



SUMMARY OF TENDER

1. Assignment:	Alexkor SOC Limited requires a suitable service provider to supply and install utility prepaid water meters in Alexandar Bay (Northern Cape Province), 450 meters in the Houses. The supply and installation will be done in five (5) phases.
2. Name of the responsible unit:	Finance Unit
3. Address for submitting bid proposals and other correspondence:	Alexkor Richtersveld Mining Company (RMC) Pooling and Sharing Joint Venture (PSJV) 1 Orange Road Alexander Bay 8290
4. Telephone number:	(027) 831 8302/8399
5. Email:	gershwine@alexkor.co.za
6. Attention:	Mr. Gershwin Engelbrecht
7. Closing Date & Time for submission:	01 November 2022 at 11h00 am
8. Bid description:	Supply and install prepaid water meters
9. Bid number:	ALEX RFP 01/2022/2023
10. Compulsory site visit/briefing session	19 October 2022, time 10h00 in the morning. 1 Orange Road Alexander Bay 8290

1. BACKGROUND

1.1 Alexkor

Alexkor SOC Limited Company, with Registration Number 1992/006368/30, was established in terms of the Alexkor Limited Act, No. 116 of 1992, as amended by the Alexkor Amendment Act, No. 29 of 2001. The Company is listed as a Schedule 2 public entity, wholly owned by the Government through the Minister of Public Enterprises as the Shareholder representative. The group comprises Alexkor SOC Limited, Rehabilitation trust and The Pooling Sharing Joint Venture, which is an unincorporated Joint Venture between Alexkor Soc Limited and Richtersveld Mining Community ("RMC") formed by the DoS (Deed of Settlement). The PSJV's operations are based in Alexander Bay and Port Nolloth, both in the Northern Cape Province and Alexkor SOC is based in Johannesburg.

The core business of the Company is the mining of diamonds on land, on beaches and in the sea along the north-west coast of South Africa. These activities are complemented by geology, exploration, ore reserve planning, and environmental management. The non-core business activities comprise of providing residential accommodations, township maintenance, guesthouses and a fuel station. More details can be found on Alexkor website: www.alexkor.co.za.

1.2 Background of the Bid

Section 51 (1) (a) (ii) of the PFMA ("the Act") requires that the Accounting Officer of a Public Entity must ensure that the Public Entity has and maintains a system of Internal controls under the supervision and direction of the Audit Committee complying with and operating in accordance with regulations and instructions prescribed in terms of Section 76 and 77 of the Act.

Please note that there was a previous procurement of 50 meters. The specification are included below however it remain the bidder responsibility to provide a compatible with the installed meter which is utility prepaid water meters.

1.3 Project Description

Alexkor is committed to contributing to socio-economic transformation in South Africa and will therefore be applying a preference system for BBBEE compliant in line with the Preferential Procurement Policy Framework Act, (Act No. 5) of 2011 and the Broad-Based Black Economic Empowerment Act, (Act No. 53) of 2013, Preferential Procurement Regulations 2017.

2. GENERAL GUIDELINES



Completed tender submissions should be hand delivered in a sealed envelope and deposited in the Tender Box at Alexkor SOC Limited, at the reflected address on page 1 of this document. All envelopes should be sealed and clearly marked.

All enquiries should be in writing and must be directed to: leilani@alexkor.co.za for attention of Ms Leilani Swartbooi. The enquiries will be consolidated and Alexkor will issue one written response and such response will be emailed to all the bidders.

2.1 Terms of Reference (ToR)

The purpose of this bid is to appoint a suitable service provider to supply and install the prepaid water meter in 5 phases.

2.2 Submission of Proposals

2.2.1. The bid should be hand delivered or couriered to the address specified on page 1 of this document and it should be clearly marked as:

**“SUPPLY AND INSTALL PREPAID WATER METERS, REFERENCE NUMBER: ALEX RFP
01/2022/2023”**

2.2.2. The closing date for Submission of bids is **01 November 2022 at 11h00 am.**

2.2.3. The tender box is only available for deposit of the proposal during working hours (08h00 to 16h00).

2.2.4. The bid closing date, bidder name and the return address must be indicated on the envelope.

2.2.5. If a courier service company is used for delivery of the bid response, the bid description must be indicated on the delivery note/courier packaging and the courier must ensure that documents are placed/deposited into the tender box. Alexkor will not be held responsible for any delays, where bid documents are handed to Alexkor's receptionist.

2.2.6. Where a bid response is not in the box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is Alexkor's policy not to consider late bids for tender evaluation.**

Bidders are requested to submit one (1) original, 1 (one) copy of the bid. No email responses will be considered.



2.3.7 Bidders should adhere to the following;

2.3.7.1 No costs have been prescribed for the Bidding Document.

2.3.7.2 All proposals must be priced in ZAR, inclusive of VAT.

2.3.7.3 If the bid does not include all the required information, the bid will be considered invalid.

2.3.7.4 The price must remain valid for a period of ninety (90) days from the date of submission.

2.4 Infrastructure

It is expected that bidders will be able to provide basic facilities, systems and capital equipment needed for effective and efficient delivery of the services/projects without any upfront payment by Alexkor.

2.5 Costs to be borne by Service Provider

All expenses incurred by the bidders in any way associated with the development, preparation and submission of responses and providing any additional information required by Alexkor, will be borne entirely and exclusively by the service provider.

2.6 No Legal Relationship

No binding legal relationship will exist between any of the bidders and Alexkor until the execution of a signed Service Level Agreement (SLA). The Terms of Reference (ToR) document will form part of any such contract or arrangement.

2.7 Evaluation of the proposals

Each bidder acknowledges and accepts that Alexkor may, at its absolute discretion, apply selection criteria specified in this document for the evaluation of proposals for short listing/selecting the eligible bidder(s).

3 INSTRUCTIONS FOR PROPOSALS

3.1 Format of your Proposal

The proposal should be presented in two sections i.e. Technical Proposal and Financial Proposal.

3.1.1 Technical Proposal format

Bidders must structure their financial proposal as per the format indicated on **4.2 below**.

3.1.2 Technical Approach

The bidders should adhere to the Terms of Reference.

3.2 Experience.

3.2.1 Company Experience.

4. SCOPE OF SERVICES/WORKS/GOODS.

Supply & Installation of prepaid water meters for houses in Alexander Bay.

Water Meter specification.

Utility prepaid water meter, 15mm, wall mounted + strainer and Customer Interface Unit (CIU)

4.1 Specification details:

Performance specification:

The water meter must adhere of the following performance specification:

-Maximum rate of flow (Qs) must be achieved at a pressure drop not in excess of 100 Kpa across the inlet/outlet of the meter:

-The water meter must be approved for Vertical and Horizontal Installation

-The water meter must have the following capabilities

Meter Size				15MM
Q4	Qs	Maximum Flowrate +-2%	M ³ /h	3
Q4	Qp	Nominal Flowrate +-2%	M ³ /h	1,5
Q2	Qt	Transitional Flowrate+-2%	l/h	22,5
Q1	Qmin	Minimum Flowrate +-5%	l/h	15
Starting flow			l/h	5,7
Nominal Working Pressure				Kpa
Accuracy Class				Class 'C'
Pulse Output(l)				0,5
DN (diameter nominal)				20

Transmission: The transmission must be direct type mechanical drive to prevent magnetic interference.

Type of Dial: The meter dial must be of the sealed, wet dial type to prevent dirt from obscuring the reading and also preventing condensation from forming under the lens. The counter of the

meter must be orientated to allow reading from the inlet side of the meter. The counter window must be strong enough so that it cannot be penetrated, by means of a needle or similar sharp instrument in order to stop the counter from operating without destroying the unit and allowing an uncontrollable discharge of water.

Meter protection: The water meter shall be provided with the following protection

-Strainers: A suitable fine mesh strainer of the following minimum dimensions to be internally fitted:

Meter Size	Aperture Size	Mesh Area
15mm	0.75mm	2 844 ^{mm2}

-Reverse Flow Restrictor/Non-return Valves: All meters must be fitted with an in built non-removable maintenance free non-return.

-Sealing: Water meters shall be provided with a means of sealing so that after sealing, both before and after the water has been properly installed, there shall be no possibility of dismantling or altering the water or its adjustment device without visibly damaging the seal.

Meter Body: The domestic water meter shall have a durable case protecting the measuring chamber in which the vane operates. The mounting casing shall not be repaired in any manner. The inlet and outlet shall be located in the same horizontal plane.

The picture of the required utility prepaid water meter is also attached - P1 (note: the prepaid meters must have a 5 year guarantee and should the meter break is the responsibility of the service provider to repair the meter at no cost within the specified 5 years)

4.2 Financial proposal (Quoting format for 5 phases) (phase 1-install 100, phase 2 install 100, Phase 3 install 100, phase 4 install 100 and phase 5 install 50)

Phase 1:

Quantity	Description	Unit price	Vat	Amount plus VAT
100	Utility prepaid water meter			
100	Installation per prepaid meter including pipes + fittings			

	Accommodation & travelling for 5 people, 4 nights (note: the number of people and number of nights are specified to enable comparison between the service providers)			
	Delivery cost (note: preference will be given to a once off delivery cost. It is the service providers' to provide adequate information which will reflect the lowest delivery cost if it is spread over all the phases)			
Total phase 1				RXXXXXXXXX

Total Phase 1	RXXXXXXXXXXXXX
Total phase 2	RXXXXXXXXXXXXX
Total phase 3	RXXXXXXXXXXXXX
Total phase 4	RXXXXXXXXXXXXX
Total phase 5	RXXXXXXXXXXXXX

Total Bid amount Vat inclusive(P1+P2+P3+P4+P5)

RXXXXXXXXXXXXX

Note: The total bid amount is fixed for entire project.

5. STANDARD REQUIREMENTS OF THE BID

5.1 Disclosures

5.1.1 The bidder must disclose:

- If they are or have been the subject of any proceedings relating to bankruptcy/insolvency.
- If they have been convicted of, or are the subject of any proceedings, relating to:
- A criminal offence or other offence, involving the activities of a criminal nature in its organisation or found by any regulator or professional body to have committed professional misconduct.
- Corruption, including the offer or receipt of any incentive of any kind in relation to obtaining any contract with any contracting authority.
- Failure to fulfill any obligation in any jurisdiction relating to the payment of taxes and other legal obligations.
- Any other information that is relevant.

5.1.2. If a bidder or related company or any individual discloses details of any previous misconduct or complaint, Alexkor will seek an explanation and background details. At the sole discretion of Alexkor, an assessment as to whether the bidder will be allowed to continue to the next phase of the evaluation phase will be made.

5.1.3 Disclosure extends to any company in the same group of the bidder, including but not limited to parent, subsidiary and related parties, companies with common shareholders (whether director or indirect) and parties with whom the bidder is associated in respect of this tender.

5.2 Disclaimer

Alexkor reserves the right to not appoint a service provider and to:

- Award the contract or any part thereof to one or more service providers;
- Reject all the bids;
- Decline to consider any bids that do not conform to any aspect of the bidding requirements;
- Request further information from any bidder after the closing date for clarity purposes;
- Cancel this bid or any part thereof at any time; and

- Should any of the above occur, it will be communicated in writing to all the bidders.

5.3 Confidentiality

- Bids submitted will not be disclosed to any other bidders
- All information pertaining to Alexkor obtained by the bidder as a result of participation in this RFP is confidential.

5.4 Disqualification

Any form of canvassing/lobbying/influence regarding the short listing will result in disqualification.

6. EVALUATION CRITERIA

Bids will be evaluated in three (3) stages

Stage 1-Administrative Compliance.

This entails initial screening of bid responses received at close of the bid. During this phase, bid responses are registered to ascertain the number of bid responses received before the closing date and time and to verify if the bidders submitted all the mandatory requirements.

The following mandatory/compulsory documents must be submitted for the first stage of evaluation:

- Valid Tax Clearance Certificate and SARS pin
- Valid BBBEE Certificate.
- All the SBD (standard bid document) forms must be fully signed.
- Copy of the Company registration certificate.
- Company profile.
- Central Supplier Database (CSD) registration documents not older than 3 months.
- Joint Venture/Consortium agreement signed (**each TCC and combined BBBEE certificate**)

Stage 2-Technical/Functionality Assessment

This evaluation will be based on the responses using the functional assessment that is previous experience and technical approach.

The bidder must score at least 50 points or more out of 75 points on technical/functionality to qualify for the next phase,

Technical Criteria	Maximum points per Criterion
<ul style="list-style-type: none"> Number of years of experience of the company supplying and installation of the prepaid water meters (25 points) 	1-3 years = 10 points 4-5 years=15 points 5 years and more=25 points
<ul style="list-style-type: none"> Number of projects for supplying and installation of the prepaid water meters (25 points) 	1-3 project(s) =10 points 4-5 projects =15 points 6 and more projects=25 points
Contactable references Note: References where similar goods were supplied and installed should be presented in the form of a letter on an official letterhead. (15 points)	1-2 reference = 5 points 3 and more reference =15 points
Services agent addresses (10 points) (note: preference is given to agents who are located closer to the Richtersveld municipality)	Port Nolloth = 10 points Springbok = 8 points Upington or closer = 7 points Other =5 points
Total = 75 points	



Stage 3- Evaluation in terms of PPPFA Regulation, 2017 (80/20)

This bid will be evaluated and adjudicated according to the 80/20 preference points system. The 80 points will be awarded for price and 20 points will be awarded on the BBBEE status level.

Breakdown of points

80/20 Preferential point component	Points
Pricing	80
BBBEE Level Contributor	20
Total	100

$$P_s = 80 * \left(1 - \frac{(P_t - P_{min})}{P_{min}} \right)$$

- * P_s = Points scored for price of tender under consideration.
- * P_t = Price of tender under consideration and;
- * P_{min} = Price of lowest acceptable tender

Points will be awarded to a bidder for the BEE level of contributor in accordance with the table below.

BBBEE Status Level of Contributor	Number of points (20 points)
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

7. PRICES

- Provide a "Pricing Grid or "Transaction Fee Schedule;
- The total bid amount should be transferred to the standard bidding form/document (SBD1).

8. PAYMENT TERMS

Alexkor undertakes to pay valid invoices in full within thirty (30) days from statement date for services rendered or goods delivered.

9. REQUIREMENTS PRIOR TO CONTRACT AWARD

The following requirements must be met prior to a contract award being made to the preferred bidder. Should a preferred bidder not respond positively to Alexkor's written request within 7 working days of delivery of such request (if this has not been submitted with the tender), that tenderer will be disqualified and the next ranking bidder will be considered.

10. VALIDITY

A proposal shall remain valid for ninety (90) day after the closing date of the submission for proposals.

11. SIGNATORIES

All responses to this RFP should be signed off by the signatories of the bidder.

12. SPECIAL TERMS AND CONDITIONS

- Alexkor reserves the right to accept or reject any submission in full or in part, and to suspend this process and reject all proposals or part thereof, at any time prior to the awarding of the bidder.
- This bid will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the PFMA.
- Alexkor is the sole adjudicator of the bid and the decisions in this regard will be final. Bidders are welcome to be present at the opening of bids.
- The Annexures are part of the bid documentation and must be signed by the bidder and attach to the bid document.

END OF THE SPECIFICATON

APPROVED BY:

A handwritten signature in black ink, appearing to read 'T. Fowler', is written over a horizontal line.

MR. T. FOWLER

CHIEF EXECUTIVE OFFICER

DATE: 29 SEPTEMBER 2022