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| YouTube Channel: @Elundini Local Municipality | Instagram: @elundini_lm

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish us with a written quotation for **Supply, Installation, Testing, Programming & Commissioning of CT/VT metering system and programming of existing meters with reading software for Elundini Local Municipality** as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business in a sealed envelope indicating the name of bid must be deposited in the tender box situated in 1 Seller Street Nqanqarhu, Finance Department, Cashier Reception area before 12h00 on the **10 March 2026**. For queries, please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr M Zwakala

Tel: 045 932 8218

For Supply Chain Queries: Ms. Yondela Mpetha

Tel: 045 932 8134

SUPPLY, INSTALLATION, TESTING, PROGRAMMING & COMMISSIONING OF CT/VT METRING SYSTEM AND PROGRAMMING OF EXISTING METERS WITH READING SOFTWARE FOR ELUNDINI LOCAL MUNICIPALITY FOR A PERIOD OF ONE YEAR- ELM-3/028/2025-2026

Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submission are eligible to submit tenders and have their tenders evaluated:

1. Tender offers will only be accepted if:

- 1) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <https://secure.csd.gov.za/>) unless it is a foreign supplier with no local registered entity.
- 2) the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations,
- 3) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in the financial offer is market related (See Regulation 6 (9) and section 7 (9) of the 8(9) OF Preferential Procurement Regulation 2022.
- 4) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.
- 5) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect; and
 - iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
- 6) the statement of municipal account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councillor is submitted with the tender document.
- 7) the price(s) quoted are valid for at least ninety (90) days from date of your offer.

If you are aware of any instances of fraud or corruption in the municipality, report anonymously to Freecall: 0800 117844 | SMS 32840 | Email: elundini@tip-offs.com | Freepost: KZN138 Umhlanga Rocks 4320
All correspondence must be addressed to the Municipal Manager



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- 8) the price(s) quoted are firm and are inclusive of VAT where applicable.
- 9) the Joint Venture has attached the following:
 - a) J V agreement,
 - b) original or certified copy of consolidated BBBEE certificate, and
 - c) letter of signatory.
2. **The tenderer is required to submit with his tender the following certificates:**
 - 1) Proof of registration with Central Supplier Database must be attached.
 - 2) A Copy of business entity registration certificate e.g. CK Document
 - 3) Certified ID copy/s of business entity owners
 - 4) Latest municipal account statement or lease agreement or affidavit from the South African Police Services and a letter from ward councillor.
 - 5) Tax Compliance status documents with PIN from SARS must be attached
 - 6) CIDB grade 1EP or Higher
3. **Returnable schedules required for tender evaluation processes**

MBD 1: Invitation to bid

MBD 4: Declaration of Interest form

MBD 6.1 Preferential Procurement Policy framework in terms of PPPR 2022 Regulation

MBD 7.1 Purchase of goods and services

MBD 8: Declaration of Bidder's Past Supply Chain Management Practices

MBD 9: Certificate of Independent Bid Determination

Elundini Municipality Supplier Declaration form (which is downloadable on the municipal website)

www.elundini.org.za

NB: No quotations will be considered from persons in the service of the state

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 1) The Elundini Local Municipality Supply Chain Management Policy will apply;
- 2) The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- 3) Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- 4) Bids submitted are to hold good for a period of 90 days;
- 5) Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered.
- 6) The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- 7) Failure to comply with these conditions may invalidate your offer.
- 8) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
- 9) General Conditions of Contract 2010 will apply in this Request for Quotation
- 10) By mere submission of the bid, the bidder automatically consents to deliver within 14 days of issue of an order unless a declaration for variance in this regard has been submitted to the municipality on the day of issue of an order.
- 11) National Treasury circular no. 9 of 2017/18 Price shall apply.

- 12) Bidders must be allowed to submit bids by hand or by courier on condition that the responsibility of depositing the tender, bid or proposal lies squarely with the bidder not the Municipality
- 13) Local Municipality's Supply Chain Management Policy and the 80/20 preferential procurement points system for acquisition of goods and services with Rand value equal to or below R50 million will be applied.
- 14) No services or goods may be rendered/ supplied until an official purchase order has been issued
- 15) Contract shall be automatically cancelled where conflict of interest was not disclosed

SIGNATURE

✓

DATE



1. SPECIFICATION

Scope of Work (Specific Requirements)

The Service Provider shall provide all necessary personnel, materials, equipment, and plant required for:

- The procurement and installation of one (1) CT/VT 500 kVA meter and its components.
- The calibration and programming of fourteen (14) existing meters.
- providing the municipality with licensed software to enable the reading and monitoring of 27 Elundini Local Municipality Bi-direction, Conventional and Single-phase meters for a period of 1 year.
- The execution of associated works as instructed through a Package Order within the Elundini Local Municipality.
- Package Order will specify its own Works Information with the necessary details applicable for the servicing/ conducting routine maintenance to the meters. This will include but not be limited to reporting, invoicing, technical details, and location

The work will require:

▣ Statutory requirements and standards. The supply of all miscellaneous accessories required to complete the Works. The supply of labour and equipment in order to install materials required, The completion of dead testing, live testing and commissioning of the works. Hand-over documentation, The electronic capturing of metering and installation data. Calibration system and meter programming into the correct KVA

Detailed Scope of works

o Maximum Demand and three phase electronic meter

The Maximum Demand and three phase electronic meters should be Time-of-Use (TOU) compatible electricity meters with Automatic Meter Reading (AMR) capabilities though GSM/GPRS industrial communication modems. the meter has

capability to function according to specifications outlined in this document.

The meter to be supplied should be in accordance with, inter alia, the standards and codes of practice below as a minimum (and as amended):

1. SANS/IEC 62051:2005
2. SANS/IEC 62052:2018
3. SANS/IEC 62053:2018
4. SANS/IEC 62056:2017
5. IEC 61000
6. IEC/CISPR 22
7. NRS 096-1:2007
8. The programming of fourteen (14) meters and be able to read them online including the existing meters on site. software to have Application Programming Interfaces (API) for a period of 1 year. Measurement accuracy ,Active energy (KWH) Bi-directional export reading ,Reactive energy (KVArh) Bi-directional ,Power factor display ,KVA display ,Data Storage, Temper detection. Time of Use tariffs readings and Consumption. Store interval data. (for minimum of 30 minutes) Licenced Reading software for a period of 1 year - System must support automatic remote data collection without manual intervention and a daily automated meter reading capability. Its communication option may include RF Mesh, PLC, GPRS/3G/4G/LTE, and hybrid Solution.

Stage 1 of Evaluation: Eligibility Criteria

For the bidder to be evaluated further on functionality, following eligibility criteria must be met: -

Eligibility Criteria
Valid CIDB of grade 1EP or higher

Bidders with non-compliant with the above Eligibility Criteria will be disqualified and not be considered for further evaluation

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Stage 2 of Evaluation: Functionality

The quality criteria and maximum score in respect of each of the criteria are as follows:

	Evaluation Criteria	Description	Maximum number of points
1.	Company Experience	Proven track record with respect of supply, delivery, and installation of Electricity Meters by means of signed appointment letter/order and a reference letter of the same projects. • 2 Appointment letter/orders and reference letters=10 • 3-4 Appointment letters/orders and reference letter=20 points • 5 and above appointment letters/orders and reference letters=30 points	30
2.	Bank Rating	Bidder must submit a stamped letter from the Bank not older than 3 months with a rating and points will be allocated as follows. • Bank stamped letter B rating =10 points • Bank Stamped letter C rating =07 points • Bank Stamped letter D rating=05 points	10
3.	Delivery Period	• 1-2 weeks =10 • 3-4 Weeks=5 • 5-6 weeks=0	10
Total Points			50

A maximum score of 70% out of 100 points must be score in order to proceed to price and preferential points

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ANNEXURE A: BOQ

Item	Description	Quantity	Unit	Supply Rate	Install Rate	Total
1	Supply, Install, Test and Program					
1.1	3 phase Bi-directional meter (as per the attached Specification) 500KVA	1	ea.	R	R	R
1.2	800A Circuit breaker	2	ea.	R	R	R
1.3	Test block	1	ea.	R	R	R
1.4	CT/VT	3	ea.	R	R	R
2	Meter calibration &Software (as per the attached specification)					
2.1	Meter calibration/programming	14	ea.			R
2.2	Licenced Software	1	Per month			R
	Contingency@10%					R
	VAT@15%					R
	Grand Total					R

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EVALUATION CRITERIA

The 80/ 20 preferential procurement point system for acquisition of goods or services with Rand value equal to or below R50 million will be applied.

Price

- 80 points

Specific Goals

- 20 points

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Proof to claim points
Tender Price	80		
Black Owned	15 Points		• Company Registration document • Certified B- BBEE certificate or Sworn Affidavit
EME or QSE which is at least 51% owned by black people who are women	05 Points		• Company Registration Documents • Certified ID Copy
Sub-Total (Specific Goals)	20 Points		

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Nqangarhu
5480


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