

Bid No: SCM 05/2025/26

Supply Chain enquiries: 016 973 8740/44

Date: 03rd of September 2025

Request for formal Written Quotation

Kindly furnish Metsimaholo Local Municipality with a written quotation for the services as detailed on the below schedule.

APPOINTMENT OF A SERVICE PROVIDER FOR INSTALATION OF TWO 96,000 BTU SPLIT JET-AIR AIR CONDITIONERS UNIT IN COUNCIL CHAMBER.

Detailed Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from Supply Chain Management Unit, Finance Building, Sasolburg 1947 at **R50.00**

The quotation must be placed on the letterhead of your company and must be delivered not later than the **11 SEPTEMBER 2025 before 11H00AM** in the tender box located at Metsimaholo Local Municipality, First Floor, Finance Building, 10 Fichardt Street, Sasolburg. The following requirements will apply:

- **Be registered on the Central Supplier Database (CSD)** and provide us with your Supplier number or attach a **Summary report**.
- **Service provider** must submit **municipal rates and taxes statement on the company name that** is not older than three months and not in arrears for more than 90 days or **Lease agreement** where the company is the lessee.
- The bidder must attach **01 signed reference letter** from previous work implemented on the client's letterhead.
- **CIDB Grading 2ME or Higher.**
- **Compulsory Briefing Session on the 05 SEPTEMBER 2025 @ 09H00 at SCM Office**

Please take note that the quotation must be valid for 60 days.

**NB! IT IS COMPULSORY TO PURCHASE THE BID DOCUMENT FROM THE MUNICIPALITY
FAILURE TO DO SO WILL RENDER YOUR SUBMISSION AS A NON-RESPONSIVE BID AND
WILL NOT BE EVALUATED FURTHER.**

This quotation will be evaluated in terms of 80/20 of points system as prescribed in the Preference Points Claim Form in Terms Of The Preferential Procurement Regulations 2022 (Price(80) and Specific Goals (20) (Locality) for this purpose the bidders are required to submit **Municipal account** in the name of the bidder not older than 90 days or a valid copy of lease agreement signed by both parties, where the bidder is the lessee, or SARS tax pin document or submit your company **bank confirmation letter** with address of the company, if **bank confirmation letter** does not reflect the bidders address the **bank confirmation letter** must be submitted with the **bank statement**.

General Conditions are available on the Municipal website for your information. Failure to comply with the above conditions may invalidate your offer.

Mr F.J. Motlounq
Municipal Manager

SPECIFICATIONS

Request for service provider for installation of two 96,000 BTU Split Jet-Air Air Conditioners unit in Council Chamber

TERMS OF REFERENCE

1. Unit Installations:

- **1.1** Assign indoor and outdoor units to allocated locations.
- **1.2** Fabricate and install two support brackets (1300 mm x 400 mm x 600 mm) with a finished wooden aesthetic.
- **1.3** Lift and securely mount the 129 kg indoor units onto the fabricated brackets, utilizing appropriate bolts and nuts.
- **1.4** Construct and install 1000 mm support brackets for the outdoor units.
- **1.5** Lift and securely mount the outdoor units onto the fabricated brackets, utilizing appropriate bolts and nuts.
- **1.6** Accurately measure and drill appropriately sized holes for refrigerant piping and communication cables between indoor and outdoor units.
- **1.7** Properly insulate the 7/8" and 3/8" refrigerant piping as required.
- **1.8** Measure and cut refrigerant piping to the required lengths.
- **1.9** Connect refrigerant piping to indoor units.
- **1.10** Connect refrigerant piping to outdoor units.
- **1.11** Measure and cut 2.5mm communication cables.
- **1.12** Connect communication cables to indoor units.
- **1.13** Connect communication cables to outdoor units.
- **1.14** Measure and cut power cables.
- **1.15** Connect outdoor unit power cables to isolators.
- **1.16** Utilize a pressure gauge to verify system pressure.
- **1.17** Charge the system with the correct amount of R410A refrigerant.
- **1.18** Commission and test the operation of the units.
- **1.19** Obtain client sign-off upon completion and satisfactory operation.

2. Installation of Power Supply to Air Conditioner Units:

- **2.1** Install 2 x 40-amp circuit breakers into the distribution board (DB).
- **2.2** Supply and install 25mm rigid conduit (Bosal), 2 x 60 meters, securely fastened to the concrete ceiling with 25mm carrier saddles.
- **2.3** Pull 6mm Steel Wire Armoured (SWA) cable through the installed conduit.
- **2.4** Supply and install 2 x 65-amp rated isolator switches to the wall, positioned near the outdoor units.
- **2.5** Supply and install 2 x 25-amp circuit breakers for the 96,000 BTU units.
- **2.6** Supply and install rigid conduit (Bosal) to the outdoor units.
- **2.7** Supply and install 2 x IP65 rated isolator switches for the 96,000 BTU units, mounted under the ceiling.
- **2.8** Commission and test the complete electrical installation.
- **2.9** Issue a Certificate of Compliance (CoC) report for the electrical installation.