdiction of Alfred Nzo District of the Eastern Cape Province.

The municipality has a valid NERSA approved distribution license to the residents of Bizana. Due to the rapid growth and development within the jurisdiction, Mbizana municipality therefore seeks to have service providers that will conduct maintenance, installation of Bulk Metering and cable laying in three (3) sites within the municipal jurisdiction. The appointed Electrical contractors will be required to commission all the electrical work and also provide Certificate of Compliance (COC) for each installation work.

SCOPE OF WORK+

Mbizana Local Municipality, Electrical Unit, invites bids for the connection of new Bulk Metering units and facilitate the nearest possible electricity supply to the three sites as identified by the client. This will include cable trenching and laying.

All MV switching testing and earthing operations will be conducted by Mbizana municipality technicians and the appointed contractor must make sure that all necessary precautions as mentioned above have been followed before any resumption of works.

EVALUATION CRITERIA :

PRICE	POINTS
BBBEE Contribution Status Level	90
	10

Total points for price and BBBEE shall not exceed 100

FUNCTIONALITY: (100)

With regards to functionality the following criteria will be applicable and the maximum points as indicated.

DESCRIPTION /CRITERIA	Maximum points Allowed
List of similar types of projects undertaken (Installation of Bulk Metering and Repair work)	
5+ : 10 points	10
3 – 5 : 6 points	6
0 - 3 : 4 points	4
Attach Appointment letters and Completion Certificates	
5 or more years of experience of the company in operation (Metering work)	10
Total for Experience (Relevant works)	30
Construction Team Capacity	
Team Leader (5 years experience as a team leader)	10
Qualified Electrician (attach Trade test certificate)	5
Availability of Equipment (Tools)	
Jack Hammer	15
Electrical testing equipment (Insulation tester , Digital Multimeter)	10

Loose Tools (Attach a list of hand held tools)	10
Total for Construction team and Plant Capacity	40
Methodology	
Project Execution Plan	10
Quality Management	10
Health and Safety Plan	5
Cost Management	5
Total for Methodology	30

NB. Bidders should take note of the above technical (quality) evaluation criteria.

- [a] All the necessary documentation must be submitted for the Evaluation Panel to make an informed evaluation. Evaluation of the Technical (Quality) Requirements will be based on the information provided by the bidder.
- [i] **Experience** - The experience annexure must be completed. Only list projects of a similar nature undertaken.
 - [ii] **Expertise** – The qualifications and capacity of the company/team to undertake the work must be provided for evaluation purposes.
- [b] Bids that do not meet a minimum 70% in total for the criteria listed above will not be considered further.
- [c] A minimum total score of 70% out of 100 points must be obtained in order for the bid to proceed to the second stage.

CONDITIONS OF APPOINTMENT

Compliance with and performance in terms of the Terms of Reference is a specific condition of the appointment of Electrical Metering Contractor. The Municipality will provide all relevant information available for the purpose of successfully completing the project..

4. SCOPE OF WORK for the Electrical Metering Contractor

The scope of work will be to identify possible nearest supply on each site, installation of new metering kiosk to house the meter, provide electricity supply by means of cable laying or overhead lines to the metering kiosk. .

- a. Supervision on installation of equipment and compliance to OHS Act requirements.
- b. Providing the municipality with a detailed report of all work done..

- c. Provide a Certificate of Compliance for the electrical installation.

PROJECT SETUP

- a. The project will be a once of two month contract.

5. ACCOUNTABILITY

The Electrical Metering Contractor is responsible for his/her staff's safety and that of the community around where the work is being carried out during all callout. .

6. FORMAT OF PROPOSAL

The proposal must include at least the following key information:

- Company profile
- Company capability statement
- Relevant experience of company
- CVs, relevant experience and qualifications of staff available for this project
- Hourly/monthly rates of staff available for this project
- Relevant resources available
- History of similar projects done in the past
- Recommendations by at least minimum of one former client for projects of similar nature

I, the undersigned, hereby confirm the acknowledgement of the Terms of Reference as part of the Appointment.

Name

Office Stamp

Date

LIST OF ACTIVITIES
MAINTENANCE OF BULK METERING AND CABLE REPLACEMENTS
LOW VOLTAGE WORKS
PRICING BILL

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Ntshebe Flats ERF 1814 – Supply and install 120A MCB and 120/5A Current Transformers. Design and Install Metering Kiosk to cater for the new meter. Supply 50m x 50mm 4 Cu PVC SWA ECC PVC FR BULK 600/1000V	1		
2	Gift Fynn Office Park ERF 98 – Supply and install 120A MCB and 120/5A Current Transformers. Design and Install Metering Kiosk to cater for the new meter. Supply 50m x 30 mm 4 Cu PVC SWA ECC PVC FR BULK 600/1000V	1		
3	Crime Intelligence Unit ERF 86 – Supply and install 5A CT Operated Meter with 250 A MCB and 250/5 A Current Transformers , 20m x ECC 50mm x4 Cu PVC.	1		
4	Issue Certificate of Compliance for all three sites	3		
	SUB TOTAL			
	15 % VAT			
	TOTAL			