

Request for Quotation for Geohydrological Specialist Consultancy to install groundwater monitoring wells, undertake groundwater monitoring, and interpreting results for the Swartklip site in Cape Town

Airport : Cape Town

Tender Number: : Rfq 70586

Issue Date : 09 June 2022

Closing Date : 05 July 2022 at 16:00

Briefing Session Date and Time : N/A

Venue : N/A

SECTION 1: INSTRUCTIONS TO BIDDERS

1. SECTION 1: INSTRUCTIONS TO BIDDERS

1.1. Access to RFQ documents

Kindly print and complete

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 using the following method.

1.1.1. Tender box:

The Tender box is located at:

1.1.2. *Email submissions: sellina.tomsana@airports.co.za*

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

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

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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- N/A

Name:

Designation:

Tel:

Cell:

Email:

Request for clarity or information on the tender may only be requested until N/A

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-

A compulsory briefing /as below details

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Briefing/Site Inspection Session Requirements	Detail
Date	
Time	
Venue	
Access to Restricted Area, Cargo, Airside, Terminal	
Documentation, e.g. ID, Temporary Permit, etc	Identity Document
Personal Protective Equipment, Safety boots	Reflective Jackets, Masks and Strict Covid 19 Regulations will be followed: Social Distance, Sanitizing.

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;
- 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:

Airports Company South Africa TIP-OFFS ANONYMOUS

Free Call: 0800 00 80 80

Free Fax: 0800 00 77 88

Email: acsatip-offs@tip-offs.com

SECTION 2: LOCAL CONTENT AND PRODUCTION

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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 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)

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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.
- 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;

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- 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>	<u>%</u>

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

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- 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.

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 FINACIAL 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.

I, the undersigned, _____ (full names),

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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).

SIGNATURE: _____ **DATE:** _____

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WITNESS No.1: _____ **DATE:** _____

WITNESS No 2: _____ **DATE:** _____

SECTION 3: BACKGROUND, PURPOSE AND SCOPE OF WORK

SCOPE OF WORK

A summary of the contract deliverables is provided as follows:

1. Installation of 2x new monitoring wells (dual installation deep and shallow) with secure top structures.
2. Groundwater sampling and monitoring of all existing and 2x new wells.
3. Laboratory analysis of groundwater samples.
4. Trend analysis based on historical data and changes in pollution (data will be provided to service provider).
5. Relative risks associated with the pollution.
6. Hydraulic testing, hydrocensus and interpretation.
7. Reporting: Interpretation of results, reporting and conclusion.

Submissions for this RFQ must include:

- Proof of laboratory certification for the various test types.
- Description of the internationally accepted sampling technique to be used

The details of the requirements for each of the items of work listed above are set out on the following pages.

Locations of Existing Wells for Sampling and Installation of New Monitoring Wells

The locations of the existing monitoring wells for sampling, as well as the position of new monitoring wells, are provided below in Table 1, and on Figure 2.

Table 1: Well Locations

No.	Well ID	Latitude	Longitude	Comment
1	EM13S	-34.02920	18.63723	Shallow Well
2	EM13D	-34.029195	18.637270	Deep Well

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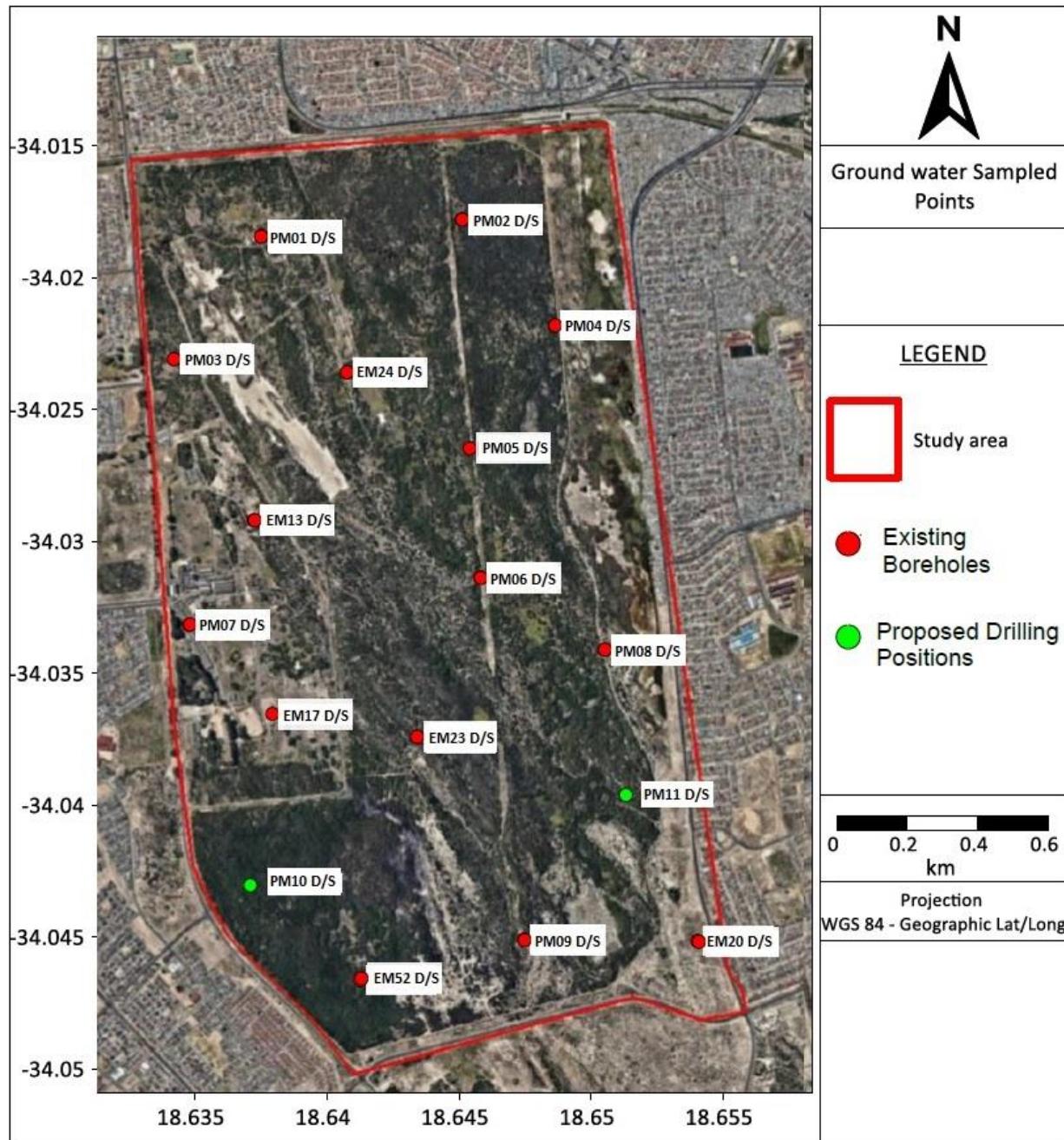
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3	EM17S	-34.03654	18.637939	Shallow Well
4	EM17D	-34.036538	18.637939	Deep Well
5	EM20S	-34.04514	18.65403	Shallow Well
6	EM20D	-34.045177	18.654089	Deep Well
7	EM23S	-34.03745	18.64351	Shallow Well
8	EM23D	-34.03740	18.643414	Deep Well
9	EM24S	-34.02359	18.64078	Shallow Well
10	EM24D	-34.023587	18.640762	Deep Well
11	EM52S	-34.04663	18.64126	Shallow Well
12	EM52D	-34.046566	18.641311	Deep Well
13	PM01S	-34.01841	18.63751	Shallow Well
14	PM01D	-34.01844	18.63751	Deep Well
15	PM02S	-34.01780	18.64511	Shallow Well
16	PM02D	-34.01780	18.64513	Deep Well
17	PM03S	-34.02308	18.63423	Shallow Well
18	PM03D	-34.02309	18.63421	Deep Well
19	PM04S	-34.02181	18.64862	Shallow Well
20	PM04D	-34.02181	18.64865	Deep Well
21	PM05S	-34.02647	18.64541	Shallow Well
22	PM05D	-34.02647	18.64541	Deep Well
23	PM06S	-34.03135	18.64581	Shallow Well
24	PM06D	-34.03138	18.64583	Deep Well
25	PM07S	-34.03317	18.63479	Shallow Well

26	PM07D	-34.03315	18.63482	Deep Well
27	PM08S	-34.03410	18.65053	Shallow Well
28	PM08D	-34.03410	18.65053	Deep Well
29	PM09S	-34.04509	18.64747	Shallow Well
30	PM09D	-34.04511	18.64749	Deep Well
31	PM10S	-34.04156	18.63643	New Shallow Well
32	PM10D	-34.04156	18.63643	New Deep Well
33	PM11S	-34.03846	18.65160	New Shallow Well
34	PM11D	-34.03846	18.65160	New Deep Well

Figure 2: Monitoring Borehole Locations



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The existing EM and PM series monitoring wells have both deep and shallow installations adjacent to each other to target both shallow ground water (~9m bgl) and deep groundwater (~30m bgl) and are constructed with PVC casings with an internal diameter of ~63mm.

The 2x new proposed wells, PM10 and PM11 will need to be dual installations, targeting both shallow and deep groundwater. For the purposes of this RFQ, allowance should be made for shallow installations to be drilled and installed to a maximum depth of approximately 9m bgl, and deep installations to be drilled and installed to a maximum depth of approximately 30m bgl. The final depths of boreholes will need to be determined on the results of drilling. Final borehole locations will need to be determined in the field dependent on accessibility.

The new monitoring boreholes will need to be constructed with PVC casing with a minimum internal diameter of 63 mm to allow for collection of groundwater samples.

The following needs to be considered:

- The design and depth of each borehole will be location-specific to ensure the shallow or deep groundwater is intersected.
- The assumption is that the required boreholes may be in Cape Flats sandy soils but could possibly be within rock or clay formations based on the general geology as encountered.
- The preferred method for drilling (mud rotary, ODEX) needs to be proposed and costed for by the service provider in their submission.
- Shallow borehole installations to generally comprise 6 m solid casing and 3 m slotted casing.
- Deep borehole installations to generally comprise 24 m solid casing and 3 m slotted casing.
- Minimum casing size of 63 mm diameter uPVC.
- Well development following installation.
- A borehole log and photographic record is to be compiled per borehole and will be included in the final written report.

It is important that any potential contamination is not transferred between shallow and deep groundwater zones during the drilling process. Allowance should be made in the design of the monitoring boreholes for bentonite seals to prevent vertical movement between the slotted and solid sections of the installations.

Due to the nature and location of groundwater monitoring boreholes the top structures are prone to vandalism. To ensure boreholes are protected and secured, allowance is to be made to supply and install a tamper-proof borehole manhole that is manufactured of non-recoverable material. Existing EM-series boreholes are equipped as shown in Annexure A and similar needs to be allowed for newly installed boreholes.

Surveying of the new boreholes is to be undertaken by a registered surveyor to obtain surface elevation, collar height and borehole position with x, y and z co-ordinates as per the LO19 / WGS84 reference system. The survey information is to be used to obtain an accurate picture of the groundwater flow direction in the shallow and deep aquifers.

An estimate of the hydraulic conductivity in both aquifers should be obtained by slug testing at least one shallow borehole and one deep borehole.

Groundwater Monitoring of all Existing and New Boreholes and the Collection of Groundwater Samples:

Following the installation of the newly installed groundwater monitoring wells, all existing and new wells are to be monitored for the following:

- Static water level
- Borehole depth
- Field measurement of pH and Electrical Conductivity (EC)

Boreholes are to be purged prior to sampling. Groundwater samples are to be collected from each existing and newly installed borehole via an appropriate low-flow sampling technique. Samples are to be preserved and full chain of custody procedures followed (documentation to be supplied in the final report).

Quality Assurance (QA) and Quality Control (QC) methods should be employed for the groundwater samples. As such, allowance for trip blanks and one duplicate sample are to be included during the sampling.

Based on the above, the anticipated total number of groundwater samples is 34.

Laboratory Analysis of Groundwater Samples:

Groundwater samples are to be tested for a broad suite of contaminants, such as those included in the ContamScan offered by Element Laboratories, or similar. The suite of analysis must include, **and not be limited to**, the priority contaminants identified in historical studies, as per the following list:

Metals:	arsenic, cadmium, dissolved chromium, chromium VI, copper, lead, iron, manganese
Organics:	total organic carbon (TOC), TCE, cis-1,2-dichloroethene (DCE), PCE
Inorganics:	total dissolved solids (TDS), ammonia, chloride, sodium, turbidity, suspended solids, chemical oxygen demand (COD), perchlorate, nitrate, nitrate + nitrite, sulphate, calcium, potassium
Bacteriological:	E Coli, faecal coliforms, total coliforms
Parameters:	Total alkalinity as CaCO ₃ , Total Hardness CaCO ₃

Testing should be undertaken at a SANAS¹-accredited laboratory. Results of groundwater analysis should be compared to relevant guideline values noted above.

Hydraulic Testing and Hydrocensus

¹ SANAS: South African National Accreditation System.

Hydraulic testing and a hydrocensus must be undertaken and reported on to understand the aquifer system better. Hydraulic properties obtained from the hydraulic tests, together with the hydrocensus data to provide an indication of the groundwater flow rate, direction and understand any risk of offsite migration and contaminant travel time.

3. GENERAL INFORMATION

The appointed consultant will be acting as project managers on behalf of ACSA. All work is to be conducted in collaboration with the responsible ACSA personnel.

Please note the following:

Site Access and Driving:

It will be the responsibility of the service provider to ensure that suitable off-road vehicles are allowed for and are available to complete all work as required in the tender. The client will not be responsible for the transporting or arranging site vehicles to complete any part of the work as required.

The service provider to note that a minimum of 1-week notice will be required to the responsible ACSA personnel before any proposed site work may be performed.

Health, Safety and Security Note:

For on-site activities the following should be noted:

- The service provider to inform the responsible ACSA personnel at least one week in advance of planned work at facilities.
- Site security will be contacted by ACSA personnel to arrange access and escorting during the period of the site works.
- The service provider to sign in at main entrance.
- PPE will be required in terms of safety boots, reflective vests, and hard hats, etc. that should be obtained by service provider.
- The service provider to take overall responsibility for their site personnel and sub-contractors whilst undertaking site work.
- Service provider must adhere to all site rules and regulations.
- The use of LDV or off-road vehicles will be required for on-site driving.
- All plant and vehicles used by the service provider must be licenced and roadworthy.

Tenderers must note that, whilst limited site security is provided, the safety of their personnel and equipment is their responsibility. The majority of the site and proposed work areas are unsecured, and are accessible to members of the public.

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Table 2: Bill of Quantities (all inclusive to complete the works)

Item No.	Description	Unit	Quantity	Rate	Total
1	Dual Installation Shallow & Deep Borehole, including borehole development and installation of top structures	No.	2		
2	Collection and laboratory analysis of groundwater samples	No.	34		
3	Elevation Survey of new Boreholes	No.	1		
4	Hydraulic testing, hydrocensus, slug test, interpretation for both deep and shallow wells.	No.	1		
5	Quality Assurance (QA) and Quality Control (QC)	No.	1		
6	Reporting (trend analysis based on historical data and changes in pollution, relative risks associated with any pollution, interpretation of results, discussion, conclusion).	No.	1		
7	Disbursements (travel, security etc...)	No.	1		
Sub-Total					
VAT@ 15%					
TOTAL					

Allowance is to be included in rates for all materials, labour and equipment, travel, and any other disbursements required to complete the work, which includes supervisory presence on site by suitably qualified personnel to verify the quality of the work executed.

All HSE (OHS) including covid work requirements (risk assessments, plans, etc...) documentation and work procedures will need to be submitted and approved by ACSA prior to the works being conducted, all costs of which are to be included in the pricing.

A programme of works is to be supplied with the bill of quantities, detailing the anticipated timeframes for the scope of work to be completed.

ANNEXURE A: TAMPER-PROOF BOREHOLE TOP STRUCTURE



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Minimum Requirements

- ***A Valid Tax Pin Status***
- ***A Valid B-BBEE Certificate***
- ***Signed Declaration of Interest Forms***
- ***Proof of CSD registration (MAAA Number)***
- ***Letter of Good standing***

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)

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;

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- 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);
- 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;
- 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.

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- 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

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

80/20

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

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = 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:

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B-BBEE Status Level of Contributor	Number of Points (90/10 system)	Number of Points (80/20 system)
1	10	20
2	9	18
3	8	16
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.
- 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).

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SECTION 5: EVALUATION CRITERIA

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:

- ***Valid Tax Status PIN***
- ***Valid BEEE affidavit or certificate***
- ***Letter of Good standing***
- ***CSD report with MAAA number***

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

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The description of the functionality evaluation criteria is explained below.

Criteria Description	Threshold	Weight
<p>The bidding entity has the relevant experience in groundwater monitoring and geohydrological investigations. If a new entity, then at least 1 of the directors must have at least 5 years' experience as a geohydrologist.</p> <ul style="list-style-type: none"> • 0 – 4 years (15 points) • 5 – 10 years (30 points) • >10 years (40 points) 	30	40
<p>Provision of 3 reference letters of geohydrological projects completed in the last 5 years, together with complexity and time frames associated with the projects of a similar scope and/or complexity.</p> <ul style="list-style-type: none"> • 3 reference letters provided indicating details of work completed, value of work, and successful completion thereof. (40 points) • 3 reference letters provided, indicating successful completion of work only. (30 points) • 3 letters provided, however no details provided in letter. (15 points) 	30	40
<p>SACNASP Registration: Key staff have proof of registration with SACNASP (South African Council for Natural Scientific Professionals) as a Professional Natural Scientist in a relevant field.</p> <p>Provision of valid and current SACNASP Registration</p>	20	20

Total	80	100
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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

Tax Reference number of the bidding entity

VAT Registration number of the bidding

entity

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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 Reference Number	Income Tax

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.

Declaration:

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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
a)		
b)		

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This declaration was signed on _____ of _____ 202_____

Name: _____

Designation: _____

Signature: _____

ACCEPTANCE OF RFB TERMS AND CONDITIONS

TO: Supply Chain Management Office
Airports Company South Africa SOC Ltd.

Bid Reference No: **CIA RFQ 70586**

1. Bidder's Name and Contact Details

Bidder:	
Physical Address:	
Correspondence to be addressed to:	
Fax Number:	
Phone numbers:	
Email Address:	

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Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Contact Person:	
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2. Proposal Certification

We hereby submit a Proposal in respect of Geohydrological specialist consultancy to install ground water , monitoring wells. at Cape Town International Airport.

- 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/s,
- 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 Bid Adjudication Committee 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 Tenderer for a period which lapses after one hundred and twenty (120) days calculated from the closing date of proposal submission.

Thus done and signed at		on this the		day of		2022
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Signature:	
Name:	

For and behalf of:

Tendering entity name:	
Capacity:	

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