

Quotation Number:	ERW201903/015		
Description:	EXHIBITION AND CONFERENCES: TRANSPORTATION OF EXHIBITION STAND		
CIDB Requirement	N/A	DTI provision (refer MBD 6.2 form)	
Bid Closing Date:	19 March 2019		
Compulsory Briefing Session:	N/A		
Plant/Site Address:			
Contact Person	Mpho Ntsekhe		
Contact Number	011 929 7000	E-MAIL	Mpho.ntsekhe@erwat.co.za
Bidders prices must be valid for a period of 30 days from closing	Only firm prices will be accepted		
Non-firm prices	In the case of prices not being firm due to rate of exchange factors, the MBD 3.2 form must be completed and attached to this document.		

WEB TENDER

Quotations are hereby invited from suitable, registered an experience service provider for the following:

DESCRIPTION: EXHIBITION AND CONFERENCES: TRANSPORTATION OF EXHIBITION STAND

ERWAT will be conducting exhibitions at the Cape Town International Convention Centre and therefore, require service provider that will provide transport, assembly and disassemble exhibition stand on the following date and venue:

CONFERENCE	VENUE	EVENT DATE
African Utility Week	Cape Town - International Convention Centre	14-16 May 2019

SCOPE OF WORK

The sizes of the exhibition stand are 6 meters long, 3 meters wide and 2.5 meters high and should be collected from ERWAT's Head Office as well as transported to the venue outlined above. The successful bidder will be required to assemble and disassemble the stand inside the venue according to build standards conforming to all necessary regulations including supplying of a Certificate of Compliance(COC), safety file and other regulatory provisions. Bidders are required to have relevant qualifications to issue the COC and must submit proof thereof with this document.

After the conclusion of the exhibition, the stand must be re packaged to ensure no damage to the exhibition stand with a stock sheet listing all items taken and returned to ERWAT offices in the condition it was collected.

The successful bidder will be held liable for any damages to the stand and all components whilst the stand is in their care.

PRICING INSTRUCTIONS

The following must be included in the pricing:

- The collection, delivery, set-up and break-down of the ERWAT exhibition stand
- Printing of changed graphics $\pm 3\text{m}^2$ on Vinyl and the application of graphic material is requested on the exhibition stand (graphics to be provided by ERWAT).
- The hire of a 42" flat screen TV for the duration of each exhibition
- Standby technician
- 16mm melamine type floor to be installed

The successful bidder will be responsible for liaising with the event organizers to confirm set up and breakdown dates.

Costs incurred due to failures of such will be for the bidders account.

Bidders will be held liable for any fees for failing to abide by these dates and the event organisers rules and regulations.

Functionality

Criteria	Sub-weight	Weight	Score
1. Number of years in the industry: <ul style="list-style-type: none"> • More than 5 years • Between 4 and 5 years • 1 to 3 years • No submission 	<ul style="list-style-type: none"> • 30 • 15 • 10 • 0 	30	
2. Verifiable references (letters of recommendation and or completion certificates) <ul style="list-style-type: none"> • More than 5 letters • Between 4 and 5 letters • 1 - 3 letters • No submission 	<ul style="list-style-type: none"> • 30 • 15 • 10 • 0 	30	
3. Delivery period for supply and delivery of goods/services	Bidder offers the following delivery period from date of order: <ul style="list-style-type: none"> • 5–10 working days = 40 • 10–20 working days = 15 	40	

	<ul style="list-style-type: none"> • More than 20 working days = 10 • None indicated = 0 		
TOTAL		100	

Bidders who achieve a functionality score of less than 75 will not be considered further.

COMMITMENT BY SUPPLIER

The signature serves as an explicit undertaking to ERWAT that the full required equipment will be delivered on time. Failure to sign will lead to disqualification.

UNDERTAKING BY SUPPLIER	SUPPLIER'S SIGNATURE
<p>Bidders must set up a day before the event</p> <p>Failure to comply with any of the delivery dates may result in penalties or termination of the agreement:</p> <ul style="list-style-type: none"> • African Utility Week 14-16 May 2019 • Delivery of full quantity of equipment 	

PENALTIES

If the exhibition stand is not delivered on the above mentioned dates at 14h00 as scheduled a penalty of R1000 per hour will be levied until delivery of the exhibition stand.

Delivery date: according to the schedule of the exhibition @ 14h00.

Delivery address: according to the schedule of the exhibition's venue ERWAT reserves the right to accept any bid or part thereof and does not bind itself to accept the lowest or any bid and not to consider any bid not suitably endorsed or comprehensively completed.

Enquiries shall be directed to Mr Percival Mtombeni on **011 929 7000** or alternatively at **Percival.mtombeni@erwat.co.za**

PRICING SCHEDULE

CONFERENCE 1: AFRICAN UTILITY WEEK: CAPE TOWN INTERNATIONAL CONVENTION CENTRE 14 MAY 2019

ITEM	DESCRIPTION		UOM	QTY	PRICE
1	Collection from ERWAT head office, transport to and from venue		Sum	1	R
2	Set-up of stand		Sum	1	R
3	Disassemble of stand		Sum	1	R
4	Accredited Certificate of Compliance (COC)		Sum	1	R
5	Technician		Rate per hour	1	R
6	Collection from venue, transport to ERWAT head office		Sum	1	R
7	Printing of changed graphics $\pm 3\text{m}^2$ on Vinyl and the application of graphic material is requested on the exhibition stand (graphics to be provided by ERWAT).	Each	2	R	
			SUB-TOTAL		
			VAT		
			TOTAL		