

Request for Quotations for Operation and Maintenance of Wastewater Treatment Plant at King Shaka International Airport for Airports Company of South Africa.

Airport : King Shaka International Airport

Tender Number: : Requisition 27616

Issue Date : 23rd November 2022

Closing Date : 2nd December 2022-12:00pm

Briefing Session Date and Time : 28 November 2022 @ 10h00

Venue : Microsoft Teams

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www.airports.co.za

SECTION 1: INSTRUCTIONS TO BIDDERS

1. SECTION 1: INSTRUCTIONS TO BIDDERS

1.1. Access to RFQ documents

Tenders are available on www.etenders.gov.za. Kindly print and complete **Not applicable**

Submission of bid documents

The envelopes containing bid documents must have on the outside, the bidder's return address, the full description of the tender, tender number and the details of the Tender Management Office/Procurement department where the bid will close. The documents must be signed and completed by a person who has been given authority to act on behalf of the bidder. The bottom of each page of the bid documents must be signed or stamped with the bidder's stamp as proof that the bidder has read the tender documents. Bid documents must be submitted on or before 2nd December **2022 at 12:00pm** using the following method

1.1.1. Tender box: **Not applicable**

The Tender box is located at:

1.1.2. Email submissions:

The bid documents must be sent to the following email address below:

masana.sithole@airports.co.za



- 1.1.3. Proposals must be in an electronic copy of the bid documents. The original copy will be the legal and binding copy, in the event of discrepancies between any of the submitted documents; the original copy will take precedence

1.2. Alternative Bids

As a general rule, ACSA only accepts bids which have been prepared in response to the tender invitation. However, for this tender alternative bids will be accepted provided the alternative bid is accompanied by the original bid response which materially complies with the specifications of this tender invitation. The alternative bid will only be considered where the bidder has submitted together with its alternative bid, an offer which materially complies with the requirements of this tender. Alternative bids will also be evaluated using the pre-determined evaluation criteria stipulated in this tender document.

1.4 Late Bids

Bids which are submitted after the closing date and time will not be accepted

1.5 Clarification and Communication

| | |
|--------------|--|
| Name: | Masana |
| Designation: | Buyer |
| Tel: | 011 723 7946 |
| Cell: | |
| Email: | Masana.sithole@airports.co.za |

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Request for clarity or information on the tender may only be requested until 28th November 2022 @ 16:00
Any responses to queries or for clarity sought by a bidder will also be sent to all the other entities which have responded to the Request for Proposal/Quotation/Information invitation.

Bidders may not contact any ACSA employee on this tender other than those listed above. Contact will only be allowed between the successful bidder and ACSA Business Unit representatives after the approval of a recommendation to award this tender. Contact will also only be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this tender

1.6 Compulsory Briefing Session-

N/A

| Briefing/Site Inspection Session Requirements | Detail |
|---|---|
| Date | 28 November 2022 |
| Time | 10:00 a.m |
| Venue | <p>Microsoft Teams</p> <p>Microsoft Teams meeting</p> <p>Join on your computer, mobile app or room device</p> <p>Click here to join the meeting</p> |

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| | |
|--|---|
| | <p>Meeting ID: 328 299 371 571</p> <p>Passcode: rBHPzL</p> <p>Download Teams Join on the web</p> <p>Or call in (audio only)</p> <p>+27 21 834 0841,,397926716# South Africa, Cape Town</p> <p>Phone Conference ID: 397 926 716#</p> <p>Find a local number Reset PIN</p> |
|--|---|

1.7 Bid Responses

Bid responses must be strictly prepared and returned in accordance with this tender document. Bidders may be disqualified where they have not materially complied with any of ACSA's requirements in terms of this tender document. Changes to the bidder's submission will not be allowed after the closing date of the tender. All bid responses will be regarded as offers unless the bidder indicates otherwise. No bidder or any of its consortium/joint venture members may have an interest in any of the other bidder/joint venture/consortium participating in this bid.

1.8 Disclaimers

- a) It must be noted that ACSA may:
- b) Award the whole or a part of this tender;
- c) Split the award of this tender;

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- d) Negotiate with all or some of the shortlisted bidders;
- e) Award the tender to a bidder other than the highest scoring bidder where objective criteria allow; and/or
- f) Cancel this tender.

1.9 Validity Period

(*Please ensure that the validity period stated below will allow ACSA to properly evaluate and finalise the process)

ACSA requires a validity period of a hundred and twenty (120) business/working days for this tender. During the validity

period the prices which have been quoted by the bidder must remain firm and valid. It is only in exceptional circumstances where ACSA would accommodate a proposal to change the price.

1.10 Confidentiality of Information

ACSA will not disclose any information disclosed to ACSA through this tender process to a third party or any other bidder without any written approval from the bidder whose information is sought. Furthermore, ACSA will not disclose the names of bidders until the tender process has been finalised.

Bidders may not disclose any information given to the bidders as part of this tender process to any third party without the written approval from ACSA. In the event that the bidder requires to consult with third parties on the tender, such third parties must complete confidentiality agreements, which should also be returned to ACSA with the bid.

1.11 Hot – Line

ACSA subscribes to fair and just administrative processes. ACSA therefore urges its clients, suppliers and the general public to report any fraud or corruption to:

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Airports Company South Africa TIP-OFFS ANONYMOUS

Free Call: 0800 00 80 80

Free Fax: 0800 00 77 88

Email: acsa@tip-offs.com

SECTION 2: LOCAL CONTENT AND PRODUCTION

2.1 Introduction

In terms of the Preferential Procurement Policy Framework Act, 5 of 2000 (PPPFA) and the regulations thereto, bids in respect of goods, services or works that have been designated for local production and content, must contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods with a stipulated minimum threshold for local content and production will be considered. This tender falls within a designated sector and ACSA is therefore required to stipulate the minimum threshold for local production and content. The minimum threshold for local content and production for this tender is _____ of the bid price. Any bidder who fails to meet the minimum threshold for local production and content will be disqualified from the process. To this end, bidders must complete a declaration certificate for local content and production (SBD 6.2) which is Annexure of this tender document. Failure to return a completed SBD 6.2 form will make a bidder liable for disqualification.

2.2 Calculation of local content and production

Local content means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place. Imported content means the portion of the bid price represented by the cost the cost of components, parts or materials which have been or are still imported (whether by the supplier or its sub-contractors) 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 port of entry. The South African Bureau of Standards (SABS) approved

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technical specification number SATS 1286:201x will be used to calculate local content. The formula to be used to calculate local content is as follows:

$$LC = 1 \left(\frac{X}{Y} \right) \times 100$$

Where:

X represents imported content

Y represents bid price excluding value added tax

Prices referred to in the determination of x will be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

2.3 Declaration certificate for local production and content (SBD 6.2)

This Standard Bidding Document (SBD) must form part of all invited bids. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the SABS approved technical specification number SATS 1286:201x.

2.4 General Conditions

- 2.4.1 Preferential Procurement Regulations, 2011 (Regulation 9(1) and 9(3) make provision for the promotion of local production and content.
- 2.4.2 Regulation 9(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

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- 2.4.3 Where necessary, for bids referred to in paragraphs 2.4.2, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 2.4.4 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.4.5 A bid will be disqualified if:
- The bidder fails to achieve the stipulated minimum threshold for local production and content indicated in paragraph 2.6 below; and
 - The completed SBD 6.2 form together with its declaration, is not submitted as part of the bid documentation.

2.5 Definitions

- 2.5.1 “Bid” means a written offer in a prescribed or stipulated form in response to an invitation by ACSA for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5.2 “Bid Price” price offered by the bidder, excluding value added tax (VAT);
- 2.5.3 “Contract” means the agreement that results from the acceptance of a bid by an ACSA;
- 2.5.4 “Designated sector” means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5.5 “Duly Sign” means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.5.6 “Imported Content” means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its



subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

- 2.5.7 “Local Content” means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.5.8 “Stipulated Minimum Threshold” means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.5.9 “Sub-Contract” means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

2.6 The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:

| <u>Description of service, works or goods</u> | <u>Stipulated minimum threshold</u> |
|---|-------------------------------------|
| _____ | _____ % |
| _____ | _____ % |
| _____ | _____ % |

2.7 Does any portion of the services, works or goods offered have any imported content? YES/NO

2.8 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 2.3 above must be the rate(s) published by SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

The relevant rates of exchange information is accessible on **www.reservebank.co.za**.

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The rate(s) of exchange against the appropriate currency is as follows:

| Currency | Rates of exchange |
|----------------|-------------------|
| US Dollar | |
| Pound Sterling | |
| Euro | |
| Yen | |
| Other | |

NB: Bidders must submit proof of the SARB rate(s) of exchange used.

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER / PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF RFQ No. _____

ISSUED BY: (Airports Company South Africa SOC Ltd):

NB: The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

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I, the undersigned, _____ (full names),
do hereby declare, in my capacity as _____
of _____ (name of bidder entity), the
following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- (c) The local content has been calculated using the formula given in clause 3 of SATS 1286, the rates of exchange indicated in paragraph 2.3 above and the following figures:

| | |
|--|------|
| Bid price, excluding VAT (y) | R... |
| Imported content (x) | R... |
| Stipulated minimum threshold for Local content (paragraph 2.6 above) | |
| Local content % , as calculated in terms of SATS 1286 | |

If the bid is for more than one product, a schedule of the local content by product shall be attached.

- (d) I accept that the Airports Company South Africa SOC Ltd has the right to request that the local content be verified in terms of the requirements of SATS 1286.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286, may result in the Airports Company South Africa SOC Ltd imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Procurement Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

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| | | | |
|----------------------|-------|--------------|-------|
| SIGNATURE: | _____ | DATE: | _____ |
| WITNESS No.1: | _____ | DATE: | _____ |
| WITNESS No 2: | _____ | DATE: | _____ |

PART C2 PRICING DATA

C2.1 PRICE INSTRUCTION

1. PRICE AND B-BBEE:

This is the final stage of the evaluation process and will be based on the PPPFA Preference Point **System of 80/20 where Price will amount to 80 points**, and B-BBEE will amount to 20 points. The award of business will be made to a bidder which has scored the highest overall points for this stage of the evaluation, unless objective criteria exists, justifying an award to another bidder or ACSA splits the award or cancels the bid, *etcetera*. Pricing schedule is to be completed. Failure to submit a priced offer using the prescribed schedule will make the bid liable for disqualification.

2. PRICING INSTRUCTIONS:

- 2.1. Bidders must price in accordance with the pricing schedules below, this will enable ACSA to compare priced offers.
- 2.2. Failure to submit a priced offer using the prescribed schedules will make the bid liable for disqualification.
- 2.3. A detailed breakdown of costs to be attached.
- 2.4. All rates quoted as part of this bid will apply to ad hoc works as/when required (additional work outside scheduled maintenance).
- 2.5. Do not leave any area blank in the pricing schedules (e.g. if not applicable (N/A) or included in cost elsewhere, indicate accordingly)
- 2.6. Permit costs:

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- a. Permit costs will need to be paid up front by the successful bidder and ACSA will reimburse against proof of payment.
- b. No mark-up to be levied on Permit costs.
- c. All employees will be checked for criminal records and no permit will be granted to those with criminal records.
- d. Cost for lost permits and new employees will not be reimbursed by ACSA.

2.7. 3rd Party Procured Items and Services:

- a. Spares (material) and sub-contracted work will be charged at cost plus mark-up.
- b. VAT shall not form part of mark-up calculations.
- c. ACSA shall provide the storeroom where the materials will be stored.
- d. The procured spares / materials quotes must be market related and contractor to provide a receipt from supplier. Cost shall be net cost (excluding VAT) of parts supplied to site with all discounts deducted.
- e. All material supplied must be SABS approved.

2.8. The Bid offer must be inclusive of VAT.

2.9. The VAT portion must be indicated separately.

2.10. Payment for this contract will be against proven cost.

2.11. Annual Increases will be negotiated with CPI being the maximum granted.

2.12. Extra Over – Extra over is a term used to describe an additional sum of money allowed for an item of work where there is a change to the original description for the item of work. The additional sum is then added to compensate for the difference. In these bills of quantities, the term Extra over is used to account for additional charges if any, associated with executing a particular item of work after hours. Therefore bidders are to note that the extra over rate will be additional charge per unit of work for working after hours.

PRICING DATA

PRICE SCHEDULE 1: LABOUR COST (8 hours daily)

(NB: Price to be inclusive of labour, tools, consumables, PPEs, administrative cost, travelling and onsite vehicle.)

| PRICE SCHEDULE 1 | | | | | |
|------------------|------------------------------|---------------|----------|--------------|----------------------|
| No. | Description | Rate per Hour | Quantity | Monthly Cost | Total for Two Months |
| 1 | Site Manager | R | 160 | R | R |
| 2 | Process Controller | R | 248 | R | R |
| 3 | Assistant Process Controller | R | 248 | R | R |
| 4 | Millwright | R | 160 | R | R |
| 5 | Technical Assistant | R | 160 | R | R |
| | TOTAL | | | | R |

Labour rates shall include all personnel insurance, holidays with pay, incentive bonuses.

No labour shall be charged for travel or travelling. Labour time shall be calculated for the time spent on site.

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PRICE SCHEDULE 2: MONITORING, SAMPLING, ANALYSIS & REPORTING

COMPLIANCE SAMPLING

Sampling to be done by a SANAS accredited laboratory.

Price To include all Sampling consumables, transportation of samples, analysis and report.

| PRICE SCHEDULE 3a) | | | | | | |
|--------------------|-----------------|----------------------|---------------------------------|----------------------------|-------------------------------|-------------------------------------|
| Item no | Treatment Stage | Sampling Point | Price per Sampling Point (A) | Frequency per month (B) | Total Monthly C = (A x B) | Total for Two Months D = (C x 2) |
| 1 | Preliminary | Raw | R | 4 | | |
| 2 | Secondary | Filter Feed/TET Feed | R | 4 | | |
| 3 | Tertiary | Final Discharge | R | 4 | | |
| 4 | Receiving | Upstream | R | 4 | | |
| 5 | Environment | Downstream | R | 4 | | |
| TOTAL | | | | | | R |

PRICE SCHEDULE 3 - PROVISIONAL COST

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| PRICE SCHEDULE 3 | | |
|-------------------------|--|----------------------------------|
| Number | Item | Total for Contract Period |
| 1 | Airport personnel access permits, vehicle airside access permits and induction | 10 000.00 |
| 2 | Medicals | 6 000.00 |
| 3 | Office Rental | R12 000 |
| 4 | Safety File | 5 000.00 |
| 5 | Additional Sampling and Analysis | 10 000.00 |
| TOTAL | | R 43 000 |

Provisional amounts: When claiming for provisional amounts, the Contractor should provide all third-party documents e.g. quotations, invoices, delivery notes etc. to support claims. All provisional amounts shall be on preapproval basis.

PRICE SCHEDULE 4: PROVISION FOR THIRD PARTY PROCURED ITEMS/SERVICES INCLUDING MARK UP

| Value of Item or Services | Mark-up (A) | Estimated Spares (B) | TOTAL/Contract Duration (C) = B + (AxB) |
|----------------------------------|------------------------|---------------------------------|--|
| R0 - R2,000 | % | R5 000.00 | R |
| R2,001 – R5,000 | % | R10 000.00 | R |
| R5,001 – R10,000 | % | R15 000.00 | R |
| R10,001 – R20,000 | % | R30 000.00 | R |
| TOTAL | | | R |

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PRICING SCHEDULE 5: AD-HOC RATES (Not to be Included in the Pricing Summary)

| No. | Description | After Hours Rates Including Saturdays | Sundays and Public Holidays |
|-----|------------------------------|--|-----------------------------|
| 1 | Site Manager | R | R |
| 2 | Process Controller | R | R |
| 3 | Assistant Process Controller | R | R |
| 4 | Millwright | R | R |
| 5 | Technical Assistant | R | R |

PRICE SCHEDULE 6 : SUMMARY PRICING SCHEDULE

| Price Schedule | Description | Total for Two Months |
|----------------|---|----------------------|
| 1 | Labour Cost | R |
| 2 | Compliance Testing | R |
| 3 | Provisional Cost | R |
| 4 | Provision for Third Party Procured Items/Services Including Mark Up | R |
| TOTAL | | R |

It must be noted that this amount is for illustrative purposes only and that the Employer will not be under any obligation to expend the full or any portion of this amount. Monthly contract expenditure will be strictly calculated according to the Activity/Pricing Schedule as provided above.

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PART C3 SERVICE INFORMATION

BACKGROUND, PURPOSE AND SCOPE OF WORK

The scope of work covers the Operation and Maintenance of Wastewater Treatment Plant King Shaka International Airport.

All works to be carried out according to necessary legislation, South African National Standards (SANS), ACSA rules etc governing the site and this works.

Times :

Airport Operating Hours: 04:30 – 22:30

Refer SLA for Working Hours for this contract

Interpretation and terminology

The following abbreviations are used in this Service Information:

| Abbreviation / Wording | Meaning / Interpretation |
|------------------------|----------------------------------|
| ACSA | Airports Company South Africa |
| KSIA | King Shaka International Airport |

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| | |
|---------------------|--|
| WWTP | Wastewater Treatment Plant |
| OEM | Original Equipment Manufacturer |
| PLC | Programmable Logic Controller |
| SCADA | Supervisory Control and Data Acquisition |
| OHS | Occupational Health and Safety |
| PPE | Personal Protective Equipment |
| SHE | Safety, Health and Environment |
| DWAF | Department of Water Affairs and Forestry |
| MSDS | Material Safety Data Sheet |
| The Service Manager | ACSA Service Manager |

EXECUTIVE OVERVIEW

The objective of this scope is to source a suitable service provider for the Operation and Maintenance of Wastewater Treatment Plant.

Description of Works

King Shaka International Airport is equipped with a wastewater treatment plant that treats wastewater before discharging it into the stream. The whole treatment process requires the service of a qualified Contractor.

The Southern Wastewater Treatment Works (WWTW) is designed to treat raw sewerage of 1000 m³ per day which receives its sewerage from the Airport, Agrizone, and the Airport terminal surrounding supporting facilities. The influent is characterized as domestic and industrial with an approximate % split of 70% domestic and 30% Industrial.

Most of the industrial pollutants are the Fats and Oils from the restaurants.

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The plant is configured to have 3 treatment stages i.e. the preliminary treatment (inlet works), secondary (SBR & TET) and tertiary treatment (Filters & Disinfection).

OPERATION

The Contractor guarantees the correct, efficient, and effective running of the plant according to the Operation and Maintenance manuals provided by the Employer to ensure final effluent output complies with the parameters of the plant design.

The quality of the effluent leaving the plant will comply with the standards stated in the ACSA KSIA permits/authorizations, water use licence, subject to:

The operating manuals being made available to the Contractor.

The plant being operated within the plant tender design criteria

The raw sewage being free from all matter which may have a toxic or detrimental effect to the process and operating efficiency of the plant.

The plant being operated to registered standards.

All work shall be done in accordance with Occupational Health and Safety Act, municipal bylaws, environmental by laws (National Environmental Management Act 107 of 1998- NEMA), National Water Act 36 of 1998 and all other relevant legislation.

MAINTENANCE

Preventive and Corrective maintenance shall be conducted by the technical team on site. Any mechanical or electrical problems will be attended to by the technical team that will then ensure that the problem/s are solved timeously.

SAMPLING AND ANALYSIS

Sampling of raw effluent, treated effluent and upstream and downstream

The plant is monitored using two programs i.e. operational monitoring and compliance monitoring. The operational monitoring is conducted onsite by Process controllers while compliance monitoring is done once a week (maximum of 4 times a month) at an accredited laboratory. Compliance monitoring included upstream and downstream monitoring.

SECTION 1: WASTEWATER TREATMENT PLANT

1.1 STANDARD OPERATION PROCEDURE OF ACSA's WASTEWATER TREATMENT PLANT

| ITEM | Frequency |
|--|-----------|
| AERATOR | |
| 1.1 Check aerator blades are free of rags etc. | Daily |
| 1.2 Check baffles are free of rags etc. | Daily |
| 1.3 Check float switches are free of rags etc. | Daily |

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| | |
|---|---------|
| 1.4 Check decanting cone is free of rags etc. | Daily |
| 1.5 Take a daily sludge reading of mixed tank | Daily |
| 1.6 Brush off walls, floats, stairway etc. | Daily |
| 1.7 Check amperage reading of aerator | Daily |
| 1.8 If sludge reading is higher than 40 → 55% the service provider to run the sludge belt press as required. | Daily |
| BAR SCREEN | |
| 2.1 Use correct rake to clean screen when necessary - Daily | Daily |
| 2.2 Bar screen must be raked | Daily |
| 2.3 Dried waste (sludge and screenings) must be stored in a sealable container (210L steel Drum & Lid) until it can be transported for disposal to a licensed waste site (proof of licensing must be supplied). | |
| 2.4 Spillage Trays - Ensure secondary containment whilst filling drums. | |
| 2.5 Bar screen must be hosed down | Daily |
| SUMP | |
| 3.1 Submersible pumps must be cleaned and checked | Monthly |
| 3.2 Submersible chains must be inspected and cleaned | Monthly |
| 3.3 Float switches must be cleaned | Monthly |
| 3.4 Any valves related to raw sewage flow must be checked and washed-out | Monthly |
| SLUDGE BELT FILTER PRESS | |
| Dry resulting sludge from the reactors | Weekly |
| FILTRATION PLANT | |
| Filters to be backwashed | Weekly |

| ITEM | Frequency |
|---|-----------|
| LOG BOOK | |
| Information below shall be recorded in the logbook | |
| Any flow meters that are installed must be recorded | Daily |
| pH from chlorine tank - outlet point | Daily |
| Turbidity of the filtration product water | Daily |
| Dissolved oxygen in the SBR during aeration | Daily |
| Sludge reading in cone | Daily |
| Approximate volume of sludge - run off | Daily |
| Discharge counter per tank | Daily |

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| | |
|---|----------|
| Amperage of each aerator | Daily |
| Voltage supply | Daily |
| Drums of dried sludge removed | Per Drum |
| Amount of chemicals used | Daily |
| Bags/drums dried bar screen waste removed | Daily |
| Persons visiting site - name and company | Daily |
| Note any general comments on plant | Daily |
| Note any mechanical or maintenance problems | Daily |
| Note any safety or health hazards | Daily |
| Note any environment problems | Daily |
| Storage of chemicals | Monthly |

1.2 SCHEDULE OF EQUIPMENT

| | Description | Spec | Quantity | Model |
|---|----------------------------|------------------------------|----------|------------------------|
| 1 | Raw Sewerage Sump | Dia=4.8m Depth=3m | 1 | - |
| 2 | SBR Reactor | Dia=15.3m Depth= 4m | 3 | - |
| 3 | Treated Effluent Tank | Dia=11.5 Depth | 1 | - |
| 4 | Electromagnetic Flow Meter | | 1 | 50W1H-SHOA1AC1AAAA |
| 5 | Raw Sewer Pump | 7.5kW 380V, 4 pole 50Hz | 2 | Grundfos |
| 6 | Filter Backwash Pump | 5.5kW 380V, 3 pole 50Hz | 2 | KSB ETA 65-200 |
| 7 | Blower | 5.5kW 380V, 2 pole 50Hz | 1 | Robuschi Robox ES15/1P |
| 8 | SBR Aerator | 37kW 380V, 3phase 50Hz | 4 | ZR 128K 5160 M4-W |

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| | | | | |
|----|----------------------------------|------------------------|---|--|
| 9 | Compressor | | 2 | DT 10 DETROIT AIR COMPRESSOR |
| 10 | Ferric Dosing Pump | | 2 | DDE 6B PVC Grundfos |
| 11 | Centrifugal Pump (Buffer Dam) | 45kW 380V, 3phase 50Hz | 1 | EA100/20 |
| 12 | Belt Press (Dewatering Press) | | 1 | EMO Combined Unit CC060 |
| 13 | Motor Control Panel | | 1 | |
| 14 | Programmable Logic Control (PLC) | | 2 | 1. Siemens (Filters) 2. Telemecanique Electric (Sequence Batch Reactor) |
| 15 | Standby Generator | | 1 | Will be maintained by ACSA Electrical Dept. |

1.3 MINIMUM MAINTENANCE PROGRAM

Maintenance record sheets

When maintenance is performed, record sheets must be completed and signed off by both the Technician and an ACSA representative.

These record sheets must be stored for the duration of the contract and should be available for inspection at any time. The lack of complete history files will result in immediate cancellation of the contract.

All record sheets, job cards, history reports etc. will stay the property of ACSA and should be available on request. At the end of the contract period a complete set of documentation must be handed over to ACSA.

The contractor shall further provide copies of these record sheets to the ACSA contract manager by the fifth day of every month. No money will be paid out if record sheets are not handed in.

WEEKLY SERVICE:

| Equipment | Maintenance Activity | Weekly Checks |
|-------------------|---|---------------|
| Submersible pumps | Ensure changeover of pumps | |
| | Inspect flow rate at splitter box for correct working operation | |

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| | | |
|-----------------------------|--|--|
| Raw sewage sump | Check level probes are free of rags or any foreign matter Inspect, report, and repair any leaks or inadequate pipelines Check couplings and closure gaskets under pressure Inspect pressure gauge | |
| Aerator + Gearbox | Observe gear unit for any unusual vibration or noise Check oil level in gearboxes Check gearbox drain hole Check gear units for any leakage or damaged components Visually inspect coupling for any unusual behavior Clean drives where necessary | |
| Aerator blades and baffles | Ensure blades are free of any foreign matter Inspect guide rails and baffles for any dirt or foreign matter | |
| SBR TANK001 - 003 | Check level probes are free of rags or any foreign matter Inspect for loose bolts and nuts Check all couplings and closure gaskets under pressure Ensure all valves are fully functional Inspect, report and repair any leaks or inadequate pipes Visually inspect that pneumatic lines are free of any damage Keep valves and actuators clear of any dirt | |
| Filtration feed pumps | Inspect pump for any leakage or damaged seals Inspect/top up oil level on pump Check ammeter for normal current readings Inspect pump for overheating or vibration and unusual noises Inspect pressure gauge readings Ensure guard is safe and secure | |
| Blower | Inspect/top up oil level on blower Inspect for overheating or vibration and unusual noises Check pipes and fittings for any leakage Ensure guard is safe and secure Inspect pressure gauge readings | |
| Filtration system | Ensure all actuated valves are fully functional Inspect pressure gauges Check couplings and closure gaskets under pressure All actuators must be clean and free of dirt Inspect all pneumatic lines for damage or leakage | |
| Instrument air compressor 1 | Inspect/top up oil Inspect for overheating or vibration and unusual noises Ensure guard is safe and secure Drain water trap | |
| Instrument air compressor 2 | Inspect/top up oil Inspect for overheating or vibration and unusual noises Ensure guard is safe and secure | |

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| | | |
|---|---|--|
| | Drain water trap | |
| De-watering press | Lubricate and inspect bearings | |
| | Visual inspection of rollers | |
| | Visually Inspect all rotating and moving parts | |
| | Ensure all guards are safe and secure | |
| Sludge feed pump and gearbox | Inspect for any leakage or damaged seals | |
| | Inspect/top up oil level | |
| | Inspect for overheating or vibration and unusual noises | |
| | Check coupling and closure gaskets under pressure | |
| | Inspect pressure gauge readings | |
| Belt press wash water pump and gearbox | Ensure guard is safe and secure | |
| | Inspect for any leakage or damaged seals | |
| | Inspect/top up oil level | |
| | Inspect for overheating or vibration and unusual noises | |
| | Check coupling and closure gaskets under pressure | |
| Belt press polymeric pump and gearbox | Inspect pressure gauge readings | |
| | Ensure guard is safe and secure | |
| | Inspect for any leakage or damaged seals | |
| | Inspect/top up oil level | |
| | Inspect for overheating or vibration and unusual noises | |
| Polymeric agitator gearbox | Check coupling and closure gaskets under pressure | |
| | Inspect pressure gauge readings | |
| | Ensure guard is safe and secure | |
| Belt press sludge thickening pump and gearbox | Inspect for any leakage or damaged seals | |
| | Inspect/top up oil level | |
| | Inspect for overheating or vibration and unusual noises | |
| | Check coupling and closure gaskets under pressure | |
| | Inspect pressure gauge readings | |
| Sugarcane fields irrigation pump and gearbox | Ensure guard is safe and secure | |
| | Inspect for any leakage or damaged seals | |
| | Inspect/top up oil level | |
| | Inspect for overheating or vibration and unusual noises | |
| | Check coupling and closure gaskets under pressure | |
| Dosing pumps | Inspect pressure gauge readings | |
| | Ensure guard is safe and secure | |
| | Inspect pump for any leakage or damaged seals | |
| UV section | Inspect hoses for any damage due to chemical | |
| | Visual inspection for any leaks | |
| | Audible check for functioning | |

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| | | |
|--------------|---|--|
| | Visual inspection for normal operation | |
| Control Room | Control room to be kept clean and tidy always. All panels to remain closed under normal operating conditions Inspect control wiring, relays, power supply and timers Verify control circuit fuse rating and continuity | |
| | | |
| | | |
| | | |
| | | |

MONTHLY SERVICE

| Asset | Service | Frequency |
|----------------|--|-----------|
| Aerator | <ul style="list-style-type: none"> Observe gear unit for any unusual vibration or noise. Inspect for overheating. Check oil level in gearboxes. Fill oil if required. Check gear units for any leakage or damaged components. Inspect and repair any defective coupling. Clean drives where necessary. Clear any debris. Ensure blades are free of any foreign matter. Ensure even balance along the blades. Inspect for any unusual movement of blades Inspect guide rails and baffles for any wearing, dirt and foreign matter. Check and tighten as necessary any loose bolts and nuts. Inspect, report and repair any leaks or inadequate pipelines. | Monthly |
| Back Wash Pump | <ul style="list-style-type: none"> Check and tighten any loose bolts and nuts Inspect and repair any defective gaskets Ensure all valves are in a correct working condition | Monthly |

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| | | |
|------------|--|---------|
| | <ul style="list-style-type: none"> • Inspect, report and repair any leaks or inadequate pipelines • Inspect pressure gauge readings • Inspect pump packing • Check pump couplings for any visual wear • Inspect pumps for overheating or vibration and unusual noise. <p>Inspect and repair any loose guard</p> | |
| Belt Press | <ul style="list-style-type: none"> • Lubricate and inspect bearings. • Check the v-belt tension and clean. • Inspect gearbox lubrication. • Gearbox to be checked for overheating, vibrations and unusual noises. • Inspect spray nozzles. • Report faults and define follow up work orders as required. | Monthly |
| Blower | <ul style="list-style-type: none"> • Inspect and top up oil level on blower if required. • Inspect for overheating, vibration and unusual noises. • Check pipes and fittings for any leakage. • Ensure guard is safe and secure. • Inspect pressure gauge readings. • Check V-belt tension and wear. • Ensure valves of blower are fully functional. • Inspect pressure release valve. • Tighten any loose flange joints. | Monthly |
| Compressor | <ul style="list-style-type: none"> • Inspect and top up oil. • Inspect for overheating or vibration and unusual noise. • Inspect pipes and fittings for any leakage. • Check and tighten v-belts and replace if necessary. • Inspect regulator valve and also check regulator readings. | Monthly |

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| | | |
|------------------|--|---------|
| | <ul style="list-style-type: none"> • Inspect pressure gauges and make sure they are in good working condition. • Make sure all moving parts are guarded and guards are secured. • Check all wires and plugs are insulated and report if insulation is required. • Inspect motor and compressor pulley for any wear and tear. <p>Make sure compressor is pressure tested according to Pressure Equipment Regulations and certificates are valid.</p> | |
| Submersible Pump | <ul style="list-style-type: none"> • Check condition of all panels. Make sure there are no alarms on panels • Visual inspection on all pumps and test run • Check condition and operation on all Mobrey Relays • Ensure that all electrical terminal screws in control panels are secure and tight • Check that all overloads are set correctly. Test all overloads • Clean all control panels. Make sure that contractors are not chattering • (noisy) when in operation. • Check and ensure that all drawings are in control panels • Check and test all alarms Confirm communication with IMC • Check operation of all float controls • Check that all locks are fitted on control panels and locked • Ensure that all grids are in place • Record / measure amperage and voltage on panel • Record pump operation hours <p>Record sump level</p> | Monthly |

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1.4 MONITORING, SAMPLING AND ANALYSIS - WWTP

Quality of effluent

The effluent shall always comply with the quality requirements or standards stipulated in the water use license or permit conditions, as amended from time to time.

The date, time, and monitoring point in respect of each sample taken shall be recorded together with the results of the analysis.

Monitoring

The quantity of effluent discharge into the respective surface streams shall be metered and recorded weekly.

Flow metering, recording and integrating devices shall be maintained in a sound state of repair and calibrated by a competent person at intervals of not more than two years, a copy of which shall be supplied to the respective Contract Manager.

Calibration certificates shall be kept available for inspection by the respective Contract Manager or his representative upon request.

Methods of Analysis

Analysis shall be conducted at a ISO/IEC17025 accredited Laboratory with all methods also accredited. A copy of the accreditation certificate shall be submitted to the respective ACSA Service Manager (Service Manager).

The accredited Laboratory shall not be changed without prior notification to and written approval by the Service Manager ; and laboratory must satisfy the requirements in terms of accreditation.

Reporting

Preliminary results shall be submitted monthly to the Service Manager within ten days of the date of sampling.

The occurrence of any incident, which causes or may cause water pollution, shall immediately be reported to the Service Manager and logged onto ACSA's Helpdesk.

In the event of a deviation from the quantity and or quality of requirements, the Contract Manager must be notified immediately.

COMPLIANCE AND OPERATIONAL DETERMINANTS

The effluent shall always comply with the quality requirements or standards in the water use licence or permit conditions, as amended from time to time.

The date , time and monitoring point in respect of each sample taken shall be recorded together with the results of the analysis

Compliance Determinants

The samples are to be sent to a SANAS accredited laboratory for analysis and results.

| Item No. | Determinant | General Limit Values (GLV) | Special Limit Values (SLV) |
|----------|---|----------------------------|----------------------------|
| 1 | Chemical Oxygen Demand (COD) (mg/l) | 75 | 30 |
| 2 | Total Suspended Solids (TSS) (mg/l) | 25 | 10 |
| 3 | Oil and Grease (mg/l) | 2.5 | 0 |
| 4 | Electrical Conductivity | 70 ms/m -150ms/m | 50ms/ -100 ms/m |
| 5 | PH | 5.5-9.5 | 5.5-7.5 |
| 6 | Ammonia (NH ₃) (mg/l) | 3 | 2 |
| 7 | Nitrates (NO ₃) (mg/l) | 15 | 1.5 |
| 8 | Ortho Phosphate (PO ₄) (mg/l) | 10 | 1 min and 2.5 max |
| 9 | Free Residual Chlorine (mg/l) | 0.25 | 0 |
| 10 | Faecal Coliforms per 100m/l | 1000 | 0 |
| 11 | E-coli | 0 | 0 |

Below are the determinations that are tested at the different stages of the treatment process.

| STAGE | VARIABLE/DESCRIPTION |
|-------------|--|
| PRELIMINARY | |
| RAW | Total alkalinity |
| | Orthophosphate (PO ₄) as P |
| | Ammonium (NH ₄) as N |
| | Nitrate (NO ₃) as N |
| | Chemical oxygen demand (COD) |
| | Electrical conductivity (EC) @ 25°C |

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| | |
|--------------------------------|--|
| | pH @ 25°C |
| | Total suspended solids (TSS) |
| | Ammonia (NH ₃) as N |
| | Oil and grease (SOG) |
| SECONDARY AND TERTIARY | |
| FEED AND FINAL ANALYSIS | Total alkalinity |
| | Orthophosphate (PO ₄) as P |
| | Ammonium (NH ₄) as N |
| | Nitrate (NO ₃) as N |
| | Chemical oxygen demand (COD) |
| | Electrical conductivity (EC) @ 25°C |
| | pH @ 25°C |
| | Total suspended solids (TSS) |
| | Ammonia (NH ₃) as N |
| | Oil and grease (SOG) |
| | Nitrite (NO ₂) as N |
| | Turbidity |
| | Free chlorine (Cl ₂) |
| | Total Chlorine (Cl ₂) |
| | Combined Chlorine |
| | E.coli |
| | Total coliform |
| | Faecal coliform |
| RECEIVING ENVIROMENT | |
| UPSTREAM AND DOWNSTREAM | Electrical conductivity (EC) @ 25°C |
| | pH @ 25°C |
| | Chemical oxygen demand (COD) |
| | Total suspended solids (TSS) |
| | Ammonium (NH ₄) as N |
| | Nitrate (NO ₃) as N |
| | Ammonia (NH ₃) as N |

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| | |
|--|--|
| | Orthophosphate (PO ₄) as P |
| | Oil and grease (SOG) |
| | E.coli |
| | Total coliform |
| | Faecal coliform |
| | Total alkalinity |

Operational Determinants

These samples to be collected and tested at the on-site plant laboratory by the onsite team. Contractor to ensure that they have all the necessary equipment for testing. These determinants are to be tested on the final treated effluent. Frequency: +-3 times daily

| Item No. | Operational Determinants |
|----------|-----------------------------------|
| 1 | Total Coliforms (MPN/100ml) |
| 2 | Total Residual Chlorine (mg/l) |
| 3 | Alkalinity (mg/l) |
| 4 | Nitrite (NO ₂) (mg/l) |
| 5 | Ecoli (MPN/100ml) |
| 6 | Nephelometric Turbidity (NTU) |

1.5 SPILLAGE

In the event of a spillage taking place, the service provider will be required to have a spillage/emergency procedure for spillage incidents. In addition, they would have to stop/contain the spillage and take measures to rehabilitate the contaminated area. In the event that there is a major spillage, groundwater test and soil analysis are to be conducted.

A spillage incident report which highlights (but not limited to) the following aspects is to be submitted within 24hr of the incident:

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Date and time of incident
Cause of incident
Nature of substance involved and quantities
Water resource impacted
Actions taken to stop or contain the spillage
Actions taken to prevent reoccurrence of incident

1.6 STORM WATER SYSTEM

Storm water leaving the premises shall in no way be contaminated by any substance, whether such substance is a solid, liquid, vapor or gas or a combination thereof which is produced, used, stored, or spilled on the premises. The domestic effluent system and the storm water drainage system shall be separated, and precautions shall be taken to prevent the contents of any of the systems from entering any other system. No effluent shall be discharged into any storm water drain or furrow, whether by a positive act and/or by omission.

1.7 Protective/cleaning Equipment to be provided by Contractor

Contractor to ensure that all necessary Equipment is at hand to carry out this works.

Below is the minimum requirements:

Personal Protective Equipment

Acid resistant overalls

Gumboots

Rain coat

Cap hat

Protective glasses

Rubber gloves - elbow length

Safety boots

Masks

Wader

Safety Equipment

Safety harness

Approved breathing apparatus

Cleaning Equipment

Wheel barrow

Gardena spray nozzle and hose fitting

Black refuse bags

Broom

3m Swimming pool leaf skimmer

Platform Broom 450mm)

Window squeegee

Bar screen rake

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Rags for cleaning
Grass rake
Brush cutter

1.8 VEHICLE

1ton bakkie required that must be in a roadworthy condition.
The bakkie will be used for moving around the different areas that the Contractor will be operating and maintaining.

1.9 CHEMICALS

All chemicals used in the treatment process should have material safety data sheets.

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SECTION 2: AIRSIDE DUMP SITE FACILITY

The airside dump facility is located on the airside of the airport.

This facility is used to dump the waste from the aircrafts.

The Contractor shall clean the facility two times a week, run the macerator pumps and ensure that the system is operational and in a good condition.

2.1 SCHEDULE OF EQUIPMENT

| Item No. | Description | Specification | Quantity | Model |
|----------|----------------------------|----------------|----------|------------|
| 1 | Dumping Facility Macerator | Muffin Monster | 2 | 30005-0032 |

2.2 MONTHLY AND ANNUAL SERVICE

| ASSET | SERVICE |
|--|---|
| | Monthly |
| Macerator: effluent dump site macerator unit | Check for loose bolts and nuts Inspect gearbox seals Check for vibration and overheating Ensure there is sufficient oil Lubricate gear box and shredder Clean Macerator shredder Clean, inspect and repair any damages Audible check for correct operation of the pump |

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SERVICE LEVEL AGREEMENT

PERFORMANCE OBJECTIVES

Normal airport operational hours is from 04:00 to 22:30 for every day of the year.

The Normal working hours for this contract will be 08:00 to 16:30 everyday.

After Hours is 16:30 – 08:00.

Refer table below for specific staff working hours.

Working hours may change from time to time due to unforeseen circumstances and will be confirmed/amended by the Service Manager.

Minimum Staff Requirements

The Contractor must maintain the following minimum staff per shift at all times and should price accordingly.

| Skill | Days per week | Hours |
|--|---------------|------------------------|
| 1 x Site Manager/Supervisor | 5 | Mon-Fri (08:00-17:00) |
| 1 x Millwright | 5 | Mon-Fri (08:00-17:00), |
| 1 x Process Controller per shift | 7 | Mon-Sun (08:00-16:30) |
| 1 x Assistant Process Controller per shift | 7 | Mon-Sun (08:00-16:30) |
| <i>To comply with labour laws and allow for enough rest days, a minimum of two process controllers and a minimum of two assistant process controllers will be required for this service</i> | | |

*The Contractor must maintain at all times the above minimum staff and should price accordingly but not limited to the listed resources.

The Contractor must have additional resources available to attend to lengthy breakdowns or breakdowns of a specialised nature.

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It shall be the Contractor's responsibility to ensure that all relevant labour and safety legislations are adhered to in scheduling staff.

The Contractor shall schedule staff to complete the preventative maintenance schedule accordingly. The Tenderer must ensure that sufficient allowance for all these items is made for in his/her pricing in the Activity Schedule.

The plant must always be operated by a qualified and experienced process controller .

minimum Requirements

Only bidders meeting the following criteria will be considered for this RFQ:

- Valid Tax Clearance Certificate
- Valid and certified copy of the B-BBEE Certificates
- Initial/stamp and where applicable sign all pages of the attached RFQ Declaration of interest forms (attached RFQ document)
- CSD summary report
- Quotation on Company letterhead

SECTION 4: PREFERENCE POINTS AND PRICE

4.1 Preference Points Claims

In terms of the PPPFA and its regulations only a maximum of 20 points may be awarded for preference.

The 80/20 Preference Point System for bids with a Rand value of more than R30,000-00 but not exceeding R50,000,000-00 (all applicable taxes included)

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The tender will therefore be evaluated using 80/20 preference points system: This means that on the 80/20 system the B-BBEE status level of contributor will earn the bidder points out of 20

- 4.2.1 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA), an affidavit in the case of Qualifying Small Enterprises and an Emerging Micro Enterprises or an Auditor/Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 4.2.2 ACSA 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 ACSA.

4.2 Definitions

- 4.3.1 **“All Applicable Taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 4.3.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;
- 4.3.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 4.3.4 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

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- 4.3.5 **“Comparative Price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 4.3.6 **“Consortium or Joint Venture”** 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;
- 4.3.7 **“EME”** means any enterprise with an annual total revenue of R5 million or less in terms of the B-BBEE Codes of Good Practice of 2007 and an entity with a turnover of less than R 10 million in terms of the amended B-BBEE Codes;
- 4.3.8 **“Firm Price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 4.3.9 **“Functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 4.3.10 **“Non-Firm Prices”** means all prices other than “firm” prices;
- 4.3.11 **“Person”** includes a juristic person;
- 4.3.12 **“Rand Value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 4.3.13 **“Total Revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;

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- 4.3.14 **“Trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 4.3.15 **“Trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

4.4 Adjudication Using A Point System

- 4.4.1 The bidder obtaining the highest number of total points will be awarded the contract, unless objective criteria exist justifying an award to another bidder or ACSA exercises one or more of its disclaimers.
- 4.4.2 Preference points will be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts
- 4.4.3 Points scored will be rounded off to the nearest 2 decimal places.

4.5 Award of Business where Bidders have Scored Equal Points Overall

- 4.5.1 In the event that two or more bids have scored equal total points, the successful bid will be the one scoring the highest number of preference points for B-BBEE.
- 4.5.2 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid will be the one scoring the highest score for functionality.
- 4.5.3 Should two or more bids be equal in all respects, the award will be decided by the drawing of lots.

4.6 Points Awarded for Price

- 4.6.1 The 80/20 Preference Point Systems

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

80/20

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

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

4.7 Points Awarded for B-BBEE Status Level of Contribution

4.7.1 In terms of Regulation 5 (2) and 6 (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 Contributor | Status Level of | Number of Points (90/10 system) | Number of Points (80/20 system) |
|--------------------|-----------------|---------------------------------|---------------------------------|
| 1 | | 10 | 20 |
| 2 | | 9 | 18 |
| 3 | | 8 | 16 |

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| | | |
|---------------------------|---|----|
| 4 | 5 | 12 |
| 5 | 4 | 8 |
| 6 | 3 | 6 |
| 7 | 2 | 4 |
| 8 | 1 | 2 |
| Non-compliant contributor | 0 | 0 |

Bidders who qualify as EMEs in terms of the B-BBEE Act must submit an affidavit stating its annual turnover, certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

- 4.7.2 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS. QSEs have an additional option of submitting a sworn affidavit as its B-BBEE certificate in terms of the amendments to the B-BBEE Codes of Good Practice in 2013.
- 4.7.3 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 4.7.4 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

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- 4.7.5 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 4.7.6 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 4.7.7 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

4.8 Bid Declaration

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

B-BBEE Status Level of Contribution Claimed in Terms of Paragraphs 4.2.1 and 4.7.1:

B-BBEE Status Level of Contribution: _____ = _____ (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 4.8.1 must be in accordance with the table reflected in paragraph 4.7.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

SECTION 5: EVALUATION CRITERIA

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5.1 Evaluation Criteria

ACSA will use a pre-determined evaluation criterion when considering received bids. The evaluation criteria will consider the commitment made for local production and content/ Supplier Development/ functionality/technical/Price and B-BBEE. During the evaluation of received bids ACSA will make an assessment whether all the bids comply with set minimum requirements and whether all returnable documents/information have been submitted. Bidders which fail to meet minimum requirements, thresholds or have not submitted required mandatory documents will be disqualified from the tender process.

The requirements of any given stage must be complied with prior to progression to the next stage. ACSA reserves the right to disqualify bidders without requesting any outstanding document/information.

5.2 Mandatory Requirements

A list of mandatory returnable documents must be consulted to understand which documents are required at the closing date and time. Further, to the mandatory returnable documents/information ACSA will only consider bidders which have:

- Acceptance of terms and conditions of bid

5.3 Local Content and Production

Bidders must complete and return SBD 6.2 (Declaration of Local Content and Production form) on the closing date and time of this tender. ACSA will disqualify any bidder which has not submitted the SBD 6.2 form on the closing date and time. The form must be completed under **Section 2** at 2.8 of this tender document.

5.4 Functionality / Technical

5.4.1 Functionality hurdle breakdown

FUNCTIONALITY

| # | Evaluation Criteria | Sub-Criteria | | Minimum Threshold points | Total Weighted Points |
|-----|---|-------------------------------|----|--------------------------|-----------------------|
| 1 | COMPANY / ENTITY EXPERIENCE | | | 36 | 54 |
| | • | | | | |
| 1.1 | Provide a minimum of two reference letters of operation of Wastewater treatment Plant | Provide three or more letters | 20 | 10 | 20 |
| | | Provide two letters | 10 | | |
| | | Less than two letters | 0 | | |

| # | Evaluation Criteria | Sub-Criteria | Points | Minimum Threshold points | Total Weighted Points |
|---|--|--------------|--------|--------------------------|-----------------------|
| 2 | KEY PERSONNEL: RELEVANT QUALIFICATION AND EXPERIENCE | | | 24 | 40 |

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| | | | | | |
|---|--|--|------------------|----|----|
| 2.1 | RELEVANT <u>QUALIFICATION</u> | | | 15 | 25 |
| | All copies must be certified <ul style="list-style-type: none">• Relevant Qualification is required by each of the following personnel. Foreign Qualifications must be accompanied by a letter from the South African Qualifications Authority (SAQA). All qualifications must be SAQA accredited.• Proof of Relevant Qualification must be submitted.• Provide comprehensive CVs and supporting documentation with contactable referees.• Complete Table 5 below | | | | |
| | Role | Qualification | Points | | |
| | SITE MANAGER | <ul style="list-style-type: none">• NTC V Water Treatment Practice OR• NTC V Wastewater Treatment Practice OR Water Treatment Practice N5 OR• Wastewater Treatment Practice N5 OR• Degree in chemical engineering OR Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. | 5 (total) | | |
| <ul style="list-style-type: none">• NTC IV Water Treatment Practice OR• NTC IV Wastewater Treatment Practice OR Water Treatment Practice N4 OR• Wastewater Treatment Practice N4 OR• Diploma in chemical engineering OR Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. | | 3 (min) | | | |
| <ul style="list-style-type: none">• Neither of the above | | 0 (zero) | | | |

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| | | | | | | |
|--|-------------------------------------|--|----------|--|--|--|
| | PROCESS CONTROLLER | <ul style="list-style-type: none"> • NTC IV Water Treatment Practice OR • NTC IV Wastewater Treatment Practice OR • Water Treatment Practice N4 OR • Wastewater Treatment Practice N4 OR • Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. <p>OR</p> <p>Degree in chemical engineering OR</p> <p>Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes.</p> | 5 | | | |
| | | <ul style="list-style-type: none"> • NTC III Water Treatment Practice OR • NTC III Wastewater Treatment Practice OR • Water Treatment Practice N3 OR • Wastewater Treatment Practice N3 OR • Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. • Diploma in chemical engineering OR • Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. <p>OR</p> | 3 | | | |
| | | <ul style="list-style-type: none"> • Neither of the above | 0 | | | |
| | ASSISTANT PROCESS CONTROLLER | <ul style="list-style-type: none"> • NTC III Water Treatment Practice OR • NTC III Wastewater Treatment Practice OR • Water Treatment Practice N3 OR • Wastewater Treatment Practice N3 OR • Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. | 5 | | | |
| | | <ul style="list-style-type: none"> • NTC II Water Treatment Practice OR • NTC II Wastewater Treatment Practice OR • Water Treatment Practice N2 OR • Wastewater Treatment Practice N2 OR • Any equivalent / other relevant qualification in water/wastewater treatment or water purification processes. | 3 | | | |
| | | <ul style="list-style-type: none"> • Neither of the above | 0 | | | |

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| | Role | Qualification | | | |
|--|----------------------------|--|----------|--|--|
| | MILLWRIGHT | • Trade Tested Millwright PLUS N3 Electrical OR Mechanical Qualification | 5 | | |
| | | • Trade Tested Millwright | 3 | | |
| | | • Neither of the above | 0 | | |
| | TECHNICAL ASSISTANT | • N3 or Higher Electrical or Mechanical Qualification | 5 | | |
| | | • N2 Electrical or Mechanical Qualification | 3 | | |
| | | • Neither of the above | 0 | | |

| # | Evaluation Criteria | Sub-Criteria | Points | Minimum Threshold points | Total Weighted Points |
|-----|--|--|------------------|--------------------------|-----------------------|
| 2.2 | RELEVANT EXPERIENCE <ul style="list-style-type: none"> • Relevant Experience is required by each of the following personnel. • Proof of relevant experience (Name of company, project, position, responsibilities and the start and end date) should be included in the resources/personnel's CV) • Provide comprehensive CVs and supporting documentation with contactable referees. • CVs should include details of the relevant required qualification, experience, technical skills and capacity of the following key personnel in relation to the scope of works in this bid document. • CVs must be detailed to reflect the requirements of this bid. • Ensure that the correct supporting CVs are included together with corresponding information. • Complete Table 5 below | | | 9 | 15 |
| | Role | Qualification | Points | | |
| | SITE MANAGER | >4-years' experience (after qualification) in wastewater treatment plant operation or water purification processes PLUS | 5 (total) | | |

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| | | | | | |
|---|---------------------------|--|-----------------|--|--|
| | | >2 Years at supervisory or managerial level | | | |
| | | Minimum 3-4 years' experience (after qualification) in wastewater treatment plant operation or water purification processes PLUS Minimum 2 years' experience at supervisory or managerial level. | 3 (min) | | |
| | | Less than Minimum requirements | 0 (zero) | | |
| | PROCESS CONTROLLER | > 3 years' experience (after qualification) in wastewater treatment plant operation or water purification processes | 5 | | |
| | | Minimum 2-3 years' experience (after qualification) in wastewater treatment plant operation or water purification processes | 3 | | |
| | | Less than Minimum requirements | 0 | | |
| | MILLWRIGHT | > 4 years' experience (after trade test) in the maintenance of mechanical or electrical systems | 5 | | |
| | | Minimum 2-4 years' experience (after trade test) in the maintenance of mechanical or electrical systems | 3 | | |
| | | Less than Minimum requirements | 0 | | |
| 1. Identified Risks | | | | | |
| <ul style="list-style-type: none"> Falling into the Sequence Batch Reactors Diagnosis with Hepatitis B Chemical Contact Environmental Contamination | | | | | |

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- Power Failure
- Insufficient human resource skill
- ROD- Failure to meet General Limit Values (GLV)

5.5 Price and B-BBEE

This is the final stage of the evaluation process and will be based on the PPPFA preference point system of 80/20

SECTION 7: DECLARATION FORM

7.1 Making a Declaration

Any legal person or persons having a relationship with persons employed by ACSA, including a blood relationship, may submit a bid in terms of this tender document. In view of possible allegations of unfairness, should the resulting bid, or part thereof, be awarded to persons connected with or related to ACSA employees, it is required that the bidder or his/her authorised representative declare his/her position in relation to ACSA employees or any member of the evaluation or adjudication committee which will consider bids. Furthermore, ACSA requires all bidders to declare that they have not acted in any manner inconsistent with the law, policy or fairness.

7.2 All bidders must complete a declaration of interest form below:

Full name of the bidder or representative of the bidding entity

Identity Number

Position held in the bidding entity

Registration number of the bidding entity

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Tax Reference number of the bidding entity _____

VAT Registration number of the bidding entity _____

I/We certify that there is a / no relationship between the bidding entity or any of its shareholders / directors / owner / member / partner with any ACSA employee or official.

Where a relationship exists, please provide details of the ACSA employee or official and the extent of the relationship below

7.3 Full Names of Directors / Trustees / Members / Shareholders of the bidding entity

| Full Name | Identity Number | Personal Income Tax Reference Number |
|-----------|-----------------|--------------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

7.4 I/We declare that we have not acted in any manner which promotes unfairness, contravenes any law or is against public morals. We further certify that we will in full compliance of this tender terms and conditions as well as ACSA policies in the event that we are successful in this tender.

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**Declaration:**

I/We the undersigned _____ (Name) hereby certify that the information furnished in this tender document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this tender, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we are successful in this tender.

Signature

Date

Position

Name of bidder

Section 8: DECLARATION OF FORBIDDEN PRACTICES

I/We hereby declare that we have not/been found guilty of any illegal activities relating to corruption, fraud, B-BBEE fronting, anti-competitive practices and/or blacklisted by an organ of State Owned Company, etc. and/or any other forbidden practices.

I/We declare the following:

| | Description | Penalty | Organ of State / State Owned Company |
|--|-------------|---------|--------------------------------------|
|--|-------------|---------|--------------------------------------|

Furthermore, I/We declare that to the best of my/our knowledge there is /are no further practices to be declared or which are in the process of being finalised. The following are alleged practices which have not yet been finalised.

| | Description | Organ of State / State Owned Company |
|--|-------------|--------------------------------------|
|--|-------------|--------------------------------------|

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| | | |
|----|--|--|
| a) | | |
| b) | | |

This declaration was signed on _____ of _____ 202_____

Name: _____

Designation: _____

Signature: _____

ACCEPTANCE OF RFQ TERMS AND CONDITIONS

TO: The Supply Chain General Manager
Airports Company South Africa Ltd.

Proposal No: 27616/2022/RFQ

Bidder's Name and Contact Details

| | |
|---|--|
| Bidder | |
| Physical Address: | |
| Correspondence to be addressed to: | |

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| | |
|------------------------|--|
| | |
| Fax Number: | |
| Phone numbers: | |
| Email Address: | |
| Contact Person: | |

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Proposal Certification

We hereby submit a Proposal in respect of the RFQ **27616/2022/RFQ** in accordance with ACSA's requirements.

- We acknowledge that ACSA's terms and conditions (as amended and mutually agreed between the parties if necessary) shall apply to the agreement with the successful Bidder,
- We have read, understand and agree to be bound by the content of all the documentation provided by ACSA in this Request for Proposal.
- We accept that ACSA's tender Board's decision is final and binding.
- We certify that all forms of Proposal as required in the Proposal document are included in our submission.
- We certify that all information provided in our Proposal is true, accurate, complete and correct.
- This Proposal is specific to this project only; it has no impact, influence or effect on any other project for which a Proposal may be submitted.
- The undersigned is/are authorized to submit and sign the Proposal that shall be binding on closure of the Proposal submission.
- The Proposal is binding on this bidder for a period which lapses after one hundred and twenty business/working (120) days calculated from the closing date of proposal submission.

| | | | | | | |
|--------------------------|--|-------------|--|--------|--|------|
| Thus, done and signed at | | on this the | | day of | | 2022 |
|--------------------------|--|-------------|--|--------|--|------|

| | |
|-----------|--|
| Signature | |
| Name | |

For and behalf of:

| | |
|---------------------|--|
| Bidding entity name | |
| Capacity | |

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APPENDIX F: BRIEFING SESSION FORM (NOT APPLICABLE)

This is to certify that:

Bidder Name _____

Attended a briefing / site inspection meeting which was held on _____ of _____ 2020 for
27616/2022/RFQ

Bidder was represented by:

Name: _____

Designation: _____

This certification is made on behalf of ACSA by:

Name: _____

Designation: _____

Signature: _____

Date: _____

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