

Bid No: SCM 58/2025/26

Supply Chain enquiries: 016 973 8740/44/43/ 8611/12

Date: 25 May 2026

Request for formal Written Quotation

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

APPOINTMENT OF A SERVICE PROVIDER FOR SUPPLY, DELIVERY AND INSTALLATION OF LAMINATED FLOORING PLANKS/ WOOD-LOOK FLOORING SYSTEM, DOOR REPLACEMENT AND ALUMINIUM AND GLASS PARTITION SYSTEM.

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 business and must be delivered not later than the **02 JUNE 2026 before 11H00 AM** in the tender box located at Metsimaholo Local Municipality, Ground 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 at least **01 signed reference letter for previous work done in Government Institution, related to the scope of work and terms of reference, on the client's letterhead**.
- **Compulsory site briefing session at 10h00 am on Wednesday, the 27th of May 2026, at Metsimaholo Local Municipality, Finance Building.**

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 **Lease agreement** where the bidder is the lessee or an **official letter from the bank** confirming the registered business address of the bidder.

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. Motloung
Municipal Manager

SPECIFICATION

Supply and Install laminate flooring planks/ wood-look flooring system/ click-lock flooring system (6 Offices)

1.1 Scope of work

Supply and install approved laminate flooring planks/ wood-look flooring system/ click-lock flooring system complete with underlay, trims, skirtings, and accessories to office areas, laid strictly in accordance with manufacturer's recommendations and South African standards. The work required is for six (6) offices space)

NB: Office measurements are as follows:

- 12m x 4m
- 6m x 4.6m
- 4m x 4.6m
- 9m x 4.6m
- 6.6m x 4.8m
- 7.1m x 4.2m

1.2 Technical Specification

Flooring Description

Supply and install approved laminate flooring planks/ wood-look flooring / click-lock flooring system complete with underlay, trims, skirtings, and accessories to office areas, laid strictly in accordance with manufacturer's recommendations and South African standards.

The flooring shall be:

- AC4 / Class 32 commercial grade laminate flooring
- 8 mm thick high-density fiberboard (HDF) core
- Unclick click-lock installation system

- Scratch-resistant and anti-static finish
- Suitable for moderate commercial office traffic
- Installed as floating floor system over prepared screed surface

Typical product characteristics include:

- Plank size approximately 1261 x 192 x 8 mm
- Commercial wear rating: AC4/Class 32
- Heavy domestic / medium commercial application
- Moisture-resistant waxed edges
- Compatible acoustic underlay system

Materials Included

- Laminate planks
- 2–3 mm foam underlay
- Expansion joint trims
- Matching skirting or quadrant
- Door transition strips
- Adhesives and fixings where required

Surface Preparation

- Existing screed to be clean, dry, level, and dust-free
- Moisture content to comply with SANS requirements
- Self-levelling screed to be applied where necessary
- Allow expansion gaps at walls and fixed elements

Installation

- Flooring installed in straight alignment
- Joints tightly interlocked

- Expansion gaps concealed with skirting/trims
- Finished floor cleaned and handed over ready for occupation

NB: The Service should include the supply and installation of all required materials but not limited to:

- Laminated flooring
- Skirting
- Quarter rounds
- Nails and fixing materials
- Screed levelling
- Surface preparation

NB: Wooden floor samples shall be submitted and approved prior to flooring installation.

2. Removal and Replacement of Door frame and door

2.1 Scope of Work

Carefully remove existing timber door and steel frame including all associated ironmongery, make good disturbed surfaces, and supply and install new pressed steel door frame complete with Meranti timber door, ironmongery, and finishing.

Technical Specification

Door Frame

- Pressed steel frame manufactured from minimum 1.2 mm galvanized mild steel
- Factory primed for painting
- Complete with fixing lugs and hinge plates
- Suitable for brick or drywall installation

Meranti Door

- Solid hardwood Meranti timber door
- Standard size: 813 x 2032 x 44 mm unless otherwise specified
- Smooth sanded finish ready for sealing/varnishing
- Moisture content suitable for internal applications

Ironmongery

- Stainless steel hinges
- 2- or 3-lever mortice lock
- Satin chrome lever handles
- Rubber floor-mounted door stopper

Installation

- Frame installed plumb and square
- Door hung true and operating freely
- All gaps uniform and compliant with SANS tolerances
- Damaged finishes and surrounding surfaces made good

Applicable Standards

Works to comply with:

- South African Bureau of Standards SANS building standards
- Manufacturer installation recommendations
- Occupational Health and Safety Act requirements

3. Aluminum and Glass Partition System (3 Offices)

3.1 Scope of Work

Supply, delivery, and installation of aluminum-framed glazed office partition systems complete with hinged doors, fixed glazed panels, safety glazing, ironmongery, and all

associated accessories for three (3) offices, in accordance with approved drawings and project specifications.

All rates shall include:

- Materials
- Delivery
- Labour
- Installation
- Cutting and fitting
- Hardware and accessories
- Cleaning and commissioning

NB: Office measurements are as follows:

- 2.6m x 4m
- 2.6m x 4.8m
- 2.6m x 4.2m

3.2 Technical Specification

Aluminum Framing System

- Clip44 aluminum partition system
- Bronze powder-coated finish
- Wind resistance rating: 1000 Pa
- Framing to accommodate 6.38 mm laminated safety glass
- Factory finished with uniform colour coating

Glazing

- 6.38 mm laminated shatterproof safety glass
- Reflective tint finish

- Glass installed in accordance with glazing regulations and manufacturer specifications
- All edges polished and free from defects

Door System

- Hinged aluminum-framed glazed door
- Complete with:
 - Lockset
 - Lever handles
 - Heavy-duty hinges
 - Door closer
 - Rubber stops

Installation

- Frames installed plumb, level, and square
- Glazing securely fitted with approved gaskets and sealants
- Joints sealed neatly and watertight where applicable
- All surfaces protected during installation

Notes

- Dimensions to be verified on site before fabrication.
- Contractor to provide shop drawings prior to manufacture.
- Wooden flooring samples to be approved before installation.
- All work to comply with:
 - South African Bureau of Standards applicable SANS standards
 - National Building Regulations
 - Occupational Health and Safety Act requirements