



Procurement Official: Lorato Chababa
Tel. (053) 838 5319
e.mail: Lorato.chababa@dpw.gov.za

Department of Public Works

Inspector: Issie
Contact: 072 6356 155

Quotation Form

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| Contractor Reference: | Complaint Code: ID-111440 |
| Name of Business: | Client Details: SPRINGBOK - JUSTICE |
| Contact Person: | Building Details: SPRINGBOK – MAGISTRATE COURT |
| Telephone: | Address: Building: 1 MONUMENT STREET, Springbok |

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| Cellular: | Description: Repair faulty air conditioners |
| Facsimile: | Client Contact Person: MR DIRISANG MOSIMANYANA |
| Business Post Address: | Contact Details : 078 2826 083/027 7122 188 |

Scope of Work

Request to service and repair 3x wall mounted air conditioners at the Regional Magistrate Office, Control Prosecutors Office and Senior Prosecutors Office

Please note that if this quotation is not returned on or before 11h00 of closing date, then it will be Regarded as late. Thank you.

Price Schedule

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|-----------------------------|--|
| Price excluding VAT: | |
| VAT : | |
| Tender Price : | |

Tender Amount in Words:

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|---|----------------------------------|
| Notification Date: 06 May 2022 | Closing Date: 13 May 2022 |
| Your quotation must reach this office by 11h00 no late quotes will be accepted | |

Please note that invoices must be submitted within 1 month after work has been executed.

Contractor Signature and Stamp

Contractors should refrain from administering Changes to Contract Allowances made in this Document without official prior approval. Failure to sign this document will render this quotation non responsive.

Compulsory VAT:
Registration Number

CSD SUPPLIER NUMBERS:

ID: 111440-Service and repair of 3x split type unit

Scope of work for service and repair of split type air conditioners:

Servicing and repairs shall be deemed inclusive of the following:

INDOOR UNIT:

1. Loosen and remove covers
2. Brush and clean fan drums and blades.
3. Brush, clean and blow out cooling coil.
4. Blow out and clean the whole unit.
5. Clean out condensate pan and drains
6. Clean filters
7. Check electrical connection
8. Check for gas leaks and repair if any. (weld or tighten up)
9. Check and clean condensate pump on cassette unit
10. Access oil fan motor where applicable
11. Assemble unit and leave it in working condition

OUTDOOR UNIT:

1. Loosen and remove covers on outdoor unit.
2. Brush and clean fan drum and blades.
3. Blow and clean the whole unit.
4. Check electrical connections.
5. Check for gas leaks and repair if any (weld or tighten up)
6. Assemble unit and clean up.

GENERAL:

1. Check inter-connecting gas lines for gas leaks and repair if any
 2. Check gas level and charge if necessary
 3. Check amp readings and log
 4. Check off coil temperature readings and log.
 5. Replace batteries on remote control if applicable
 6. Submit service report with the invoice.
 7. Check thermostat, Indoor and Outdoor PC boards, capacitor and fuse for any defects and repair if necessary.
 8. Inspect the compressor unit and fan motor for any defects and repair if necessary.
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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 |
|-----------|-----------------|---------------------------|
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2.2 Do you, or any person connected with the bidder, have a relationship

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

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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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.

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.

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| | |
| Signature | Date |
| | |
| Position | Name of bidder |