



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Terms Of Reference – PUR 3900/60 – Panel of Electricians

TALETSO TVET College intends appointing a Panel of Electrical Service Providers on an ad-hoc basis at various sites /campuses of TALETSO for two (2) years. Labour rates per hour and mark-up (cost plus %) must be fixed for two (2) years.

Item Number	Item Description	Labour Rate per Hour (Incl. VAT)
1.	Electrical Services:	
1.1	- Manager	R
1.2	- Supervisor	R
1.3	- Electrician	R
2	Call-outs:	
2.1	- Working hours	R
2.2	- After hours	R
2.3	- Weekend	R
2.4	- Public holiday	R
	TOTAL (INCLUDING VAT)	R
3.	Cost Plus Percentage (%) for Parts	%

Mandatory Requirements

Appendix Number	Description of Appendix	Requirement
Appendix A	RFP Document	Each page of the RFP document to be initialled by a delegated representative
Appendix A1	Proof of Payment	Attach Payfast proof of payment and include the company tendering for, if purchased by a different company
Appendix B and B1	Technical specifications and pricing	Complete and Attach your pricing schedule as per specifications
Appendix C	Proof of Bank Account	Provide Confirmation letter from Bank
Appendix D	Company registration documents	Provide certified Company registration documents
Appendix E	Tax clearance certification	Provide an original valid tax clearance certificate or Tax Pin Number
Appendix F	B-BBEE certification	Provide a valid SANAS B-BBEE Verification Certificate

Appendix G	Board resolution	Provide Valid Board Resolution if not Sole Proprietor
Appendix H	Declaration of Interest	Complete form in this tender document
Appendix I	Registration on National Treasury	Provide a copy of your unique supplier number (MAAA....).
Appendix J	Identity documents	Submit certified ID copies (not older than 3 months) of all directors, shareholders and personnel to be allocated to the college
Appendix K	Wiremen's License	Submit certified (not more than 3 months) copies of Wiremen's Licenses (issued by Department of Labour) for personnel to be allocated to the college

FUNCTIONALITY CRITERIA	POINTS ALLOCATED
<p>Provide three (3) contactable references of contracts of similar size and nature (electrical maintainance) done within the past three (3) years:</p> <p>3 References verified = 10 Points</p> <p>2 References verified = 5 Points</p> <p>1 Reference verified = 0 Points</p>	10
<p>Company's experience (Submit company profile)</p> <p>More than 5 years of experience = 20 points</p> <p>Experience between 3 and 4 years = 10 points</p> <p>Experience below 3 years = 5 points</p>	20
<p>Technical capability</p> <p>Bidder to provide the CVs and certified qualifications for the number of skilled labours that will be deployed for the duration of the project.</p> <p>Must have trade test certificate/field work experience, at least 2 years' experience or more, with a minimum of NQF level (Level 4) with trade test.</p> <p>Must have first, second and third fix experience in electrical maintainance.</p> <p>Qualification:</p> <ul style="list-style-type: none"> NQF level 4 National with trade test = 10 points NQF level 4 without trade test = 5 points <p>Vehicle logistics:</p> <ul style="list-style-type: none"> Service history of vehicles submitted = 10 points Service history of vehicles not submitted = 0 points 	30

Skilled labour experience: <ul style="list-style-type: none"> CVs of individual electricians to be utilised = 10 points No experience = 5 points 	
Offices/workplace in Gauteng Province (submit proof of location, eg municipality statement, lease) Based in North West = 10 points Based outside of North West = 5 points	10
Provide details of ability to complete the works – technical ability to be proven (proof/list of equipment, tools applicable for various jobs etc) Provided = 20 points Not provided = 0 points	20
Provide recent Annual Financial Statements / Management Accounts Provided = 10 points Not provided = 0 points	10
Total points	100