

**BW294/ORP/23**

**REQUEST FOR PROPOSAL (RFP): REQUEST FOR PROPOSAL TO APPOINT A SUITABLY QUALIFIED SERVICE PROVIDER TO UNDERTAKE A ONCE OFF ORGANISATIONAL REDESIGN PROCESS WITH BLOEM WATER**

**Section T1.1: Tender Notice and Invitation to Tender**

**1. Background**

Bloem Water is a Water Board, with the mandate to provide water services to the areas of the Free State and Northern Cape Provinces. Bloem Water, formerly known as the Bloem Area Water Board, was established in 1991 in terms of Section 108(2) of the Water Act, 1956. The primary reason for establishing the Water Board was to operate the Caledon/Bloemfontein Government Water Scheme, constructed to supply purified water to the Municipal areas of Bloemfontein, Bainsvlei, Bloemspruit, Botshabelo and Dewetsdorp. The name was officially changed from "Bloem Area Water Board" to "Bloem Water" in 1994.

Bloem Water derives its primary mandate from the Water Services Act 108 of 1997 and is in terms of the Public Finance Management Act (PFMA), Act 1 of 1999, Schedule 3B, a National Government business entity, which reports to the Executive Authority, represented by the Minister of Water and Sanitation through the Department of Water and Sanitation (DWS).

**2. Bloem Water specific goals**

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Specific Goals	POINTS	POINTS
Historically Disadvantaged Individuals (HOI)	<b>(90/10)</b>	<b>(80/20)</b>
Enterprises with ownership of 51% or more by a person/s who are black Persons/s	5	10
Enterprises with ownership of 51% or more by a person/s who are woman	2	5
Enterprises with ownership of 51% or more by a person/s who are youth	2	3
Enterprises with ownership of 51% or more by a person/s within Bloem Water area of supply	1	2
<b>Total</b>	<b>10</b>	<b>20</b>

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Bloem Water accordingly invites suitably qualified and experienced Service Providers to submit proposals to Bloem Water for the following:

### 3. Scope of Work

The successful service provider should be experienced in delivering the following:

OD Implementation Specialist: requirements include, but not limited to:

- Review, analyze and interrogate the current organisational structure against alignment/misalignment with the corporate strategy and the requirements that guide the Bloem Water in the execution of its mandate.
- Identification of any gaps that inform cascading of the high-level structure into the definite structures which will drive achievement of the Bloem Water strategic objectives and efficiencies.
- Review and develop a short-term incentive scheme to institutionalize the culture of high performance within the Bloem Water.
- Implement change management approach and initiatives that support the implementation of the realigned organisational structure.

Compensation/ Remuneration Specialist: (preferably in Hay System), requirements include, but not limited to:

- Review job profiles and benchmark Bloem Water salary structure/pay scale with associated remuneration policy and procedures to guide implementation.
- Undertake job grading of all positions using an approved job valuation system.
- Facilitate remuneration parities alignments, if any.
- Provide advice on structural growth, salary projections and impact regarding HR planning and space for the next 3 years.

Bloem Water HR Department will furnish the successful service provider with all the relevant and necessary documents at the commencement of the project.

#### Required Qualifications/Evaluation of Bids:

Preference will be given to Service Providers who demonstrate previous expertise in the relevant field, capabilities, and have the required qualified human resources and expertise. The prospective service providers must demonstrate competency, mention experience and attach a list of projects they have successfully completed of a similar nature and demonstrate sound ability for project Implementation.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**NB:** The tender document will be available from National Treasury e-tenders and Bloem Water portal from **17 May 2023**.

Completed tender documentation must be addressed as below and deposited before **12:00** on **Friday, 09 June 2023** at the **Tender Box situated at the Bloem Water Head Office** for attention:

**Supply Chain Management**

Bloem Water  
2 Mzuzu Street,  
Pellissier,  
BLOEMFONTEIN,  
9322

Each bidder must submit One envelope clearly marked Tender No. **BW294/ORP/23 – REQUEST FOR PROPOSAL TO APPOINT A SUITABLY QUALIFIED SERVICE PROVIDER TO UNDERTAKE A ONCE OFF ORGANISATIONAL REDESIGN PROCESS WITH BLOEM WATER** with the bidder’s name and address. Bloem Water promotes Broad Black Economic Empowerment. The name of the firm submitting the tender shall be clearly shown on all correspondence. An appointment will be made in terms of the approved Supply Chain Management Policy of the Board of Bloem Water.

Each proposal must be submitted in 1 envelope clearly marked:

**Request for Proposal (RFP): BW294/ORP/23 – REQUEST FOR PROPOSAL TO APPOINT A SUITABLY QUALIFIED SERVICE PROVIDER TO UNDERTAKE A ONCE OFF ORGANISATIONAL REDESIGN PROCESS WITH BLOEM WATER**

The invitation for proposal does not amount to an invitation for offers and Bloem Water reserves the right to accept or reject any proposal or part thereof.

Tenders may only be submitted on the tender documentation that has been issued. **A two-envelope system will not be followed.**

Proposals which are incomplete, filled in incorrectly, or telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted which is received after the close of the tender, will not be accepted.

Should you not receive any feedback from Bloem Water after 90 days of submission, consider your tender unsuccessful.

**Technical Queries can be directed to:**

Mr Lereko Sethathi  
Assistant Manager Contract Risk and Performance Management  
Tel: 051 403 0800  
Fax: 051 422 5333

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

E-mail: [LerekoS@bloemwater.co.za](mailto:LerekoS@bloemwater.co.za)

**Tender Administrative Queries can be directed to:**

Supply Chain Management

Tel: 051 - 403 0800

Fax: 051 - 422 5333

Email: [thatok@bloemwater.co.za](mailto:thatok@bloemwater.co.za)

[leratom@bloemwater.co.za](mailto:leratom@bloemwater.co.za)

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2