



**RE-ADVERT: APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER FOR  
WATER QUALITY MONITORING ANALYSIS FOR A PERIOD OF THREE (3) YEARS  
ELM 23-24/07/04**

## **T1.1 TENDER NOTICE AND INVITATION TO TENDER**

Bid documents will be obtainable on payment of cash non-refundable document fee as stipulated in the table below from our offices at Emakhazeni Local Municipality, 25 Scheepers Street, Belfast during office hours from 07H45 to 12h30 and 13h00 to 15h00 weekdays, or on supply of proof of EFT payment made into the following bank account: **FNB Current Account Number 62028195510 Branch Code 270351, Tender Reference number (Project Number and Company Name).**

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in an envelope and externally endorsed with **Project No; and Description;** and be deposited in the Tender Box, Ground Floor, Emakhazeni Local Municipality, 25 Scheepers Street, Belfast, Mpumalanga. **The Tenders shall remain valid for a period of 90 days from the closing date.** Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Project number	Description	Availability of Tender document	Briefing session	Closing Date	Functionality %	Contact person
ELM 23-24/07/04	<b>RE-ADVERT: APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER FOR WATER QUALITY MONITORING ANALYSIS FOR A PERIOD OF THREE (3) YEARS</b>	Monday the 18 <sup>th</sup> of December 2023	None	Wednesday the 24 <sup>th</sup> of January 2024 at 12h00	70%	Procurement enquiries: Joas Madiope at 013 253 7601 <a href="mailto:joas.madiope@emakhazeni.gov.za">joas.madiope@emakhazeni.gov.za</a>  Technical enquiries: Elsie Kekana at 013 253 7723 <a href="mailto:elsie.kekana@emakhazeni.gov.za">elsie.kekana@emakhazeni.gov.za</a>

**Tenders will be evaluated in terms of the Supply Chain Management policy of the Emakhazeni Local Municipality. The Method for evaluation of Consortium and professional service providers is based on completeness of the bid document and functionality. Master Registration Number and tax compliance status PIN to enable the municipality to verify the bidder's tax compliance status must be attached. Service providers must be registered at central supplier database (CSD).**

**MR. J.W. SHABANGU  
MUNICIPAL MANAGER  
EMAKHAZENI LOCAL MUNICIPALITY**



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**EVALUATION CRITERIA (FUNCTIONALITY)**

The Municipal SCM Policy & National Treasury Guidelines will be used for evaluation of prospective service providers as per the approved scoring system by the specification committee.

The 80/20 point system shall be used for Evaluation of tender documents in terms of Preferential Procurement Point Framework Act.

Received Responsive bids will be evaluated based on the following criteria:

Stage 1 – Completeness & Functionality

Stage 2 – Price and Specific goals Points

**FUNCTIONALITY POINTS:**

<b>BID EVALUATION CRITERIA</b>	<b>WEIGHT/POINTS</b>
<b>A) <u>EXPERIENCE OF THE BIDDER (Appointment letters and reference letters for prior contracts successfully completed)</u></b>	<b>Max points (30)</b>
• 5 and more Appointment letters and Reference Letters	<b>30</b>
• 3-4 Appointment letters and Reference Letters	<b>20</b>
• 1-2 Appointment letters and Reference Letters	<b>10</b>
✓ Attach Appointment letters and Reference Letters ✓ Work Completed related to the Scope of Works in the past five years, or that are underway at present.	
<b>B) <u>SANAS ACCREDITATION TO TEST A PARAMETER</u></b>  Valid certified copy of SANAS approved ISO/IEC 17025 accreditation certificate attached.	<b>Max points (20)</b>
Accreditation for ≥70% of parameters listed	<b>20</b>
Accreditation <70% but ≥65% of parameters listed	<b>10</b>
Accreditation <65% of parameters listed	<b>5</b>
✓ The laboratory providing the analytical services must be registered with and have SANAS accreditation in accordance with the recognised International Standard ISO/IEC 17025:2005 for both chemical and microbiological analyses/parameters. The tender laboratory can make use of an external laboratory that has SANAS accreditation in accordance with the recognised International Standard ISO/IEC 17025:2005 for the parameters they don't have SANAS accreditation for. No Water Check Proficiency Testing without SANAS accreditation in accordance with the recognised International Standard ISO/IEC 17025:2005 will be accepted.	
<b>C) <u>LOADING OF MONTHLY PARAMETERS RESULTS ON THE DWS BLUE DROP AND GREEN DROP SYSTEMS</u></b>	<b>Max points (10)</b>
Parameters loaded with the use of a LIMS system that is integrated with the DWS Blue Drop and Green Drop System	<b>10</b>
Parameters loaded by hand onto DWS Blue Drop and Green Drop System	<b>1</b>
✓ Points will be allocated to tenderers who submitted proof, which is the ways parameter results will be loaded on the Department of Water & Sanitation Blue Drop and Green Drop Systems. ✓ The tenderer must stipulate the way sampling data will be loaded on the DWS Blue Drop and Green Drop Systems.	



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✓ The method of loading parameters onto DWS Blue Drop and Green Drop Systems must already be in place and in use. This will be verified with DWS.	
<b>D) Locality (attach Proof)</b>	<b>Max points (10)</b>
• Business situated within Emakhazeni Local Municipality	10
• Business situated within Nkangala District Municipality	8
• Business situated within Mpumalanga	5
• Business situated within South Africa	2
<b>E) Experience of key personnel</b> CVs with accreditation qualification certificates of key personnel ( <b>certified copies</b> ).	<b>Max points (20)</b>
• Registered scientist with more than 5 years verifiable post graduate experience	20
• Registered scientist with more than 3-5 years verifiable post graduate experience	10
• Registered scientist with more than 1-2 years verifiable post graduate experience	5
✓ Points will be allocated to suitably qualified, experienced personnel assigned to this project based on the information supplied by the tenderer. Personnel must demonstrate in their CVs expertise related to specific aspects relevant to this particular project.	
<b>TOTAL</b>	<b>90</b>

- 1. Bidders who scored 70% or more on functionality will qualify for further Evaluation on price.**
- 2. Bidders who scored less than 70% will be disqualified.**