## **MUNISIPALITEIT DAWID KRUIPER MUNICIPALITY**



RFP001-2024: REQUEST FOR PROPOSAL

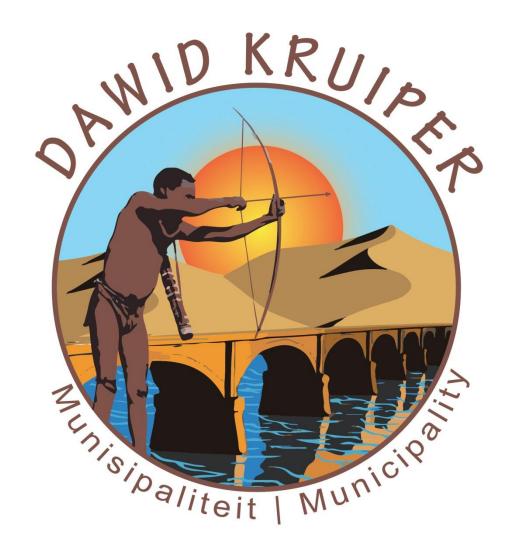
# REQUEST FOR PROPOSALS (RFP) FROM SERVICE PROVIDERS FOR OPERTION AND MAINTENANCE OF THE De DUINE LANDFILL SITE FOR DAWID KRUIPER MUNICIPALITY FOR PERIOD OF 3 to 20 YEARS

Name of bidder	
Contact details	Telephone Number:
	Cellphone Number:
Email address	
CSD Registration Nr	MAAA
CSD Registration Ni	IVIAAA
Locality (where the business is located)	
TOTAL BID AMOUNT:	R
	(Inclusive of VAT)

# REQUEST FOR PROPOSALS (RFP) FROM SERVICE PROVIDERS FOR LEASING AND OPERTION OF THE De DUINE LANDFILL SITE FOR DAWID KRUIPER MUNICIPALITY FOR PERIOD OF 3 to 20 YEARS

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**Republic of South Africa** 



# DAWID KRUIPER MUNICIPALITY PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

REQUEST FOR PROPOSALS (RFP) FROM SERVICE PROVIDERS FOR OPERATION AND MAINTENANCE OF THE De DUINE LANDFILL SITE FOR DAWID KRUIPER MUNICIPALITY FOR PERIOD OF 3 to 20 YEARS

### SECTION "A"

## **GENERAL CONDITIONS OF QUOTATION**

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#### **GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT**

Dawid Kruiper: Republic of South Africa

### **General Conditions of Contract**

#### 1. Definitions

- 1. The following terms shall be interpreted as indicated:
- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.

- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.26 "Tort" means in breach of contract.
- 1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.28 "Written" or "in writing" means hand-written in ink or any form of electronic or mechanical writing.

#### 2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

#### 3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a nonrefundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and on Dawid Kruiper municipality's website.

#### 4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

# 5. Use of contract documents and information inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

#### 6. Patent Rights

- 6.1 The supplier shall indemnify the purchaser against all thirdparty claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 6.2 When a supplier developed documentation / projects for Dawid Kruiper municipality, the intellectual, copy and patent rights or ownership of such documents or projects will vest in Dawid Kruiper municipality.

# 7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
  - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9.1

#### 9. Packing

- The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

# 10. Delivery and Documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

#### 11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

#### 12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified

# 13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

#### 14. Spare parts

- 14.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
  - such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
  - (b) in the event of termination of production of the spare parts:
    - advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
    - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested

#### 15. Warranty

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

## 16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated.

#### 17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

# 18. Variation Orders

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

#### 19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

#### 20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

# 21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

- 21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.
- 21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.
- 21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

#### 22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

# 23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
  - if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the supplier fails to perform any other obligation(s) under the contract; or
  - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.
- 23.5. Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
  - (i) the name and address of the supplier and / or person. restricted by the purchaser;
  - (ii) the date of commencement of the restriction
  - (iii) the period of restriction; and
  - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Daulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website

24.1

24. Antidumping and countervailing duties and rights

When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

#### 25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

# 26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

# 27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Notwithstanding any reference to mediation and/or court proceedings herein,
  - the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

# 28. Limitation of Liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
  - (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
  - (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

# 29. Governing Language

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law
- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

#### 31. Notices

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

#### 32. Taxes and duties

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.
- 32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

**33. Transfer of** 33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser

# **34. Amendment of** 34.1 contracts

No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

# **35. Prohibition of** 35.1 restrictive practices

In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.

- 35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 0f 1998.
- 35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

# DAWID KRUIPER MUNICIPALITY SPECIFICATION

### 1. <u>BACKGROUND</u>

The De Duine Landfill is situated in the Northern Cape Province approximately 8 km south-west of Upington. The co-ordinates for the site are S:28°29' 15,34" and E: 21°10' 03.02". The main access to the site is by following the N14 to Keimoes town out of Upington and turning north (right) onto the access road leading to the site.

#### 2. SCOPE OF BID

The Municipality hereby ask potential Service providers with the credible knowledge of Solid Waste Land fill site operations and maintenance to provide a DKM Management Proposal of the Solid Waste operations and Maintenance that includes:

- a) Operations and Maintenance of the De Duine land Fill Site for DKM Site Management and provision of equipment for the operations and maintenance, Security, contracting of the waste recycling bodies for a period not exceed contract duration, Waste minimization through recycling or what is proposed by the PSP, etc.
- b) Legal requirement Current documentation of the site will be availed to the bidders either site briefing session or during presentation.

#### 3. <u>CLOSING DATE AND CLARIFICATION MEETING</u>

- 3.1 Sealed bids clearly marked "RFP001/2024: REQUEST FOR PROPASALS (RFP) FROM SERVICE PROVIDERS FOR OPERATION AND MAINTENANCE OF THE DE-DUINE LANDFILL SITE FOR DAWID KRUIPER MUNICIPALITY FOR PERIOD OF 3 TO 20 YEARS must be placed in the Municipal tender Box before or at 14:00 on Friday, 31 January 2025 and will be opened directly thereafter in the Councillor Chambers at the Municipal Offices.
- 3.2 Clarification briefing will be held on Friday, **17 January 2025 at 10:00** in the **Municipal Council Chambers**.

#### 4. GENERAL REQUIREMENTS

- 4.1 This bid document as a whole, without any alteration, modification, deletion, editing or formatting of the documents content, must be completed and returned no later than the closing date and time to be evaluated. Any incomplete, altered, modified, edited or formatted document will not be considered.
- 4.2 The lowest or only bid will not necessarily be accepted.
- 4.3 Bids per fax or E- mail will also not be considered, only the original signed document will be accepted.
- 4.4 The following forms, Summary of items and bid price, MBD 1, MBD 4, MDB 5, MBD 6.1, MDB 7.1, MBD 7.2. MBD 8 and MBD 9, must be completed.
- 4.5 Bids will be evaluated in accordance with the applicable Preferential Point Scoring System as set out in the Councils Supply Chain Management Policy.

- 4.6 Bidders must be registered at National Treasury's Central Suppliers Data Base (CSD) and proof must be submitted.
- 4.7 A copy of the tax clearance certificate issued and/or the document issued by SARS indicating the tax clearance PIN. Please note that it is the responsibility of the supplier to ensure that all tax related matters are in order daily.

### 5. <u>COMPULSORY DOCUMENTATION</u>

These documents **must be attached** to the bid form. **Bids not containing these documents will be deemed as Non-Responsive** 

- 5.1 A copy of the Municipal account not older than 3 months and not in arrears for more than 90 days, on date of submission.
- 5.2 If the bidder is not liable for levies for municipal services, a Sworn Affidavit indicating reasons as to why a municipal account cannot be submitted and/or a valid Lease Agreement indicating such must be provided.

### 5. <u>BID EVALUATION</u>

Bidder's Proposal are going to be address in two (2) Stages,

- 1. The First Stage is assessing the proposal Technical submission,
- 2. The second Stage is the formal SCM tender process based on the proposals received.

#### 6. METHOD OF DELIVERY AND ADDRESS

Goods and services must be delivered as a whole. Delivery must be made to

Dawid Kruiper Municipality Corner of Scott & Mutual Street Upington Northern Cape

#### 7. FUNCTIONAL REQUIREMENTS

#### 7.1 **OPERATIONAL REQUIREMENTS**

The Service provider proposal must address the operations of the landfill site and required development strategies to improve the landfill site as is;

The PSP may propose further improvements that required to be budgeted for by the Municipality to improve operations to be compliant to the National Guidelines. This includes the following:

- a) Handling General Household Waste,
- b) Hazardous waste including incineration,

#### 7.2 SITE LOCATION AND ACCESS



#### 7.3 AUTHORISATIONS AND LICENCES

The Proposal is required, within the scope of the proposed project, to assess what needs to be done within the existing licenses.

The Landfill site is also expected to have an incinerator to reduce waste and harzardous waste handling.

#### 7.4. AREA OF COLLECTION

#### **Upington and Surrounding**

The whole Upington area that is served by the De Duine Land fill site.

#### 7.5 OWNERSHIP AND RIGHTS

The Property ownership remains with the Municipality for the proposed period of operations.

#### 7.6 EMPLOYMENT OF PERSONNEL

All security staff employed by the supplier on behalf of the Dawid Kruiper Municipality or at any Dawid Kruiper Municipality property must be registered with Private Security

Industry Regulatory Authority (PSiRA). Proof of such registration must be made available to the Dawid Kruiper Municipality's agent upon request.

The Monthly Project Labour Report must include details of <u>all</u> Labour (including that of sub-contractors) that are South African citizens earning less than R350.00 per day, as adjusted from time to time (excluding any benefits), who are employed on a temporary or contract basis on this contract in the month in question.

In addition to the Monthly Project Labour Report the Supplier shall simultaneously furnish the Municipality's Agent with copies of the employment contracts entered into with such labour, together with certified copies of identification documents, proof of attendance in the form of attendance register or timesheets as well as evidence of payments to such labour in the form of copies of payslips or payroll runs. If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it and proof of such acknowledgement shall be furnished to the Municipality's Agent.

#### 7.7 FORMS FOR CONTRACT ADMINISTRATION

The PSP may be invited for presentation for clarification of proposals during evaluation. No appointment will be made on the RFP. A formal SCM process to appoint the relevant service provider will follow afterwards.

#### 7.8 LOCAL PARTICIPATION

It is recommended that bidders employ local people/contractors during the construction and/or operational stages of the project as far as possible.

## SECTION "C"

## **NOT APPLICABLE**

## **SECTION "D"**

## **SUMMARY OF ITEMS AND BID PRICES NOT APPLICABLE**

<b>NB</b> : Completion of	this page is not compulsory.
•	
Signature of Bidder	
Witnesses:	1
	2

**SECTION "E"** 

**FORMS TO BE COMPLETED** 

MBD,1

# PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DAWID KRUIPER MUNICIPALITY					
BID NUMBER:	RFP001/2024	CLOSING DATE:	Friday, 31 January 2025	CLOSING TIME:	14H00
	REQUEST FOR PROPOSAL (RFP) FROM SERVICE PROVIDERS FOR LEASING AND OPERATION				
	OF THE DE-DUINE LANDFILL SITE FOR DAWID KRUIPER MUNICIPALITY FOR PERIOD OF 3				
DESCRIPTION TO 20 YEARS					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD)

BID BOX SITUATED AT (STREET ADDRESS							
DAWID KRUIPER MUNICIPALITY							
CIVIC CENTRE							
MUTUAL STREET							
UPINGTON							
8800							
SUPPLIER INFORMATION							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE				NUMBER		
CELLPHONE NUMBER				•			
FACSIMILE NUMBER	CODE				NUMBER		
E-MAIL ADDRESS					<u> </u>		
VAT REGISTRATION NUMBER							
TAX COMPLIANCE STATUS	TCS PIN:			OR	CSD No:		
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes [IF YES ENCLOS	□No SE PROOI		FOR SU T	RE YOU A EIGN BASE PPLIER FOR HE GOODS SERVICES OFFERED?	<u>,,, , , , , , , , , , , , , , , , , , </u>	No
TOTAL NUMBER OF ITEMS OFFERED				<u>T</u>	OTAL BID PRICE	R	
SIGNATURE OF BIDDER					DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED							
BIDDING PROCEDURE ENQUIRIES TO:	ES MAY BE DIR	ECTED	TECH TO:	NICAI	LINFORMAT	ΓΙΟΝ MAY BE DIRECTE	<b>D</b>
	Supply	Chain	10.				
DEPARTMENT	Management				ERSON	Mduduzi Mganga	
CONTACT PERSON	Mary Marabi				NUMBER	054-338-7076/7061	
TELEPHONE NUMBER	054-338-7436				NUMBER		
FACSIMILE NUMBER				IL ADD			
E-MAIL ADDRESS	mary.marabi@dkn	n.gov.za	Mdudu	ızi.mga	nga@dkm.gov.	.za	

# PART B TERMS AND CONDITIONS FOR BIDDING

1.	RID 20RMI22ION:		
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIPE BE ACCEPTED FOR CONSIDERATION.	IE TO THE CORRECT ADDRESS	S. LATE BIDS WILL NOT
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR ONLINE		
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL P PREFERENTIAL PROCUREMENT REGULATIONS TH IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS	E GENERAL CONDITIONS OF C	
2.	TAX COMPLIANCE REQUIREMENTS		
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR		
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE BY SARS TO ENABLE THE ORGAN OF STATE TO V		
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS FILING. IN ORDER TO USE THIS PROVISION, TAXE FILERS THROUGH THE WEBSITE WWW.SARS.GOV.	AYERS WILL NEED TO REGIS	
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-A	WARD QUESTIONNAIRE IN PAR	RT B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERT	FICATE TOGETHER WITH THE	BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SU SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CS		ED, EACH PARTY MUST
2.7	2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.		
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
31	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF S	SOUTH AFRICA (RSA)?	☐ YES ☐ NO
	DOES THE ENTITY HAVE A BRANCH IN THE RSA?		☐ YES ☐ NO
	DOES THE ENTITY HAVE A PERMANENT ESTABLISH	IMENT IN THE DOA?	☐ YES ☐ NO
	DOES THE ENTITY HAVE ANY SOURCE OF INCOME		☐ YES ☐ NO
	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM		☐ YES ☐ NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM	JE TAXATION?	☐ 1E2 ☐ NO
CON	HE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN MPLIANCE STATUS SYSTEM PIN CODE FROM THE SO SISTER AS PER 2.3 ABOVE.	T IS NOT A REQUIREMENT TO UTH AFRICAN REVENUE SERVI	REGISTER FOR A TAX ICE (SARS) AND IF NOT
	AILURE TO PROVIDE ANY OF THE ABOVE PARTICUL		VALID.
SIGN	ATURE OF BIDDER:		
CAPACITY UNDER WHICH THIS BID IS SIGNED:			
DATE	: :		

MBD 4



1. No bid will be accepted from persons in the service of the state<sup>1</sup>.

2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may
	make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should
	the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of
	the state, it is required that the bidder or their authorised representative declare their position in relation to
	the evaluating/adjudicating authority.

		3.8.1 If yes, furnish particulars.				
	3.8	Are you presently in the service of the state?  YES / NO				
	3.7	The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.				
	3.6	VAT Registration Number:				
	3.5	Tax Reference Number:				
	3.4	Company Registration Number:				
	3.3	Position occupied in the Company (director, trustee, hareholder²):				
	3.2	Identity Number:				
	3.1	Full Name of bidder or his or her representative:				
3	In oi bid.	order to give effect to the above, the following questionnaire must be completed and submitted with the d.				

<sup>1</sup>MSCM Regulations: "in the service of the state" means to be –

- (a) a member of
  - any municipal council; (i)
  - any provincial legislature; or
  - the national Assembly or the national Council of provinces;
- a member of the board of directors of any municipal entity;
- an official of any municipality or municipal entity;
- an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999); a member of the accounting authority of any national or provincial public entity; or
- an employee of Parliament or a provincial legislature.

<sup>&</sup>lt;sup>2</sup> Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

MBD 4 3.9 YES / NO Have you been in the service of the state for the past twelve months? 3.9.1 If yes, furnish particulars 3.10 Do you have any relationship (family, friend, other) with persons in the YES / NO service of the state and who may be involved with the evaluation and or adjudication of this bid? 3.10.1 If yes, furnish particulars. 3.11 Are you, aware of any relationship (family, friend, other) between any other YES / NO bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? 3.11.1 If yes, furnish particulars 3.12 Are any of the company's directors, trustees, managers, principle YES / NO shareholders or stakeholders in service of the state? 3.12.1 If yes, furnish particulars. 3.13 Are any spouse, child or parent of the company's director's trustees, managers, principle shareholders or stakeholders in service of the state? 3.13.1 If yes, furnish particulars. 3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?

3.14.1 If yes, furnish particulars:

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number
Signature	Date	
Capacity	Name of Bidder	

# DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1.	Are you by law required to prepare annual financial statements for auditing?  1.1. If yes, submit audited annual financial statements for the past	*YES / NO
	three years or since the date of establishment if established during the past three years.	
2.	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?	*YES / NO
	2.1. If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days	
	2.2. If yes, provide particulars.	
3.	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?	*YES/
	3.1. If yes, furnish particulars	110
4.	Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?	*YES / NO
	4.1. If yes, furnish particulars	

\* Delete if not applicable

## **CERTIFICATION**

I, THE UNDERSIGNED (NAME)	
CERTIFY THAT THE INFORMATION FU FORM IS CORRECT.	IRNISHED ON THIS DECLARATION
I ACCEPT THAT THE STATE MAY A DECLARATION PROVE TO BE FAL	
Signature	Date
Position	Name of Bidder

**MBD 6.1** 

# PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

Not applicable

#### **CONTRACT FORM - RENDERING OF SERVICES**

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

#### PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

- 2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
      - Special Conditions of Contract:
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)

DATE

- 3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
- 5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6.	I confirm that I am du	uly authorised to sign this contract.	WITNESSES
	NAME (PRINT)		1
	CAPACITY		2
	SIGNATURE		DATE:
	NAME OF FIRM		

### **CONTRACT FORM - RENDERING OF SERVICES**

### PART 2 (TO BE FILLED IN BY THE PURCHASER)

1.	I					
2.	An official order indicating service delivery instructions is forthcoming.					
3.	I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.					
	DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	E COMPLETION DATE		TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL
4. I confirm that I am duly authorised to sign this contract.  SIGNED AT						
OIOIVE			ON			
NAME	(PRINT)					
SIGNA	ATURE					
OFFIC	CIAL STAMP					
				WITNESSES		
				1		
				2		
				DATE:		

## **SECTION "F"**

## Annexures

Attach all annexures and documents to this page

- 1. Tax Clearance certificate
- 2. CSD registration
- 3. Municipal account/ Valid Lease Agreement/Sworn Affidavit as to reason why municipal account or lease agreement cannot be submitted