

	REQUEST FOR QUOTATION		Form No: UW-RFQ-2 Version No: 1.1/2020 Effective Date: Jul 2020
	Q22/322/NM-A		

You are hereby invited to submit a Quotation for the following requirements of

UMGENI WATER

Advert Date:	23 February 2022			
RFQ Ref Number:	Q22/322/NM-A			
Description Of Services:	GREATER-MNGENI CATCHMENT MANAGEMENT PLAN AND WETLAND ASSESSMENT FOR THE BAYNESPRUIT WETLAND AT SOBANTU			
Closing Date:	18 MARCH 2022		Closing Time:	15H00
Compulsory Briefing / Clarification meeting:				
Documents Are Obtainable From:	Via email			
SCM Procedure Enquiries may be directed to:	Nobuhle Madonsela Tel No. 031 719 7334 Email Address: nobuhle.madonsla@umgeni.co.za			
Submissions:	By email to: scmquotes@umgeni.co.za NB: use Q22/322/NM-A as email subject			
Technical Enquiries: (PM – Details)	Contact Person: Futhi Vilakazi Email: Futhi.Vilakazi@umgeni.co.za Tel : 033 341 1007			

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This RFQ is subject to the general conditions of the RFQ, National Treasury's general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC).

2. Information about the Tenderer

Name of tenderer	
Registration number	
VAT registration number	
Telephone number	
Cell number	
E-mail address	
Postal address	
Physical address	
CSD Supplier number	
Contact person's name	

I certify that the information furnished on this form is true and correct. I further accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of tenderer (duly authorised)

Signature of tenderer

Signature of tenderer

Date

3. TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)

1. Any alteration made by the tenderer must be initialled.
2. Use of correcting fluid is prohibited
3. This quotation is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017; the General Conditions of Contract (GCC) and if applicable any other Special Conditions of Contract.
4. Companies must be registered on the National Treasury's Central Suppliers Database.
5. Suppliers are advised that the 80/20 preference points system shall be applied in the evaluation of this quotation. To qualify for preference points suppliers are required to submit certified copies of valid B-BBEE Status Level Verification Certificates to substantiate their B-BBEE rating claims. Refer to SBD 6.1 form.
6. Suppliers must complete the attached **SBD 4** -Declaration of interest form, the **SBD 8** - Declaration of Suppliers past performance form and the **SBD 9** - Certificate of Independent Bid Determination. Failure to complete these documents may result in the quotation being invalidated.
7. Quotations must be in accordance and compliance with the specifications/scope of work provided unless otherwise stipulated.
8. The official Umgeni Water quotation form must be used to tender the offered price. Should the allocated price page be insufficient, the tenderer may supplement the price page with an additional pricing breakdown.
9. The successful supplier may be required to fill in and sign a written Contract Form. (If applicable)
10. This document may contain confidential information that is the property of Umgeni Water.
11. No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFQ, without prior written permission from Umgeni Water and the Tenderer.
12. All Copyright and Intellectual Property herein vests with Umgeni Water and its Tenderer.
13. Quotations must be submitted by email scmquotes@umgeni.co.za or be deposited in the tender box situated as indicated on the quotation request form marked appropriated as directed. (*The applicable submission method is reflected on the cover page*). Suppliers should ensure that quotations are delivered before closing time and to the correct address.
14. It is the responsibility of the bidder to ensure that its response reaches Umgeni Water on or before the closing date and time of the RFQ.
15. Late and incomplete submissions will not be accepted.
16. Price Declaration must be completed, and should the total RFQ prices differ, the one indicated on the price declaration shall be considered the correct price.
17. Tenderers are required to submit a valid Tax clearance verification PIN.
18. No services must be rendered or goods delivered before an official Umgeni Water Purchase Order form has been received.

The Tenderer accepts the above terms, conditions, and Umgeni Water's Standard Conditions of Tender*.	Accept	Do not accept

*A full copy of UW's Standard Conditions of Tender are available on Umgeni Water's website.

http://www.umgeni.co.za/pdf/cm009_standard_conditions_of_tender.pdf

CONDITIONS OF QUOTE

1. I/We hereby quote to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to Umgeni Water on the terms and conditions. In accordance with the specifications stipulated in the quotation documents (and which shall be taken as part of and be incorporated into this quote) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
2. I/we agree that:
 - (a) the offer herein shall remain binding upon me and open for acceptance by Umgeni Water during the validity period indicated and calculated from the closing time of the quote;
 - (b) this quote and its acceptance shall be subject to the Public Finance Management Act, 1999, Umgeni Water's Supply Chain Management Policy and Procedures, the General and Special Conditions of Contract as may be applicable, with which I/we am fully acquainted;
 - (c) if I/we withdraw my quote within the period for which I/we have agreed that the quote shall remain open for acceptance, or fail to fulfil the contract when called upon to do so. Umgeni Water may, without prejudice to its other rights, agree to the withdrawal of my quote or cancel the contract that may have been entered into between Umgeni Water and I/us. I/we will then pay to Umgeni Water any additional expenses incurred for having either to accept any less favourable quote or, if fresh quote has to be invited, the additional expenditure incurred by the invitation of fresh quotes and by the subsequent acceptance of any less favourable quotes. Umgeni Water shall reserve the right to recover such additional expenditure by set-off against monies which may be due to me under this, or any other tender or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss Umgeni Water may sustain by reason of my default;
 - (d) if my quote is accepted, the acceptance may be communicated to me by electronic mail, to the email address supplied in my quotation document;
 - (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my quote and I choose *domicilium citandi et executandi* in the Republic at (full physical address):
.....
.....
3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my quote: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.
4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.
5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me as a result of such action.
6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this quote or any related quotations by completion of the Declaration of Interest Section.

CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I/WE, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE TENDERER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

- (1) The tenderer will furnish documentary proof regarding any tendering issue to the satisfaction of the Umgeni Water, if requested to do so.
- (2) If the information supplied is found to be incorrect and/or false then Umgeni Water, in addition to any remedies it may have, may: -
 - a) Recover from the contractor all costs, losses or damages incurred or sustained by Umgeni Water as a result of the award of the contract, and/or
 - b) Cancel the contract and claim any damages that Umgeni Water may suffer by having to make less favourable arrangements after such cancellation.

SIGNED ON THIS _____ DAY OF _____ 20 _____ AT _____

**SIGNATURE OF TENDERER OR DULY
AUTHORISED REPRESENTATIVE**

FULL NAME (IN BLOCK LETTERS)

ON BEHALF OF (TENDERER'S NAME) _____

CAPACITY OF SIGNATORY _____

NAME OF CONTACT PERSON (IN BLOCK LETTERS) _____

POSTAL ADDRESS _____

POSTAL CODE _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

CELLULAR PHONE NUMBER: _____

E-MAIL ADDRESS: _____

4. ELIGIBILITY AND EVALUATION CRITERIA

4.1 Evaluation method:

The quotation will firstly be evaluated on eligibility. If found to be eligible, it will be further evaluated in two stages i.e.

- Functionality shall be assessed. A minimum functionality score of 70 (seventy) points is required for the tender to be considered further.
- Price & Preference using the 80/20 Preference Point Scoring System in terms of PPPFA

Stage 1

Eligibility
Umgeni Water will only consider submissions from tenderers who satisfy the following criteria: a) the Tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; b) the Tenderer has not: i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given a written notice to this effect; c) the Tenderer has completed and signed the Declaration of Interest and there are no conflicts of interest which may impact on the Tenderer's ability to perform the contract in the best interests of the Purchaser or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract; d) the Tenderer has completed and signed the Declaration of Independent Tender Determination and has arrived at the accompanying tender independently from, and without consultation, communication, agreement or arrangement with any competitor. e) The tender should have a minimum 5 years' experience applicable experience. f) The Key personnel needs to be registered with the relevant professional registration bodies i.e. SACNASP and/or ECSA

Stage 2

Functionality	
The minimum qualifying Functionality Evaluation Score shall be seventy (70) points.	
The table below lists the returnable schedules that set out the scoring criteria and sub-criteria, and the percentage weighting for the score achieved against the relevant schedule:	
Returnable Schedule	Weighting %
• Tenderer's Experience	30 points
• Experience of Key Personnel	30 points
• Method Statement	30 points
• Preliminary programme	10 Points
Failure to score a single point in any of the criteria listed above will deem the bid to be non-responsive and the bidder will be disqualified.	

Note: Bidders must achieve a minimum score of 70 points for Stage 2 and of the technical criteria, in order to be considered for the next level of the evaluation process i.e. Price and BEE.

Stage 3

Price Evaluation
The procedure for the evaluation of responsive tenders is Method 2 (Financial Offer and Preference) will be in accordance with F.3.11.3 using formula 2 in F.3.11.7

4.2. FUNCTIONALITY CRITERIA

4.2.1. TENDERER'S EXPERIENCE (30)

The experience of the Tenderer or joint venture partners in the case of an unincorporated joint venture or consortium will be evaluated based on experience in similar projects or similar areas and conditions in relation to the scope of work. The evaluation will consider the experience in relation to the management of programs and projects and the provision of cost consulting services in relation to programs of work as opposed to projects where bills of quantities have been used. Tenderers should very briefly describe their experience in this regard relevant to the scope of work and attach this to this schedule.

Company experience (for information use only)

The experience of the Service Provider or joint venture partners in the case of an unincorporated joint venture or consortium will be evaluated on the basis of experience in surveying projects in relation to the scope of work. Service Providers should very briefly describe their experience in this regard relevant to the scope of work and attach this to this schedule

Description of work (service)	Period / Year	Value of work (i.e. the service provided) inclusive of VAT (Rand)	Company (Where the Service was provided)	Contact details

Scoring of the Tenderer's experience will be as follows: 30

DESCRIPTION	MAX POSSIBLE SCORE
Understanding of the UW's requirements: Bidders must indicate their understanding of the scope of work, timelines and output for this project and submit proof of their previous experience by listing projects successfully conducted in similar Government entities, State Owned Enterprises and Private Sector Businesses/organizations. Company experience in developing integrated catchment management/action plans including undertaking the associated stakeholder engagement. (Submit proof of previous experience). 5 projects – 0 points 5 projects – 35 points, 5 additional point for every project more than 5 projects to a maximum of 50 points Company experience in undertaking wetland delineations, assessments and developing wetland rehabilitation strategies. (Submit proof of previous experience). <5 projects – 0 points 5 projects – 35 points, 5 additional point for every project more than 5 projects to a maximum of 50 points	100

TENDERER'S EXPERIENCE (Continued)

INSERT TENDERER'S EXPERIENCE HERE

4.3. KEY PERSONELL EXPERIENCE ASSIGNED TO THE WORK

Insert in the table below the key personnel and their proposed function.

KEY PERSONELL SCHEDULE

No.	Proposed Function	Key Person Name
1.	Project Manager – Catchment Scientist	
2.	Wetland Ecologist/Scientist/ Practitioner	
3.	Environmental/soil conservation engineer	

EXPERIENCE OF KEY PERSONELL

Provide relevant information as prescribed below for the following Key Persons proposed in the tender to fulfil the following positions:

Key Person Positions

A. Project Manager/Catchment Scientist

B. Wetland Ecologist/Scientist

C. Environmental/Soil Conservation Engineer

The experience of each key person, relevant to the scope of work, will be evaluated from the following:

- i) General experience (total duration of activity), level of education and training and positions held by the key person.
- ii) The education, training and experience of the person, in the specific sector, field, subject, etc. which is directly linked to the scope of work.

A CV of each key person of not more than 3 pages should be attached to this schedule.

Each CV should be structured under the following headings:

1. Personal particulars
 - name
 - date and place of birth
 - place (s) of tertiary education and dates associated therewith
2. Qualifications
3. Name of current employer and position in enterprise
4. Overview last 10 years of experience (year, organization, position and projects)
5. Outline of recent assignments/experience that has a bearing on the scope of work

The scoring of the experience of key staff will be as follows: [30]

The proposed project team should include CV's showing experience in projects of a similar nature. This must include details of the project Leader; backup project Leader and support team proposed for the project and must demonstrate the overall multi-disciplinary capability of the team and internal support structures. Experience of the Project Manager/Catchment Scientist in developing integrated catchment management/action plans with stakeholders: • 5yrs – 0 points • 5yrs – 35 points • 5 additional points for every year more than 5 years to a maximum of 50 points Experience of the Wetland Ecologist/Scientist/Practitioner in undertaking wetland delineations, assessments, developing wetland rehabilitation strategies and any other related experience. • <5yrs – 0 points • 5yrs – 35 points • 5 additional points for every year more than 5 years to a maximum of 50 points Experience of the Environmental / Soil Conservation Engineer in wetland management and associated infrastructural interventions experience. • 5yrs – 0 points • 5yrs – 35 points • 5 additional points for every year more than 5 years to a maximum of 50 points	30
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EXPERIENCE OF KEY PERSONNEL (Continued)

INSERT KEY PERSONNEL CVs HERE

4.4. METHOD STATEMENT

The method statement must respond to the Scope of Work and outline the proposed approach/methodology. The method statement should articulate what value the Tenderer will add in achieving the stated objectives for the project.

The Tenderer must as such explain his / her understanding of the objectives of the assignment and the Purchaser's stated and implied requirements, highlight the issues of importance, and explain the technical approach they would adopt to address them. The approach paper should explain the methodologies which are to be adopted, demonstrate the compatibility of those methodologies with the proposed approach. The approach should also include a quality plan which outlines processes, procedures and associated resources, applied by whom and when to meet the requirements and indicate how risks will be managed and what contribution can be made regarding value management.

The Tenderer must attach his / her approach paper/proposal to this page. The approach paper/proposal should not be longer than 8 pages.

The scoring of the approach paper/proposal will be as follows: | 30 |

Technical approach and methodology	
No submission (score 0)	No Method Statement submitted
Poor (score 40)	The technical approach and / or methodology is poor / is unlikely to satisfy project objectives or requirements. The Tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project.
Satisfactory (score 70)	The approach is tailored to address the project objectives and methodology. The quality plan and management of risk in the project plan is generic.
Good (score 90)	The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution. The quality plan and approach to managing risk is specifically tailored to the critical characteristics of the project.
Very good (score 100)	Besides meeting the "good" rating, the important issues are approached in an innovative and efficient way, indicating that the Tenderer has outstanding knowledge of state-of-the-art approaches. The approach paper details ways to improve the project outcomes and the quality of the outputs.

METHOD STATEMENT (Continued)

INSERT METHOD STATEMENT HERE

PRELIMINARY PROGRAMME

The Tenderer shall detail below or attach a preliminary programme reflecting the proposed sequence and tempo of execution of the main work components. The programme shall be following the information supplied in the Contract, requirements of the Project Specifications and with all other aspects of his Tender.

Two preliminary programs will be required in this case, one for the development of the Greater-Mgeni Integrated Catchment Management/Action Plan and the other for the Baynespruit Wetland Assessment. The contractor should note that the contract is required to be completed, commissioned and handed over to the Purchaser by the date specified in the contract data.

PROGRAMME														
Component / sub component	WEEKS / MONTHS													

Note: The programme must be based on the completion time as specified in the Contract Data. No other completion time that may be indicated on this programme will be regarded as an alternative offer unless it is listed in supported by a detailed statement to that effect, all as specified in the Tender Data.

Scoring of the preliminary programme will be as follows: [10]

	Suitability of programme
No submission (score 0)	No preliminary programme submitted
Poor (score 40)	Programme is inadequate and/or considered unrealistic and does not achieve required completion date
Satisfactory (score 70)	Programme is considered realistic and adequately shows the main components and compliance with completion date
Good (score 90)	Programme is considered realistic and includes the main components and sub subcomponents and compliance with completion date
Very good (score 100)	Programme is considered realistic and includes the main components and subcomponents and linkages and compliance with completion date

PRELIMINARY PROGRAMME (Continued)

INSERT PRELIMINARY PROGRAMME HERE

Additional information to be submitted by the bidders

- 1) Brief company profile, as relevant to the above-mentioned terms of reference.
- 2) Experience in the relevant areas as required by Umgeni Water
- 3) Clientele
- 4) Contact details of at least three references from among recent clients with whom similar work has been conducted in the past 36 months.
- 5) Certificate of incorporation / legal status.
- 6) Financial proposal.

5. RFQ SCOPE OF SERVICE REQUIREMENTS:

5.1 Background

Increasing water demands, compromised ecological infrastructure, reductions in water yields and deteriorating water quality due to poor land use management activities are amongst the most pressing environmental challenges facing sustainable water supply. These issues stem from several factors including a fragmented approach to water resource management, lack of cooperation between various water users, lack of community participation in water resource management, lack of enough monitoring data to inform decision making, lack of financial resources and lack of compliance and enforcement by the mandated Government Departments. The key to effective water resource management is adopting a holistic approach since water is a shared resource between various water users. This includes actively managing problems at the source and developing appropriate preventative mechanisms through Integrated Catchment Management and is one of Umgeni Water's key strategic objectives.

The Greater-Mngeni catchment covers a significant portion of the Umgeni Water area of operation and is one of the strategic water resource regions supplying water to the economic hubs of KwaZulu-Natal i.e. Durban and Pietermaritzburg. Umgeni Water currently has a licence to abstract 1287 Ml/day at a 98% assurance of supply from the Mooi-Mngeni System. However, the actual use in the 2020/2021 financial year exceeded the authorised abstractions by 146 Ml/day. This deficit is projected to increase to more than 600 Ml/day in the next 10 to 20. Economic development within eThekweni Municipality and uMgungundlovu District Municipality along the N3 Corridor between KwaZulu-Natal and Gauteng are the key drivers of this projected increase in water use. This indicates that the demand on the Mooi-Mngeni Region far exceeds its capacity to support the population and related economic activities. The current water availability issues in the region are exacerbated by the water demand management issues associated with water losses and unaccounted for water, an infestation of alien invasive plants, loss and degradation of ecological infrastructure within the catchments which reduces their capacity to deliver water-related ecosystem services and deterioration of water quality due to poor land use management activities and lack of coordinated efforts to manage water resources in the upstream catchments.

The land-use activities in this region include intensive agriculture, particularly dairies, piggeries, poultry farms, abattoirs, overgrazing and crop production with intensive use of fertilisers and pesticides/herbicides; increased pollution from growing formal and informal settlements; poorly maintained sewer infrastructure; poor effluent discharges and poor sanitation systems. This region is also characterised by intensive irrigation and water use from industrial production and streamflow reduction activities from plantations and invasive alien vegetation. All of these factors have direct impacts on water quality and water availability in the region.

The major cause for concern is that the water quality and quantity issues resulting from poor land-use management have serious implications for water supply. They result in increased costs of water supply through increased water treatment costs and increased cost of sourcing raw water from distant catchments to augment supply where there is high demand.

A need for the development of an integrated catchment management/action plan has been identified to ensure sustainable water resource management and ensure water security in the Greater-Mngeni Region. Integrated Catchment Management Plans are strategic plans for ensuring coordinated management of water resources by various water users to ensure improved health, productivity, and resilience of ecological infrastructure and water resources. They are used to identify and prioritise interventions that need to be implemented to ensure the long-term sustainable management of water resources within catchments. They also need to talk to and be aligned with broader catchment initiatives and work already or currently being undertaken by other stakeholders. To ensure that the water resources in the catchment area are sustainably managed, and thus the livelihoods of all those dependent upon them are protected, interventions must be implemented to address the highlighted threats to these resources. As such an Integrated Catchment Management Plan that highlights the threats to the water resources and spatially identifies and prioritises interventions to address these be developed for the Greater-Mngeni Catchment is required. The much-needed development of the plan will rely heavily on a partnership between key stakeholders and role players including government, industry, farmers and civil society. The needs and aspirations of the various user groups are key considerations in the establishment of targets for water quality and yield. This is ensured by enlisting the support and active involvement of water users both in the development and implementation of the plan.

As part of the implementation of the Greater-Mngeni integrated Management Plan, the Msunduzi catchment that supplies water to Inanda Dam is highlighted as one of the most polluted rivers in South Africa. In addition to the Darvill Waste Water treatment plant upgrade and the Darvill wetland constructed wetland, the Baynespruit wetland has been identified as the priority wetland that would need to be rehabilitated to improve the water quality status of the Msunduzi River and Inanda dam. The section below provides the background of the Baynespruit wetland and the assessment that needs to be conducted before the rehabilitation of the wetland can be undertaken.

Baynespruit Wetland Assessment/survey

The Baynespruit River ranked in the six (6) most polluted rivers in South Africa is a large tributary of the Msunduzi River. The river originates in residential areas and flows through a large industrial area. The river quality of the Baynespruit has been greatly affected by industrial discharges, poorly maintained sewer infrastructure, poorly managed land use activities associated with urbanisation and informal settlements within the broader catchment area and all of this eventually flows into the Msunduzi which flows into Inanda Dam. The water quality monitoring undertaken by Umgeni Water on an ongoing basis indicates that the Baynespruit River water is highly toxic and severely polluted. The Baynespruit River consistently introduces high pollution loads into the uMngeni system through the Msunduzi River. The impacts of Baynespruit are particularly visible at Inanda Dam, one of the strategic domestic water supply dams that supply to eThekweni Metro. As a result of contribution from the Baynespruit River, Inanda Dam suffers from high nutrient loading, the proliferation of aquatic weeds and escalating treatment costs due to pollution. The major concern about the current water quality status of Inanda Dam is that it threatens sustainable water supply to eThekweni Municipality.

This calls for urgent action to implement relevant interventions that will ensure the improvement of both the Msunduzi River and the Inanda Dam. Ecological Infrastructure enhancement presents an opportunity for the improvement of the water quality of the Msunduzi River and Inanda Dam. Among many ecosystems, Ecological Infrastructure includes wetlands ecosystems that provide ecosystem services such as water purification, streamflow regulation, flood attenuation and climate regulation. The healthier the wetlands are, the higher the provision of these ecosystem services becomes. As such, through the protection and enhancement of ecological systems, the provision of these beneficial services will be secured. The Baynespruit River has been identified as a priority rehabilitation site by the uMngeni Ecological Infrastructure Partnership programme (and to which UW is a signatory). The Baynespruit River is also a flagship catchment for rehabilitation identified by the UEIP.

As such the site (Figure1) has been prioritised for rehabilitation by Umgeni Water to the rehabilitation opportunities that have been identified within the system and which are anticipated to greatly improve the functioning of the associated ecosystems, relating specifically to water quality enhancements associated with a reduction in bacterial contamination and loading to the Msunduzi River and flood attenuation. The approach is to appoint a service provider to start by undertaking a wetland assessment to rehabilitate the Baynespruit Wetland and develop a rehabilitation strategy or plan based on the outcomes of the wetland assessment.



Figure 1: Potential site for wetland rehabilitation at Baynespruit, Pietermaritzburg. (Co-ordinates: 29°35'36.82" S; 31°25'34.27" E).

5.1 Purpose of the Appointment

The purpose of this document is the appointment of a competent service provider to:

- Develop a catchment management/action plan for the Greater-Mngeni Catchment (Mkomazi, Mooi, Mngeni and Lovu), and
- Undertake a wetland assessment for the Baynespruit Wetland at Sobantu, which will improve the quality of water entering the Msunduzi River and Inanda Dam.

5.1.1 Project Scope

UW wishes to appoint a service provider to develop an Integrated Catchment Management/Action Plan for the Greater-Mngeni Catchment and undertake a wetland assessment for the Baynespruit wetland at Sobantu, Pietermaritzburg. The appointed service provider will be responsible for the execution of the following scope of work:

Greater-Mngeni Integrated Catchment Management/Action Plan

- Define Resource Unit (RU) within the Greater-Mngeni Catchment area;
- Identify threats/challenges to sustainable water supply in each RU, including a desktop review and stakeholder engagement;
- Identify existing and planned interventions by various stakeholders and link them to the identified challenges;
- Select and prioritise interventions for the identified challenges and threats with key stakeholders.
- Identify monitoring and evaluation criteria to ensure interventions are implemented effectively.
- Identify key actors who will be responsible for overseeing the implementation and monitoring of interventions.
- UW personnel (CM Department) should be involved in the co-creation of the CAP and stakeholder's workshops to ensure capacity building and knowledge transfer; and
- Produce a final plan in the form of a document or report.

Baynespruit Wetland Assessment

- Desktop mapping and wetland delineation;
- Assessment of the Present Ecological State (PES) of the Baynespruit Wetland using the Wet-Health Tool;
- Assess the Ecosystem Importance and Sensitivity (EIS) of the Baynespruit Wetland using the WET-EcoServices Tool;
- Identify rehabilitation activities;
- Identify appropriate solutions to address the threats posed to improve the function of the wetland.
- Determine the possible level of rehabilitation required;
- Develop a wetland rehabilitation strategy;
- Identify rehabilitation interventions; and
- Produce a final draft report in the form of a status quo wetland assessment.

5.2 Deliverables

The following deliverables are expected as part of the services that will be provided by the appointed service provider:

- The Mooi-Mngeni Integrated Catchment Management/Action Plan.
- Status Quo wetland assessment report for Baynespruit Wetland. This needs to include:
 - The wetland delineation results;
 - Wetland assessment results for both Wet-Health and Wet-Ecoservices;
 - Potential impacts and recommendations for rehabilitation or mitigation of the identified impacts.
 - Details of the wetland rehabilitation strategy and recommendation for implementation; and
 - Details of the proposed structures and their proposed location.

5.3 Skills and Competencies Required:

To fulfil the requirements for the development of the Greater-Mngeni Integrated Catchment Management/Action Plan the service provider should have the following demonstrable experience, skills, and competencies:

- Excellent analytical, conceptual and writing skills;
- Excellent communication and facilitation skills to conduct workshops and meetings;
- Excellent planning, coordination and organisational skills;
- Ability to develop integrated catchment management plans with key stakeholders.
- Ability to conduct wetland delineations and assessment; and
- Ability to develop wetland rehabilitation strategies

5.4 Reporting Requirements

Following confirmation of the selection and appointment of the professional service provider, a kick-off meeting shall be held between the PSP and Umgeni Water project team. The purpose of the meeting will be to:

- Confirm the scope of work and any information requirements;
- Obtain additional project background information for Umgeni Water; and
- Confirm the project approach, project scope and design, reporting requirements and schedule.
- The successful service provider will be required to provide monthly progress and monthly progress meetings will be held between the PSP and the Umgeni Water project team.

6. BILL OF QUANTITIES

TENDERER'S NAME AND ADDRESS					DETAILS OF PURCHASING OFFICE		
COMPANY NAME:					UMGENI WATER (PINESIDE) Supply Chain Management Unit 13 Pineside Road New Germany 3620 Enquiries: NOBUHLE MADONSELA Tel no.: 031 719 7334 Email: NOBUHLE.MADONSELA@UMGENI.CO.ZA		
ADDRESS:							
COMPANY REG. NUMBER:							
CONTACT NO.							
CONTACT PERSON							
REFERENCE (REQ NO.)		CLOSING DATE & TIME			VALIDITY PERIOD:		
Q22/322/NM - A		18 MARCH 2022 15H00			30 DAYS		
ITEM No	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R-C	A C
1		GREATER-MNGENI CATCHMENT MANAGEMENT/ACTION PLAN	1	1			
2		WETLAND ASSESSMENT FOR THE BAYNESPRUIT WETLAND AT SOBANTU	1	1			
SUBTOTAL							
C.S.D Reg No.					VAT @ 15%		
GRAND TOTAL INCLUSIVE OF VAT CARRY TO PRICE DECLARATION						R	
Does the offer comply with the specification? If not, furnish details of deviation.							
STATE DELIVERY PERIOD: Definite period/s must be stated e.g. 1 day, 1 week.							
COMPANY STAMP OFFICIAL				Returnable Documents & Evaluation Criteria: - Certificate of Incorporation (CIPC Registration Certificate listing company directors/shareholders/owner/s) - Above R30 000, Tax Clearance, BEE Certificate/ EME affidavit & a CSD summary report not older than 30 days - The 80/20 preference points system will apply in line with threshold. And compliance to specification.			
SIGNATURE OF TENDERER :		DATE:		FULL NAME & SURNAME:			

PRICE DECLARATION

Please indicate your total RFQ price in words below **(compulsory)**:

NB: It is mandatory to indicate your total RFQ price as requested above. This price must be the same as the total RFQ price you submit in your bill of quantities. Should the total RFQ prices differ, the one indicated above shall be considered the correct price.

The following must be noted:

- All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).
- All prices must be firm and fixed from the quotation closing date and for the duration of the contract
- All prices must have supplied according to the costing template provided, pricing breakdown schedules may be supplied as annexures to the quoted if deemed necessary.
- The cost of delivery, labour etc. must be included in the total quoted price.

7. RETURNABLE DOCUMENTS

	Mandatory Requirement	Comply (Yes/No)	Remarks
1	CSD Summary report		
2	B-BBEE Certificate and/or Affidavit		
3	Tax Clearance Certificate and/or TAX Verification PIN		
4	Certificate of Incorporation (CIPC Registration Certificate listing company directors/shareholders/owner/s)		

8. DECLARATION OF INTEREST (SBD 4)

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where:-
 - a) the bidder is employed by the state; and/or
 - b) the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative.....
 - 2.2 Identity Number:
 - 2.3 Position occupied in the Company (director, trustee, shareholder²):
 - 2.4 Company Registration Number:
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES** ☐ **NO** ☐

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member _____

Name of state institution at which you or the person connected to the bidder is employed: _____

Position occupied in the state institution _____

Any other particulars: _____

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES** ☐ **NO** ☐

If yes, did you attached proof of such authority to the quotation document? **YES** ☐ **NO** ☐

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.

2.7.2.1 If no, furnish reasons for non-submission of such proof: _____

2.7.3 Did you or your spouse, or any of the company's directors / trustees / shareholders / members **YES** ☐ **NO** ☐
or their spouses conduct business with the state in the previous twelve months?

2.7.4 If so, furnish particulars. _____

2.7.4.1 Do you, or any person connected with the bidder, have any relationship (family, friend, other) **YES** ☐ **NO** ☐
with a person employed by the state and who may be involved with the evaluation and or adjudication
of this quote?

2.7.5 If so, furnish particulars.

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, **YES** ☐ **NO** ☐
friend, other) between any other bidder and any person employed by the state who may be
involved with the evaluation and or adjudication of this quote?

2.10.1 If so, furnish particulars. _____

2.11 Do you or any of the directors / trustees / shareholders / members of the company have **YES** ☐ **NO** ☐
any interest in any other related companies whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars. _____

3 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

4 DECLARATION

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE QUOTATION OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

TEL/ Cell: _____ Email: _____

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9. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;

(h) “**proof of B-BBEE status level of contributor**” means:

- 1) B-BBEE Status level certificate issued by an authorized body or person;
- 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
- 3) Any other requirement prescribed in terms of the B-BBEE Act;

(i) “**QSE**” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

(j) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEM WILL BE APPLIED FOR THIS TRANSACTION

A maximum of 80 points is allocated for price on the following basis:

80/20

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

$P_{\min}$ = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted? (*Tick applicable box*)

YES		NO	
-----	--	----	--

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE (*Tick applicable box*)

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

9. TYPE OF COMPANY/ FIRM [Tick applicable box]

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

9.1 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

9.2 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

9.3 Total number of years the company/firm has been in business: _____

9.4 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES (Full Name & Signature) 1. _____ Signature: _____ 2. _____ Signature: _____ _____ Date	Signatory: _____ Tenderer's Signature: _____ Address: _____ _____ _____ _____ Date
---	--

10. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
- a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		

I, THE UNDERSIGNED (FULL NAME) _____ CERTIFY
THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature

Date

Position

Name of Bidder

11. CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying Quotation:

Quote Number: _____ Description: _____

in response to the invitation for the bid made by: _____

(Name of Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

CERTIFICATE OF INDEPENDENT BID DETERMINATION (Cont....)

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

12. RFQ NUMBER: Q22/322/NM – GREATER-MNGENI CATCHMENT MANAGEMENT PLAN AND WETLAND ASSESSMENT FOR THE BAYNESPRUIT WETLAND AT SOBANTU

CERTIFICATE OF ACQUAINTANCE WITH RFQ, TERMS & CONDITIONS & APPLICABLE DOCUMENTS

By signing this certificate, the **Respondent** is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with, and agrees with all the conditions governing this **RFQ**. This includes those terms and conditions contained in any printed form stated to form part hereof, including but not limited to the documents stated below. As such, **Umgeni Water** will recognise no claim for relief based on an allegation that the **Respondent** overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or any other purpose:

1 Umgeni Water's Standard Conditions of Tender*
2 Umgeni Water's Terms and Conditions of Contract for Services to Umgeni Water's

Should the Tenderer find any terms or conditions stipulated in any of the relevant documents quoted in the RFQ unacceptable, it should indicate which conditions are unacceptable.

The Tenderer accepts that an obligation rests on them to obtain clarity relating to any uncertainties regarding any quote, which they intend to respond on, before submitting an offer. The Tenderer agrees that he/she will have no claim based on an allegation that any aspect of this RFQ was unclear but in respect of which he/she failed to obtain clarity.

SIGNED at _____ on this _____ day of _____ 20_____

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF TENDERER'S AUTHORISED REPRESENTATIVE:

NAME: _____ DESIGNATION: _____

*A full copy of UW's Standard Conditions of Tender are available on Umgeni Water's website.
http://www.umgeni.co.za/pdf/cm009_standard_conditions_of_tender.pdf

13. 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)

1. I hereby undertake to render services described in the attached quotation documents to **Umgeni Water** in accordance with the requirements and task directives specifications stipulated in Quote Number Q22/322/NM-A at the price/s quoted. The offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the Quote.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Tendering documents, viz
 - Invitation to quote;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Umgeni Water's Standard Conditions of Tender;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
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 quotation 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 quote.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES (Full Name & Signature)

1. _____

Signature: _____

2. _____

Signature: _____

Date: _____

CONTRACT FORM - RENDERING OF SERVICES
PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as _____
accept your quote under reference number Q22/322/NM-A dated _____ for rendering of services
indicated hereunder and/or further specified in the annexure(s).

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)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION & CONTENT (if applicable)
MOOI-MNGENI CATCHMENT MANAGEMENT PLAN AND WETLAND ASSESSMENT FOR THE BAYNESPRUIT WETLAND AT SOBANTU				

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT _____ ON _____ / _____ / _____

NAME (PRINT) _____ SIGNATURE _____

OFFICIAL COMPANY STAMP

WITNESSES (Full Name & Signature) 1. _____ Signature: _____ 2. _____ Signature: _____ Date: _____
--