

Procedure Code: CESVI-ZIMBABWE/IOT/01_2019

Project Title: PROGRAM FOR GROWTH AND RESILIENCE (PROGRESS)

Cesvi project Code: AFZWE0037

Donor: United Nations Development Programme

Donor Project code: GX0922

Procedure Code: AFZWE0037/IOT/01

Budget line: 2a.2.1.3

1. Preamble

Cesvi is an International NGO with its Head office in Italy, via Broseta 68/a, 24128 Bergamo and is registered in Zimbabwe as a welfare organisation with registration number 6/2004 located at no. 14 Natal Road, Belgravia - Harare.

CESVI has received a grant from UNDP for the implementation of a humanitarian aid operation, under contract GX0922.

The Program for Growth and Resilience (PROGRESS) is a project implemented under the Zimbabwe Resilience Building Fund (ZRBF) in Matabeleland South and Manicaland provinces by a consortium of five organizations led by the International Rescue Committee (IRC). Other members of the consortium include CESVI, CIMMYT, Bio-Hub and Matopos Research Institute. Some of the underlying problems to be addressed by the project include the fact that agricultural production, which is the backbone of the economy continues to experience severe systemic challenges ranging from lack of agricultural financing to lack of affordable inputs or unavailability of inputs resulting in the country depending on imports to meet the demand for domestic consumption and industrial needs.

With the present document, we are inviting interested companies to bid to the following **International Open Tender** for the supply of materials indicated below. Tenderers can quote for any one of the lots depending with specialisation or area of interests provided each specific lot is applied in full.

LOT 1: GENERAL HARDWARE MATERIALS

Description of materials	Unit size	Bili 21.975156°S 29.225433°E	Jalukange 22.012142°S 29.242430°E	Kwalu 21.744659°S 29.623762°E	River Ranch 22.143129°S 29.932702°E	Tot Qty
Bolts and Nuts + washers	10 x 100mm	66	165	182	160	573
U Nails or staples	32mm/kg	55	121	132	115	423
Steel round tube – corner posts	76mm x 2.5m	66	165	182	160	573
Steel round tube – ready made into stays	38mm x 2.1m	110	275	303	265	953
Swing gates with pedestrian gate	6m x 1.8m	3	4	4	4	15
Swing gates with pedestrian gate	1.5m x 1.8m	1	1	2	1	5
Cement	50kg	23	56	62	59	200
Conduit pipe	19mm	25	25	25	25	100
Insulation Tape	Each	6	6	6	6	24
Copper earth rods	Each	60	117	128	126	431
Copper wire	2.5mm x 100m roll	2	3	3	3	11
1.6mm Galvanised wire	50kg	1	1	1	1	4



Donald Tensioners	each	660	1650	1815	1793	5918
Bonox or Field fence	100m x 1.8m	32	63	65	65	225

LOT 2: TREATED GUM POLES

Description of materials	Unit size	Total Quantity	Unit Price	Total
Treated gum poles in between posts	75 -100mm x 2.4m	4800		
Irrigation scheme	GPS	Quantity per scheme		
Jalukange	22.012142°S 29.242430°E	1360		
Bili	21.975156°S 29.225433°E	610		
River Ranch	22.143129°S 29.932702°E	1490		
Kwalu	21.744659°S 29.623762°E	1340		
Transport to Bili, Kwalu,				
schemes – GPS coordinates p				
distance and cost of transpollocation.	ting all the above mate	rials to the specified		

LOT 3: ELECTRIC FENCE MATERIALS

Description of materials	Unit size	Bili 21.975156°S 29.225433°E	Jalukange 22.012142°S 29.242430°E	Kwalu 21.744659°S 29.623762°E	River Ranch 22.143129°S 29.932702°E	Tot Qty
Straining Insulators	each	660	1650	1815	1793	5918
Donald Tensioners	each	660	1650	1815	1793	5918
Bonox or Field fence	100m x 1.8m	32	63	65	65	225
HT Cables	100m roll	2	2	2	2	8
Electric fence Siren	25watts x 12 Volts DC	1	2	2	3	8
Mini Springs	Each	30	45	58	45	178
Offsets	30cm	2970	6600	7260	7260	24090
Bobbins		3080	6710	7370	7260	24420
Energiser	Z28 Joules	1	2	2	2	7
Solar Panels with warranty (to be stated)	130watts each	1	2	2	2	7
Solar connecting cables	100m x 2.5mm	1	1	1	1	4
Solar battery	24V - 230amp	1	2	2	2	7
Solar regulator	30amp	1	2	2	2	7
High Strain wire	2.24mm x 50kg	11	22	25	22	80



LOT 4: LABOUR CHARGES FOR FENCE INSTALLATIONS

Description	Bili 21.975156°S 29.225433°E	Jalukange 22.012142°S 29.242430°E	Kwalu 21.744659°S 29.623762°E	River Ranch 22.143129°S 29.932702°E	Total
Perimeter for each scheme	2,700km	5,300km	5,800km	5,700km	19,500km

As a way of promoting local employment in the area of operation, tenderers should hire unskilled staff within the community of operation on fence installation.

2. Participation

To be eligible for participation in the tender, tenderers must provide all the asked documentation in a timely basis. Tenderers must also prove to the Contracting Authority that they comply with the necessary legal, technical and financial requirements. CESVI reserves the right to ask for additional documentation in regard to the tenderer's financial standing and capacity.

Tenderers have to declare, under their responsibility, that they do not fall under ineligibility clauses (Annex B), that all of the items offered have been manufactured and will be installed in accordance with international rules against exploitation of child labour and gender discrimination (Annex C). Participants have also to declare to hold in trust and in confidence any information or documents disclosed to this procedure (Annex D) and to be aware of Cesvi policies and documents as mentioned in ANNEX E

3. Submission of tenders

3.1. Required Documentation

Tenders must be submitted in accordance with the double envelope system, i.e. in an outer parcel or envelope containing two separate, sealed envelopes, one bearing the words "Envelope A – Technical offer" and the other "Envelope B – Financial offer".

The envelope A has to include the following documentation:

- 1. Technical specification
- 2. Company certifications or Police Clearance for individuals
- 3. Tenderer's declaration (Annex A)
- 4. Cause of Ineligibility, Ethical Manufacturing and Confidentiality declarations, Cesvi Policy Declaration (Annex B, C, D, and E)
- 5. Tender guarantee

The envelope B has to include the following documentation:

6. Financial Offer

The tenderer should produce the following documentation:

ENVELOPE A

- 1. Technical specifications
 - A detailed description of all quoted items should be provided, including leaflet and brochure if relevant (Lot 1, 2 and 3).
 - Drawings for the proposed fence installations (Lot 4 only)
- 2. Company certifications:
 - Company registration certificate
 - A Valid Tax Clearance Certificate from ZIMRA (for Zimbabwean suppliers only or 10% withholding tax will apply), or equivalent for the country of establishment.
 - A letter of good standing from the bank



- A Company profile (curriculum of activities and history of experience, with particular reference to similar contracts in the same or nearby districts).
- Reference letters from at least 3 similar projects
- 3. Annex A completely filled and signed
- 4. Annex 2, Annex B, Annex C, Annex D, and Annex E completely filled and signed
- 5. Tender Guarantee signed (Check article 5 and annex 1)

ENVELOPE B

- 6. Financial offer:
 - The price shall be expressed in USD
 - The proposed price (itemized per each product) shall include all the additional costs and charges to the final destination and installation.
 - Quoted prices shall be exclusive of customs duty
 - Transport charges should be included in the offer, itemized separately.
 - Labour charges for each irrigation scheme has to be itemized separately (Lot 4 only).
 - The price shall be considered fixed and valid from the moment of the offer to 31th July 2019; no change of price will be accepted unless if mutually agreed with the contracting authority during the negotiation process, provided that such changes will be duly substantiated in an updated technical proposal.
 - Time of Delivery of the materials (Lot 1, 2 and 3 only) and time taken to complete the fence installations (Lot 4 only)
 - Suppliers requesting an advance payment are required to provide a Tender Guarantee as indicated in article 5, therefore the costs to obtain such guarantee from any financial institution should be included in the financial offer.
 - Suppliers are required to provide quarantees for all products to safeguard the quality.

N.B. If an arithmetic error occurs it will be corrected by CESVI.

English is the language of the procedure. Supporting documents and printed literature supplied by the bidder may be in another language, provided they are accompanied by a translation into the language of the procedure. For the purposes of interpretation of the tender, the language of the procedure will prevail.

4. Tender Evaluation

After receiving all the tender offers, the contracting authority will decide the best offer according to the following criteria (from the highest to the lowest):

- Financial Offer 70%:
 - Score = 70 x Lowest Price
 Offer Price
- Delivery time 25%:
 - a. applicable to Lot 1, 2 and 3:
 - o ≤1 month = 25 o 2 to 3 months = 15 o 4 to 5 months = 5 o >5 months = 0
 - b. applicable to Lot 4:
 - o ≤5 months = 25 o 6 to 8 months = 10 o >9 months = 0



- Professional Capacity and Trade references Max 4% (2% each);
- Full bidding of all (4) lots 1%.

5. Tender guarantee

- Tenderers have to obtain a guarantee in order to safeguard the faithful performance of the Contract and the fulfilment of the obligations under the Contractor which shall be provided after signing of the Contract and presented to the Contract Authority. Tender guarantee form shall be issued by a primary bank which should be acceptable to the Contracting Authority covering the amount of advance payment the tenderer wishes to receive and it shall be irrevocable. The Contractor shall use the tender guarantee form provided in Annex 1 for reference. For Lot 4 only, tender guarantee can be derogated and pre-financing instalments agreed according to the stages of the installation process.
- The tender guarantee shall be valid for a period of up to forty five days (45) after the expiry of the signed contract or after the last delivery.

6. Deadline for the presentation of the documentation

Electronic bidding is NOT ALLOWED, failure to take heed will automatically get disqualified. <u>All</u> documents in <u>sealed envelopes</u> should be submitted to Cesvi by the **11**th of March **2019 at 12:00 Hrs. No postal delays will be entertained** the documents should strictly be delivered to CESVI office on or before the above date at the following address:

CESVI Zimbabwe Office,

Address: 14 Natal Road, Belgravia

Harare, Zimbabwe

The letter shall be sealed and bear the header "CESVI-ZIMBABWE/IOT/01 2019".

Information on the procedure can be requested by writing an email to admin@cesvizimbabwe.org, Contact Person: Never Mudzimu (CESVI Logistics & HRM Coordinator). Any additional information will be published on Cesvi website at the link: https://www.cesvi.eu/news/tender-zimbabwe-feb-2019/

Bidding by electronic mail is only accepted provided the documentation brings an electronic signature from the bidder and a successive hardcopy is sent by surface mail within the stated deadline above.

7. Additional information during the procedure

Tenderers may submit questions in writing up to 5 days before the deadline for submission of tenders (**deadline** 5th March 2019, 5:00pm local time). The additional information should be addressed to admin@cesvizimbabwe.org. Cesvi will reply to all tenderers' questions at least 3 days before the deadline for receipt of tenders. For transparency and to secure the same level of information to all the participants, the submitted questions and the related answers will be published on Cesvi website at the following link: https://www.cesvi.eu/news/tender-zimbabwe-feb-2019/

8. Opening bids procedure

The ceremony of the envelopes opening will be held on the **12**th **of March 2019 at 10:00am**; an ad hoc Committee will manage the event. The venue will be CESVI office in Harare.

- The envelopes will be opened and publicly read by the Chairman of the above mentioned Committee.
- After the opening of all the envelopes received within the deadline, the Committee will evaluate their contents behind closed doors.
- The winner will be informed by CESVI within 10 days from the opening ceremony.
- All the participants to the bid will be informed by e-mail on the results of the tender.

9. General conditions

9.1. General conditions of the contract agreement

- Payments will be done in USD only by bank transfer after the presentation of regular invoices approved by CESVI Project Coordinator.
- Payments will be made by CESVI Head Quarters in Bergamo, Italy through bank transfer.



- The successful tenderer will be informed in writing that their tender has been successful (notification of award). Before the Contracting Authority signs the contract with the successful tenderer, the successful tenderer must provide the documentary proof or statement required under the law of the country in which the company is established, to show that it does not fall into the exclusion situations listed under *Annex B & C* of this tender dossier.
- If the successful tenderer fails to provide this documentary proof or statement or if the successful tenderer is found to have provided false information, the award will be considered null and void. In such a case, the Contracting Authority may award the tender to another tenderer or cancel the tender procedure.
- If, after the tender has been awarded, a contract agreement with the winner cannot be found within 7 days after the winner has been declared, then CESVI will be authorized to consult the second bidder and so on.
- If the winner fails to respect the Contract agreement during the implementation of the project, CESVI will be authorized to consult the second bidder and so on.

9.2. Language of the tender

All correspondence and documents related to this tender procedure, contracts and reporting shall be written in English.

9.3. Cancellation of the tender

In no circumstances CESVI will be liable for damages, whatever their nature (in particular damages for loss of profits) or connection to the cancellation of the negotiated procedure, even if CESVI has been advised of the possibility of damages. The invitation to a procurement does not commit CESVI to implement the project announced, and the sign of the contract is bound by the donor financing

9.4. Dispute settlement

Any dispute shall be referred to the Bergamo Court (Italy), provided however that CESVI at its own discretion, may elect to waive the competence of the Italian law and the Bergamo Court to bring an action against the bidder before any court of competent jurisdiction, in the domicile of the bidder itself, the applicable law being the law of the Country of the bidder's domicile.

This invitation to negotiated procedure has been written in English. In case it will be translated in any other language than English, then the English version shall prevail in case of difference of interpretation.

9.5. Liabilities

The DONOR will establish the final amount of the grant and will liquidate it to CESVI on completion of the operation on the basis of the expenses presented and declared eligible. No party other than CESVI shall derive any rights from the grant or have any claim to its proceeds. Under no circumstances or for no reason whatsoever will UNDP entertain any request for indemnity or payment directly submitted by CESVI contractors.

10. Information about the contracting authority

CESVI, international, secular, independent organisation based in Italy, is working for global solidarity in 23 different countries overseas with about 30 million Euro as total operating charges during the year 2017. CESVI is a member of "Alliance 2015" and is recognised as recommended NGO for consultative status to ECOSOC; it has a differentiated portfolio of donors among which are the European Communities and UN, with a remarkable share from fundraising. Further information is available from the following sources: http://www.cesvi.eu, http://www.cesvi.eu, https://www.cesvi.eu/wp-content/uploads/2018/06/Annual Report Cesvi 2017.pdf

11. Policy of Fraud and Corruption

Private and public donors demand that Cesvi uses the funds entrusted to it impartially, justly, and in accordance with the specified purposes. This applies also to the partners' projects supported by Cesvi. Personal relationships or personal advantages should not influence the decisions of Cesvi's employees and its partners.

Corruption undermines the trust of target groups and of the public in the correct fulfilment of responsibilities, and inhibits the best-possible use of accessible funds.



In order to effectively prevent corruption and avoid any suspicion of corrupt behaviour, Cesvi has developed a set of Guidelines for the prevention of Corruption and Fraud, which has to be respected by the employees of the organization as well as the partner organizations with which it is contractually bound.

The consequent transparent application of the regulations and procedures protects Cesvi's public image, defends the organization against unjustified accusations and generalizations and averts violations.

The parties signing this contract/memorandum undertake to follow the mentioned Guidelines and to communicate them firmly to other contractual partners (suppliers, service providers etc.).

Harare, 22nd February 2019

CESVI

Loris Palentini



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ANNEX A

TENDERER'S DECLARATION

In response to the invitation to tender for the above contract, we, the undersigned, hereby declare that:

- 1 We have examined and accept in full the content of the dossier for invitation to tender on CESVI-ZIMBABWE/IOT/01_2019 procedure. We hereby accept its provisions in their entirety, without reservation or restriction.
- **2** We offer to deliver, in accordance with the terms of the tender dossier and the conditions and time limits laid down, without reserve or restriction:

Lot no#1: General Hardware Materials Lot no# 2: Treated Gum Poles Lot no# 3: **Electric Fence Material** Lot no# 4: Labour charges for fence installations 3 The price of our tender **excluding** spare parts and consumables, if applicable [excluding the discounts described under point 4 is: Lot No: [......] **4** We will grant a discount of [......%], or [......] [in the event of our offer being awarded the tender to supply. **5** This offer is valid for a period of [.....] days from the final date of submission of tenders. 6 If our tender is accepted, we undertake to provide a performance guarantee as required by Article 5 of the Tender Notice above.



8 We are not in any of the situations excluding us from participating in contracts that are listed in Annex B & C of the invitation to tenderers. We undertake to provide the signed proof required of these Annexes (B & C) together with our tender bids. We also understand that if we fail to provide this proof after receiving the notification of award, or if the information provided is proved false, the award will be considered null and void.

We also undertake, if required, to provide evidence of the financial and economic standing and the technical and professional capacity according to the selection criteria for this call to tender specified in the tender dossier.

We also understand that if we provided false information which can be proved false, the award may be considered null and void.

- **9** We will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other future contracts.
- **10** We note that the Contracting Authority is not bound to proceed with this invitation to tender and that it reserves the right to award only part of the contract. It will incur no liability towards us should it do so.

Place and date:
Name and First name:
Signature:
Duly authorised to sign this tender on behalf of:
Stamp and/or Name of the Company



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Stamp of the firm/company:

ANNEX B

INELIGIBILITY DECLARATION

To be completed and signed by the bidder

We declare that we are not in any of the situations excluding us from participating in contracts which are listed below.

Cause of ineligibility*	
Bankruptcy*	
Judgement for non-professional conduct*	
Guilt of professional misconduct*	
Non fulfilment of obligations relating to the payment of social security contributions and/or of taxes*	
Judgement for fraud, corruption, involvement in criminal organisations or any other illegal activity*	
Failure to comply with the contractual obligations of previous contracts finance by the Budget of the Donor*	ed
irst name:irst name: sign this tender on behalf of:	

Place and date:

Signature:.....



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ANNEX C

ETHICAL AND MANUFACTURING DECLARATION

To be completed and signed by the bidder (including one from each partner in a consortium)

In response to your letter of invitation to international open tender for the above contract, we, the undersigned, hereby declare that the offered supplies are not produced with exploitation of child labour and respect the basic social rights and working conditions.

Name and first name:	
Duly authorised to sign this tender on behalf of:	
Place and date:	
Stamp of the firm/company:	Signature:



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ANNEX D

CONFIDENCIALITY DECLARATION

To be completed and signed by the supplier

The Tenderer agrees to hold in trust and confidence any information or documents disclosed to it, discovered by it or prepared by it in the course of or as a result of its participation in the above-mentioned procurement procedure, and agrees that it shall be used only for the purposes of this procedure.

Name and first name:	
Duly authorised to sign this tender on behalf of:	
Place and date:	
Stamp of the firm/company:	Signature:



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ANNEX 1 TENDER GUARANTEE FORM Supply and Works contract

(To be completed on paper bearing the letterhead of the financial institution)

For the attention of Cesvi Fondazione ONLUS Via Broseta 68/a 24128 Bergamo Italy

referred to below as the "Contracting Authority"
Title of contract: CESVI-ZIMBABWE/IOT/01_2019

Identification number:

We, the undersigned, [name and address of financial institution], hereby irrevocably declare that we will guarantee, as primary obligor, and not merely as a surety on behalf of [*Tenderer's name and address*], the payment to the Contracting Authority of [*amount of the tender guarantee*], this amount representing the guarantee referred to in article 6 of the Procurement Notice (CESVI-ZIMBABWE/IOT/01 2019).

Payment shall be made without objection or legal proceedings of any kind, upon receipt of your first written claim (sent by registered letter with confirmation of receipt) if the Tenderer does not fulfil all obligations stated in its tender. We shall not delay the payment, nor shall we oppose it for any reason whatsoever. We shall inform you in writing as soon as payment has been made.

We note that the guarantee will be released at the latest within 45 days of the expiry of the tender validity period, including any extensions, in accordance with article 6 of the Dossier to Tenderers [and in any case at the latest on (1 year after the deadline for submission of tenders)]¹.

The Italian law shall be applicable to this guarantee. Any dispute arising out of or in connection with this guarantee shall be referred to the court of Bergamo.

The guarantee will enter into force and take effect from the submission deadline of the tender.

Done at//	
Name and first name:	. On behalf of:
Signature:	
stamp of the financial body providing the guarante	<i>e</i>]

¹ This mention has to be inserted only where the law applicable to the guarantee imposes a precise expiry date



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ANNEX E DECLARATION FORM

I, the undersigned,	, [please identify your full name
and position] on behalf of	[please
identify your Organization/Entity full name] have read:	
 Cesvi Ethical Code; Cesvi Protection from sexual exploitation and Abuse (PSEA) Cesvi Policy to prevent corruption and fraud (2018) 	Policy;
3. Cesvi Policy to prevent corruption and fraud (2016)	
(all documents available at: www.cesvi.eu)	
and I understand them in full and I agree to	
I hereby represent and warrant that I am well aware that it is my ol promotes the best interests of Cesvi and that I commit to avoid any and taking actions on behalf of Cesvi.	
Should any possible violations arise in future, I recognize that I have my position, the appropriate person as established in Cesvi Policies situation in other relevant manner as described in listed documental	and Procedures or to report the
If any changes to the information or responses provided on this form to update the information on this form in writing, and submit the upother authorized person of Cesvi.	
Signature Date	



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ANNEX 2

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Steel round tube – ready made into stays	38mm x 2.1m	110	275	303	265	953		
Swing gates with pedestrian gate	6m x 1.8m	3	4	4	4	15		
Swing gates with pedestrian gate	1.5m x 1.8m	1	1	2	1	5		
Cement	50kg	23	56	62	59	200		
Conduit pipe	19mm	25	25	25	25	100		
Insulation Tape	Each	6	6	6	6	24		
Copper earth rods	Each	60	117	128	126	431		
Copper wire	2.5mm x 100m roll	2	3	3	3	11		
1.6mm Galvanised wire	50kg	1	1	1	1	4		
Donald Tensioners	each	660	1650	1815	1793	5918		
Bonox or Field fence	100m x 1.8m	32	63	65	65	225		
Transport to location								
Tender guarantee (if	requested)							
					GRAND	TOTAL		



LOT 2: TREATED GUM POLES

Description of materials	Unit size	Total Quantity	Unit Price	Total	
Treated gum poles in between	75 -100mm x 2.4m	4800			
posts					
Irrigation scheme GPS		Quantity per			
		scheme			
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Bili	21.975156°S 29.225433°E	610			
River Ranch	22.143129°S 29.932702°E	1490			
Kwalu	21.744659°S 29.623762°E	1340			
Transport to Bili, Kwalu, River Ranch and Jalukange irrigation schemes – GPS					
coordinates provided above are for the supplier to calculate distance and cost of					
transporting all the above materials to the specified location.					
Tender guarantee (if requested)					

LOT 3: ELECTRIC FENCE MATERIALS

Description of materials	Unit size	Bili 21.975156°S 29.225433°E	Jalukange 22.012142°S 29.242430°E	Kwalu 21.744659°S 29.623762°E	River Ranch 22.143129°S 29.932702°E	Qty	Unit Price	Total
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Donald Tensioners	each	660	1650	1815	1793	5918		
Bonox or Field fence	100m x 1.8m	32	63	65	65	225		
HT Cables	100m roll	2	2	2	2	8		
Electric fence Siren	25watts x 12 Volts DC	1	2	2	3	8		
Mini Springs	Each	30	33	33	33	129		
Offsets	30cm	2970	6600	7260	7260	24090		
Bobbins		3080	6710	7370	7260	24420		
Energiser	Z28 Joules	1	2	2	2	7		
Solar Panels with warranty (to be stated)	130watt s each	1	2	2	2	7		
Solar connecting cables	100m x 2.5mm	1	1	1	1	4		
Solar battery	24V - 230amp	1	2	2	2	7		
Solar regulator	30amp	1	2	2	2	7		
High Strain wire	2.24mm x 50kg	11	22	25	22	80		
	Transport to location							
	Tender guarantee (if requested)							
GRAND TOTAL								



LOT 4: LABOUR CHARGES FOR FENCE INSTALLATIONS

Description	Bili 21.975156°S 29.225433°E	Jalukange 22.012142°S 29.242430°E	Kwalu 21.744659°S 29.623762°E	River Ranch 22.143129°S 29.932702°E	Total	Unit Price	Total
Perimetre for each scheme	2,700km	5,300km	5,800km	5,700km	19,500km		
Installation fee							
Casual labour (unskilled)							
Transport							
Tender guarantee (if requested)							
	GRAND TOTAL						

Name and first name:	
Duly authorised to sign this tender on b	ehalf of:
Diago and data.	
Place and date:	
Stamp of the firm/company:	Signature: