



BERGRIVIER MUNICIPALITY

TENDER NO: 8/3/38-2026 (MN146-2026)

**REQUEST FOR PROPOSAL FOR AN ULTRASONIC SMART PREPAID WATER METERING
SYSTEM FOR BERGRIVIER MUNICIPALITY**

PROCUREMENT DOCUMENT

NAME OF TENDERER:			
Total Bid Price (Inclusive of VAT)			
B-BBEE LEVEL			
MUNICIPAL AREA:			
PLEASE REFER TO PAGE 74 AND TICK AS APPROPRIATE: SMME	MICRO	SMALL	MEDIUM

SEPTEMBER 2026

PREPARED AND ISSUED BY:

**Directorate: Finance:
Supply Chain Management Unit
Bergrivier Municipality,
PO Box 60 Piketberg 7320
Tel no.: (022) 913 6000**

**CONTACT FOR ENQUIRIES
REGARDING SPECIFICATIONS:**

**Mr. Errol Witbooi
Manager: Civil Engineering Services**

**Tel (W): 022 913 6000
Email: witbooie@bergmun.org.za**



BERGRIVIER MUNICIPALITY

TENDER 8/3/38-2026 / MN146-2026: REQUEST FOR PROPOSAL FOR AN ULTRASONIC SMART PREPAID WATER METERING SYSTEM FOR BERGRIVIER MUNICIPALITY

TENDERS are hereby invited from suitably qualified and experienced service providers for the request of a proposal for an ultrasonic smart prepaid water metering system for Bergrivier Municipality, as set out in the specifications.

Bids, in sealed envelopes, clearly marked **"Tender No 8/3/38-2026 / MN146-2026: Request for proposal for an ultrasonic smart prepaid water metering system for Bergrivier Municipality"**, must be placed in the tender box at the Municipal Offices, 13 Kerk Street, Piketberg no later than **12:00 on Monday, 12 October 2026**, when the bids will be opened in public. **Bids addressed to any municipal official in his/her personal capacity will not be considered and will immediately be disqualified. It is the bidder's responsibility to make sure that bids are being placed in the tender box by courier companies. The Municipality will not be held accountable for any bids not being placed in the tender box by courier companies.**

Documents and specifications that contain the minimum requirements are available on Bergrivier Municipality's website (www.bergmun.org.za) free of charge or on request at a **non-refundable fee of R70.00** from Mr. Coellin Julius at tel. no. (022) 913 6036 or email: juliusc@bergmun.org.za during office hours. All technical enquiries can be addressed to Mr. Errol Witbooi at tel. no. (022) 913 6000 or e-mail: witbooie@bergmun.org.za.

Tenders must be valid and binding for one hundred and twenty **(120) days** after closing date.

A compulsory clarification meeting will be held on **Tuesday, 22 September 2026 at 11h00** at the **Bergrivier Municipal Library in Piketberg, 13 Kerk Street in Piketberg, 7320**. Doors will be closing promptly at **11h10** and no entry allowed after specified time.

Bids will be evaluated using the Council's Supply Chain Management Policy. It is therefore compulsory that the Preference Point Claim form for the Preferential Procurement Regulations is completed in full to make application for preference points of 80 points for price, 10 points for specific participation goals and 10 points for BBEE. **The Bid price must be VAT inclusive.**

Bidders must be registered as a prospective supplier on National Treasury's Central Supplier Database (CSD). The Tax Compliance Status (TCS) Pin and Centralized Suppliers Database (CSD) Registration Number must be submitted together with the bid. Failure to submit a Tax Compliance Status /TCS Pin/CSD registration number may result in the invalidation of the bid. **Bidders must submit an originally certified B-BBEE Certificate / originally certified B-BBEE Sworn Affidavit. Failure to submit aforementioned will not render your bid non-responsive, but the bidder will score 0 points for B-BBEE.**

Only bids completed in **black written ink** on the original Bid documentation will be accepted. Late, incomplete or quotations received by fax or via email will not be accepted. Proof of dispatch of a quotation will not be regarded as proof of receipt thereof. Council is not obliged to accept the lowest or any quotation. Council reserves the right to accept any quotation or part thereof. If prices offered are cost effective Council reserves the right to procure more items to take financial advantage thereof.

**MUNICIPAL OFFICES
13 CHURCH STREET
P.O BOX 60
PIKETBERG
7320**

**ADV. HANLIE LINDE
MUNICIPAL MANAGER**

MN146-2026

11 September 2026



BERGRIVIER MUNICIPALITY

TENDER 8/3/38-2026 / MK146-2026: VERSOEK VAN VOORSTEL VIR 'N ULTRASONIESE SLIM VOORAFBETAALDE WATERMETERSTELSEL VIR BERGRIVIER MUNISIPALITEIT

TENDERS word hiermee aangevra vir die aanstelling van 'n gekwalifiseerde en ervare diensverskaffer vir die versoek van 'n voorstel vir 'n ultrasoniese slim voorafbetaalde watermeterstelsel vir Bergrivier Munisipaliteit, soos uiteengesit in die spesifikasies.

Tenders, in verseelde koeverte en duidelik buite-op gemerk "**Tender 8/3/38-2026 / MK146-2026: Versoek van voorstel vir 'n ultrasoniese slim voorafbetaalde watermeterstelsel vir Bergrivier Munisipaliteit**", moet in die tenderbus by die Munisipale Kantore, Kerkstraat 13, Piketberg geplaas word teen nie later as **12:00** op **Maandag, 12 Oktober 2026**, waarna tenders in die openbaar oopgemaak sal word. 'n **Bod dokument wat aan enige munisipale amptenaar in sy/haar persoonlike hoedanigheid gerig word, sal nie oorweeg word nie en sal onmiddellik gediskwalifiseer word.** Dit is die diensverskaffer se verantwoordelikheid om seker te maak dat 'n **Bod dokument deur die koerier maatskappye in die tenderbus geplaas word.** Die Munisipaliteit sal nie aanspreeklik gehou word vir enige Bod dokument wat nie deur die koerier maatskappye in die tenderbus geplaas word nie.

Tender dokumente en spesifikasies is verkrygbaar op Bergrivier Munisipaliteit se webtuiste (**www.bergmun.org.za**) teen geen tenderfooi, of 'n harde kopie verkrygbaar teen 'n **nie-terugbetaalbare tenderfooi van R70.00** by Mnr. Coellin Julius by tel. no. (022) 913 6121 of e-pos: **juliusc@bergmun.org.za**, gedurende kantoorure. Alle tegniese navrae moet gerig word aan Mnr. Errol Witbooi by tel. no. (022) 913 6000 of e-pos: **witbooie@bergmun.org.za**.

Tenders moet geldig en bindend wees vir een honderd en twintig (**120**) dae na sluitingsdatum.

n Verpligte terreinvergadering is geskeduleer vir **Dinsdag, 22 September 2026**, by die **Bergrivier Munisipale Biblioteek, 13 Kerk Straat te Piketberg, 7320**. Deure sal oopmaak **11h00** en sluit **11h10**. Toegang gaan geweier word na die spesifieke tyd.

Tenders sal geëvalueer word ingevolge die Raad se Voorsieningskanaalbestuursbeleid, 80/20-punte stelsel. Dit is dus verpligtend om die Voorkeurverkrygingsvorm te voltooi om te kwalifiseer vir enige voorkeerpunte van 80 punte vir prys, 10 punte vir spesifieke deelname doelwitte en 10 punte vir BBEE. **Pryse moet BTW insluit.**

Verskaffers moet geregistreer wees as 'n voornemende verskaffer op Nasionale tesourie se Sentrale Databasis Basis (SDB). Die Belasting ooreenstemmende status Pin en Sentrale verskaffers databasis (SDB) nommer (MAAA....), moet saam met die kwotasie dokument ingedien word. Nie-nakoming hiervan sal die uitslag van die kwotasie ongeldig verklaar. **Diensverskaffers moet 'n oorspronklik gesertifiseerde B-BBEE-sertifikaat / oorspronklik gesertifiseerde B-BBEE-beëdigde verklaring indien. Versuim om bogenoemde in te dien, sal nie jou bod onbruikbaar maak nie, maar die diensverskaffer sal 0 punte vir B-BBEE behaal.**

Slegs tenders wat in **swart geskrewe ink** voltooi is op die oorspronklike dokumentasie sal aanvaar word. Laat, onvolledige kwotasies of kwotasies wat per faks of per e-pos ingedien word, sal nie oorweeg word nie. Bewys van versending van 'n kwotasie sal nie as bewys van ontvangs aanvaar word nie. Die Raad behou die reg voor om enige kwotasie of gedeelte daarvan te aanvaar.

**MUNISIPALE KANTORE
KERKSTRAAT 13
BESTUURDER
PIKETBERG
7320**

**ADV. HANLIE LINDE
MUNISIPALE**

MK146-2026

11 September 2026



BERGRIVIER MUNICIPALITY

TENDER DETAILS						
TENDER NUMBER:	TENDER 8/3/38-2026 MN146-2026					
TENDER TITLE:	REQUEST FOR PROPOSAL FOR AN ULTRASONIC SMART PREPAID WATER METERING SYSTEM FOR BERGRIVIER MUNICIPALITY					
CLOSING DATE:	29 September 2026		CLOSING TIME:	12h00		
SITE MEETING:	DATE:	22 September	TIME:	11:00	COMPULSORY:	Yes
SITE MEETING ADDRESS:	Bergrivier Municipal Library in Piketberg, 13 Kerk Street in Piketberg, 7320					
<i>NB: Please note that no latecomers will be allowed.</i> <i>For all compulsory briefing sessions/site meetings/clarification meetings, bids received from interested bidders that did not attend the meeting or arrived later than predetermined date and time, will be disqualified</i>						
CIDB GRADING REQUIRED:	NO	LEVEL AND CATEGORY:		N/A		
BID BOX:	SITUATED AT: BERGRIVIER Municipal Building, 13 Church Street, BERGRIVIER. The bid box is generally open 24 hours a day, 7 days a week.					
OFFER TO BE VALID FOR:	120 DAYS	DAYS FROM THE CLOSING DATE OF BID.				
TENDERER DETAILS (Please indicate postal address for all correspondence relevant to this specific tender)						
NAME OF TENDERER:						
NAME OF CONTACT PERSON:				CELL PHONE NO:		
PHYSICAL ADDRESS:			POSTAL ADDRESS:			
TELEPHONE #:			FAX NO.			
E-MAIL ADDRESS:						
DATE:						
SIGNATURE OF TENDERER:						
CAPACITY UNDER WHICH THIS BID IS SIGNED:						
PLEASE NOTE: 1. Tenders that are deposited in the incorrect box will not be considered. 2. Mailed, telegraphic or faxed tenders will not be accepted. 3. If the bid is late, it will not be accepted for consideration. 4. Bids may only be submitted on the Bid Documentation provided by the Municipality. 5. All figures & signatures must be completed in an original format						
ENQUIRIES MAY BE DIRECTED TO:		CONTACT PERSON	TEL. NUMBER		EMAIL ADDRESS	
1. TECHNICAL ENQUIRIES		Mr. Errol Witbooi	022 913 6000		witbooie@bergmun.org.za	
2. ENQUIRIES REGARDING BID PROCEDURES & COMPLETION OF BID DOCUMENTS		Mr. Coellin Julius	022 913 6000		juliusc@bergmun.org.za	



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PART A – ADMINISTRATIVE REQUIREMENTS IN TERMS OF THE SUPPLY CHAIN MANAGEMENT POLICY



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1. CHECKLIST

PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED AND THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE TENDER DOCUMENT:

Authority to Sign a Bid - Is the form duly completed and is a certified copy of the resolution attached?	Yes	No
Tax Compliance Status Pin -VALID Tax Compliance Pin?	Yes	No
MBD 4 (Declaration of Interest) - Is the form duly completed and signed?	Yes	No
MBD 6.1 (Preference Points claim form for purchases/services) - Is the form duly completed and signed? Is a CERTIFIED copy of the B-BBEE Certificate or the original B-BBEE Certificate attached?	Yes	No
MBD 8 (Declaration of Past Supply Chain Practices) - Is the form duly completed and signed?	Yes	No
MBD 9 (Certificate of Independent Bid Determination) - Is the form duly completed and signed?	Yes	No
MBD 10 (Certificate of Payment of Municipal Accounts) - Is the form duly completed and signed? Are the Identity numbers, residential addresses and municipal account numbers of ALL members, partners, directors, etc. provided on the form as requested? Are copies of these municipal accounts attached?	Yes	No
OHSA (Occupational Health and Safety) - Is the form duly completed and signed? Is a valid Letter of Good Standing from the Compensation Commissioner attached?	Yes	No
Form of Indemnity - Is the form duly completed and signed?	Yes	No
Pricing Schedule - Is the form duly completed and signed?	Yes	No
Form of Offer - Is the form duly completed and signed?	Yes	No
Declaration by Tenderer - Is the form duly completed and signed?	Yes	No

By submitting an offer as well as participating in SCM processes I hereby warrant that I provide my information voluntarily, for the purposes of participating in this procurement process, and that I understand that this information will be processed, stored and even shared with third parties, if and when required, including for adjudication, verification and auditing purposes, and hereby, with my signature provide my consent to that effect.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

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2. AUTHORITY TO SIGN A BID

1. SOLE PROPRIETOR (SINGLE OWNER BUSINESS) AND NATURAL PERSON

1.1. I, _____, the undersigned, hereby confirm that I am the sole owner of the business trading as _____OR

1.2. I, _____, the undersigned, hereby confirm that I am submitting this tender in my capacity as natural person.

SIGNATURE:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

2. COMPANIES AND CLOSE CORPORATIONS

2.1. If a Bidder is a **COMPANY**, a certified copy of the resolution by the board of directors, duly signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company **must be submitted with this bid**, that is, before the closing time and date of the bid

2.2. In the case of a **CLOSE CORPORATION (CC)** submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, **shall be included with the bid**.

PARTICULARS OF RESOLUTION BY BOARD OF DIRECTORS OF THE COMPANY/MEMBERS OF THE CC

Date Resolution was taken			
Resolution signed by (name and surname)			
Capacity			
Name and surname of delegated Authorized Signatory			
Capacity			
Specimen Signature			
Full name and surname of ALL Director(s) / Member (s)			
1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
Is a CERTIFIED COPY of the resolution attached?		YES	NO
SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	



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3. PARTNERSHIP

We, the undersigned partners in the business trading as _____ hereby authorize Mr/Ms _____ to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract for and on behalf of the abovementioned partnership.

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner		Signature	
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

4. CONSORTIUM

We, the undersigned consortium partners, hereby authorize _____ (Name of entity) to act as lead consortium partner and further authorize Mr./Ms. _____ To sign this offer as well as any contract resulting from this tender and any other documents and correspondence in connection with this tender and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and signed by each member:

Full Name of Consortium Member	Role of Consortium Member	% Participation	Signature
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	



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3. CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This returnable schedule is to be completed by JOINT VENTURES

We, the undersigned, are submitting this tender offer in joint venture and hereby authorize Mr./Ms. _____

authorized signatory of the Company/Close Corporation/Partnership (name) _____, acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

(i) Name of firm (Lead partner)			
Address			
		Tel. No.	
Signature		Designation	

(ii) Name of firm			
Address			
		Tel. No.	
Signature		Designation	

(iii) Name of firm			
Address:			
		Tel. No.	
Signature		Designation	

(iv) Name of firm			
Address			
		Tel. No.	
Signature		Designation	

NOTE: A copy of the Joint Venture Agreement showing clearly the percentage contribution of each partner to the Joint Venture, shall be appended to this Schedule.



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4. GENERAL CONDITIONS OF CONTRACT – GOVERNMENT PROCUREMENT

1. DEFINITIONS

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.
- 1.8. "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 supplies 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.
- 1.13. 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.
- 1.14. "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.
- 1.15. "GCC" means the General Conditions of Contract.
- 1.16. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.17. "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 supplies covered by the bid will be manufactured.
- 1.18. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.



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- 1.19. "Manufacture" means the production of products in a factory using labor materials, components and machinery and includes other related value-adding activities.
- 1.20. "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.21. "Project site" where applicable, means the place indicated in bidding documents.
- 1.22. "Purchaser" means the organization purchasing the goods.
- 1.23. "Republic" means the Republic of South Africa.
- 1.24. "SCC" means the Special Conditions of Contract.
- 1.25. "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.
- 1.26. "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.27. "Tort" means in breach of contract.
- 1.28. "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.
- 1.29. "Written" or "in writing" means handwritten 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, 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 supplies, 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 non-refundable fee for documents may be charged.
- 3.2. Invitations to bid are usually published in locally distributed news media and on the municipality / municipal entity 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 as 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.



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- 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 third-party 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 the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

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:
- 7.3.1. 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
- 7.3.2. 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 supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspections tests and analysis, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an 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. Supplies 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.



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- 8.7. Any contract goods may on or after delivery be inspected, tested or analyzed 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. Packing

- 9.1. 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 and 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, and in any subsequent instructions ordered by the purchaser.

10. Delivery

Delivery of the goods shall be made by the supplier in accordance with the documents and terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified.

11. Insurance

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

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

13. Incidental

- 13.1. The supplier may be required to provide any or all of the following services, including additional services, if any:
- 13.1.1. performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - 13.1.2. furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - 13.1.3. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - 13.1.4. 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
 - 13.1.5. 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:



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- 14.1.1. 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;
- 14.1.2. in the event of termination of production of the spare parts:
 - 14.1.2.1. advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - 14.1.2.2. 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 in SCC.
- 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 in SCC 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 by the purchaser **no later than thirty (30) days** after submission of an **invoice, statement** or claim by the supplier.
- 16.4. Payment will be made in Rand unless otherwise stipulated.

17. Prices

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

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

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

The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract, 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 supplies 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 without the application of penalties.
- 21.5. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies 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

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:
 - 23.1.1. 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;
 - 23.1.2. if the Supplier fails to perform any other obligation(s) under the contract; or
 - 23.1.3. 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.
- 23.4. 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



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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 purchase 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:
- 23.6.1. the name and address of the supplier and / or person restricted by the purchaser;
 - 23.6.2. the date of commencement of the restriction
 - 23.6.3. the period of restriction; and
 - 23.6.4. 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 Defaulters. 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. Anti-dumping and countervailing duties and rights

When, after the date of bid, provisional payments are required, or antidumping 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 favorable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies 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

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.



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- 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,
- 27.4.1. the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- 27.4.2. the purchaser shall pay the supplier any monies due 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 wilful misconduct, and in the case of infringement pursuant to Clause 6;
- 28.1.1. 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
- 28.1.2. 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

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

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 contracts

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 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 restrictive practices.

- 35.1. 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 Of 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.

General Conditions of Contract (revised July 2010)



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5. GENERAL CONDITIONS OF TENDER

1. Sealed tenders, with the **"TENDER NUMBER: 8/3/38-2026 MN146-2026"** clearly endorsed on the envelope, must be deposited in the **TENDER BOX** at the offices of the Bergrivier Municipality, Kerk Street, Piketberg 7320.
2. The tender must be lodged by the Tenderer in the tender box in the Main Entrance, Bergrivier Municipal Offices, Kerk Street, Piketberg 7320.

PLEASE NOTE:

- 2.1. Tenders that are deposited in the incorrect box will not be considered.
- 2.2. Mailed, telegraphic or faxed tenders will not be accepted.
- 2.3. Documents may only be completed in non-erasable ink.
- 2.4. The use of correction fluid/tape is not allowed.
 - 2.4.1. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
 - 2.4.2. Alterations or deletions not signed by the Tenderer may render the tender invalid.
- 2.5. All bids must be submitted in writing on the official forms supplied (not to be re-typed)
- 2.6. All prices shall be quoted in South African currency and be **INCLUSIVE of VAT**.
3. **Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. The municipality will deem the price above R 1 000 000.00 (R1 million) to be VAT inclusive even if it is indicated that no VAT is charged. Please insure that provision is made for VAT in these instances.**
 - 3.1 It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.
 - 3.2 The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005. The VAT registration number of the Bergrivier Municipality is **4000 846 172**.
- 3 Any Tender received after the appointed time for the closing of Tenders shall not be considered but shall be filed unopened with the other Tenders received or may be returned to the Tenderer at his request.
- 4 Tenders may not be telefaxed to the Municipality and therefore any tenders received by fax will **not** be considered.
- 5 Tenders shall be opened in public at the Bergrivier Municipal Offices as soon as possible after the closing time for the receipt of tenders. Tenderers are encouraged to attend these openings.
- 6 The Municipality shall have the right to summarily disqualify any Tenderer who, either at the date of submission of this tender or at the date of its award, is indebted to the Municipality in respect of any rental, levies, rates and/or service charges; **ALTERNATIVELY**;
 - 6.1 That an agreement be signed whereby the Tenderer agrees that a percentage or fixed amount at the discretion of the Municipality, be deducted from payments due to him for this tender, until the debt is paid in full.
 - 6.2 The tenderer shall declare **all** the Municipal account numbers in the Bergrivier Area for which the enterprise or the proprietors or directors in their personal capacity is/ are responsible or co-responsible.



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7 This bid will be evaluated and adjudicated according to the following criteria:

- 7.1 Relevant specifications
- 7.2 Value for money
- 7.3 Capability to execute the contract
- 7.4 PPPFA & associated regulations

8 Service Level Agreement

The award of the tender is subject to the signing of a Service Level Agreement (SLA) between the successful bidder and Bergrivier Municipality.

9 Centralised Supplier Database

No Bids will be awarded to a bidder who is not registered on the Centralized Supplier Database (CSD).

The CSD supplier number starting with (MAAA) number is automatically generated by the Central Database System after successful registration and validation of a prospective service provider. This number is now a mandatory requirement, as referred to in regulation 14(1) (b) of the Municipal Supply Chain Management Regulations, as part of the listing criteria for accrediting a prospective service provider. Prospective suppliers should self – register on the CSD website at www.csd.gov.za Registration on the CSD will be compulsory in order to conduct business with the Bergrivier MUNICIPALITY. Registration on CSD can be done by contacting 022 913 6000 Mrs. Revedy-Levern Hendricks

Centralized Supplier Database (CSD) No. MAAA.....



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6. MBD 1 – INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	T 8/3/38-2026 MN146-2026	CLOSING DATE:	12 OCTOBER 2026	CLOSING TIME:	12:00
DESCRIPTION	REQUEST FOR PROPOSAL FOR AN ULTRASONIC SMART PREPAID WATER METERING SYSTEM FOR BERGRIVIER MUNICIPALITY				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Bergrivier Municipal Offices					
13 Kerk Street					
Piketberg					
7320					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
3. TOTAL NUMBER OF ITEMS OFFERED			4. TOTAL BID PRICE	R	
5. SIGNATURE OF BIDDER			6. DATE		
7. CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	Supply Chain Management		CONTACT PERSON	Errol Witbooi	
CONTACT PERSON	Coellin Julius		TELEPHONE NUMBER	022 913 6000	
TELEPHONE NUMBER	022 913 6121		FACSIMILE NUMBER	N/A	
FACSIMILE NUMBER	N/A		E-MAIL ADDRESS	witbooi@bergmun.org.za	
E-MAIL ADDRESS	juliusc@bergmun.org.za				



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PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 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 PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
- 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 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

- 3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
- 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:



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7. MBD 4 – DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
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 and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1.	Full Name of bidder or his or her representative													
3.2.	Identity Number													
3.3.	Position occupied in the Company (director, shareholder ² etc.)													
3.4.	Company Registration Number													
3.5.	Tax Reference Number													
3.6.	VAT Registration Number													
3.7.	Are you presently in the service of the state?	YES		NO										
3.7.1.	If so, furnish particulars:													
3.8.	Have you been in the service of the state for the past twelve months?	YES		NO										
3.8.1.	If so, furnish particulars:													

¹ MSCM Regulations: "in the service of the state" means to be –

- a. a member of –
 - i. any municipal council;
 - ii. any provincial legislature; or
 - iii. the National Assembly or the National Council of Provinces;
- b. a member of the board of directors of any municipal entity;
- c. an official of any municipality or municipal entity;
- d. 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);
- e. an executive member of the accounting authority of any national or provincial public entity; or
- f. an employee of Parliament or a provincial legislature.

² "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.



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3.9.	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	YES	NO	
3.9.1.	If so, furnish particulars:			
3.10.	Are you aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES	NO	
3.10.1.	If so, furnish particulars:			
3.11.	Are any of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES	NO	
3.11.1.	If so, furnish particulars:			
3.12.	Is any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES	NO	
3.12.1.	If so, furnish particulars:			
Name of the spouse/child/parent : ID number of the spouse/child/parent:..... Relationship to the official : Designation of the spouse/child/parent: Employer of the spouse/child/parent :				
3.13.	Do you or any of the directors, trustees, managers, principal 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?	YES	NO	
3.13.1.	If so, furnish particulars:			



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3.14.	Please provide the following information on ALL directors/shareholders/trustees/members below:		
Full Name and Surname	Identity Number	Personal Income Tax Number	Provide State ³ Employee Number

NB:

- a) PLEASE ATTACH CERTIFIED COPY(IES) OF ID DOCUMENT(S)
- b) PLEASE PROVIDE PERSONAL INCOME TAX NUMBERS FOR ALL DIRECTORS / SHAREHOLDERS / TRUSTEES / MEMBERS, ETC.

4. DECLARATION

I, the undersigned (name) _____,
 certify that the information furnished in paragraph 3 above is correct.
 I accept that the state may act against me should this declaration prove to be false.

SIGNATURE		DATE	
NAME OF SIGNATORY			
POSITION			

³ MSCM Regulations: "in the service of the state" means to be –

- a. a member of –
 - i. any municipal council;
 - ii. any provincial legislature; or
 - iii. the National Assembly or the National Council of Provinces;
- b. a member of the board of directors of any municipal entity;
- c. an official of any municipality or municipal entity;
- d. 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);
- e. an executive member of the accounting authority of any national or provincial public entity; or
- f. an employee of Parliament or a provincial legislature.

**BERGRIVIER MUNICIPALITY****8. MBD6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 – PURCHASES/SERVICES "Insert 80/20 or 90/10"****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, 2022.

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points as well as a summary for preference points claimed for attainment of other specified goals

The Constitution of the Republic of South Africa, 1996, provides in sections 152(1)(c) and 152(2) that local government must promote social and economic development and that the municipality must strive within its financial and administrative capacity, to achieve the objects set out in subsection 152(1).

The Constitution provides in section 217 that an organ of state must contract for goods or services in accordance with a procurement system which is fair, equitable, transparent, competitive, and cost effective and to implement a policy to grant preferences within a framework prescribed by National Legislation.

The Broad-Based Black Economic Empowerment Act, 2003 requires: " (1) Every organ of state and public entity must apply any relevant code of good practice issued in terms of this Act in (b) developing and implementing a preferential procurement policy

The Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000)-[PPPFA] was promulgated by the Minister in response to the Constitutional provision and allow for a Municipality to develop a preferential procurement policy and to implement such policy within the PPPFA framework.

Section 2 (1) (d) (i) and (ii) of the Preferential Procurement Policy Framework Act, 2000 refers to specific goals which may include:

- (i) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
- (ii) implementing the programmes of the Reconstruction and Development Programme (RDP) as published in *Government Gazette* 16085 dated 23 November 1994.

The RDP (1994), as basis for development in South Africa, was meant to provide a holistic, integrated, coherent socio-economic policy that is aimed at mobilizing people and resources to work towards the upliftment of the material and social conditions of local communities to build sustainable livelihoods for these communities.

In terms of Section 2 (1)(d)(ii), the following activities may be regarded as a contribution towards achieving the goals of the RDP, in addition to the awarding of preference points in favour of HDIs (published in *Government Gazette* No. 16085 dated 23 November 1994):

- (i) The promotion of South African owned enterprises;
- (ii) The promotion of export orientated production to create jobs;
- (iii) The promotion of SMMEs;
- (iv) The creation of new jobs or the intensification of labour absorption;
- (v) The promotion of enterprises located in a specific province for work to be done or services



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- to be rendered in that province;
- (vi) The promotion of enterprises located in a specific region for work to be done or services to be rendered in that region;
 - (vii) The promotion of enterprises located in a specific municipal area for work to be done or services to be rendered in that municipal area;
 - (viii) The promotion of enterprises located in rural areas;
 - (ix) The empowerment of the work force by standardizing the level of skill and knowledge of workers;
 - (x) The development of human resources, including by assisting in tertiary and other advanced training programmes, in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills; and
 - (xi) The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organisations.

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; and
- the 90/10 system for requirements with a Rand value above R50 000 000.

1.2 The value of this bid is estimated to exceed/not exceed R50 000 000 and therefore the.....system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) Specific contract participation goals, as specified below.

1.3.1 The points for this bid are allocated as follows:

POINTS WILL BE ALLOCATED AS FOLLOWS below R50 000 000			
			For office use
POINTS			
PRICE			80
SPECIFIC PARTICIPATION GOALS			
Bergrivier Jurisdiction			10
West Coast jurisdiction			5
Western Cape Province			3
South Africa			2
BBBEE SCORE CARD			
			10
		TOTAL	100



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POINTS WILL BE ALLOCATED AS FOLLOWS above R50 000 000			
		POINTS	For office use
PRICE		90	
SPECIFIC PARTICIPATION GOALS			
Bergrivier Jurisdiction		5	
West Coast jurisdiction		3	
Western Cape Province		2	
South Africa		1	
BBBEE SCORE CARD			
		5	
	TOTAL	100	

- 1.4 Failure on the part of a bidder to fill in and/or to sign this form may be interpreted to mean that preference points are not claimed (B-BBEE TABLE).
- 1.5. 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.
- 1.6. **If you want to claim the specific goals you need to attach the business registration from CIPC, and if you're are a small business/SMME you need to attach the physical address of the business in the form of a municipal account in your personal name or the business name.**
- 1.7. **The Municipality reserves the right to verify the locality as per the Municipal Statement or Lease Agreement provided. Also note that the offices must be operational within the area as stated by the Bidder, if not the locality points cannot be claimed.**
- 1.8. **Please complete your CSD registration number: MAAA.....**

2. GENERAL DEFINITIONS

In this application, unless the context indicates otherwise, any word or expression to which a meaning has been assigned in the Act must bear the meaning so assigned—

"Acceptable Tender" mean any tender which, in all respects, complies with the specification and conditions of tender as set out in tender document

"Black designated groups" has the meaning assigned to it in the codes of good practice issued in terms of section 9 (1) of the BBBEEA.

"Black people" has the meaning assigned to it in section 1 of the BBBEEA.

"Designated group" means black designated groups, black people, women, people with disabilities; or small enterprises which are enterprises, owned, managed, and controlled by previously disadvantaged persons and which is overcoming business impediments arising from the legacy of apartheid.

"Disability" means in respect of a person, a permanent means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for



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a human being.

“EME” means

(1) exempted micro enterprise in terms of a code of good practice on black economic empowerment issued in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the BBBEEA.

(2) an entity with an annual turnover less than R10 000 00.000 (ten million Rand)

“Historically disadvantaged individual (HDI)” means a South African citizen –

(1) who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No 110 of 1983); and / or

(2) who is a female; and / or

(3) who has a disability:

Provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be an HDI.

“highest acceptable tender” means a tender that complies with all specifications and conditions of tender and that has the highest price compared to other tenders;

“lowest acceptable tender” means a tender that complies with all specifications and conditions of tender and that has lowest price compared to other tenders;

“Locality” means the local suppliers and/or service providers that reside within the Municipal area and within the district boundaries.

“Large Enterprises” is a company with an annual turnover in excess of R50 million.

“Market Analysis” means a technique used to identify market characteristics for specific goods or services

“National Treasury” has the meaning assigned to it in section 1 of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003);

“price” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

“Proof of B-BBEE status level of contributor” means the B-BBEE status level certificate issued by an authorized body or person

1) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or

2) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act.

“Qualifying Small Enterprise (QSE)” is a company with a turnover between R10 million and R50 million

“Rand value” means the total estimated value of a contract in Rand, calculated at the time of the tender invitation;

“Region” means the district and/or West Coast District Municipality.

“Rural area” means-

1) a separately populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area; or

2) an area including a large settlement which depends on migratory labour and remittances and government social grants for survival and may have a traditional land tenure system.

“Specific goals” means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as

published in Government Gazette No. 16085 dated 23 November 1994;

“SMME” means small, medium and micro enterprises namely Exempted Micro Enterprises and Qualifying Small Enterprises

“Tender” means a written offer in the form determined by a Municipality in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

“tender for income-generating contracts” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts,

excluding direct sales and disposal of assets through public auctions;

“The Act” means the Preferential Procurement Policy Act, 2000 (Act No. 5 of 2000).



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“Youth” has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis.
- 3.3 Points scored will be rounded off to 2 decimal places.
- 3.4 In the event of equal points scored, the bid will be awarded to the bidder scoring the highest number of points for specified goals.

FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

POINTS AWARDED FOR PRICE

3.5 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

3.6 POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmax = Price of highest acceptable bid



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4 POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.6 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	5	10
2	4	8
3	3	6
4	2	4
5	1	2
6	1	2
7	1	2
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of equity ownership must complete the Bid Declaration at the end of this form.

6. DECLARATION WITH REGARD TO EQUITY

6.1 Name of firm :

6.2 VAT registration number :

6.3 Company registration number :

6.4 TYPE OF FIRM

- ☐ Partnership
☐ One person business/sole trader
☐ Close corporation
☐ Company
☐ (Pty) Limited

[TICK APPLICABLE BOX]

6.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....



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6.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g. transporter, etc.
 [TICK APPLICABLE BOX]

6.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account No:

Stand No:

6.8 TOTAL NUMBER OF YEARS THE FIRM HAS BEEN IN BUSINESS?

.....

6.9 List all Shareholders by Name, Position, Identity Number, Citizenship, HDI status and ownership, as relevant. Information to be used to calculate the points claimed in paragraph 8.

Name	Date/Position occupied in Enterprise	ID Number	Date RSA Citizenship obtained	* HDI Status			% of business / enterprise owned
				No franchise prior to elections	Women	Disabled	

*Indicate YES or NO

6.10 I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the firm certify that points claimed, based on the equity ownership, indicated in paragraph 8 of the foregoing certificate, qualifies the firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) The points claimed is in accordance with the General Conditions as indicated in paragraph 1 of this form.



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(iii) If the claims are found to be incorrect, the purchaser may, in addition to any other remedy it may have -

(a) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct; and

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....
.....



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9. MBD 8 – DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - 3.1. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2. been convicted for fraud or corruption during the past five years;
 - 3.3. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? <i>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).</i>	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)? <i>(To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</i>	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 of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No



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4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

5. CERTIFICATION

I, the undersigned (full name), _____, certify that the information furnished on this declaration form 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:		NAME (PRINT):	
CAPACITY:		DATE:	
NAME OF FIRM:			



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10. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids 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).⁴ Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD 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 (MBD 9) must be completed and submitted with the bid:

CERTIFICATE OF INDEPENDENT BID DETERMINATION:

In response to the invitation for the bid made by:

BERGRIVIER MUNICIPALITY

I, the undersigned, in submitting the accompanying bid, hereby make the following statements that I certify to be true and complete in every respect:

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:

⁴ 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.



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- 5.1. has been requested to submit a bid in response to this bid invitation;
 - 5.2. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - 5.3. 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 consortium⁵ 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:
- 7.1. prices;
 - 7.2. geographical area where product or service will be rendered (market allocation)
 - 7.3. methods, factors or formulas used to calculate prices;
 - 7.4. the intention or decision to submit or not to submit, a bid;
 - 7.5. the submission of a bid which does not meet the specifications and conditions of the bid; or
 - 7.6. bidding with the intention not to win the bid.
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.
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		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

⁵ 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.



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11. MBD 10 – CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

DECLARATION IN TERMS OF CLAUSE 112(1) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (NO.56 OF 2003)

I, _____, _____ (full name and ID no.), hereby acknowledge that according to SCM Regulation 38(1) (d) (i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Bergrivier Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: Please attach certified copy (s) of ID document(s) and Municipal Accounts
If the entity or any of its Directors/Shareholders/Partners, etc. rents/leases premises, a copy of the rental/lease agreement must be submitted with this tender.

Signature	Position	Date



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12. COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT 130 OF 1993)

COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT 130 OF 1993)

Bergrivier Municipality has legal duty in terms of Section 89 of the said Act to ensure that all contractors with whom agreements are entered into for the execution of work are registered as employers in accordance with the provisions of this Act and that all the necessary assessments have been paid by the contractor.

In order to enter into this agreement, the following information is needed regarding the above-mentioned:

Contractor's **Certificate Number** with the office of the Compensation Commissioner:

NOTE:

A copy of the latest receipt together with a copy of the relevant assessment OR a copy of a valid Letter of Good Standing must be handed in, in this regard.

PRINT NAME:			
CAPACITY:		Name of firm	
SIGNATURE:		DATE:	



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13. FORM OF INDEMNITY

INDEMNITY

Given by (Name of Company) _____
of (registered address of Company) _____ a
company incorporated with limited liability according to the Company Laws of the Republic of South
Africa (hereinafter called the Contractor), represented herein by (Name of Representative) _____
_____ in his capacity as (Designation) _____
of the Contractor, is duly authorized hereto by a resolution dated _____ /20____, to
sign on behalf of the Contractor.

WHEREAS the Contractor has entered into a Contract dated _____ / 20____,
with the Municipality who require this indemnity from the Contractor.

NOW THEREFORE THIS DEED WITNESSES that the Contractor does hereby indemnify and hold
harmless the Municipality in respect of all loss or damage that may be incurred or sustained by the
Municipality by reason of or in any way arising out of or caused by operations that may be carried out
by the Contractor in connection with the aforementioned contract; and also in respect of all claims that
may be made against the Municipality in consequence of such operations, by reason of or in any way
arising out of any accidents or damage to life or property or any other cause whatsoever; and also in
respect of all legal or other expenses that may be incurred by the Municipality in examining, resisting or
settling any such claims; for the due performance of which the Contractor binds itself according to law.

SIGNATURE OF CONTRACTOR:	
DATE:	
SIGNATURE OF WITNESS 1:	
DATE:	
SIGNATURE OF WITNESS 2:	
DATE:	



PART B – SPECIFICATIONS AND PRICING DATA



Proof of Concept Tender Scope and Specification

Ultrasonic Smart Prepaid Water Metering System

For bulk water demand management, responsible water use, free-basic-water control, revenue assurance and assessment of downstream sewer impacts

1 Important Use Note

This document is written as a supplier-neutral proof-of-concept scope. It should be checked against Bergrivier Municipality's latest approved tariff policy, indigent policy, credit-control policy, water services by-law, supply chain requirements and any municipal legal advice before issue.

Manual Contents

1. Background and business need
 2. Purpose and objectives of the proof of concept
 3. South African best-practice principles
 4. Legal, policy and standards framework
 5. Proof-of-concept model and pilot design
 6. Scope of work
 7. Technical specifications
 8. Software, dashboard and data requirements
 9. Free basic water and consumer protection requirements
 10. Installation, commissioning and acceptance testing
 11. Maintenance, support and service levels
 12. Reporting and performance measurement
 13. Tender returnables and evaluation criteria
 14. Pricing schedule requirements
 15. Contract conditions and municipal protections
- Appendices A to F: templates and checklists
- References and source notes



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1. Background and Business Need

Bergrivier Municipality wants to improve practical control over bulk water demand. The Municipality is under pressure to manage limited bulk water capacity, reduce avoidable wastage, improve customer accountability, identify leaks earlier and reduce unnecessary load on downstream sewer systems.

Smart prepaid water meters provide a possible control tool because customers can see consumption, buy credit in advance, receive warnings, and be linked to free-basic-water allocations where applicable. The technology can also give the Municipality better data on consumption patterns, leaks, tampering and abnormal use.

The purpose of this project is not to approve a full rollout. It is to run a controlled proof of concept that tests whether smart prepaid water meters can work under Bergrivier field conditions and municipal administrative requirements.

2. Purpose and Objectives of the Proof of Concept

The purpose of this tender is to appoint one or more suitably qualified service providers to supply, install, commission, operate, support and report on smart prepaid water meters for a defined proof-of-concept period.

Objective	What must be proven
Bulk water demand control	Whether prepaid and smart metering can reduce unnecessary consumption, excessive use and wastage.
Responsible water use	Whether customer visibility, credit control and warnings change consumption behaviour.
Sewer load effect	Whether reduced water use can be linked to lower sewer inflow in selected areas, while allowing for infiltration and inflow.
Revenue assurance	Whether prepaid vending, accurate readings and tamper alerts reduce unbilled or unpaid use.
Free basic water control	Whether free-basic-water allocations can be issued, tracked, protected and reported separately.
Operational readiness	Whether municipal staff can operate the dashboard, manage faults, read reports and extract data.
Supplier comparison	Whether different compliant technologies perform differently under similar conditions.
Rollout readiness	Whether the Municipality can write a stronger future rollout specification based on evidence from the pilot.

3. South African Best-Practice Principles

The proof of concept should follow these South African municipal best-practice principles:

Principle	Tender requirement
Policy first	The system must work within approved municipal by-laws, tariffs, indigent arrangements and credit-control procedures.
Pilot before rollout	The Municipality must test the technology, vending, data quality, field durability and customer response before a full rollout.
Protect basic water access	The system must support free basic water and emergency arrangements where required by policy and law.
Avoid brand lock-in	The Municipality must own its data and must be able to export data for future integration.
Compare technologies fairly	Multiple compliant suppliers may be tested under similar municipal conditions.
Measure full life-cycle cost	Evaluation must include meter cost, installation, vending fees, communications, support, battery life, replacement and maintenance.
Use consumption data actively	The pilot must produce daily operational data, not only monthly billing data.
Plan customer communication	Customers must receive notices, user guides, training and a complaint path.
Test the hard cases	The pilot must include indigent customers, high-consumption accounts, municipal



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Principle	Tender requirement
	facilities and selected commercial users.
Separate POC from rollout	No supplier may receive an automatic future rollout right because of participation in the proof of concept.

Source basis: Water Research Commission smart water metering publications and South African municipal water metering guidance. See References [1], [2] and [3].

4. Legal, Policy and Standards Framework

2 4.1 Legal and policy framework

The proof of concept must be implemented within the Municipality's existing legal and policy framework. The bidder must not treat prepaid water metering as a separate system outside the Municipality's approved governance framework.

Framework item	Minimum tender requirement
Water Services Act and national regulations	The system must protect the minimum basic water supply standard where applicable.
Bergrivier Water Services By-law	Restriction, discontinuation, tampering and installation rules must follow the by-law.
Bergrivier Credit Control, Tariffs and Debt Collection By-law	Prepayment vending and debt-related processes must be aligned with approved municipal processes.
Approved tariff policy	The vending system must apply the correct municipal tariff structure.
Indigent policy	Free-basic-water allocations must be configurable and reportable.
POPIA and data governance	Customer, account, GPS, vending and consumption data must be protected.
Supply chain management	The tender must be supplier-neutral and must not create unfair future advantage.

Basic water access: The national basic water supply standard includes 25 litres per person per day or 6 kilolitres per household per month, subject to the applicable regulatory wording and municipal policy. The proof of concept must therefore allow Bergrivier Municipality to apply free basic water and emergency access rules correctly. [4]

3 4.2 Meter standards and compliance

Requirement	What the bidder must return
NRCS type approval	NRCS type approval certificate for the offered meter model.
SANS 1529-1	Proof that the mechanical or metrological water meter component complies with SANS 1529-1.
SANS 1529-9	Proof that the prepaid water meter, electronic indicator and prepayment system comply with SANS 1529-9 where applicable.
SANAS verification	Verification certificate or proof of verification through a SANAS-accredited verification laboratory.
STS compliance	STS certificate and explanation of key management, vending and token security.
ICASA approval	Approval for radio or communication modules where wireless communication is used.
Quality management	Manufacturer ISO 9001 certificate or equivalent quality management proof.
Potable water suitability	Declaration that all wetted parts are suitable for potable water use.

Source basis: NRCS Legal Metrology policy on SANS 1529-9 verification, SANAS water meter accreditation statement, and STS Association standard information. See References [5], [6] and [7].



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5. Proof-of-Concept Model and Pilot Design

5.1 Recommended pilot structure

Item	Recommended requirement
Pilot period	12 months minimum after commissioning.
Baseline period	30 days of existing consumption and billing data before conversion, where available.
Base quantity	Determined by the Municipality.
Suppliers	More than one Supplier can be appointed
Meters per supplier	7 meters each, depending on final pilot size.
Town (Bergrivier Area)	One (1) meter per town
Sewer assessment area	At least one area where water consumption can be compared with sewer flow trends, if sewer flow data is available.
Data review meetings	Quarterly technical review meetings with each supplier.

5.2 Suggested pilot allocation

Customer or site category	Suggested quantity	Reason for inclusion
Residential standard connections	7 per Supplier	Test normal household behaviour and vending process.
Indigent or free-basic-water households	5 Demand	Test FBW allocation, emergency credit and consumer protection.
High consumption or repeated leak accounts	2 Demand	Test demand control, leak alerts and behaviour change.

5.3 Multi-supplier appointment model

The tender may allow the Municipality to appoint more than one bidder. This must be clearly stated so that the proof of concept can compare technologies without giving any supplier an automatic future advantage.

Suggested tender wording: The Municipality reserves the right to appoint more than one bidder for the proof of concept. The purpose is to test different compliant technologies under similar municipal conditions. No supplier appointed under this proof of concept will obtain any automatic right to a future rollout contract.

6. Scope of Work

4 6.1 General scope

The successful bidder must provide a complete working proof-of-concept solution. The scope includes the following:

1. Conduct site surveys and submit a site survey report.
2. Supply compliant smart prepaid water meters and all associated equipment.
3. Install meters, valves, meter boxes, communication modules and accessories.
4. Commission each installation and prove that the meter, vending, communication and dashboard are working.
5. Configure tariffs, free basic water, emergency credit and municipal test accounts.
6. Provide vending capability and transaction reporting.



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7. Provide a web-based dashboard, data exports and user access for municipal staff.
8. Train municipal officials and customers included in the pilot.
9. Provide maintenance, fault response, spare parts and technical support.
10. Submit weekly, monthly and final reports.
11. Remove, replace or hand over equipment at the end of the proof of concept as instructed by the Municipality.

5 6.2 Site survey requirements

Survey item	Required detail
Property information	Erf number, account number, address, GPS coordinates and customer category.
Existing meter	Meter size, serial number, reading, condition and photographs.
Pipework	Pipe material, depth, fittings, stop valves and required installation changes.
Water conditions	Pressure risk, flow direction and evidence of leaks or backflow.
Meter box	Condition, size, cover, accessibility and reinstatement needs.
Communication	Cellular, NB-IoT or another equivalent signal strength.
Customer status	Indigent or free-basic-water status where applicable and confirmed by Municipality.
Risk assessment	Traffic, excavation, safety, customer access and service interruption risks.

6 6.3 Supply requirements

Equipment or service	Minimum requirement
Smart prepaid water meter	Correct size and compliant with the approved technical specification.
Customer interface unit	Customer token loading needs an indoor unit.
Integrated or in-line valve	Capable of controlled opening and closing as configured by the Municipality.
Meter box or enclosure	Tamper-resistant and suitable for local field conditions.
Isolation valves	Downstream isolation where required.
Communication module	Compatible with the proposed AMI or AMR system.
SIM or network service	Included for the proof-of-concept period where applicable.
Tamper seals	Unique and recorded in the installation register.
Consumer guide	English, Afrikaans and isiXhosa one-page user guide.
Dashboard access	Municipal user access for the pilot period.
Vending access	Test vending, live vending and audit reporting.

7 6.4 Installation requirements

Installation item	Requirement
Customer notice	Customers must be notified before shutdown or installation.
Service interruption	Shutdowns must be planned and kept as short as practical.
Excavation	Excavate safely and protect other services.
Potable water protection	Prevent contamination of the water supply.
Meter direction	Install in the correct flow direction.
Leak test	Conduct a leak test before reinstatement.
Photographic and installation record	Take before, during and after photographs.
Reinstatement	Reinstate paving, road surface, verge or yard area to municipal satisfaction.
Handover	Explain basic use to the customer and provide the user guide.
Meters	Must be installed flush with the existing natural ground levels



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7. Technical Specifications

8 7.1 Domestic Ultrasonic smart prepaid water meter

Item	Minimum technical requirement
Nominal diameter	DN15 or DN20 as instructed by the Municipality.
Meter type	Volumetric, multi-jet, ultrasonic or approved equivalent.
Compliance	NRCS type approved, SANS 1529-1 compliant and SANS 1529-9 compliant where prepaid functionality is offered.
Accuracy	Minimum R200. Bidder must state certified accuracy class.
Pressure rating	Minimum PN16. Bidder must state pressure rating.
Water type	Cold potable water.
Body and materials	Corrosion-resistant and suitable for potable water contact.
Electronics protection	IP68 preferred for external meter electronics. Bidder must state IP rating.
Display	LCD display on meter and customer interface unit.
Valve	Integrated or approved in-line control valve.
Battery life	Minimum 8 years preferred based on proposed reporting frequency. Bidder must state assumptions. Batteries must be replaceable in the field at the meter.
Data storage	Minimum 60 days local data storage.
Data logging	Hourly or daily interval data, configurable where possible.
Communication	NB-IoT, GSM or approved equivalent.
Tamper detection	Magnetic tamper, cover open, bypass, reverse flow where applicable.
Leak detection	Continuous flow or abnormal-use algorithm with configurable thresholds.
Reverse flow	Must detect and record reverse flow.
Network failure mode	Meter must continue metering locally if communication is lost.
Manual override	Authorised municipal override function required.
Warranty	Minimum 24 months on POC equipment.

8. Software, Dashboard and Data Requirements

The bidder must provide a web-based dashboard for the proof-of-concept period. The dashboard must be usable by municipal technical, finance and customer-care staff, subject to role-based permissions.

Dashboard view	Required information
Meter status	Online/offline status, valve status, battery status, signal strength and last communication.
Consumption	Daily, weekly, monthly and hourly use where available.
Customer balance	Purchased credit, FBW balance, emergency credit and adjustment credit.
Alerts	Leak, tamper, reverse flow, low battery, no communication and valve fault. Alerts must be send every 24 hrs per email.
Vending	Token sales, reversals, failed tokens, channel used and transaction ID.
Revenue support	Credit purchased, free allocations issued, credits expired and test credits.
Maintenance	Faults, response times, open tickets and closed tickets.
Export	CSV, Excel or API export.

9 8.1 Data ownership and export

Requirement	Minimum detail
Data ownership	All meter, vending, account, customer and consumption data belongs to Bergrivier Municipality.
Data export	Daily export in CSV, Excel or API format as approved by the Municipality.
Access rights	Municipality must receive administrator access for the proof-of-concept environment.
Data retention	Supplier must retain pilot data for the full pilot and provide final export at close-out.
POPIA	Supplier must protect personal and account data and must not use it for marketing.
Hosting	Bidder must state hosting location, security measures and backup arrangements.
System lock-in	No technical lock-in that prevents the Municipality from using its own data in future systems.



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10 8.2 Minimum data fields

Field group	Required fields
Meter details	Meter number, meter type, size, serial number, firmware version and supplier.
Property details	Account number, erf number, address, GPS coordinates and customer category.
Consumption	Reading timestamp, cumulative reading, interval consumption and estimated flag where applicable.
Credit	Purchased credit, FBW balance, emergency credit, adjustment credit and credit expiry where applicable.
Valve	Valve status, valve command, valve fault and last valve action.
Alerts	Leak, tamper, reverse flow, low battery, no communication, burst and abnormal use.
Communication	Last communication date, signal strength, communication technology and SIM/network ID where applicable.
Vending	Token transaction ID, vending channel, token value, date, reversal status and operator.

9. Free Basic Water and Consumer Protection Requirements

The prepaid system must be able to protect access to basic water where the customer qualifies in terms of the Municipality's approved policy. This is a critical pass-fail issue for the proof of concept.

Requirement	Minimum functionality
Monthly FBW allocation	System must allocate the approved monthly free-basic-water volume or value per qualifying account.
Separate accounting	FBW must be recorded separately from purchased credit, emergency credit and test credit.
No hidden deductions	Purchased credit may not be deducted before FBW is applied where municipal policy requires FBW first.
Emergency credit	System must support emergency or lifeline credit if instructed by Municipality.
Low-credit warning	Customer must receive a clear warning before credit is exhausted.
Manual override	Authorised municipal official must be able to override or restore supply where required.
Audit trail	All overrides, adjustments and special credits must be recorded.
Appeal and complaint support	System data must support municipal appeal and complaint processes.
No unlawful denial of supply	Supplier may not configure the system in a way that conflicts with municipal by-laws, approved policies or written instructions.

10. Installation, Commissioning and Acceptance Testing

11 10.1 Commissioning test

10.1 Pre-Installation Kick-Off Meeting

Prior to the commencement of any installation activities, the Municipality and the appointed Service Provider(s) shall convene a formal Pre-Installation Kick-Off Meeting. The meeting shall serve as the formal commencement point for the Installation, Commissioning and Acceptance Testing phase of the Proof of Concept.

The purpose of the Kick-Off Meeting is to establish a common understanding of the approved scope, technical requirements, installation methodology, responsibilities, programme, testing procedures, customer interfaces, data requirements, health and safety requirements and acceptance criteria.

No installation shall commence until the Municipality has confirmed that the required pre-installation requirements have been satisfactorily addressed and the relevant installation points have been approved.



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10.1.1 Objectives of the Kick-Off Meeting

The Kick-Off Meeting shall, as a minimum, address and confirm the following:

1. Project Scope and Deliverables

- Confirm the approved Proof-of-Concept scope and pilot objectives.
- Confirm the number and location of meters to be installed.
- Confirm the applicable customer categories and pilot sites.
- Confirm the equipment, software, communication infrastructure and associated services to be provided.
- Confirm that the Proof of Concept does not constitute an automatic commitment to a future full-scale rollout.

2. Roles and Responsibilities

- Confirm the Municipality's Project Manager/Technical Services representative.
- Confirm the Service Provider's Project Manager and technical team.
- Confirm responsibilities for installation, commissioning, testing, data management, customer liaison, fault response and reporting.
- Establish the communication and escalation protocol between the Municipality and Service Provider.

3. Site Survey and Installation Readiness

- Review and approve the completed site survey information.
- Confirm erf number, municipal account number, property address, GPS coordinates and customer category.
- Confirm existing meter details, including meter size, serial number, condition and initial reading.
- Review pipework, fittings, isolation valves, meter-box condition, accessibility, water pressure and communication signal.
- Confirm site-specific safety, excavation, traffic and service-interruption requirements.
- Confirm that each installation point has received the required municipal approval before installation.

4. Installation Methodology

- Review and approve the Service Provider's installation method statement.
- Confirm shutdown procedures and customer notification arrangements.



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- Confirm excavation, pipework modification, meter installation and reinstatement requirements.
- Confirm potable-water protection measures and leak-testing procedures.
- Confirm meter orientation and correct flow direction.
- Confirm that meter boxes and associated installations will be reinstated to the Municipality's satisfaction.
- Confirm that meters are installed **flush with the existing natural ground levels**, as specified in the technical scope.
- Confirm photographic records before, during and after installation.

5. Meter and Equipment Verification

- Verify the approved meter make, model, size and serial-number recording process.
- Confirm compliance documentation and technical certificates applicable to the supplied equipment.
- Confirm communication modules, customer interface units, control valves, batteries, tamper seals and associated accessories.
- Confirm that all equipment is correctly identified and recorded in the installation register.

6. Municipal System and Data Integration

- Confirm the process for linking the meter to the correct municipal property and account.
- Confirm dashboard access for authorised municipal officials.
- Confirm data fields, data ownership and data-export requirements.
- Confirm communication requirements and expected data availability.
- Confirm that initial meter readings are captured and visible on the dashboard.

7. Prepaid, Vending and Free Basic Water Configuration

- Confirm the vending process and test-vending arrangements.
- Confirm tariff configuration in accordance with approved municipal requirements.
- Confirm the configuration and separate recording of Free Basic Water (FBW).
- Confirm emergency/lifeline credit arrangements where applicable.
- Confirm low-credit warning functionality.
- Confirm authorised municipal override procedures and audit trails.

The prepaid system must protect qualifying customers' access to basic water and must support the Municipality's approved FBW arrangements.

8. Commissioning and Acceptance Test Plan

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- Review and agree the commissioning test procedure before installation begins.
- Confirm the test scripts, responsible persons, witnessing requirements and acceptance criteria.
- Confirm the procedure for recording PASS, FAIL and conditional acceptance results.
- Confirm the process for correcting defects and conducting retesting.
- Confirm that no installation will be considered accepted until the applicable commissioning requirements have been satisfactorily completed.

9. Minimum Commissioning Tests

Each installed meter shall, as applicable, be tested and verified for:

- Meter serial number against the installation register.
- Property and municipal account details.
- Initial meter reading.
- Correct flow direction.
- Leak-free installation.
- Valve opening and closing.
- Successful test-token loading.
- Correct FBW allocation.
- Emergency-credit functionality where enabled.
- Customer display/interface operation.
- Communication with the central dashboard.
- Tamper-alert functionality where practical.
- Reverse-flow detection where practical.
- Battery-status visibility.
- Data export.
- Customer handover and issue of the user guide.

These requirements are aligned with the commissioning test criteria contained in the Proof-of-Concept specification.

10. Acceptance Testing

Acceptance testing shall be undertaken jointly by the Municipality and the Service Provider. The Service Provider shall demonstrate that each installation operates in accordance with the approved specification and commissioning test script.



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The following test scenarios shall be incorporated into the acceptance testing programme:

- Normal water-credit purchase and token loading.
- Free Basic Water allocation.
- Low-credit warning.
- Emergency credit, where enabled.
- Communication loss and recovery.
- Leak/continuous-flow detection.
- Tamper-event detection.
- Authorised valve restoration.
- Data export and reconciliation against dashboard information.

The Proof-of-Concept specification requires these test scenarios to demonstrate that the meter continues to operate locally during communication loss, identifies abnormal flow conditions, records tamper events and provides reliable data for municipal use.

11. Customer Interface and Handover

- Confirm the customer notification process before installation.
- Confirm the customer communication and complaint process.
- Confirm issue of the approved user guide.
- Demonstrate basic meter and customer-interface operation to the customer.
- Record completion of customer handover.
- Ensure that the customer understands the basic vending and credit-management process.

12. Health, Safety and Environmental Requirements

- Confirm the Service Provider's health and safety file and applicable site controls.
- Confirm safe excavation and protection of existing services.
- Confirm traffic and pedestrian management where required.
- Confirm potable-water contamination controls.
- Confirm safe handling and reinstatement of excavated areas.
- Confirm emergency procedures and reporting requirements.

13. Programme and Installation Sequencing

- Agree the installation programme and installation batches.



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- Confirm planned shutdown dates and customer notification periods.
- Confirm inspection and commissioning dates.
- Agree the reporting cycle for installation progress.
- Identify dependencies that may affect the programme.
- Confirm the process for dealing with inaccessible sites, unsuitable existing infrastructure or other site constraints.

14. Defects and Non-Conformance

- Establish the procedure for recording defects and non-conformances.
- Define responsibilities and timeframes for corrective action.
- Confirm that failed installations will not be accepted until the relevant defect has been rectified and successfully retested.
- Confirm the process for replacement of defective equipment.
- Maintain a formal defect and close-out register.

15. Documentation and Records

The following records shall be established and maintained:

- Approved installation programme.
- Site survey reports.
- Installation register.
- Meter serial-number register.
- Before, during and after installation photographs.
- Initial meter readings.
- Commissioning checklists.
- Acceptance test records.
- Defect and non-conformance register.
- Customer handover records.
- Dashboard and data-access records.
- Test-token and vending records.
- Final installation sign-off documentation.

16. Handover and Municipal Sign-Off



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The meeting shall confirm that the formal handover process will only occur after the installation and commissioning requirements have been completed.

The **Commissioning Checklist** shall be used as the primary verification record, including confirmation of the meter serial number, initial reading, flow direction, leak-free installation, valve operation, token loading, FBW allocation, emergency credit, dashboard communication, tamper testing, customer guide, customer handover and municipal sign-off.

10.1.2 Kick-Off Meeting Deliverables

At the conclusion of the Kick-Off Meeting, the following shall be formally agreed and recorded:

Deliverable	Responsible Party	Status
Approved installation programme	Municipality / Service Provider	To be confirmed
Approved site list	Municipality	To be confirmed
Site survey reports	Service Provider	To be submitted
Installation method statement	Service Provider	To be approved
Health and safety requirements	Service Provider / Municipality	To be confirmed
Installation register	Service Provider	To be established
Commissioning test procedure	Municipality / Service Provider	To be approved
Acceptance test scripts	Municipality / Service Provider	To be approved
Dashboard access	Service Provider	To be confirmed
Vending test arrangements	Service Provider / Municipality	To be confirmed
FBW test configuration	Municipality / Service Provider	To be confirmed
Customer notification procedure	Municipality / Service Provider	To be confirmed
Defect and non-conformance procedure	Municipality / Service Provider	To be confirmed
Handover and sign-off procedure	Municipality	To be approved

10.1.3 Authority to Commence Installation

Following the Kick-Off Meeting, the Municipality shall issue formal confirmation that the Service Provider may proceed with installation.

No installation work shall commence until:

- the relevant installation points have been approved by the Municipality;



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- the site survey information has been reviewed;
- the installation methodology has been accepted;
- the installation programme has been agreed;
- the commissioning and acceptance test procedures have been agreed;
- customer notification requirements have been addressed; and
- all applicable health, safety and technical prerequisites have been satisfied.

The Kick-Off Meeting minutes, attendance register, approved programme and agreed action register shall form part of the project's formal quality and contract records.

10.1.4 Installation, Commissioning and Acceptance Sequence

The implementation shall generally follow the following sequence:

Kick-Off Meeting → Site Verification → Municipal Approval → Customer Notification → Installation → Inspection → Commissioning → Acceptance Testing → Defect Rectification → Retesting → Customer Handover → Municipal Sign-Off → Pilot Operation

10.2 Commissioning test

Test item	Pass requirement
Installation register	Meter serial number, property details and account details match municipal record.
Initial reading	Initial reading captured and visible on dashboard.
Flow direction	Correct.
Leak test	No leak after installation.
Valve operation	Valve opens and closes correctly under authorised command.
Token loading	Test token accepted and recorded.
FBW allocation	Correct allocation loaded for qualifying test account.
Emergency credit	Emergency credit function works where enabled.
Customer display	Meter or customer interface unit displays relevant balance or status.
Communication	Meter data received on dashboard.
Tamper alert	Tamper test registers where safely simulated.
Reverse flow alert	Reverse flow detection proven where practical.
Battery status	Battery status visible. On the following devices/systems - dashboard system, Prepaid water meter keypad/water token keypad/CIU and the meter.
Data export	Installation appears in export file.
Customer handover	User guide provided and handover recorded.

10.2 Proof-of-concept test scripts

Test script	Description
Normal purchase	Customer buys water credit and token loads successfully.
FBW issue	Qualifying account receives monthly allocation.
Low balance	Warning is generated before credit is exhausted.
Emergency credit	Emergency credit activates and is reported separately.
Communication loss	Meter continues to meter locally and catches up when communication returns.
Leak pattern	Continuous flow is detected and alert is generated.
Tamper event	Tamper event is recorded and visible to municipal users.
Valve restore	Authorised user restores supply after fault or test event.
Data export	Data exported and reconciled to dashboard totals.



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11. Maintenance, Support and Service Levels

Fault or request type	Maximum response time
No water due to meter fault	4 hours
Failed token loading	4 hours
Leak after installation	4 hours
Communication failure	24 hours
Tamper alert	24 hours
Dashboard unavailable	24 hours
Battery warning	5 working days
Non-critical technical query	3 working days

The supplier must keep sufficient spare meters, valves, customer interface units, batteries or replacement parts available for the proof-of-concept period. Failed equipment must be repaired or replaced at the supplier's cost unless the Municipality agrees that the failure was caused by vandalism, third-party damage or municipal instruction.

12. Reporting and Performance Measurement

12.1 Required reports

Report	Timing
Inception report	Within 10 working days of appointment.
Site survey report	Before installation starts. Within 10 working days
Installation register	After each installation batch.
Commissioning report	After each installation batch.
Weekly fault report	Weekly during the first month.
Monthly performance report	Monthly for the pilot period.
Customer feedback summary	Quarterly
Final proof-of-concept report	Within 20 working days after pilot completion.

12.2 Key performance indicators

KPI	Minimum target
Successful meter commissioning	100 percent
Daily data availability	95 percent
Token acceptance success	98 percent
Correct FBW allocation	100 percent
Meter reading completeness	95 percent
Faults resolved within SLA	95 percent
Installation leaks	Less than 2 percent
Customer training completed	100 percent
Tamper alerts recorded during test events	100 percent
Dashboard uptime	98 percent
Export file accuracy	98 percent
Final report submitted	100 percent

13. Tender Returnable and Evaluation Criteria

13.1 Compulsory returnable

Returnable	Compulsory
Company profile and contactable references	Yes
Proof of similar municipal or utility work. Minimum of 3 reference letters – not older than 12	Yes



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Returnable	Compulsory
months and	
NRCS type approval certificate	Yes
SANS 1529-1 compliance certificate or test report	Yes
SANS 1529-9 compliance certificate or test report	Yes
SANAS verification proof or verification arrangement	Yes
STS -6 compliance certificate	Yes
ICASA approval where wireless communication is used	Yes
Technical datasheets	Yes
Battery life declaration with assumptions	Yes
Warranty statement	Yes
Vending system worked on / operated current counter	Yes
Free-basic-water configuration method	Yes
Dashboard screenshots or demo access	Yes
Sample data export	Yes
Installation method statement	Yes
Maintenance and support plan	Yes
Customer training material	Yes
Cybersecurity and POPIA statement and back up / recovery	Yes
Local support details with 150 kilometers from Piketberg	Yes
Completed price schedule	Yes

14. Contract Conditions and Municipal Protections

1. The proof of concept does not guarantee a future rollout contract.
2. The Municipality may appoint more than one supplier for the proof of concept.
3. The Municipality owns all consumption, customer, vending and meter data.
4. The supplier may not use municipal customer data for marketing or any purpose outside the contract.
5. No meter may be installed without municipal approval of the installation point.
6. The supplier must repair or replace failed equipment during the POC at its own cost, unless otherwise agreed in writing, prior to replacement.
7. The supplier must train municipal staff before handover.
8. The Municipality must receive dashboard access and data export rights.
9. The system must not lock the Municipality into one vending provider unless approved in writing.
10. Free-basic-water rules must be configurable by the Municipality.
11. All installation work must be inspected and signed off.
12. All meters must be removed as instructed by the Municipality at the end of the pilot.

15. Recommended Success Decision at End of POC

Decision item	Pass requirement
Legal readiness	By-law, tariff, indigent and credit-control alignment confirmed.
Technical readiness	Meter and system KPIs achieved.
Financial case	Clear cost per meter, operating cost and payback estimate.
Customer acceptance	Complaints manageable and customer training effective.
Operational support	Municipal staff can operate dashboard, faults and reports.
Data value	Consumption, leak and tamper data are reliable.
Sewer value	Water-use trends can be linked to sewer-flow trends where measurable.
Procurement readiness	Final rollout specification can be written without brand lock-in.



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Appendix A: Pilot Installation Register Template

No.	Town	Erf / Account	Customer type	Meter size	Supplier	Install date	Status
1							
2							
3							
4							
5							

Appendix B: Commissioning Checklist Template

Item	Yes / No	Comment
Meter serial number matches register		
Initial reading captured		
Correct flow direction		
No leak after installation		
Valve opens and closes		
Token loads successfully		
FBW allocation confirmed		
Emergency credit tested		
Communication to dashboard confirmed		
Tamper alert tested where practical		
Customer guide issued		
Customer handover completed		
Municipal sign-off completed		

Appendix C: Monthly Performance Report Template

Report item	Required monthly detail
Meters installed	Installed, commissioned, active and inactive.
Data availability	Percentage of meters reporting daily.
Consumption	Total, average daily, peak daily and change from baseline.
Vending	Tokens sold, failed tokens, reversals and total value.
FBW	Allocation issued, used, expired and exceptions.
Alerts	Leak, tamper, reverse flow, low battery and no communication.
Faults	Open, closed, SLA compliance and repeat faults.
Customer feedback	Complaints, compliments, training issues and trends.
Sewer trends	Observed sewer flow trends where data is available.
Supplier issues	Risks, defects, required municipal decisions.

Appendix D: Final Report Template

Executive summary.

Pilot area and customer mix.

Technology installed by each supplier.

Compliance certificates and final equipment list.

Installation performance and defects.

Consumption analysis before and after installation.

Peak demand and excessive-use analysis.

Leak, tamper and reverse-flow events.

Vending performance and transaction reconciliation.

Free-basic-water performance.



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Customer complaints and satisfaction survey results.
 Operational support and maintenance performance.
 Dashboard and data export performance.
 Sewer flow trend assessment where measurable.
 Full life-cycle cost and cost per meter.
 Supplier comparison scorecard.
 Risks before full rollout.
 Recommended changes to policy, by-law, tariff or customer process.
 Recommended final specification for future rollout tender.

Appendix E: Bidder Response Schedule

Question	Bidder response
State the meter make and model offered.	
State the meter size range offered.	
State NRCS type approval number.	
State SANS 1529-1 and SANS 1529-9 compliance proof.	
State STS compliance and vending method.	
State communication technology and coverage requirements.	
State battery life and reporting interval assumptions.	
Explain how FBW is allocated and reported.	
Explain how emergency credit works.	
Explain how data can be exported.	
Confirm whether municipal admin access is provided.	
Confirm local support arrangements.	
Confirm warranty period.	
Confirm whether equipment will be removed or remain after POC.	

References and Source Notes

Ref	Source
[1]	Water Research Commission. Position paper: Smart Water Metering Trends and Opportunities. URL: https://www.wrc.org.za/?mdocs-file=65646
[2]	Water Research Commission. Water meters and water metering in municipalities. TT 490-11. URL: https://www.wrc.org.za/wp-content/uploads/mdocs/TT%20490-11.pdf
[3]	Water Research Commission. Guidelines for the evaluation and selection of water meters and metering systems. TT 765. URL: https://www.wrc.org.za/wp-content/uploads/mdocs/TT%20765%20web.pdf
[4]	Department of Water and Sanitation. Compulsory National Standards and Measures to Conserve Water. Minimum basic water supply standard. URL: https://ws.dws.gov.za/wspd/UserControls/DownloadImportFiles.aspx?FileID=176
[5]	National Regulator for Compulsory Specifications. Additional verification tests required in SANS 1529-9. URL: https://www.nrsc.org.za/Documents/Legal%20Metrology/Policies/LM-P-008-09-08-Additional%20verification%20tests%20required%20in%20SANS%201529-9-%209.pdf
[6]	South African National Accreditation System. Media holding statement on water meter accreditation, 31 October 2025. URL: https://www.sanas.co.za/Accreditation%20Document%20Templates%20and%20Drafts/Media%20Holding%20Statement%20-%2030%20October%202025%20Water%20Meter%20Accreditation.pdf
[7]	STS Association. What is STS and who is the STS Association. URL: https://www.sts.org.za/who-we-are/what-is-the-sts-and-who-is-the-sts-association/
[8]	Bergrivier Municipality. Water Supply, Sanitation and Industrial Effluent By-law, 2009. URL: https://www.bergmun.org.za/sites/default/files/documents/Water%20Supply%2C%20Sanitation%20and%20Industrial%20Effluent.pdf
[9]	Bergrivier Municipality. Credit Control, Tariffs and Debt Collection By-law, 2009. URL: https://www.bergmun.org.za/sites/default/files/documents/Credit%20Control%2C%20Tariffs%20and%20Debt%20Collection.pdf



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Final Internal Checks Before Tender Issue

Confirm the latest Bergrivier tariff structure and whether water prepaid vending is already provided for in the tariff system.

Confirm whether the indigent policy and free-basic-water process can be translated into prepaid meter configuration rules.

Confirm the legal process for restriction, discontinuation, appeal and emergency access.

Confirm customer communication requirements before installing meters on private properties.

Confirm whether the proof of concept will be structured as one tender with multiple awards or separate lots.

Confirm whether installed POC meters will be bought, rented, removed or transferred at pilot close-out.

TWO ENVELOPE SUBMISSION AND EVALUATION PROCESS:

This tender will be conducted in accordance with a Two-Envelope Submission and Evaluation Process.

Bidders are required to submit both Envelope 1 and Envelope 2 on or before the closing date and time of the tender. Both envelopes must be properly sealed and clearly marked as prescribed below:

- **Envelope 1: T8/3/38-2026:** Request for Proposal for an Ultrasonic Smart Prepaid Water Metering System for Bergrivier Municipality.
- **Envelope 2: T8/3/38-2026:** Request for Proposal for an Ultrasonic Smart Prepaid Water Metering System for Bergrivier Municipality.

The submission of both envelopes on the tender closing date is compulsory. Envelope 2 will, however, remain sealed and will not be opened at the initial public opening of tenders.

Envelope 1 must contain the bidder's completed tender documentation, technical proposal and all information required for the initial evaluation and pilot phase.

Envelope 2 must contain the documents that will be considered during the price and preference evaluation, which must include the Signed Form of Offer, Completed Pricing Schedule, Proof of Locality (Municipal Account or Lease Agreement), and originally certified B- BBEE Certificate/ Affidavit.



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Failure to adhere to the aforementioned conditions will deem your bid non-responsive.

On the tender closing date, the Municipality will conduct the prescribed public opening of tenders. Only Envelope 1 will be opened during the initial opening process.

Envelope 2 submitted by each bidder will remain sealed and securely retained by the Municipality until the completion of the initial evaluation and pilot phase.

The contents of Envelope 2 will not be disclosed, considered or evaluated during the initial evaluation or pilot phase.

Only bidders who meet the applicable requirements and achieve the minimum requirements prescribed for the initial evaluation will proceed to the pilot phase.

Bidders who successfully pass the initial evaluation will be invited to participate in the pilot phase in accordance with the requirements and methodology specified in the tender document.

The pilot phase will be conducted for the purpose of determining whether the bidder's proposed solution, goods and/or services meet the Municipality's specified requirements.

The pilot phase will be evaluated in accordance with the prescribed pilot-phase criteria.

A bidder who does not successfully complete or meet the minimum requirements for the pilot phase will not qualify for the opening and evaluation of Envelope 2.

Following completion of the initial evaluation and pilot phase, the Municipality will identify the bidders who have successfully passed:

1. The initial evaluation; and
2. The pilot phase.

Only the Envelope 2 submitted by bidders who have successfully passed both stages will be opened.

The opening of Envelope 2 will take place at a public opening session.



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The date, time and venue for the opening of Envelope 2 will be communicated to the eligible bidders who have successfully passed the initial evaluation and pilot phase.

Bidders whose submissions do not qualify for the opening of Envelope 2 will be notified accordingly. The Municipality will not open or evaluate the Envelope 2 of a bidder who did not successfully pass the initial evaluation and pilot phase.



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PRICING SCHEDULE: (OFFERS MUST INCLUDE VAT)

<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Pricing</u>		
			Year 1 (2027-2028)	Year 2 (2028-2029)	Year 3 (2029-2030)
Domestic plastic prepaid ultrasonic water meter including in meter box (as specified) – supply and delivery only	Each	Price			
Supply, delivery and installation of ultrasonic water meter (as indicated above) to municipal approval	Each	Price			
Portal and management system for smart water meters – Utility View	Price per meter per month	Price			
End user or consumer mobile application for water consumption monitoring and usage limit settings (if not included)	Price per meter per month	Price			
Network Connectivity and Communication Fee	Price per meter per annum	Price			
Price for Battery supply	Each	Price			
Inspection cost, to determine the fixing of water leakages at indigent and non-indigent residential properties	No	100			
Labour cost to fix the water leakages at indigent and non-indigent residential properties	Hour	400			



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14. SCHEDULE OF PLANT AND EQUIPMENT

The following are lists of major items of relevant equipment that I/we **presently** own or lease and will have available for this contract or will acquire or hire for this contract if my / our tender is accepted.

1. DETAILS OF MAJOR EQUIPMENT THAT IS OWNED BY AND IMMEDIATELY AVAILABLE FOR THIS CONTRACT.			
QUANTITY	DESCRIPTION	SIZE	CAPACITY

Attach additional pages if more space is required.

2. DETAIL OF MAJOR EQUIPMENT THAT WILL BE HIRED, OR ACQUIRED FOR THIS CONTRACT IF MY / OUR TENDER IS ACCEPTED.			
QUANTITY	DESCRIPTION,	SIZE	CAPACITY

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	
--	--



BERGRIVIER MUNICIPALITY

15. SCHEDULE OF SUBCONTRACTORS

I/we the tenderer, notify the Bergrivier Municipality that it is our intention to employ the following Subcontractors for work in this contract:

SUBCONTRACTORS				
Category / Type	Subcontractor Name; Address; Contact Person; Tel. No.		Items of work (pay items) to be undertaken by the Subcontractor	Estimated cost of Work (Rand)
1.	Name of firm			
	Contact person			
	Tel No			
	Address			
2.	Name of firm			
	Contact person			
	Tel No			
	Address			
3.	Name of firm			
	Contact person			
	Tel No			
	Address			
4.	Name of firm			
	Contact person			
	Tel No			
	Address			
5.	Name of firm			
	Contact person			
	Tel No			
	Address			
Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)				

Acceptance of this tender shall not be construed as approval of all or any of the listed subcontractors. Should any of the subcontractors not be approved subsequent to acceptance of the tender, this shall in no way invalidate this tender, and the tendered unit rates for the various items of work shall remain final and binding, even in the event of a subcontractor not listed above being approved by the Engineer.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



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16. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – CURRENT CONTRACTS

CURRENT CONTRACTS						
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
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Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Attach additional pages if mores space is required.Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)						
SIGNATURE			NAME (PRINT)			
CAPACITY			DATE			
NAME OF FIRM						



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17. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS

The following is a statement of similar work successfully executed by myself / ourselves:

COMPLETED CONTRACTS						
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
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Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)



BERGRIVIER MUNICIPALITY

18. FORM OF OFFER AND ACCEPTANCE

NOTE:

1. This form must be completed in duplicate by both the successful bidder (Part 1) and the purchaser (Part 2). Both forms must be signed in the original so that the successful bidder and the purchaser will be in possession of originally signed contracts for their respective records.
2. NO correction fluid/tape may be used.
 - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
3. The Bidder **MUST** indicate whether he/she/the entity is a registered VAT Vendor or not.
 - a. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding AND including VAT) must reflect the same amount.

	INDICATE WITH AN 'X'							
Are you/is the firm a registered VAT Vendor	YES				NO			
If "YES", please provide VAT number								

1. OFFER

- 1.1. The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works; **TENDER 8/3/38-2026 MN146-2026**
- 1.2. The tenderer, identified in the Offer signature block, has examined the draft contract as listed in the Acceptance section and agreed to provide this Offer.
- 1.3. By the representative of the Tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the **Employer** under the contract, including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

2. THE ALL-INCLUSIVE RATE/AMOUNT OFFERED IS:

In figures:	R
In words:	

- 2.1. This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the **Contractor** in the conditions of contract identified in the Contract Data.

Signature(s)			
Name(s)			
Capacity			
Name of tenderer:			
Name of witness:	(Insert name and address of organization)	Date	
Signature of witness:			



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3. ACCEPTANCE

- 3.1. By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.
- 3.2. Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.
- 3.3. It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

Signature(s):		
Name(s):		
Capacity:		
For the Employer:	Bergrivier Municipality, Kerk Street, Piketberg, 7320	
Name of witness:		Date:
Signature of witness:		



BERGRIVIER MUNICIPALITY

19. PRICING SCHEDULE

NOTE:

1. Only firm prices will be accepted. Non-firm prices will not be considered.
2. All delivery costs **MUST** be included in the bid price, for delivery at the prescribed destination.
3. Document **MUST** be completed in non-erasable black ink.
4. NO correction fluid/tape may be used.
 - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
5. The Bidder **MUST** indicate whether he/she/the entity is a registered VAT Vendor or not.
 - a. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding AND including VAT) must reflect the same amount.

I / We _____

(full name of Bidder) the undersigned in my capacity as _____

of the firm _____

hereby offer to BERGRIVIER Municipality to render the services as described, in accordance with the specification and conditions of contract to the entire satisfaction of the BERGRIVIER Municipality and subject to the conditions of tender, for the amounts indicated hereunder:

	INDICATE WITH AN 'X'							
	YES				NO			
Are you/is the firm a registered VAT Vendor								
If "YES", please provide VAT number								

Please note the following:

1. BERGRIVIER Municipality reserves the right to downward adjust the scope of work/ quantity required to stay within its budget.
2. Only firm prices will be accepted and non-firm prices will not be considered.



BERGRIVIER MUNICIPALITY

20. DECLARATION BY TENDERER

I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of tender of this tender document and that I / we accept the conditions in all respects.

I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of *my / our tender and that I / we elect *domicillium citandi et executandi* (physical address at which legal proceedings may be instituted) in the Republic at:

I / We accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving in me / us under this agreement as the principal liable for the due fulfillment of this contract.

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender; that the price quoted cover all the work / items specified in the tender documents and that the price(s) cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

I / We furthermore confirm that my / our offer remains binding upon me / us and open for acceptance by the Purchases / Employer during the validity period indicated and calculated from the closing date of the bid.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1		WITNESS 2	



BERGRIVIER MUNICIPALITY

SUPPLY CHAIN MANAGEMENT

Enquiries: Mr. S. Wilschut

Ref: 6/1/1

Tel: (022)913 6000

Fax: (022)913 1380

E-mail: wilschuts@bergmun.org.za

All Service Providers (SP's) and potential bidders

Dear Sir/Madam

Incomplete documentation in terms of bidding processes.

With reference to the judgment of the Supreme Court of Appeal case number 937/2012 Dr JS Moroka Municipality vs. Bertram (PTY) Limited 2013 JDR 2728 SCA the following:

"In our view the judgment supports the proposition that a Municipality determines the requirements for a valid tender and a failure to comply with the prescribed conditions of tender will result in such tender being disqualified as it would not be an 'acceptable tender' as defined in the Preferential Procurement Policy Framework Act 5 of 2000 unless the prescribed conditions are immaterial, unreasonable or unconstitutional.

Therefore, provided that the relevant tender document makes provision for **an original tax clearance certificate and/or any other certificates/documents** as a prescribed minimum prerequisite and/or peremptory requirement in order for such tender to be considered an 'acceptable tender' and to pass the threshold requirement for consideration and evaluation, and a tenderer fails to provide same, the Municipality would be within its rights to disqualify such tender/tenderer."

Therefore, BERGRIVIER Municipality will with immediate effect exclude all offers from bidders if the required documentation is not handed in/or attached with the original bidding documents.

Adv. Hanlie Linde
Municipal Manager

11 September 2026



BERGRIVIER MUNICIPALITY

SMME STATUS

98 No. 41970

GOVERNMENT GAZETTE, 12 OCTOBER 2018

SCHEDULE

The new National Small Enterprise Act thresholds for defining enterprise size classes by sector, using two proxies

Column 1	Column 2	Column 3	Column 4
Sectors or sub-sectors in accordance with the Standard Industrial Classification	Size or class of enterprise	Total full-time equivalent of paid employees	Total annual turnover
Agriculture	Medium	250	35.0 million
	Small	50	17.0 million
	Micro	10	7.0 million
Mining and Quarrying	Medium	250	210.0 million
	Small	50	50.0 million
	Micro	10	15.0 million
Manufacturing	Medium	250	170.0 million
	Small	50	50.0 million
	Micro	10	10.0 million
Electricity, Gas and Water	Medium	250	180.0 million
	Small	50	60.0 million
	Micro	10	10.0 million
Construction	Medium	250	170.0 million
	Small	50	75.0 million
	Micro	10	10.0 million
Retail, motor trade and repair services	Medium	250	80.0 million
	Small	50	25.0 million
	Micro	10	7.5 million
Wholesale	Medium	250	220.0 million
	Small	50	80.0 million
	Micro	10	20.0 million
Catering, Accommodation and other Trade	Medium	250	40.0 million
	Small	50	15.0 million
	Micro	10	5.0 million
Transport, Storage and Communications	Medium	250	140.0 million
	Small	50	45.0 million
	Micro	10	7.5 million
Finance and Business Services	Medium	250	85.0 million
	Small	50	35.0 million
	Micro	10	7.5 million
Community, Social and Personal Services	Medium	250	70.0 million
	Small	50	22.0 million
	Micro	10	5.0 million

Lindiwe D Zulu

Lindiwe D Zulu, MP
Minister of Small Business Development

Date: 23/09/2018

Initial *LDZ*