

MAINTENANCE DEPARTMENT

INVITATION TO QUOTE

An invitation is hereby issued to suitably qualified and experienced service providers to provide services as described on the table below:

QUOTE NUMBER	QUOTE DESCRIPTION	PRICE AND BBBEE	CLOSING DATE & TIME	MANDATORY REQUIREMENTS
RFQ MUT 315/2026	Appointment a Three (03) Suitably Qualified & Experienced 2ME (or Higher) HVAC&R Systems Contractors for the Provision of Ad-hoc, Routine, Risk- and Condition-Based, PPM as well as Emergency Maintenance Services MUT Wide as-and when required basis	80/20	16 July 2026, 11:00 am	Refer to a document

Mangosuthu University of Technology is committed to the implementation of its Procurement Policy on Broad-based Black Economic Empowerment (BBBEE).

For Procurement Related Enquiries: Mr. Sikhulile Thusi, email thusi.sikhulile@mut.ac.za (031) 819 9535.

For Technical Enquiries: Mr Slindile Mchunu; email: mchunu.silindile@mut.ac.za (031) 907 7536.

Bid documents can be downloaded from MUT website <https://www.mut.ac.za/tenders-procurement/>.

Completed documents should be emailed back to thusi.sikhulile@mut.ac.za no later than the date and time specified on the advertisement.

The University does not bind itself to accept the lowest bid and reserves the right to accept the whole or part of any bid. If you are not contacted within 180 working days after the closing date of the tender, consider your tender unsuccessful. The University does not bind itself to accept the lowest bid and reserves the right to accept the whole or part of any bid.

OFFICIAL REQUEST FOR QUOTATION (RFQ)

INSTRUCTIONS: The supplier information must be completed in full, and this document must be signed by authorized personnel. The supplier must carefully read the instructions and the terms and conditions of this document. Failure to adhere to these instructions and terms and conditions may result in rejection of the submission.

Business Unit: Maintenance-Electrical	RFQ number: RFQ MUT 315/2026
RFQ Description:	Appointment a Three (03) Suitably Qualified & Experienced 2ME (or Higher) HVAC&R Systems Contractors for the Provision of Ad-hoc, Routine, Risk- and Condition-Based, PPM as well as Emergency Maintenance Services MUT Wide as-and when required basis
Requester: Mr Silindile Mchunu Contact No: 031 907 7536 E-mail: mchunu.silindile@mut.ac.za	Buyer: Mr Sikhulile Thusi Contact no: (031) 819 9535. E-mail: thusi.sikhulile@mut.ac.za
Request Date:	06 July 2026
Compulsory Briefing/Information session	None
Closing date: 16 July 2026 Closing Time: 11h00	Completed Quotation should be returned via e-mail: thusi.sikhulile@mut.ac.za
Payment term	30 days in arrears upon receipt of a valid invoice
NB: RFQ documents should be submitted to the email address above. Clarification questions to be directed to the buyer on the above email address.	

Panel Validly Period: Six (6) Months or until the RFQ financial threshold is reached, whichever occurs first.

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SECTION 1- BIDDER'S INFORMATION, CONDITIONS AND TERMS OF REFERENCE

Bidder's Name:	
Contact Number:	
Name & Surname of Authorized Person:	
E-mail:	
Company Registration Number:	

1.1. RFQ CONDITIONS:

1. Bidders must submit all necessary documents and complete all forms and questionnaires contained in this RFQ in full. MUT applies the two-stage process of evaluating tenders, namely functionality and B-BBEE component.
2. Pricing: do not show separately.
3. Bidders responding to this quotation are deemed to do so, on the basis that they acknowledge and accept all Terms of Reference of this quotation.
4. The 90-day validity period may not be extended unless otherwise stated by the bidder.
5. Incomplete or late submissions will not be evaluated.
6. Return quotations to the email address provided herein before closing date and time.

1.2. WHAT IS MUT LOOKING FOR?

MUT Maintenance Department seeks to appoint 3 suitably qualified & experienced specialist 2ME (or higher) CIDB graded HVAC&R systems contractors to carry out ad-hoc, routine, PPM, risk and condition based as well as emergency HVAC&R maintenance services as and when required, MUT-wide. Consequently, the required maintenance services will include HVAC&R asset repairs and replacements (inclusive of new installations), hence OPEX and CAPEX budgets apply.

1.3. SCOPE OF WORK:

Reference is made to the "Mandatory Criteria", "Functionality Criteria" and "Pricing Schedule" & "B-BBE Criteria" pertaining the procurement of performance driven ad-hoc, routine, PPM, risk and condition based as well as emergency HVAC&R maintenance and installation (replacement assets) services for a contract period not exceeding 6-months. The CIDB Act 38 of 2000 refers i.r.o tender thresholds for 2ME (or higher) graded contractors (R500 000.00 – R1 000 000.00) v/s

the budget for this rate-based and fixed-fee contract.

Pertaining to the outsourced ad-hoc, routine, PPM, risk and condition based as well as emergency HVAC&R maintenance services' contract scope of work; the appointed HVAC&R contractor will be required to:

- Replace, install and maintain all HVAC&R equipment in accordance with the original or revised design specifications / parameters, O&M manuals and applicable SANS codes.
- Ensure that work of a technical nature is performed by "Competent Persons", as defined by the OH&S Act, who are experienced and skilled in installing and maintaining HVAC&R infrastructure similar to which are the subject matter of this agreement. The referred "Competent Persons" must be employed and supervised by the appointed contractor.
- Provide call-out services twenty-four (24) hours a day, seven (7) days per week. The call-out service must be carried out at the cost as provided for in the pricing schedule.

NB: The contractor's staff must be equipped with adequate communication equipment and requisite tools to perform the required services and to ensure a minimum delay in the response to emergency call-outs.

- Provide MUT, on an ongoing basis, with technical reports of every HVAC&R asset and system that has been inspected detailing the assets' and system's condition assessment findings, recommendations, full cost implications and associated timelines.
- Supply, repair and replace all parts of every HVAC&R infrastructure made necessary through normal wear and tear and system failure when such system replacements or repairs are deemed necessary in accordance with this agreement, the manufacturer's requirements and applicable SANS codes. Only parts that are certified by the original equipment manufacturer (OEM) with agreed warrantee periods, in all respects, must be used, unless not immediately available and agreed with MUT in writing.
- Replace all parts timeously, thereby limiting incidences of breakdowns (asset & system downtime), unplanned maintenance and consequent damage to HVAC&R infrastructure. Consequently, the appointed contractor must maintain maximum HVAC&R system uptime.
- The appointed contractor must provide MUT with a written guarantee or warranty of three months on all work done together with the OEM warranties of all parts provided, which will be filed in the appropriate contract management register.
- Provide monthly technical reports (computer-generated) detailing the history of all inspections, callouts, audits, un/scheduled maintenance activities and costs (inclusive of HVAC&R infrastructure breakdowns, repairs & replacements).
- NOT assume ownership or control (in part nor in full) of the HVAC&R infrastructure, all of which must exclusively remain the property of MUT. MUT payment terms and SLA shall

refer.

- Inform MUT in writing of any repair, replacement, or modification required to the existing infrastructure deemed necessary. No repair, replacement, or modification work must be undertaken without the written consent / approval of MUT's duly appointed representative.
- Provide comprehensive monthly Audit / Asset Condition Assessment Reports, Asset Registers and Expenditure Reports for all HVAC&R infrastructure at MUT.
- Provide MUT with a comprehensive HVAC&R Maintenance Master Plan (for all MUT HVAC&R infrastructure) outlining the below – for MUT approval:
 - Ad-hoc Maintenance Plan
 - Routine Maintenance Plan
 - Risk Based Maintenance Plan
 - Condition Based Maintenance Plan
 - Emergency Maintenance Plan.
 - OSHERQ Compliance Management Plan

NB. The bidder is encouraged to arrange a walkabout with the End-user and Buyer (by e-mail) for a visual inspection of MUT's HVAC&R infrastructure prior to this RFQ's closing date. However, the aforesaid comprehensive HVAC&R Maintenance Master Plan (for all MUT HVAC&R infrastructure) shall be compiled by the appointed contractor and provided to MUT within 14 calendar days of the commencement of this contract.

Legend:

- ME = Mechanical Engineering
- CIDB = Construction Industry Development Board
- HVAC&R = Heating, Ventilation, Air-conditioning, Cooling & Refrigeration
- OPEX = Operating Expenditure
- CAPEX = Capital Expenditure
- OH&S Act = Occupational Health and Safety Act 85 of 1993
- OSHERQ = Occupational, Safety, Health, Environmental, Risk & Quality [Management]

Compliance Management:

The bidder should take note of the requirements of the OH&S Act, the Construction Regulations 2003 issued in terms of Section 43 of the Act and all applicable SANS standards for HVAC&R systems (installation & maintenance services – inclusive of the associated electrical wiring requirements and standards. This being a specialized HVAC&R services contract, the bidder is deemed to have acquainted themselves and fully understands the comprehensive requirements of the referred Act, Regulations and SANS standards. As a result, the bidder is deemed to have allowed for all cost implications in compliance therewith.

1.4. CONTRACT PERIOD

Panel Validity Period: Six (6) Months or until the RFQ financial threshold is reached, whichever occurs first.

1.5. IMPORTANT NOTES:

1. The intent of this RFQ is to procure the services of one 2ME or higher CIDB graded SMME HVAC&R installation & maintenance specialist contractor that will provide the MUT Maintenance Department with outsourced technical services (on a rate-based & fixed-fee contract).
2. The Unit price (Rate P/H) is indicative of the total costs for the provision of each outsourced resource. The bidder must provide (in a separate pricing schedule) a detailed/descriptive cost breakdown of all contract disbursements for the full provision of the required services. The total cost for all monthly disbursements must be included in the Pricing Schedule above, which will be deemed to be an exhaustive list & total amount. The mark-up fee & profit margin fee must be indicated separately in the Pricing Schedule.
3. Any & all services that will be provided on an ad-hoc/emergency basis outside of MUT working hours must be submitted by the contractor to, then pre-authorized in writing by the MUT Maintenance Department's authorized official prior to any services being provided. Standard after hours, weekend & public holiday rates shall apply.
4. The contents of a Task Order Form will be agreed upon & pre-signed by the two parties to regulate the scope, deliverables, milestones & timelines for each task under this contract. This will form part of the SLA for this specialized HVAC&R contract.
5. The successful bidder cannot change any of the resources outsourced to MUT for the entire duration of the contract, unless otherwise approved in writing by the MUT Maintenance Department's authorized official. The service providers' personnel will be issued with access cards.
6. At any point for the duration of this contract, the MUT Maintenance Department's authorized official reserves the right to instruct the appointed contractor to immediately change any & all resources outsourced to MUT due to (including but not limited to):
7. Poor performance / incapacity / delayed services / poor workmanship quality / unacceptable behavior.
8. An OSHER File must be submitted by the appointed contractor & approved by MUT as aforesaid. Failure to comply with this & all applicable statutory requirements will result in the appointed contractor not being permitted to carry out any work on MUT premises. Failure by the appointed contractor to always maintain a compliant OSHER file will lead to the contractor being instructed to immediately leave the MUT premises, reported to the necessary regulatory body/ies and be

penalized accordingly.

9. Penalties for these service deficiencies will be charged to the appointed contractor for each service deficiency that is pending. Hereunder the applicable penalties which will form part of this contract's SLA:

Minimum Service Level	Targets (Response & Turnaround Times)	Applicable Penalties
On-campus response to normal call-outs (within 1 hour of each call-out being logged)	100% Response Time	10% of the billable labour costs, per reported incident.
*On-campus resolution of normal call-outs (within 4 hours of each call-out being logged)	100% Turnaround Time	10% of the billable labour costs, per reported incident.
On-campus response to emergency call-outs (within 1 hour of each call-out being logged)	100% Response Time	15% of the billable labour costs, per reported incident.
*On-campus resolution of emergency call-outs (within 2 hours of each call-out being logged)	100% Turnaround Time	15% of the billable labour costs, per reported incident.
Compliance with any & all applicable statutory regulations	100% Compliance	To be cascaded in the SLA
Compliance with any & all contract agreements	100% Compliance	To be cascaded in the SLA

*= "On-campus resolution of normal & emergency call-outs (within the aforesaid hours of each call-out being logged)": where delays are beyond the control of the appointed bidder, it is the contractor's responsibility to inform MUT (prior / timeously) and provide comprehensive details, i.e., nature of the delay & expected response / turnaround time.

1.6. CONTRACT ADMINISTRATION AND TASK ORDERS

1. No work may commence without a written task order or written instruction issued by the authorised MUT representative.
2. Emergency, after-hours, weekend and public holiday work must be pre-authorised in writing, except where immediate attendance is expressly instructed by MUT to prevent loss or damage, in which case written confirmation must follow as soon as reasonably possible.
3. Each task order shall define the scope, deliverables, timeframes, response expectations and approval arrangements.

4. Completed work must be signed off by the designated MUT representative before invoicing.
5. MUT reserves the right to rotate work among panel members, obtain quotations from panel members for specific tasks, or use any approved panel allocation method provided this is applied fairly, transparently and in line with MUT policy.
6. MUT may require replacement of any deployed resource whose performance, conduct, workmanship or compliance is unsatisfactory.

1.7. REMEDIES, RESERVATION OF RIGHTS AND GENERAL CONDITIONS

1. MUT is not obliged to appoint any bidder and may cancel the RFQ or panel process in accordance with applicable law and policy.
2. MUT reserves the right to verify any information submitted and to request clarification or substantiation where necessary.
3. MUT reserves the right to negotiate with the highest scoring acceptable bidder(s) in line with applicable law and internal policy, provided such negotiations do not materially prejudice any bidder or alter the basis of the competition unlawfully.
4. Any false declaration, misrepresentation, fronting practice, fraud or misstatement may result in disqualification, cancellation of contract, reporting to relevant authorities and/or restriction in accordance with applicable legislation.
5. The successful panel members shall at all times remain compliant with tax, CSD, COIDA, CIDB, SAQCC Refrigerants, registration with department of labor for 3-phase electrical work. and insurance requirements during the contract period.

1.8 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and /or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise,

employed by the state?

YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/shaving the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3. DECLARATION

I, _____ the _____ undersigned,(name) in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.

² 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.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature Date

.....
Position Name of bidder

SECTION 2- EVALUATION PROCESS

Quotations will be evaluated in three stages as set out below:

- Stage 1: Administrative and mandatory compliance.
- Stage 2: Functionality evaluation (minimum threshold: 70 points out of 100); and
- Stage 3: Price and preference points in terms of the 80/20 preference point system.

2.1. STAGE 1 – ELIGIBILITY AND MANDATORY RETURNABLE DOCUMENTS

1. RFQ document completed and signed where applicable.
2. Completed Pricing Schedule
3. Company Registration Documents / CIPC Certificate/MUT Vendor Number
4. Valid Tax Compliance Status Pin
5. Valid and relevant COIDA
6. Valid SARRAICA registration
7. Valid Proof of company registration with SAQCC Refrigerants
8. Valid Proof of company registration with department of labor for 3-phase electrical work.
9. Certified ID Copies of all Company Directors
10. Board/Directors Resolution or Proxy (If not Sole Proprietor)
11. Public liability cover to the value of R2 000 000.00.
12. Valid 2ME or higher CIDB grade (Proof to be attached).

2.1.1. NON – MANDATORY RETURNABLE DOCUMENTS (STAGE 1)

1. CSD MAAA NUMBER -----(please insert in the space provided)
2. BBBEE Certification – No points will be allocated if not provided.
3. **Important condition:** The successful bidder(s) shall, within five (5) working days of receipt of a letter of appointment and before commencement of any work, submit a contract-specific safety file and any other commencement documents required by MUT for approval.

2.2. STAGE TWO – FUNCTIONALITY EVALUATION (100 POINTS)

The evaluation criteria for functionality considers the bidder's previous experience and ability, quality, reliability, viability and durability of all equipment, goods and or services as well as the Bidders technical capacity and ability to execute and maintain a contract.

Note:

- No bidders will be considered further unless the minimum qualifying score/percentage for functionality has been achieved.
- Only bidders scoring minimum 70% and more shall be considered for Stage 3 dealing with Price & BBBEE.
- Only bidders who meet the minimum qualifying threshold will be considered, and the Seven highest scoring among them will be appointed as panel members.

Functionality Criteria	Weights
<p>COMPANY EXPERIENCE AND REFERENCES</p> <p>The bidder to submit Copies of reference letters for proven experience for completed HVAC&R installation and maintenance contracts / projects valuing R500 000.00 – R1 000 000.00 (as per the CIDB Works Capability criteria for 2ME graded contractors)</p> <p>The references should include the name of the entity, nature of contract, contact person (Relevant person), contact number and email address.</p> <p>Note: Please ensure reference letters are on the clients' letterhead.</p>	Maximum 30 points
<p>Three (3) client reference letters for completed HVAC&R installation and maintenance contracts / projects valuing R500 000.00 – R1 000 000.00 (as per the CIDB Works Capability criteria for 2ME graded contractors)</p>	30 Points
<p>Two (2) client reference letters for completed HVAC&R installation and maintenance contracts / projects valuing R500 000.00 – R1 000 000.00 (as per the CIDB Works Capability criteria for 2ME graded contractors)</p>	20 Points
<p>One (1) client reference letter for completed HVAC&R installation and maintenance contracts / projects valuing R500 000.00 – R1 000 000.00 (as per the CIDB Works Capability criteria for 2ME graded contractors)</p>	10 Points
<p>EXPERIENCE OF KEY PERSONNEL</p> <p>The bidder must submit comprehensive CVs (further to filling in – in full, the abridged CV forms below), Certified / Verifiable Membership and Professional Registration Certificates as well as all Certified / Verifiable Relevant Qualifications of all key personnel that will be assigned to this HVAC&R contract.</p>	Maximum 61 Points
<p>1 X SPECIALIST HVAC&R TECHNICIAN:</p>	12 points Max
<p>Relevant accredited Mechanical Engineering / HVAC&R related diploma / degree</p>	4 points
<p>Certificates of training, certification, and registration under the Pressure Equipment Regulations (PER), with SAQCC Gas</p>	4 points
<p>5+ years' service experience in the installation and maintenance of HVAC&R systems (4 points)</p>	4 points
<p>2-4 years' service experience in the installation and maintenance of HVAC&R systems (3 points)</p>	
<p>1 X WIREMAN'S LICENSED ELECTRICIAN:</p>	10 points Max
<p>Electrical Trade Test Certificate</p>	3 points
<p>Wireman's License Card issued by the Department of Labour</p>	2 points
<p>5+ years' service experience pertaining to the electrical wiring of premises i.r.o HVAC&R infrastructure & issuing of electrical COCs (i.e., after acquiring their wireman's license). (5 points)</p>	5 Points
<p>2-4 years' service experience pertaining to the electrical wiring of premises i.r.o HVAC&R infrastructure & issuing of electrical COCs (i.e., after acquiring their wireman's license). (3 points)</p>	

4 X HVAC&R ARTISANS:	16 Points Max
Refrigeration Mechanic (Industrial) Trade Test Certificates (1 Point per Artisan)	4 points
Certificates of training, certification, and registration under the Pressure Equipment Regulations (PER), with SAQCC Gas (1 Point per Artisan)	4 points
5+ years' service experience in the installation and maintenance of HVAC&R systems (8 points)=2 Point per Artisan)	8 points
2-4 years' service experience in the installation and maintenance of HVAC&R systems (4 points)= 1 Point per Artisan)	
1 x Health & Safety Compliance Management Officer:	7 points Max
Relevant accredited SAMTRAC/Diploma/Degree	4 points
5+ years' OSHERQ compliance management service experience on contracts / projects pertaining to the installation and maintenance of HVAC&R systems (3 points)	3 Points
2-4 years' OSHERQ compliance management service experience on contracts / projects pertaining to the installation and maintenance of HVAC&R systems (2 points)	
4 X HVAC&R ASSISTANTS:	12 points Max
RSA IDs (1 Point per Assistant)	4 points
5+ years' service experience in the installation and maintenance of HVAC&R systems, i.e., assisting HVAC&R Artisans. (8 points) =2 point per Assistant)	8 points
2-3 years' service experience in the installation and maintenance of HVAC&R systems, i.e., assisting HVAC&R Artisans. (4 points) = 1 Point per assistant)	
DIRECTORS QUALIFICATIONS: (Clear and certified copies are required for this resource)	4 points Max
Engineering post graduate qualifications + Proof of registration with SAQCC refrigerants.	4 points
Engineering degree + Proof of registration with SAQCC refrigerants.	3 points
Engineering diploma + Proof of registration with SAQCC refrigerants.	2 points
Engineering certificate + Proof of registration with SAQCC refrigerants.	1 points
Locality Bidder to submit a copy of Lease agreement; Utility bill not older than 3 months; Confirmation of Residential Address Issued by Ward Councilor	Maximum 9 points
Business Operating in Umlazi (Utility bill / Lease agreement/ Confirmation of Residential Address Issued by Ward Councilor provided)	9 Points
Business Operating in Durban (Utility bill / Lease agreement/ Confirmation of Residential Address Issued by Ward Councilor provided)	6 Points
Business Operating within 100km radius from MUT (Utility bill / Lease agreement/ Confirmation of Residential Address Issued by Ward Councilor provided)	3 Points
Business Operation beyond 100km radius from MUT	0 Points
TOTAL POINTS FOR FUNCTIONALITY	100 Point

Notes for functionality:

- All qualifications must be attached. Where foreign qualifications are submitted, a SAQA evaluation certificate must also be attached. MUT reserves the right to verify all references, qualifications, registrations and experience claims. Replacement personnel may only be used with prior written approval by MUT and must be of equal or better competence.
- No information provided OR submission of no substance / irrelevant information provided OR less than 2 years' experience = 0 Points

2.2.1 CV TEMPLATE: SPECIALIST HVAC&R TECHNICIAN (x1)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes me, my qualifications, experience & expertise.

Signature: **Date:**.....
[of key personnel who confirms the details on the CV as recorded above]

Signature: **Date:**
[of person authorised to sign on behalf of the Tenderer]

2.2.2 CV TEMPLATE: WIREMAN'S LICENSED ELECTRICIAN (x1)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.3 CV TEMPLATE: HVAC&R ARTISAN (1 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s	Name of Institution/s			Year Obtained	
Name of Employer (1):	Full Time:	Yes		No	
Current/Recent Position:	Years of Experience:				
Name of Employer (2):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (3):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (4):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Specific Experience Record Pertinent to the Required Services:					

2.2.4 CV TEMPLATE: HVAC&R ARTISAN (2 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes me, my qualifications, experience & expertise.

Signature: **Date:**.....
[of key personnel who confirms the details on the CV as recorded above]

Signature: **Date:**

[of person authorised to sign on behalf of the Tenderer]

2.2.5 CV TEMPLATE: HVAC&R ARTISAN (3 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.6 CV TEMPLATE: HVAC&R ARTISAN (4 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.7 CV TEMPLATE: HVAC&R ARTISAN ASSISTANT (1 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s	Name of Institution/s			Year Obtained	
Name of Employer (1):	Full Time:	Yes		No	
Current/Recent Position:	Years of Experience:				
Name of Employer (2):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (3):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (4):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Specific Experience Record Pertinent to the Required Services:					

2.2.8 CV TEMPLATE: HVAC&R ARTISAN ASSISTANT (2 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.9 CV TEMPLATE: HVAC&R ARTISAN ASSISTANT (3 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.10 CV TEMPLATE: HVAC&R ARTISAN ASSISTANT (4 OF 4)

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.11 CV TEMPLATE: 1 X HEALTH & SAFETY COMPLIANCE MANAGEMENT OFFICER:

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s		Name of Institution/s		Year Obtained	
Name of Employer (1):		Full Time:	Yes		No
Current/Recent Position:		Years of Experience:			
Name of Employer (2):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (3):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Name of Employer (4):		Full Time:	Yes		No
Previous Position:		Years of Experience:			
Specific Experience Record Pertinent to the Required Services:					

2.2.12 CV TEMPLATE: COMPANY DIRECTOR

Full Name:		Nationality:			
Gender:		ID No.:			
Formal Qualifications:					
Qualification/s	Name of Institution/s			Year Obtained	
Name of Employer (1):	Full Time:	Yes		No	
Current/Recent Position:	Years of Experience:				
Name of Employer (2):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (3):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Name of Employer (4):	Full Time:	Yes		No	
Previous Position:	Years of Experience:				
Specific Experience Record Pertinent to the Required Services:					

2.2.13 COMPANY PROFILE TEMPLATE:

Bidder's Company Name:	
Experience in Proving HVAC Maintenance Services:	
Name of Client (1):	
Duration of Service:	Contract Value (as per the CIDB Works Capability criteria):
Assigned OSHERQ personnel (if any):	
Relevance of the Contract Scope of Services v/s this RFQ Service Scope:	
Name of Client (2):	
Duration of Service:	Contract Value (as per the CIDB Works Capability criteria):
Assigned OSHERQ personnel (if any):	
Relevance of the Contract Scope of Services v/s this RFQ Service Scope:	
Name of Client (3):	
Duration of Service:	Contract Value (as per the CIDB Works Capability criteria):
Assigned OSHERQ personnel (if any):	

Relevance of the Contract Scope of Services v/s this RFQ Service Scope:	
Name of Client (4):	
Duration of Contract:	Contract Value (as per the CIDB Works Capability criteria):
Assigned OSHERQ personnel (if any):	
Relevance of the Contract Scope of Services v/s this RFQ Service Scope:	

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes our company's service experience.

Signature: **Date:**.....
 [of key personnel who confirms the details on the Company Profile as recorded above]

Signature: **Date:**.....
 [of person authorised to sign on behalf of the Tenderer]

2.3 STAGE 3 – PRICE AND PREFERENCE POINTS (80/20)

Only Bids that achieved the minimum qualifying score/percentage of 70% for functionality will be considered further in terms of the relevant preference point system.

To enable fair comparison of quotations, bidders must complete the pricing schedule below. The quantities are for evaluation purposes only and do not guarantee actual volumes. Work will be instructed only through authorised task orders as and when required.

2.3.1 POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis: 80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

P_{\min} = Price of lowest acceptable bid

POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Note:

Non-compliant contributors or failure to provide certification substantiating the BBBEE status level of contribution will result in the Bidder being awarded zero (0) points for the preference point system.

2.3.1.1 PRICING SCHEDULE / BILL OF QUANTITIES 1: CATEGORY A - HUMAN CAPITAL & GENERAL CONTRACT COSTS

ITEM	DESCRIPTION	UNIT	EVALUATION QUANTITY	RATE (R)	EXTENDED PRICE (R)
1	Specialist HVAC&R Technician	Hour	1		
2	Wireman's Licensed Electrician	Hour	3		
3	HVAC&R Artisans	Hour	1		
4	Health & Safety Compliance Management Officer	Hour	1		
5	HVAC&R Assistants	Hour	1		
6	Administration (Technical Inspection Reports, Quotations, Service Sheets / Job Cards, Credit Notes, Invoices & Monthly Statements - combined)	Per/H	1		
7	Monthly Audit / Asset Condition Assessment Report Fee	Per/H	1		
8	Monthly Asset Register Fee	Per/H	1		
9	Monthly performance report fee	Per month	1		
10	Material mark-up percentage (cap to be inserted by MUT if applicable)	%	1		
11	Other approved disbursement (administration & Transport)	Unit	1		

Call-out Fee (Indicative Only)

DESCRIPTION	RATE PER CALL-OUT
After-hours / weekend / public holiday call-out fee	

2.3.1.2 PRICING SCHEDULE / BILL OF QUANTITIES 2: CATEGORY 1B – HVAC&R SCHEDULED MAINTENANCE SERVICE RATES

PLEASE NOTE:

1. This is a Firm & Fixed Pricing Model
2. Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
3. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
4. This is a rate-based & fixed fee specialized HVAC&R installation & maintenance services contract. Therefore, the quantities noted below are for evaluation & adjudication purpose ONLY per asset. The bidder's offered unit rates v/s total amounts noted below will be utilized to calculate the actual total contract costs for the stated contract duration.
5. All new installations rates must include power cabling (maximum 10m long) and all appurtenances necessary for a complete installation. New installations must include an Electrical COC (including costing thereof) and should conform to all applicable SASA standards (including but not limited to the below):
 - SANS 0142 wiring of premises
 - SANS 10147
 - OH&S Act 85 of 1993

No.	Description	Service Intervals	No. of Services	Quantity	Unit Rate (Per Service)	Total Amount (No. of Services x Qty x Rate)
1.1	Water Cooled Chillers up to 256 kW	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.2	Cooling Towers up to 195000Kcal/hr	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.3	Centrifugal Belt Driven Fans up to 700mm	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.4	Air Handling Units up to 20m ³ /s	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		

1.5	Chilled, Condenser & Hot Water Pumps up to 10kW	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.6	VRV Ducted Split Units	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.7	Unifiliar Units up to 48000	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.8	Axial Extractor Fans up to 300mm	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.9	Chilled Water Fan Coil Units (with electrical heating) up to 24000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.10	Split Package Units up to 36000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.11	Window-Wall HVAC Units up to 18000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.12	Ceiling Mounted Extractor Fans up to 300mm	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.13	Water-Cooled Console Units up to 18000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		

1.14	Water-Cooled In-Ceiling Cassette Units up to 48000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.15	Air-Cooled In-Ceiling Cassette Units up to 48000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.16	Air-Cooled Under-Ceiling Cassette Units up to 60000BTU	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.17	In-Ceiling Rooftop Air Handling Units up to 10 000CFM	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.8	Air- Cooled Chillers up to 256 kW	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
1.9	Heat Pumps up to 23KW	Monthly	6	1		
		Quarterly	2	1		
		Bi-Annual	1	1		
		Annual	1	1		
Sub-total						
Mark-up on Material Fee (i.e., for repairs): Percentage @_____% & monetary value relative to R1.00						
Profit Margin Fee: Percentage @_____% & monetary value)						
VAT @15% (where applicable ONLY)						
Total Bid Price (Category 1B: HVAC&R Scheduled Maintenance Service Rates) in RSA Currency						

2.3.1.3 CATEGORY 2B: HVAC&R SCHEDULED MAINTENANCE SERVICE RATES

NO.	Description	Service Intervals	No. of Services	Quantity	Unit Rate (Per Service)	Total Amount (No. of Services x Qty x Rate)
2.1	Header Tank up to 10 000litres	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
2.2	Submersible Sump Pump up to 10kW	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
2.3	Sump Pump up to 10kW	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
2.4	Sewerage Pump up to 10kW	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
2.5	Storm Water Pump up to 10kW	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
2.6	Sewerage Drainage Pump up to 10kW	Monthly	6	1		
		Quarterly	4	1		
		Semi - Annual	2	1		
		Annual	1	1		
Sub-total						
Mark-up on Material Fee (i.e., for repairs): Percentage @ _____% & monetary value relative to R1.00						
Profit Margin Fee: Percentage @ _____% & monetary value)						
VAT @15% (where applicable ONLY)						
Total Bid Price (Category 2B: HVAC&R Scheduled Maintenance Service Rates) in RSA Currency						

2.3.1.4 PRICING SCHEDULE / BILL OF QUANTITIES 2: CATEGORY C – RATES FOR NEW / REPLACEMENT HVAC&R ASSET INSTALLATIONS & CONTROLS

PLEASE NOTE:

1. This is a Firm & Fixed Pricing Model
2. Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
3. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
4. This is a rate-based & fixed fee specialized HVAC&R installation & maintenance services contract. Therefore, the quantities noted below are for evaluation & adjudication purpose ONLY per asset. The bidder's offered unit rates v/s total amounts noted below will be utilized to calculate the actual total contract costs for the stated contract duration.
5. All new installations rates must include power cabling (maximum 10m long) and all appurtenances necessary for a complete installation. New installations must include an Electrical COC (including costing thereof) and should conform to all applicable SASA standards (including but not limited to the below):
 - SANS 0142 wiring of premises
 - SANS 10147
 - OH&S Act 85 of 1993

No.	Description	Asset Capacity	Unit Rate (Per Service)
1.1	Mid-Wall Split Units	9 000 BTU	
		12 000BTU	
		18 000BTU	
		24 000BTU	
		30 000BTU	
		36 000BTU	
1.2	In-Ceiling Cassette Units	12 000BTU	
		18 000BTU	
		24 000BTU	
		36 000BTU	
		44 000BTU	
		48 000BTU	
1.3	Under-Ceiling Split Units	36 000BTU	
		48 000BTU	
		60 000BTU	
1.4	Air-Cooled Console Units	9 000BTU	
		12 000BTU	
		18 000BTU	
1.5	Water-Cooled Console Units	9 000BTU	

		12 000BTU	
		18 000BTU	
1.6	Water-Cooled Fan Coil Units	9 000BTU	
		12 000BTU	
		18 000BTU	
		24 000BTU	
1.7	Window-Wall Units	9 000BTU	
		12 000BTU	
		18 000BTU	
Sub-total			
Mark-up on Material Fee (i.e., new & replacement units): Percentage @ _____% & monetary value relative to R1.00			
Profit Margin Fee: Percentage @ _____% & monetary value)			
VAT @15% (where applicable ONLY)			
Total Bid Price (Category C: Rates for New / Replacement HVAC&R Asset Installations & Controls) in RSA Currency			

2.3.1.5 PRICING SCHEDULE / BILL OF QUANTITIES 3: CATEGORY D - HVAC&R ASSEST CONTROLS | RATES FOR NEW HVAC&R UNIT TIMERS

PLEASE NOTE:

1. This is a Firm & Fixed Pricing Model
2. Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
3. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
4. This is a rate-based & fixed fee specialized HVAC&R installation & maintenance services contract. Therefore, the quantities noted below are for evaluation & adjudication purpose ONLY per asset. The bidder's offered unit rates v/s total amounts noted below will be utilized to calculate the actual total contract costs for the stated contract duration.
All new installations rates must include power cabling (maximum 10m long) and all appurtenances necessary for a complete installation. New installations must include an Electrical COC (including costing thereof) and should conform to all applicable SASA standards (including but not limited to the below):
 - SANS 0142 wiring of premises
 - SANS 10147
 - OH&S Act 85 of 1993

NO.	Description	Asset Capacity	Unit Rate (Per Service)
1.1	Mid-Wall Split Units	9 000 BTU	
		12 000BTU	

		18 000BTU	
		24 000BTU	
		30 000BTU	
		36 000BTU	
1.2	In-Ceiling Cassette Units	12 000BTU	
		18 000BTU	
		24 000BTU	
		36 000BTU	
		44 000BTU	
		48 000BTU	
1.3	Under-Ceiling Split Units	36 000BTU	
		48 000BTU	
		60 000BTU	
1.4	Air-Cooled Console Units	9 000BTU	
		12 000BTU	
		18 000BTU	
1.5	Water-Cooled Console Units	9 000BTU	
		12 000BTU	
		18 000BTU	
1.6	Water-Cooled Fan Coil Units	9 000BTU	
		12 000BTU	
		18 000BTU	
		24 000BTU	
1.7	Window-Wall Units	9 000BTU	
		12 000BTU	
		18 000BTU	
Sub-total			
Mark-up on Material Fee: Percentage @ _____% & monetary value relative to R1.00			
Profit Margin Fee: Percentage @ _____% & monetary value)			
VAT @15% (where applicable ONLY)			
Total Bid Price (Category D: HVAC&R Asset Controls – Rates for HVAC&R Unit Timers) in RSA Currency			

2.3.1.6 SUMMARY PRICING SCHEDULE:

PLEASE NOTE:

1. MUT reserves the right to appoint or not appoint a contractor for this contract. MUT will not necessarily accept the lowest quotation, in part nor in full. It will be MUT’s sole discretion to appoint the most suitable contractor who will add technical service value to MUT as per the functionality criteria outlined herein. Therefore, a bidder that scores the most functionality points will receive preference over all bidders whose pricing are lower.
2. MUT reserves the right to negotiate the shortlisted / recommended bidder to competitive market related rates as one of the conditions of awarding this contract.

1.1	Category A: Human Capital & General Contract Costs	MUT wide	Item	1	
1.2	Category 1B: HVAC&R Scheduled Maintenance Service Rates	MUT wide	Item	1	
1.3	Category 2B: HVAC&R Scheduled Maintenance Service Rates	MUT Wide	Item	1	
1.4	Category C: Rates for New / Replacement HVAC&R Asset Installations & Controls	MUT wide	Item	1	
1.5	Category D: HVAC&R Asset Controls – Rates for HVAC&R Unit Timers	MUT wide	Item	1	
GRAND TOTAL: Bid Price in RSA Currency					

SECTION 3 MUT RFQ FORM DECLARATION

1. I/We hereby render to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to MUT on the items and conditions and in accordance with the specifications stipulated in the RFQ documents (and which shall be taken as part of, and incorporated into, this RFQ), and on the terms regarding time for delivery and/or execution stipulated therein.
2. I/We agree that the offer herein shall remain binding upon me/us and open for acceptance by MUT during the validity period indicated and calculated from the closing time of the RFQ.
3. If I/we withdraw my/our RFQ within the period for which I/we have agreed that the RFQ should remain open for acceptance or fail to fulfil the contract when called upon to do so, MUT may without prejudice to its other rights, agree to the withdrawal of my/or RFQ or cancel the contract that may have been entered into between me/us and MUT and I/we will then pay to MUT any additional expense incurred by MUT having either to accept any less favourable RFQ or fresh RFQs have to be invited, the additional expenditure incurred by the invitation of fresh RFQ and by the subsequent acceptance of any less favourable RFQ, MUT shall also have the right to recover such additional expenditure by set-off against moneys which may be due or become to me/us under this or any other RFQ or contract or against any guarantee or deposit that have been furnished by me/us or on my/our behalf for the due fulfilment of this or any other RFQ or contract and pending the ascertainment of the amount of such additional expenditure to retain such moneys, guarantee or deposit as security for any loss MUT may sustain by reason of my/our default.
4. If my/our RFQ is accepted the acceptance may be communicated to me/us by letter or ordinary post or registered post and that SA Post Office Ltd shall be regarded as my/our agent. Delivery or such acceptance to SA Post Office Ltd shall be treated as delivery to me/us.
5. The law of the Republic of South Africa shall govern the contract created by the acceptance of my/our RFQ and that I/we choose domicilium citandi et executandi in the Republic (full address).
6. I/We furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our RFQ, and that it covers all the work/item(s) in these documents and all my/our obligations under a resulting contract. I/we accept that any mistakes in the RFQ submission will be at my/our risk.
7. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me/us under this agreement as the Principal(s) liable for the due fulfilment of this contract.
8. I/We agree that any action from this contract in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any sentence or judgment which may be pronounced against me/us as a result of such action.
9. I/We declare that I/we have participation /no participation in the submission of any other offer for the supplies/service described in the attached documents. If in the affirmative, state name(s) or RFQ(s) involved.
10. -----

Are you duly authorized to sign for this the RFQ? ***YES / NO**

11. Has the Declaration of Interest been duly completed and included with the other RFQ forms?
***YES / NO**

<p>DECLARATION:</p> <p>I, the undersigned (full names):</p> <p>Certify that the information furnished above is correct. I accept that, in addition to cancellation contract, action may be taken against me should this declaration prove to be false.</p> <p>Signature:</p>
--

Ensure that all pages are completed in full before returning this document.

<p>Name & Surname of Authorized Person / Representative:</p> <p>.....</p> <p>Signature of Bidder's Representative:</p>	<p>Date:</p>
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CHECKLIST TO BE COMPLETED BY THE BIDDER:

<ul style="list-style-type: none"> ▪ Does this offer comply with the specifications? State the brand where applicable. 	
<ul style="list-style-type: none"> ▪ Does the bidder have the required experience? State period. 	
<ul style="list-style-type: none"> ▪ Can this order be delivered within specified period? State delivery period. 	
<ul style="list-style-type: none"> ▪ Do you intend sub-contraction/Partner? 	
<ul style="list-style-type: none"> ▪ Does the bidder have a Valid SARS Tax Compliance Status Pin? 	
<ul style="list-style-type: none"> ▪ Does the bidder have a valid Proof of company registration with department of labour for 3-phase electrical work. 	
<ul style="list-style-type: none"> ▪ Does the bidder have a Valid Letter of Good Standing (COIDA)? 	
<ul style="list-style-type: none"> ▪ Does the bidder have a CIDB grading ME2 or Higher? 	
<ul style="list-style-type: none"> ▪ Does the bidder have a public liability cover to the value of R2000 000.00? 	
<ul style="list-style-type: none"> ▪ Does the bidder have a valid BBBEE Certificate or Affidavit? 	
<ul style="list-style-type: none"> ▪ Did the bidder complete the Bidder's Disclosure Declaration? 	
<ul style="list-style-type: none"> ▪ Did the bidder complete the MUT RFQ Declaration? 	