

## **HESSEQUA MUNICIPALITY**

### **HES-TECH 06/2324**

**THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR STRIPPING,  
REPAIR, SERVICE, SUPPLY AND INSTALLATION OF PUMPS, MIXERS, ELECTRONIC  
MOTORS AND THE REPAIR AND MAINTENANCE OF GENERATORS IN THE  
HESSEQUA MUNICIPAL AREA FOR A PERIOD OF THREE (3) YEARS**

<b>PART C3: SCOPE OF WORKS</b>
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**C3.1 Description of the Works**

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### HES-TECH 06/2324

#### THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR STRIPPING, REPAIR, SERVICE, SUPPLY AND INSTALLATION OF PUMPS, MIXERS, ELECTRONIC MOTORS AND THE REPAIR AND MAINTENANCE OF GENERATORS IN THE HESSEQUA MUNICIPAL AREA FOR A PERIOD OF THREE (3) YEARS

#### PART C3.2: DESCRIPTION OF WORKS

#### C3.2 DESCRIPTION OF WORKS

##### C3.2.1 Overview of the Works

##### C3.2.1.1 SPECIFICATIONS:

A PANEL OF SERVICE PROVIDERS WILL BE APPOINTED FOR THE STRIPPING, REPAIR, SERVICE, REPLACE, SUPPLY AND INSTALLATION OF PUMPS, MIXERS, ELECTRICAL MOTORS AND THE REPAIR AND MAINTENANCE OF GENERATORS

##### 2.1.1 Employer's objectives

- (a) The Employer's objectives are to provide an acceptable and consistent level of service by maintaining all its assets for the benefit of the public.

#### SECTION 1 (MECHANICAL)

##### 1.1 Overview of the works

- (a) The extent of the works includes the supply of new equipment, repairs of electrical motors and equipment, sewer and water pumps.

The Municipality intends to establish a framework agreement with the service providers to ensure seamless operation of critical infrastructure. Under this framework agreement, the municipality envisions to rely on the professional services of ethical service providers who shall, from time to time, be requested to provide a secondary layer of support to the municipal resources. It is within that scope that service providers shall be requested to repair, service, maintain, supply only, commission, install, among other things, materials, spares, components, and any other services as maybe required to ensure service delivery is not hindered.

##### 1.2 Work specifications

Typical work to be carried out under this contract consists mainly of the following:

- (a) Clean and strip pump
- (b) Supply and fit Upper and Lower Seals. (Seals must be approved seals by the Employer)
- (c) Supply and fit Upper and Lower Bearings. (Bearings must be approved by the Employer)
- (d) Supply and fit diaphragm
- (e) Supply and fit O-Ring set
- (f) Rewind pump motor completely
- (g) Dry-out, varnish and bake
- (h) Supply and fit new Impellor
- (i) Supply and fit Impellor hub and bolt where required
- (j) Machine impellor to size
- (k) Fill seal housing with new oil
- (l) Supply and fit moisture probe
- (m) Supply and fit Klaxons where required

- (n) Supply and fit Thermistors where required
- (o) Supply and connect cable
- (p) Supply and fit grommets
- (q) Assemble and test pump
- (r) Apply protective coating to pump
- (s) Provide a flow and performance test report/certificate
- (t) Provide new identity tag made from S/S 25mmx 3 mm thick. Tag to be fixed to pump.
- (u) Collect and deliver pump at the different pump stations or plants
- (v) Collect and deliver pump at the Mechanical Workshop
- (w) Return pump within the specified turn-around time for repairs
  - This description of the works is not necessarily complete and shall not limit the work to be carried out by the contractor under this contract.
  - The Employer will identify works required. It will be up to the Contractor to prove or justify any work other than that identified needs to be done in his opinion. Such additional work must be approved before commencement.
  - All redundant parts claimed to have been used, excluding scrap copper, must be returned with the pump to the Employer.
  - The Employer will from time to time do a check on the work done to establish if the correct parts have been used.

### 1.3 Rates under the pricing schedule

The rates provided shall be subject to negotiation under certain circumstances.  
 Where travelling claims are submitted, the rates shall be capped at the AA rates.  
 Where in the opinion of the municipality, market related rates are not submitted, the service provider's rates shall be subjected to benchmarking.

### 1.4 Utilisation

Under normal circumstances, the service providers shall be afforded an opportunity to respond to an RFQ on an ad hoc basis.  
 Under urgency cases such as emergencies, the service providers shall be rotated, provided that the turnaround timeframes are within the acceptance of the municipality representatives.

### SPECIAL CONDITIONS OF CONTRACT

**CIDB grading: 2ME or higher**

- 1.5.1 Contract period: **Three (3) years from date of appointment**
- 1.5.2 Bidders must submit proof with the tender document that they are accredited electrical rewinding agents. Bidders who are not registered as an accredited electrical rewinding agent, will be considered as non-responsive.
- 1.5.3 Only bidders who have a fully equipped workshop within 200km radius from Hessequa Municipality's offices in Van der Berg Street, Riversdale will be eligible to tender.

Address where workshop is situated:	

Telephone Number:	
E-mail address:	

- 1.5.4 A panel of service providers will be appointed for this section, depending on responsiveness.
- 1.5.5 If the successful service providers cannot or does not provide the service within the delivery period as indicated, the bidder must inform the Municipality in writing of delays in delivery.
- 1.5.6 Should the bidder fail to inform the Municipality and the service is not delivered within the delivery period, the order will be cancelled, and the Municipality will automatically source the items from the second ranking bidder.
- 1.5.7 Procedures in event of non-or poor performance will be dealt with according to the Hessequa Municipality's Supply Chain Management Policy.

**Failure to adhere to the beforementioned may result in your tender being declared non-responsive for this particular section.**

## **SECTION 2 (ELECTRICAL)**

### **2.1 Overview of the works**

- (a) The extent of the works includes the supply of new equipment, repairs of electrical motor control centres (MCCs), maintenance of spares and related equipment. (Excluding items covered in section 1)

The Municipality intends to establish a framework agreement with the service providers to ensure seamless operation of critical infrastructure. Under this framework agreement, the municipality envisions to rely on the professional services of ethical service providers who shall, from time to time, be requested to provide a secondary layer of support to the municipal resources. It is within that scope that service providers shall be requested to repair, service, maintain, supply only, commission, install, among other things, materials, spares, components, and any other services as maybe required to ensure service delivery is not hindered.

### **2.2 Work specifications**

**Typical work to be carried out under this contract consists mainly of the following:**

- (a) Maintenance and repairs of MCCs
- (b) Supply and delivery of equipment related to MCCs including process control equipment.
- (c) Servicing and Repairs to related alternative supply equipment within the Water and Wastewater treatment facilities or any other facilities as determined by the Technical Services department on an ad hoc basis.
- (d) Supply Only of New Components
- (e) Fault find on MCCs and related equipment.
- (s) Fault find and on request, Strip and Quote.
- (t) Assist with routine and preventative maintenance on the MCCs on request and on an adhoc basis.

### **2.3 Rates under the pricing schedule**

The rates provided shall be subject to negotiation under certain circumstances.  
Where travelling claims are submitted, the rates shall be capped at the AA rates.  
Where in the opinion of the municipality, market related rates are not submitted, the service provider's rates shall be subjected to benchmarking.

## 2.4 Utilisation

Under normal circumstances, the service providers shall be afforded an opportunity to respond to an RFQ on an ad hoc basis.

Under urgency cases such as emergencies, the service providers shall be rotated, provided that the turnaround timeframes are within the acceptance of the municipality representatives.

### **SPECIAL CONDITIONS OF CONTRACT**

#### **CIDB grading: 2EP or higher**

- 2.5.1 Contract period: **Three (3) years from date of appointment**
- 2.5.2 Bidders must submit proof with the tender document that they are registered electrical contractors. Bidders who are not registered, will be considered as non-responsive.
- 2.5.3 Only bidders who have a fully equipped workshop within 200km radius from Hessequa Municipality's offices in Van der Berg Street, Riversdale will be eligible to tender.

Address where workshop is situated:	
Telephone Number:	
E-mail address:	

- 2.5.4 A panel of service providers will be appointed for this section, depending on responsiveness.
- 2.5.5 If the successful service providers cannot or does not provide the service within the delivery period as indicated, the bidder must inform the Municipality in writing of delays in delivery.
- 2.5.6 Should the bidder fail to inform the Municipality and the service is not delivered within the delivery period, the order will be cancelled, and the Municipality will automatically source the items from the second ranking bidder.
- 2.5.7 Procedures in event of non-or poor performance will be dealt with according to the Hessequa Municipality's Supply Chain Management Policy.

**Failure to adhere to the beforementioned may result in your tender being declared non-responsive for this particular section.**

## **SECTION 3 REPAIRS AND MAINTENANCE OF GENERATORS**

### **2.1 Overview of the works**

- (a) The extent of the works includes the supply of new spares, related equipment, repairs and maintenance of Generators.

The Municipality intends to establish a framework agreement with the service providers to ensure seamless operation of critical infrastructure. Under this framework agreement, the municipality envisions to rely on the professional services of ethical service providers who shall, from time to time, be requested to provide a secondary layer of support to the municipal resources. It is within that scope that service providers shall be requested to repair, service, maintain, supply only, commission, install, among other things, materials, spares, components, and any other services as maybe required to ensure service delivery is not hindered.

### **2.2 Work specifications**

**Typical work to be carried out under this contract consists mainly of the following:**

- (a) Maintenance, service and repairs of Generators
- (b) Fault find and on request, Strip and Quote.
- (c) Assist with routine and preventative maintenance on the Generators on request and on an ad-hoc basis.

### **2.3 Rates under the pricing schedule**

The rates provided shall be subject to negotiation under certain circumstances.

Where travelling claims are submitted, the rates shall be capped at the AA rates.

Where in the opinion of the municipality, market related rates are not submitted, the service provider's rates shall be subjected to benchmarking.

### **2.4 Utilisation**

Under normal circumstances, the service providers shall be afforded an opportunity to respond to an RFQ on an ad hoc basis.

Under urgency cases such as emergencies, the service providers shall be rotated, provided that the turnaround timeframes are within the acceptance of the municipality representatives.

## **SPECIAL CONDITIONS OF CONTRACT**

### **CIDB grading: 2ME or higher**

- 2.5.1 Contract period: **Three (3) years from date of appointment**
- 2.5.2 Bidders must submit proof with the tender document that they have a qualified mechanic under employment. Bidders who do not submit prove with the tender document, will be considered as non-responsive.
- 2.5.3 Only bidders who have a fully equipped workshop within 200km radius from Hessequa Municipality's offices in Van der Berg Street, Riversdale will be eligible to tender.

Address where workshop is situated:	
Telephone Number:	
E-mail address:	

- 2.5.4 A panel of service providers will be appointed for this section, depending on responsiveness.
- 2.5.5 If the successful service providers cannot or does not provide the service within the delivery period as indicated, the bidder must inform the Municipality in writing of delays in delivery.
- 2.5.6 Should the bidder fail to inform the Municipality and the service is not delivered within the delivery period, the order will be cancelled, and the Municipality will automatically source the items from the second ranking bidder.
- 2.5.7 Procedures in event of non-or poor performance will be dealt with according to the Hessequa Municipality's Supply Chain Management Policy.

**Failure to adhere to the beforementioned may result in your tender being declared non-responsive for this particular section.**

DECLARATION,

I, THE UNDERSIGNED (NAME) .....

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT THE MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

AUTHORISED SIGNATURE: .....

NAME: .....

CAPACITY: ..... DATE: .....