



TENDER NO: ENG 08/2024/25

CONTRACT NO:

ENG 08/2024/25

**THE WEB BASED REMOTE MONITORING OF ALL WATER
AND SEWAGE INFRASTRUCTURE IN THE
THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE
OF APPOINTMENT TO 30 JUNE 2027**

AUGUST 2024

ISSUED BY:

**THE DIRECTORATE: TECHNICAL AND
INFRASTRUCTURE IMPLEMENTATION SERVICES
THEEWATERSKLOOF MUNICIPALITY
P O BOX 24
CALEDON
7230**

NAME OF TENDERER:

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THEEWATERSKLOOF MUNICIPALITY					
Bid Number:	ENG 08/2024/25	Closing Date:	30 August 2024	Closing Time:	12:00
Description:	THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (FORM OF OFFER AND ACCEPTANCE)					

Bid Response Documents may be Deposited in the Bid Box **NO. 1** situated at:

MUNICIPAL HEAD OFFICE					
06 PLEIN STREET					
CALEDON					
7230					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT <input type="checkbox"/> Yes <input type="checkbox"/> No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]	
3. TOTAL NUMBER OF ITEMS OFFERED			4. TOTAL BID PRICE	R	
5. SIGNATURE OF BIDDER		6. DATE		
7. CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SCM		CONTACT PERSON	Lester Parnell	
CONTACT PERSON	Nico La Grange		TELEPHONE NUMBER	028 214 3300	
TELEPHONE NUMBER	028 214 3300		FACSIMILE NUMBER	N/A	
FACSIMILE NUMBER	028 212 1229		E-MAIL ADDRESS	lesterpa@twk.gov.za	
E-MAIL ADDRESS	nicola@twk.gov.za				

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:										
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>										
2. TAX COMPLIANCE REQUIREMENTS										
<p>2.1 Bidders must ensure compliance with their tax obligations.</p> <p>2.2 Bidders are required to submit their unique personal identification number (pin) issued by sars to enable the organ of state to view the taxpayer's profile and tax status.</p> <p>2.3 Application for the tax compliance status (tcs) certificate or pin may also be made via e-filing. In order to use this provision, taxpayers will need to register with sars as e-filers through the website www.sars.gov.za.</p> <p>2.4 Foreign suppliers must complete the pre-award questionnaire in part b:3.</p> <p>2.5 Bidders may also submit a printed tcs certificate together with the bid.</p> <p>2.6 In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate tcs certificate / pin / csd number.</p> <p>2.7 Where no tcs is available but the bidder is registered on the central supplier database (csd), a csd number must be provided.</p>										
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
<table style="width: 100%; border: none;"><tr><td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td><td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr><tr><td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td><td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr><tr><td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td><td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr><tr><td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td><td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr><tr><td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td><td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr></table> <p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO									

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

CONTRACT NO: ENG 08/2024/25

**THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE
INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF
APPOINTMENT TO 30 JUNE 2027**

GENERAL TENDER INFORMATION

TENDER ADVERTISED	:	Thursday, 08 August 2024
CLOSING DATE	:	Friday, 30 August 2024
CLOSING TIME	:	12:00
CLOSING VENUE	:	Theewaterskloof Municipality 6 Plein Street CALEDON 7230
TENDER BOX	:	Tender Box No. 1 Located at the Entrance of

**Theewaterskloof Municipality
6 Plein Street
CALEDON
7230**

Insert the large envelope containing the Tender Document (which includes the Form of offer and acceptance) completed in all respects, plus any additional supporting documentation required, into the tender box.

ITEM NO.	TABLE OF CONTENTS	PG. NO.
1	Tender Notice and Invitation to tender	6
2	Section 1: Standard Conditions of Tender	7
3	Section 2(a): General Conditions of Contract	17
4	Section 2(b): Additional Contract Conditions	27
5	Section 3: Special Conditions of Contract	28
6	Section 4: Specifications	30
7	Section 5: Pricing Instructions	44
8	Section 6: Pricing Schedule	45
9	Section 7: Form of Offer and Acceptance	49
10	Section 8: Returnable Schedules	53



TENDER NOTICE AND INVITATION TO TENDER

THEEWATERSKLOOF MUNICIPALITY, Act. Director: Technical and Infrastructure Implementation Services invites tenders for **CONTRACT NO. ENG 08/2024/25 – THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027**

Only tenderers who satisfy the eligibility criteria and responsiveness criteria stated in the Tender Conditions and Tender Data are eligible to submit tenders.

All bids received shall be evaluated in terms of the Theewaterskloof Municipality Supply Chain Management Policy, read with the Preferential Procurement Regulations of 2022. It is estimated that the 80/20 preference points system will be applicable. Tenders will be evaluated in terms of price and preference.

The successful tenderer must also be registered on the Centralized Supplier Database (CSD). Tenderers can register on www.csd.gov.za.

A set of tender documents may be obtained from the Theewaterskloof Municipality, Supply Chain Management Department, from **Thursday, 08 August 2024** during office hours, Monday to Thursday, 07:45 to 13:00 and 13:45 to 16:45 and Fridays 07:45 to 13:00 and 13:45 to 15:30. Payment of a non-refundable tender participation fee of **R550.00** (VAT inclusive) is applicable. This is an eligibility criterion and is payable by means of electronic transfer or direct deposit only. Proof of payment of the participation fee should accompany your tender document when submitting it. Refer enquiries **only in the aforementioned regard** to Mr. Hanro September at HanroSe@twk.gov.za.

All technical enquiries must be directed to Mr Lester Parnell, lesterpa@twk.gov.za. Please note that no verbal queries will be entertained.

The **closing time** for receipt of tenders is **12:00 on Friday, 30 August 2024**, at Theewaterskloof Municipality, 6 Plein Street, Caledon. Tenders, in sealed envelopes, marked **ENG 08/2024/25: THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027**, must be placed in Tender Box No. 1, located at the main entrance of Theewaterskloof Municipality, 6 Plein Street, Caledon. Please note that the tender box is open 24/7 and that the deposit slot opening is 5 x 30 cm. Telegraphic, telephonic, telex, facsimile, electronic / email and late tenders will not be accepted. Tenders may only be submitted on the tender documentation that has been issued.

Council reserves the right to accept a tender in full, partially or not at all and is not obliged to accept the lowest tender received.

The 80/20 preference point system in terms of the Theewaterskloof Municipality's Preferential Procurement Policy will be applicable as follows:

Price (80)

Specific goals: (20)

a) B-BBEE status level of contributor 10

b) promotion of local area enterprises 10

Total points 100

Reynold Stevens
Acting Municipal Manager
Theewaterskloof Municipality
P O Box 24
Caledon
7230

Section 1: Tender Data

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

Tender Data

1. General

1.1 Actions

The Employer is the Theewaterskloof Municipality, represented by the Act. Director: Technical and Infrastructure Implementation Services

1.2 Tender Documents

The tender documents issued by the Employer comprise:

This tender document (Tender No: **ENG 08/2024/25**), in respect of contract: **THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027**

in which is bound:

The Tender

Tendering Procedures

Tender notice and invitation to tender
Tender data

The Contract

Specifications

Terms of Reference (TOR)

Pricing data

Pricing Schedule

Agreement and contract data

Form of offer and acceptance
Contract data

Returnable Documents

List of returnable document
Returnable schedules

This document must be returned to the Employer, completed in all respects, together with any additional supporting documentation requires, in terms of submitting a tender offer.

1.3 Communication and employer's agent

It should be noted that the employer has no agent acting on his behalf for the purposes of this tender. The employer's representatives, for the purposes of any communication between the employer and tenderers, is:

Mr. Lester Parnell
Theewaterskloof Municipality
26 Kerk Street
Caledon
7230

E-mail: lesterpa@twk.gov.za

Attention is drawn to the fact that no verbal communication will be allowed prior to the close of tenders. Only information requested and issued formally in writing to tenderers will be regarded as amending the tender documents.

STANDARD CONDITIONS OF TENDER

1.1.1 General

The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations, timeously and with integrity, and behave equitably, honestly and transparently.

1.1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

1.1.3 Interpretation

The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

For the purposes of these conditions for the calling for expressions of interest, the following definitions apply:

- 1.1.3.1 **comparative offer** means the tenderer's financial offer after the factors of non-firm prices, all unconditional discounts and any other tendered parameters that will affect the value of the financial offer have been taken into consideration
- 1.1.3.2 **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and
- 1.1.3.3 **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels
- 1.1.3.4 **quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs.

1.1.4 Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

1.1.5 The employer's right to accept or reject any tender offer

The employer reserves the right to accept a tender in full, partially or not at all and is not obliged to accept the lowest tender received. The employer may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection but will give written reasons for such action upon written request to do so.

1.1.6 Tenderer's obligations

1.1.6.1) Eligibility

Submit a tender offer only if the tenderer satisfies with the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with the employer.

1.1.6.2) Cost of tendering

Accept that the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer satisfy requirements.

1.1.6.3) Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

1.1.6.4) Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

1.1.6.5) Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

1.1.6.6) Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

1.1.6.7) Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

1.1.6.8) Insurance

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

1.1.6.9) Pricing the tender offer

Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

Show VAT payable by the employer separately as an addition to the tendered total of the prices.

Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment unless otherwise provided for in the Additional Conditions of tender and contract.

State the rates and prices in Rand unless instructed otherwise in the tender data.

1.1.6.10) Alterations to documents

Not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.

1.1.7 Alternative tender offers

No alternative offers will be accepted.

1.1.8 Submitting a tender offer

Submit a tender offer to provide the whole of the works, services or supply identified in the contract data, unless stated otherwise in the tender data.

The Tender document must be returned to the Employer, completed in all respects, together with any additional supporting documentation requires, in terms of submitting a tender offer. The document must be completed its entirety, by hand in **non-erasable black ink**.

Submit the Tender document as original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.

Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

1.1.9 Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and, in the form, required, may be regarded by the employer as non-responsive.

1.1.10 Closing time

Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. The employer shall not accept tender offers submitted by telegraph, telex, facsimile or e-mail, unless stated otherwise in the tender data.

Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

1.1.11 Tender offer validity

Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period.

1.1.12 Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the total of the prices or substance of the tender offer is sought, offered, or permitted. The total of the prices stated by the tenderer shall be binding upon the tenderer.

1.1.13 Provide other material

Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

Dispose of samples of materials provided for evaluation by the employer, where required.

1.1.14 Inspections, tests and analysis

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

1.1.15 Submit securities, bonds, policies, etc.

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

1.1.16 Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

1.1.17 Return of other tender documents

If so instructed by the employer, return all retained tender documents within twenty eight (28) days after the expiry of the validity period stated in the tender data.

1.1.18 Certificates

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

2. Tenderer's obligations

2.1 Eligibility

Only those tenderers who satisfy the following criteria are eligible to submit tenders:

2.1.1 Tender Participation Fee

Only those bidders who have paid the tender participation fee are eligible to submit tenders. Please attach proof of payment to **Schedule 11**.

2.1.2 Pricing Instruction

Only those tenderers who have complied with the pricing instruction as contained in **Section 5** are eligible to submit tenders.

2.2 Alternative tender offers

Alternative tenders will not be considered

2.3 Submitting a tender offer

Return all returnable documents to the employer after completing them in their entirety, by hand in **non-erasable black ink**.

Parts of each tender offer communicated on paper shall be submitted as an original, plus 0 (zero) copies.

The tender shall be signed by a **person duly authorized** to do so. Please refer to and complete **Schedule 10**. Tenders submitted by **joint ventures** of two or more firms shall be accompanied by the document of formation of the joint venture, **Schedule 10**, authenticated by a notary public or other official deputed to witness sworn statements, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorized to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning.

The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are:

Location of tender box: Tender box no. 1 at the Entrance of Theewaterskloof Municipality

Physical address: Theewaterskloof Municipality, 6 Plein Street, Caledon, 7230

Identification details: Tender number: **ENG 08/2024/25**

Title of tender: **THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027**

Name and address of tenderer:

Sealed tenders with the identification details on the envelope must be placed in the appropriate official tender box at the above-mentioned address before the closing time. Tenders who fail to comply with the marking instructions will be rejected.

A two-envelope procedure will **not** be followed.

2.4 Closing time

The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.

Tender offer validity

The tender offer validity period is **120 days**.

2.5 Clarification of tender offer after submission

A tender may be rejected as non-responsive if the tenderer fails to provide any clarification requested by the employer within the time for submission stated in the employer's written request.

2.6 Certificates

Tax Compliant Status Pin Certificate

Tenderers shall be registered and in good standing with the South African Revenue Service (SARS) and shall submit documentary evidence in the form of a valid Tax Clearance Certificate issued by SARS. Append to **Schedule 1**. In the event that certificate expires during the construction period, the Contractor must submit a new valid certificate within 14 days after expiry of the certificate.

Each party to a Consortium/Joint Venture shall submit a separate Tax Clearance Certificate.

3. The Employer's undertakings

3.1 Opening of tender submissions.

The time and location for opening of the tender offers is immediately after the closing time:

Time: **12:00 on Friday, 30 August 2024**

Location: Council Chambers, Theewaterskloof Municipality, 6 Plein Street, Caledon, 7230.

3.2 Test for responsiveness

Tenders will be considered non-responsive if, inter alia: (This is a requirement on submission of bid document)

- The tenderer does not comply with the eligibility criteria listed above.
- The tenderer has failed to comply with the Specifications as advertised.
- The tenderer has failed to comply with the Pricing Instruction as advertised.
- The tenderer did not sign and complete the Form of Offer; and
- The tenderer has failed to comply with the Additional Conditions of Tender Point No. 5.1.

3.3 Test for Administrative Compliance

Tenders will be found non-compliant if, inter alia: (These documents may be requested)

- The tenderer has failed to complete and sign and attach requested information to all Schedules. This does not apply to responsiveness criteria.
- The tenderer has failed to submit a municipal account of where the head office of the company is registered or in case where the premise is leased, the tenderer has failed to provide a copy of the lease of the premise.
- The tenderer has failed to submit a valid Tax Clearance Certificate or Pin; a valid Certificate or Pin may be requested.
- The tenderer has failed to submit a certified B-BBEE certificate, QSE or EME affidavit, whereas points were claimed and a copy of certificate or affidavit was supplied, a certified copy of the B-BBEE certificate, QSE or EME Affidavit may be requested.
- The tenderer has failed to submit proof of good standing from the Department of Labour related to good standing with regards to COIDA payments. A certified copy of proof of good standing may be requested.
- The tenderer has failed to clarify or submit any supporting documentation within the time for submission stated in the employer's written request.
- The tenderer has failed to submit proof of payment of the tender participation fee. Proof may be requested.
- **Previous Experience** – Only those tenderers who have provided relevant proof of three (3) projects involving the installation of loggers and web-based collection of data for the remote monitoring of water and/or sewer infrastructure, including the below will be found to be administratively compliant.
 - Installation and/or maintenance of flow and pressure loggers for sewer and/or water infrastructure.
 - Reservoir Level monitoring and Control.
 - Borehole Level monitoring and Control.
 - Web based processing and conversion of large real-time data, including the generation of graphs and data exporting ability.

All projects listed must be verifiable with a contact number for the Client for reference purposes. A full list of projects must be attached to Schedule 15.

The Employer reserves the right to accept a tender offer which does not, in the Employer's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender documents.

4 Evaluation of tender offers

General

The municipality reserves the right to appoint the bidder scoring first, second and third highest preference points at any time during the duration of the contract. When the tenderer scoring the highest points cannot perform on the contract, the municipality has the right to purchase from the tenderer scoring the second highest points and if the second highest points scorer cannot perform on the contract, the municipality reserves the right to purchase from the tenderer scoring the third highest points.

Contract Value/Price

The estimated contract value for the period will be used to calculate the financial offer for evaluation purposes in terms of the 80/20 preference point system and will be awarded per unit prices as tendered for. Evaluation for year 2 and 3 will be based on an average 4.9% CPI escalation.

THE 80/20 PREFERENCE POINT SYSTEMS

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

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

Where

P_s	=	Points scored for price of bid under consideration
P_t	=	Price of bid under consideration
P_{\min}	=	Price of lowest acceptable bid

Points awarded for B-BBEE Status Level of Contribution

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 below tables below as may be supported by proof/ documentation stated in the conditions of this tender:

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)
BBBEE (10)	Level Points ÷ 2 (For example, Level 1 = 20 / 2 = 10)
LOCALITY (10) (Latest Certified Municipal account/ Lease agreement in the name of the company must be attached to claim points)	Within the Boundaries of: TWK Mun. – 10 Overberg District – 6 Western Cape – 4 Outside the Boundaries of: Western Cape - 0

B-BBEE Status Level of Contributor	Number of points (80/20 system)	Number of points bidders are allowed to claim (80/20 system)
1	20	10
2	18	9
3	14	7
4	12	6
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a 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.

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.

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.

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.

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.

If a valid B-BBEE certificate of EME affidavit is not attached it will be interpreted that the preference points for B- BBEE status level or contribution are not claimed.

If a valid B-BBEE certificate or EME affidavit is attached and if points are not claimed in terms of MBD 6.1 it will be interpreted that the preference points for B- BBEE status level or contribution are not claimed.

Please note that the Municipality will not request a valid B- BBEE certificate or Sworn Affidavits if such is not attached to the bidders tender at closing date of this tender.

4.1 Acceptance of tender offer

Tender offers will only be accepted if:

- a) The tenderer has in his or her possession an original valid Tax Clearance Certificate issued by the South African Revenue Services or has made arrangements to meet outstanding tax obligations (**Append to Schedule 1**).
- b) The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.
- c) The tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to pay municipal rates and taxes or service charges and such rates, taxes and charges are not in arrears for more than three months (**Refer to Schedule 4**).
 - iii) failed to perform on any previous contract and has been given a written notice to this effect.
- d) The tenderer has completed the Compulsory Enterprise Questionnaire (**Schedule 7**) and there are no conflicts of interest that may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.

4.2 SCM Related Appeals

Clause 53 of the Theewaterskloof Supply Chain Management Policy gives any person whose rights have been affected by such a decision, the right to appeal such decision within 21 days of notification of the decision.

Any tenderer wishing to exercise this right, must submit their appeal in writing to the Municipal Manager, marked for the attention of the THEEWATERSKLOOF MUNICIPALITY, 6 Plein Street, CALEDON, 7230.

The format of the appeal must:

- set out the reasons for the appeal;
- state in which way the appellant's rights have been affected by the decision;
- state the remedy sought, and
- be accompanied by a copy of the notification advising the tenderer of the decision of the Supply Chain Management Bid Adjudication Committee.

Tenderers are hereby informed also of their right to request reasons for the decision in terms of the Promotion of Administrative Justice Act (No. 3 of 2000).

The notification of the decision sent to the successful tenderer is **not** acceptance of the tender and no rights shall accrue to the successful tenderer in terms of this notification. The successful tenderer will be notified in writing after 21 days of the notification of any final decision (i.e. Acceptance) or of any developments with respect to the appeal process, and if applicable, procedures for the commencement of the work.

The consideration of appeals and if necessary, the invalidation of any decision made, shall be dealt with in terms of the Municipality's appeals process and supply chain management policy.

4.3 Provide copies of the contract

The number of paper copies of the signed contract to be provided by the Employer is one.

5. ADDITIONAL CONDITIONS OF TENDER

The additional conditions of tender are:

5.1 Invalid tenders

Tenders shall be considered invalid and shall be endorsed and recorded as such in the tender opening record, by the responsible official who opened the tender, in the following circumstances:

- a) if the tender offer is not submitted on the Form of Offer and Acceptance bound into this tender document (**form Of Offer and Acceptance**)
- b) if the tender is not completed in handwritten non-erasable black ink.
- c) if the offer has not been signed.
- d) if the offer is signed, but the name of the tenderer is not stated or is indecipherable.

5.2 Negotiations with preferred tenderers

The Employer may negotiate the final terms of a contract with tenderers identified through a competitive tendering process as preferred tenderers provided that such negotiation:

- a) does not allow any preferred tenderer a second or unfair opportunity.
- b) is not to the detriment of any other tenderer; and
- c) does not lead to a higher price than the tender as submitted.

Minutes of any such negotiations shall be kept for record purposes.

5.3 General supply chain management conditions applicable to tenders

In terms of its Supply Chain Management Policy the Municipality may not consider a tender unless the provider who submitted the tender:

- a) has furnished the Municipality with that provider's:
 - full name.
 - identification number or company or other registration number; and
 - tax reference number and VAT registration number, if any.
- b) has indicated whether:
 - the provider is in the service of the state or has been in the service of the state in the previous twelve months.
 - the provider is not a natural person, whether any of the directors, managers, principal shareholders or stakeholders is in the service of the state or has been in the service of the state in the previous twelve months.
 - whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to above is in the service of the state, or has been in the service of the state in the previous twelve months; or
- c) irrespective of the procurement process followed, the Municipality is prohibited from making an award to a person:
 - who is in the service of the state.
 - if the person is not a natural person, a juristic entity of which any director, manager, principal shareholder or stakeholder is in the service of the state; or
 - who is an advisor or consultant contracted with the Municipality.

In this regard, tenderers shall complete **Schedule 7**, Returnable Schedules: Compulsory Enterprise Questionnaire. Failure to complete this schedule may result in the tender not being considered.

5.4 Combating abuse of the Supply Chain Management Policy

In terms of the Supply Chain Management Policy, the Employer may reject the tender of any tenderer if that tenderer or any of its directors has:

- a) failed to pay municipal rates and taxes or municipal service charges and such rates, taxes and charges are in arrears for more than three months;
- b) failed, during the last five years, to perform satisfactorily on a previous contract with the Municipality or any other organ of state after written notice was given to that tenderer that performance was unsatisfactory.
- c) abused the supply chain management system of the Municipality or has committed any improper conduct in relation to this system.
- d) been convicted of fraud or corruption during the past five years.
- e) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
- f) been listed with the Register of Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or has been listed on National Treasury's database as a person or juristic entity prohibited from doing business with the public sector.

In this regard, tenderers shall complete **Schedule 4**, Returnable Schedules: Declaration of Bidders Past Supply Chain Management Practices (MBD 8). Failure to complete this schedule may result in the tender not being considered.

6. Price Variations

- a) Prices for year 1 will be fixed from 01 January 2025 until 30 December 2025.
- b) For the purpose of price escalation, the CPI on 30 December at the end of each contract financial year will be used to determine percentage increases. Price adjustment will be applicable from 01 January 2026 and then 01 January 2026.

**SECTION 2A:
GENERAL CONDITIONS OF CONTRACT**

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

JULY 2015

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information inspection
6. Patent Rights
7. Performance security
8. Inspections, tests and analyses
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental Services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Variation orders
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Anti-dumping and countervailing duties and rights
25. Force Majeure
26. Termination for insolvency
27. Settlement of Disputes
28. Limitation of Liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. Transfer of contracts
34. Amendments of contracts
35. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.

1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.

1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.

1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 "Day" means calendar day.

1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.

1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.

1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

1.14 "GCC" means the General Conditions of Contract.

1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the bid will be manufactured.

1.17 "Local content" means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.

1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

- 1.19“Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20“Project site,” where applicable, means the place indicated in bidding documents.
- 1.21“Purchaser” means the organization purchasing the goods.
- 1.22“Republic” means the Republic of South Africa.
- 1.23“SCC” means the Special Conditions of Contract.
- 1.24“Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25“Supplier” means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.26“Tort” means in breach of contract.
- 1.27“Turnkey” means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.28“Written” or “in writing” means hand-written in ink or any form of electronic or mechanical writing.

2. Application

- 2.1These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
- 2.3Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. Standards

- 4.1The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of Contract Documents and Information Inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent Rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. Performance Security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or

(b) a cashier's or certified cheque.

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections Tests and Analyses

8.1 All pre-bidding testing will be for the account of the bidder.

8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract goods may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

10. Delivery and Documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. Transportation

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

13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

- (a) Performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare Parts

14.1As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.

15.3The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1The method and conditions of payment to be made to the supplier under this contract shall be specified.

16.2The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4Payment will be made in Rand unless otherwise stipulated.

17. Prices

17.1Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

18. Variation Orders

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the Supplier's Performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for Default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

(a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

(b) if the supplier fails to perform any other obligation(s) under the contract; or (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website

24. Anti-dumping and Countervailing Duties and Rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favorable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for Insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree;

and

(b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28. Limitation of Liability

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing Language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable Law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and Duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. Transfer of Contracts

33.1 The contractor shall not abandon, transfer, cede assign or sublet contract or part thereof without the written permission of the purchaser

34. Amendment of Contracts

34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of Restrictive Practices

35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of restrictive practices 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is/ are or a contractor(s) was / were involved in collusive bidding.

35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 Of 1998.

35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

**SECTION 2B:
ADDITIONAL CONTRACT CONDITIONS**

1. Mediation

- 1.1. Each party shall submit a list with 3 (three) names of knowledgeable persons, with expertise relating to the particular field in which the dispute arose, as potential mediators from which one mediator shall be selected by agreement between the parties. Should the parties fail to reach agreement on the choice of the mediator within 5 (five) working days from the day on which it has become apparent that the matter cannot be settled through negotiation, any of the parties may request the Institute for Mediation and Arbitration of South Africa to appoint a mediator.
- 1.2. The mediator shall in his sole discretion determine the form of representations to be made, provided that in making this determination, the mediator shall consult the disputing parties and may be guided by their common reasonable desire on the form in which the said representations are to be made. All representations by the parties shall be made without prejudice.
- 1.3. The mediator shall within a period of 10 (ten) working days after receipt of the representations of the parties endeavor to facilitate an agreement between them or determine a procedure or framework within which they can negotiate to resolve the dispute or difference. All representations by the parties shall be made without prejudice.
- 1.4. Any such negotiated agreement shall be in writing, signed by both parties and be binding on the parties. Failing agreement between the parties the dispute shall be resolved by the submission thereof to arbitration.
- 1.5. The parties agree to contribute equally to the cost of the mediator and each party shall bear any other costs separately regardless of the outcome of the mediation.

SECTION 3: SPECIAL CONDITIONS OF CONTRACT

1. FAILURE TO COMPLY WITH TENDER

In the event of the successful tenderer failing to comply with the terms and conditions of this tender, or in the case that the goods and equipment are faulty or not in accordance with the specifications or not to the satisfaction of the delegated official, the Municipality shall have the right to reject the goods and equipment all together and to treat the contract as at an end and to purchase elsewhere.

2. DELIVERY TIME

The tenderer will be given an official order for the exact amounts of specific goods required in advance and the tenderer must deliver the required materials within one (1) month from date of order to the different town stores as required. If the tenderer cannot deliver the goods within specified time or correct quantities or cannot deliver at all, the municipality must be notified within 72 hours upon receipt of official order in writing stating reason/s for non-delivery and the municipality will decide whether reason/s is valid or not.

3. INSTALLATION ACCEPTANCE

No deliveries will be acknowledged for which the tenderer cannot produce an acceptance note signed by one of the Municipality's Store Officials. In this regard, the tenderer will have to acquaint themselves with the recognized working hours and holidays of Theewaterskloof Municipality.

Tenderer to off-load goods themselves and only during office hours.

The Delivery will take place at **Caledon, Riviersonderend, Genadendal, Villiersdorp and Grabouw or as agreed upon.**

4. PRICE ALL INCLUSIVE

The prices tendered must price an all-inclusive for all cost involved.

5. INSURANCE CLAIMS, ETC.

The Municipality shall not be liable in respect of any claims, damages, accidents, etc. to persons, properties, vehicles, rights, etc., which may arise from the carrying out of this contract.

The Contractor shall insure all laborers, drivers and all plant involved in the fulfillment of this contract and shall indemnify the Municipality against all risks and claims.

6. PAYMENTS

Payments will be made to the Contractor no later than 30 days after receiving of tax invoice for work done up to date.

The invoice rendered to the Municipality shall be checked in comparison with the duplicate of the logbook and no payment whatsoever shall be made in respect of any plant on the account unless the amount for hours has been verified in this manner to the satisfaction of the Contract Manager.

7. PROCUREMENT FROM OTHER SUPPLIERS

The Municipality may procure plant in terms of this contract, from another supplier. This Contract therefore does not bind the Municipality to procure plant from adjudicated bidder / supplier.

8. SERVICE LEVEL AGREEMENT

It is the employers right to enter into a service level agreement with the successful bidder/s before the commencement of the contract.

If the bidder fails to sign this schedule, it will be interpreted that the bidder does not comply with the Special Conditions of Contract and therefore will be regarded as being non-responsive.

I hereby declare that I comply with all the Special Conditions of Contract as set out above.

Signed	Date
Name	Position
Tenderer		

SECTION 4: SPECIFICATIONS

1. Description of the Works

1.1 Employer's Objectives

The *Employer's* objective for the Web Based remote monitoring of all water and sewage infrastructure in the Theewaterskloof area for a three-year period is to obtain reliable real time data of all their water and sewage infrastructure from a web-based platform to ensure they have ease of access to the information enabling the Employer to make informed decisions backed up by reliable real time data.

1.2 Overview and Extent of the Works

The Theewaterskloof Municipality (hereafter referred to as TWK) has a functioning GSM based Telemetry equipment system installed, consisting of remote monitoring and control outstations, both mains and battery powered units. Visualization of all real-time data is currently presented on a web-based platform.

The requirement is for the Maintenance and Support of the existing system as well as the supply and installation of new outstations and visualization features as and when required by the Client. All to be compatible with the existing system.

Tenderers may offer an alternative system to replace the current functioning system, capable of performing the same functions as currently supplied to the Municipality. There is an allowance in the Schedule of Quantities for the replacement of the current system, should this be the preference of the bidder.

The Employer may under this Contract request that the tenderer submit separate proposals for work identified during the execution of this contract but deemed necessary to ensure effective monitoring and logging of the Theewaterskloof Municipal area. The tenderer may supply the Employer with recommendations for new logging infrastructure for which the tenderer will supply a detailed cost proposal to supply and/or install portions or the full extent of the works subject to the Employer's acceptance of the proposal. These proposals will be dealt with on a case-to-case basis and at the Employer's discretion and are only relevant to items not priced in the Schedule of Quantities.

1.3 Location of the Works

For the purpose of this contract, the site shall be any location within the Theewaterskloof municipal area. A full list of existing infrastructure and newly identified locations in need of loggers will be provided to the successful tenderer upon award.

2. Technical Specification

2.1 Preliminary and General

The Service Provider must allow for his costs to initiate the contract under the Preliminary & General item in the Bill of Quantities. This will include cost of providing equipment, protective clothing, vehicles, equipment, dayworks items, provisional sums, insurances and management items. The cost of maintaining these items must be included in the rates for providing the service.

2.2 Key performance indicators

The Service Provider will be evaluated on his performance by way of a several pre-determined Key Performance Indicators (KPI's). The identified KPI's will be used to evaluate the Service Providers performance on the contract and the overall success of the contract. The Service Provider will be evaluated on these parameters periodically to identify potential areas for improvement. The KPI's will be evaluated by a 5-point scoring system with 5 being exceptionally good and 1 being extremely poor. The scoring system and action types are as follows:

Key Performance Indicator (KPI) Score	Description	Action Type
1	Extremely Poor	KPI is in urgent need of improvement and is damaging the success of the project. If not rectified could result in penalties being issued to the Service Provider.
2	Poor	KPI is an area of concern and the Service Provider is encouraged to give more attention to the KPI to improve performance.
3	Average	The KPI is neither of concern nor of good quality and the Service Provider is encouraged to still improve the KPI if possible.
4	Good	The KPI is of good valuation and the Service Provider has given the item relative attention and care.
5	Exceptional	The KPI is of exceptional valuation and the Service Provider has gone over and above what was expected. This KPI greatly contributes to the success of the project.

The following items are classified as Key Performance Indicators (KPI) and will be used to evaluate the Service Providers performance:

- Quality of installed infrastructure
- Client Liaison
- Support Services to TWK Municipality
- Downtime of Logging and Online Infrastructure
- Knowledge and skill sharing with TWK personnel
- Occupational Health and Safety Compliance
- Project Communication
- Continuous Technological Development (System updates)

The Client can at their own discretion add new KPI's as they deem them necessary or highlight specific items of praise or concern during the contract period. Areas of repeated concern can be accompanied by a fine depending on the severity and duration of the event, further explanations **on potential penalties** are discussed in *Item 10* of the technical specifications.

3 Logger Locations

The loggers are located throughout a variety of towns throughout the Theewaterskloof Municipality. A full list of existing logging infrastructure can be found at the end of the Technical Specifications, listed as Addenda A.

4 General specification for remote monitoring

The specification is for the supply of an internet-based remote monitoring system that aims to monitor citywide parameters using the GSM network and to publish this information on a website. This system is to be a generic platform for all remote monitoring applications.

The key features of the system shall be:

- Data capture of remote parameter values by monitoring outstations and the transmission thereof to a web server
- All data to be stored in a database, allowing queries from operators using a simple browser
- Alarm processing and notification via SMS or e-mail by the remote outstations
- Generation of generic reports per parameter
- System configuration and Administration
- Security and integrity of data storage and access to data
- Site service record to keep track of all service actions at the site
- Direct link of each site to Google Maps to show the exact position of each outstation
- Picture of the site configuration and installation position of equipment
- Engineering map overlay for each site, where available
- Storage of site related additional information

5 Functional Requirements

5.1 Classes

The application shall have the following classes of information monitored and presented to the user in a visual format.

5.1.1 Water

The distribution of water shall be monitored in the entire water network, starting with the inflow from various sources, distribution to the different zones in the network and down to the individual user. The parameters monitored at each point are to be flow rate, daily total flow, pressure and power, whilst the monitoring outstation shall maintain a totaliser. This totaliser shall have the option of being initialised with that of the flow meter totaliser at the time of installation. The parameters transmitted to the server shall be Flow rate, Totalised flow, Daily totalised flow, Pressure and Power.

5.1.2 Reservoirs

The storage of water shall be monitored in the various reservoirs within the city boundaries. The parameters to be monitored are level and power. The level shall be converted to volume as a percentage of the maximum volume. The parameters transmitted to the server shall be Level (%) and Power. The presentation of the various reservoir levels shall be graphical (bar chart), and data must be calibrated at regular intervals but no less than once a year. In addition to Level, the outstation shall also be capable of monitoring inflow and outflow as per 2.1.1.

The outstation shall be capable of stopping/starting of remote pumps at delivery pump stations to the reservoirs using data captured from the outstation, using either SMS, direct links to the delivery pump stations. This can be completed using IP addresses or via the web server.

5.1.3 Pump stations

This class caters for the monitoring of water or sewage pump stations. Parameters monitored shall be Level (as % of full sump level), Pumped flow (in or out), Pressure, Pump alarms, Pump status and Power. Monitoring of inflow and outflow as per 2.1.1. The outstation shall have the capability to generate an inflow or outflow hydrograph based on the sump movement and pump statuses.

5.1.4 Sewer level and flow

The system shall be capable of monitoring sewer flow directly in sewer manholes or at any flow station currently in operation in the sewer network. The outstation shall be capable of interfacing to existing open channel flow meters and to monitor the sewer level and convert this level to flow rate according to accepted level to flow conversion formulae. The outstation must also be able to connect to existing ultrasonic sensors installed at various monitoring sites. The parameters transmitted to the server shall be Level, Flow rate, Totalised flow, Daily totalised flow and Power.

5.1.5 Alarms

This is a very important class. It caters for the handling of any type of alarm condition ranging from excessive water flow rates or a drop in pressure in the water network, low or high levels in reservoirs, rivers in flood after heavy rains, robots out of action, electricity interruptions etc. Alarms can originate from any source. The system shall notify operators of an alarm condition by SMS or e-mail.

5.1.6 Diagnostic parameters

All outstations shall monitor the following diagnostic parameters:

- Outstation supply voltage
- GSM signal strength at the site
- Running total of attempted transmissions to the web server

5.2 Charts and Reports

A chart is a graphic representation of a set of data from a certain starting date/time to a certain end date/time. A menu shall allow for a chart reflecting the trend for the present day (Today), present week (Week), present month (Month) and present year (Year) as well as provision for a custom date range. The chart shall end with the current date and time and reflect the trend for the previous period as selected. Provision shall be made for all pre-processing in order to achieve the correct trend. All charts to be automatically scaled on all axes to reasonable rounded multiples of 10.

A generic monthly or yearly report shall be compiled for totaliser type parameters. The monthly report shall consist of a table summarising the daily totals for the month and a bar chart of the daily totals for the month. The yearly report shall consist of a table summarising the monthly totals for the year and a bar chart of the monthly totals for the year. The report is only applicable to parameters assigned to volumetric measurements like flow, electricity etc. The user shall be allowed to download the reports in CSV format for further processing.

5.3 Downloading of data

It shall be possible to download to a PC, all data or specific data from/to a custom date. This data is to be stored in a time-stamped file.

5.4 Backup

The system shall optionally provide for the regular transfer of specific client data to a specified server, possibly once per day.

5.5 Local processing of data

Apart from the basic functions to be provided for the web-based access and display of information, a package shall also be provided for the display and processing of the downloaded data on a user PC. This package shall include all of the functions as specified for the web-based program, as well as the necessary conversion modules to make the data compatible with that which is required by the PC program. All downloaded data shall be in a CSV format for ease of importing into a spreadsheet program. The client shall also be provided with templates for generating management reports, using macros for importing the data into a previously agreed upon format.

6 Remote Equipment Technical Specification

6.1 General

Each outstation shall have a unique identification code. The web system shall automatically accept information from a new outstation upon reception of data. The information shall be stored in the database, until such time as the system is configured to use this information for presentation purposes. It shall also be possible to upload data from a PC to the server as if the data originates from an outstation. This allows the user to upload information that was captured by an offline outstation.

Information shall be transmitted to the web server by an outstation, capable of also logging the raw data in local memory. The outstation shall be equipped with a GSM communications module for the transmission of data. It shall also be possible to download the outstation data onto a laptop computer or other data transfer device and onto a PC. The memory capacity shall be such that it can store at least four weeks data, logged at 15-minute intervals or as specified by the Employer. The outstation shall be powered by 220V mains, battery power (both internal and/or external) or a solar system.

6.2 Detailed specification

6.2.1 Channels

The outstation shall have at least eight (8) physical channels, two (2) digital inputs and four (4) analogues or digital inputs, two (2) control output and one (1) analogue output. The outstation shall however make provision for a number of pseudo channels, used for logging calculated values. These pseudo values could be Flow rate, Daily total and Totaliser; all calculated from information captured by any of the other physical channels.

6.2.2 Digital channels

The digital channels shall be used to monitor pulses from mechanical water meters, magnetic flow meters or any other primary element with weighted output pulses. The outstation shall then be able to calculate the rate of flow in the case of flow meters, rain in the case of rain gauges or pulses from any other device monitoring events per time increment. It shall also be able to maintain a totaliser of events for each of the digital channels. The totaliser shall be incremented with every pulse received from the meter and shall have sufficient bits to accurately represent the meter totaliser. This totaliser shall be initialized during the installation of the outstation. The weighted value for pulses shall be programmable from a laptop computer. In order to accurately calculate the rate of events per time increment, it is important that the outstation has a real time clock with a resolution of at least 0.1 second. Using the pulses from water meters, electrical power meters etc. shall be one of the methods of deriving the rate of flow. The other method shall be by integrating the rate of flow from the analogue output of the flow meters i.e. magnetic flow meters, open channel flow meters etc. The outstation shall be able to process input signals up to a frequency of 1 kHz. The signals could be voltage free pulses from water meter read switches, flow meter relay outputs or open collector outputs.

6.2.3 Analogue channels

The analogue channels shall be used to monitor either current (4-20 mA, 0-20 mA etc.) or voltage signals transmitted by instruments. These could be originated by electromagnetic flow meters, pressure transducers, level transducers or any other instrument. The resolution of all analogue channels shall at least be 12-bits, giving an accuracy of measurement of +/- 0.02% of full scale.

6.2.4 State monitoring channels

The outstation shall be configurable to monitor state and state changes, using either a digital or analogue input. These state changes shall be used to monitor pump on/off status, intrusion detectors, high/low sump or reservoir alarms etc.

6.2.5 Frequency monitoring channels

The outstation shall be capable of monitoring frequencies of up to 10 kHz, originating from frequency outputs of flow meters, flow sensors or any other device using frequency as a flow proportional signal.

6.2.5.1 Loop-powered transmitter monitoring channel

The outstation shall be capable of driving any loop-powered transmitter i.e. pressure, ultrasonic, analytical or other, all of these from an internal battery.

6.2.5.2 Serial communications port channel

The outstation shall have a serial port for either downloading data onto a PC/Laptop or for serial communication with other instruments. This communication with an instrument will enable the outstation to read parameters directly from it i.e. flow rate and totaliser in the case of a flow meter. The totaliser of the flow meter will therefore always be reflected correctly by the outstation and logged as such and likewise for the flow rate. Likewise, for any other parameter of serially linked instruments. This feature is subject to the meter protocol being available to the manufacturer.

The minimum communications speed of the port shall be 9600 bps, with a maximum of 57600 bps.

6.2.6 Memory

The outstation shall have at least 512 Kbytes of non-volatile flash ram for the storing of logged data. This should be sufficient to **store one month data at a sampling rate of 15 minutes from eight channels**. The data shall be arranged in a circular buffer, where the principle of first-in, first-out shall apply when the buffer is full. This means the oldest data will be overwritten first. The user shall be provided with a program to locally download data from a specified date and time to a specified date and time at the outstation.

6.2.7 Power

6.2.7.1 Internal battery power

The outstation shall primarily be self-powered by an internal battery. This battery shall have sufficient capacity to power the outstation for at least 5 years when transmitting information to the web server once every 24 hours and logging information locally every 15 minutes. The manufacturer shall demonstrate how the battery life is achieved. The battery life shall proportionally decrease as the transmission and logging interval increases. **Should the battery not perform as required to this specification, the Tenderer will be required to supply a replacement battery at no cost to the client.**

The outstation shall also have a switched 12/24-volt power output to power transducers or sensors i.e. pressure transducers, ultrasonic level transducers etc. It shall have enough capacity to drive four (4) loop-powered transducers for a period of at least 5 years.

The outstation shall also have the facility to switch an external power source on/off. This power source shall also be used to power various sensors or other electronic equipment.

6.2.7.2 External power

It shall also be possible to power the outstation from an external source. This could well be from a mains power supply or a solar system. The outstation shall have a switched 12/24-volt power output to power transducers or sensors i.e. pressure transducers, ultrasonic level transducers etc.

6.2.8 Logging interval

The outstation shall have a programmable minimum sampling rate of 1 minute and a maximum of 24 hours, all programmable in one-minute increments. Logging shall be activated on a time base as described above or on events i.e., pulses from water or electricity meters. In the latter mode, the outstation stores no data if there is no activity i.e., when there is no rain. Logging shall be triggered at the outstation by any of the parameters monitored on any channel. It shall also be possible to enable event and time-based logging to function simultaneously.

6.2.9 Internal clock

The accuracy of the internal clock shall be always within 1 minute, thus enabling the outstation to time stamp the data sufficiently accurate. The outstation shall employ an acceptable method of synchronizing the clock to some standard so that it maintains the accuracy of 1 minute. This standard could be the GSM network or the web server clock, whichever is the more convenient method to use.

6.2.10 Packaging

6.2.10.1 Size

The size of the total outstation shall be as small as possible so that it can be mounted in an enclosure that will not attract the attention of criminal elements that could vandalise the equipment. The requirement is that the outstation be mounted inside the meter or fire hydrant chamber in the case of zone flow or pressure measurement or inside a 200 mm diameter bollard type structure next to the chamber.

6.2.10.2 Portable IP68 version

The outstation shall be available in a battery-powered IP68 portable enclosure, suitable for installation in a metering chamber or manhole. It shall be possible to also power the unit from mains or solar power and shall also be able to provide a minimum switched power output of 12 volt. The outstation shall be able to withstand submersion in water up to a **depth of two metres for a period not exceeding 1 day**.

The portable version shall have the facility to connect to external pressure transducer for the measurement of differential (up and downstream) pressure at PRV chambers. The pressure transducer range shall be 0 to 20 bar (0 to 2000 kPa) with the option of increasing the range to a higher pressure.

All connectors shall meet the IP68 environmental specification and if not in use, shall be sealed by a suitable waterproof cover.

6.2.10.3 Wall mount IP67 version

The outstation shall also be available in a wall mount IP67 enclosure for indoor use. This outstation shall be mains or solar powered and shall also be able to provide a switched power output of 12/24 volts. Provision shall be made for a battery backup system.

6.2.11 Communication

Sigfox, LoRa or other local area networks are not acceptable, as the outstations will be placed at remote locations away from metros.

The outstation shall be equipped with a GSM module capable of communicating with the internet server, making use of the GPRS (2G/3G/4G/5G) channel as implemented by the various network operators or SMS. The use of the short message system (SMS) to transmit data to the web server shall only be accepted if the cost of SMS transmission matches that of the GPRS transmission channel or if GPRS is not available at the site. The manufacturer shall disclose the cost of SMS transmission to the user, as well as the number of SMS's required to transmit the data, likewise for the GPRS transmission method.

The communications protocol for the GPRS channel shall be TCP/IP. The power utilised at the outstation shall determine the uploading interval of data to the server. If permanent power is available and critical parameters are being monitored, the outstation shall upload the logged data at the same interval as the sampling rate which the logger is programmed at. If the outstation is powered by an internal battery, the upload interval shall be at least every 12 hours. If non-critical parameters are monitored and sufficient power is available, uploading shall occur at least every 3 hours. The choice of uploading interval shall be made by the Client, but within the above constraints.

All the logged data since the previous upload shall be transmitted during the upload session. If the upload session fails to complete properly, all data not yet uploaded, shall be re-transmitted during the next upload session. The next upload session for the re-transmission of a failed attempt, shall be at the next sample interval and not determined according to the normally programmed upload interval.

6.2.12 GSM module

The GSM module shall be type approved according to the applicable standards and the manufacturer shall warrant the following:

- The module is used according to the manufacturer's type approval requirement and
- If the modem is a proprietary design, the manufacturer has obtained the necessary approvals for use on GSM networks.

The module shall be a dual band device capable of operating at frequencies of 900 or 1800 MHz

The outstation shall have an internal antenna of which the design is such that it will ensure reliable operation of the outstation in underground chambers, given a good signal level in the above ground surrounding area. Provision for an external antenna shall be provided in remote areas where signal strength is compromised.

6.2.13 Quality and reliability

The outstation shall be designed for a minimum life span of seven years and the manufacturer shall operate an acceptable quality management system.

6.2.14 Outstation download, setup and diagnostic program

The client shall be provided with a program with which all the parameters of the outstation can be configured during installation. It shall also have the facility to locally download and display logged data and to perform diagnostic functions on the outstation.

7 Functional Specification

7.1 Site parameters

The user shall have the capability of programming certain site-specific parameters in the outstation at the time of installation. The following is a typical and minimum list of setup parameters to be programmed:

- Site name
- Scale factors and range for each parameter to be monitored
- Units of measurement for each parameter
- Channel configuration and logging parameters
- Logging interval
- Transmission intervals to the web server
- Numbers for SMS alarm recipients
- Alarm trigger levels

7.2 Method of rate and consumption recording

The outstation shall use one of two methods of recording consumption and rate namely:

- 7.2.1 The direct interrogation of the meter totaliser and/or rate parameter, depending on the type of meter being monitored or
- 7.2.2 By using the pulse event recording method where the time of each pulse is recorded, and the rate calculated by dividing the weight of each pulse by the time difference between pulses.

7.3 Power management

7.3.1 Battery change and back-up

The user may change the battery and during this process the outstation shall maintain all setup parameters, logged data and important variables like totalisers.

7.3.2 Low voltage reporting

The outstation shall be able to record the voltage of the power supply, whether it is powered by an internal battery or an external supply. A low battery voltage shall be reported to the user by sending a battery low SMS. The battery voltage shall also be continuously sent to the web server as part of the logged data transmission. The outstation shall protect itself from malfunction and not transmit data to the web server in the instance of insufficient power to do so.

7.4 SIM card

The user shall be able to replace the sim card without compromising the environmental protection (IP68) of the packaging and shall be support all current models used by the various GSM service providers.

7.5 Signal strength monitoring

The outstation shall during each transmission record the GSM signal strength and transmit it as part of the logged data to the web server. The user shall also be able to use a laptop computer or portable handheld diagnostic device (see Diagnostic tools) to check the signal strength at various locations inside the chamber. This will enable the user to select the best possible position for mounting the outstation.

7.6 Web server transmissions

The outstation shall maintain a count of all the attempted transmissions of data to the web server. This feature will enable the user to determine the traffic to the server (successful or not) and allow the system supplier make decisions regarding expansion of the communications ports on the web server.

7.7 Alarm handling

An alarm condition shall be programmed at the outstation. This could be an empty reservoir, full sump, and high flow rate or low battery power. On an active alarm condition, the outstation shall send an SMS to a pre-programmed number. The outstation shall provide for at least ten numbers for SMS recipients and allow the user to send SMS's to any group of these recipients.

Provision shall be made in the system design that alarm messages be sent to an alarm handling system, running on the server. The alarm handling system shall be regarded as a future expansion of the basic monitoring system and is not part of this requirement.

The outstation shall have two thresholds for each variable monitored; a High and a Low value. An alarm condition is generated when a variable is outside of these two thresholds and the outstation shall immediately take the following actions:

- Send an SMS to the operator on duty, which is effectively to the group of active numbers in the phonebook.
- Record all variables irrespective of whether it is time to log or not.
- Send the latest block of recorded data to the web server.

7.8 Remote programming and firmware upgrade

It is a requirement that the outstation be programmed remotely by some method suitable for the transmission system used; SMS or GPRS. All the normal setup parameters shall be configurable by this method. Remote firmware upgrade is mandatory.

7.9 Summary of outstation specification

This is a short tabular summary of the items covered in the preceding paragraphs and may not be complete. If however, this differs from what is specified in the text, the text will be regarded as correct.

Parameter		Technical data
Input channel	1	Digital
	2	Digital
	3	Analogue
	4	Analogue
	5	Analogue
	6	Analogue
Output channel	1	Digital OCT
	2	Digital OCT
	3	Analogue
Pulse input frequency		0 to 1 kHz
Frequency input		10 kHz
Pulse scale ability		Programmable 1 to 999999
Real-time clock		Resolution of 0.1 sec and accurate to 1 minute

PC clock synchronisation	Yes
Sampling time	Programmable 1 min to 24 hours
Serial communications	RS-232, 9600 to 57600 bps
GSM module	Built-in
No GSM modem option	Shall be possible to use the outstation without a GSM module.
Transmission channel	GPRS
Alarm transmission	SMS or e-mail
SMS alarm numbers	Minimum 10
Upload interval	Programmable
Memory capacity	512 Kbytes
Event storage	18 000 time and date stamped values
Cyclic memory	Yes
Program memory	Upgradeable flash ram
Start-up system test	Yes
Meter totaliser synchronisation	Yes
Ambient temperature	-10 to 60 deg. C
Power supply	Internal battery or external supply
Power output	Switched 12/24V @ 250 mA output for external sensors or 18V flash power
Battery life	5 years with once daily uploads
Battery monitor	Battery voltage to be logged
Battery change	IP 68 integrity maintained during change
Connector rating	IP 68
Distance meter to logger	50 metres
Housing rating	IP 68

7.10 WEB Based Software and Optional requirements

This is a short tabular summary of the items covered in the preceding paragraphs and may not be complete. If, however this differs from what is specified in the text, the text will be regarded as correct.

Parameter	Description
Database	Data stored in a SQL or Time series database. Customer queries shall be a standard feature.
Presentation	SCADA type screens for display of Daily, Weekly and Monthly graphs.
Reporting	Monthly report of daily totals and grand monthly total.
Map background	GIS/Photographic/Engineering map as background to monitoring points to indicate physical location of outstations.
Back-office software	Data downloadable in CSV format for processing by custom software packages.
Customisation of hardware/software	Customisation to client specification shall be possible.
Data ownership	Data shall always be the property of the client.
GPS position indicator	Position of the outstation viewable on Google Maps
Service record	Service record maintained where records are kept of service personnel visits
Picture	A site picture to be viewable by the user

8 Insurance Provided by the Employer

The Tenderer shall pay and provide proof of all insurance costs, as part of the Tender. There is allowance made within the Schedule of Quantities for the cost of these items.

9 Training to be Carried out by Service Provider

The Service Provider will be required to undertake, when required, training of Municipal Staff as follows:

- Data logging techniques and procedures (up to 15 members) for a 2-day course;

The aim of the Municipality is to equip and empower identified Municipal Staff to commence with their own Logging procedures which will be able to operate effectively and efficiently after the Service Provider's 3-year contract expires. The Service Provider is to work towards this goal in the planning and implementing of its training programmes aimed at the Municipal Staff.

Payment for these training session will be as quoted in the Schedule of Quantities.

10 Professional Rates

The Bill of Quantities makes allowance for rates for professional staff for situations when professional work may be required outside the normal scope of works and is not adequately catered for in the unit rate items of the BOQ. These rates may only be used at the written approval by the Client Representative.

11 Penalties for Non-performance

Due the importance the Theewaterskloof Municipality puts on having reliable logging information for the efficient management of their water and sewage infrastructure, the Municipality has deemed it necessary to implement a penalty system for events of non-performance in control of the Service Provider that results in downtime on the logging infrastructure, which could negatively impact the TWK Municipality's ability to manage the water and sewage infrastructure.

The Service Provider will be granted time of up to one week after being notified of an event to rectify any problems resulting in downtime after which a daily penalty will be enforced on the Service Provider to be deducted from the next Payment Certificate. Below is a potential list of events that could result in downtime of the logging infrastructure and the potential penalty that could be imposed on the tenderer for each day the event has been active and not rectified. The list is indicative of potential events and could be expanded upon should the Client encounter events resulting in downtime of any sort, negatively impacting business.

Event	Penalty Imposed per day
Flow Logger not uploading or fulfilling the required service for more than 7 calendar days. Penalties commence on day 8 after fault notification to Contractor	R50.00
Error messages and pump control not functioning. Penalties commence 24 hours after fault notification by municipality to Contractor	R500.00
Downtime of web-based portal for more than 7 calendar days. Penalties commence on day 8 after fault notification to Contractor.	R150.00

All penalties will be evaluated on an event-to-event basis.

12. Vandal proof chambers

Install a suitable chamber lid to prohibit unauthorised access into the chambers. It is proposed that a smart lid be considered by the municipality. To construct new, suitably sized water meter chambers where existing chambers are too small to ensure that future water meter maintenance can be done without necessitating demolishing and reconstruction of the chamber.

Objective - Ensure that water meter chambers are suitably sized to allow for normal operational considerations (adequate moving space, access and security) and future maintenance of water meters (allowing work to be done on pipe specials and fittings without necessitating demolition of the flow meter chambers). • Ensure that water meter chambers are secured with advanced smart locking lids

If the bidder fails to sign this schedule, it will be interpreted that the bidder does not comply with the Specifications and therefore will be regarded as being non-responsive.

I hereby declare that I comply with all the Specifications as set out above.

Signed Date

Name Position

Tenderer

Annexure: LIST OF EXISTING LOGGING INFRASTRUCTURE

Zone	Location	Flow rate	Level Measurement	Pump Control
Reservoir Logger List				
Bereaville	Clean Water Reservoir Level		X	
Bereaville	Raw Water Reservoir Level		X	
Bereaville	Treatment Works Production	X		
Bitheskloof	Borehole	X		
Bitheskloof	Reservoir Level		X	
Botrivier	3 MI Reservoir Level		X	
Botrivier	3 MI Reservoir Outflow	X		
Botrivier	Old Reservoir Level		X	
Caledon	Badskop Reservoir		X	
Caledon	Badskop Reservoir Backup		X	
Caledon	Badskop Treatment Works Inflow	X		
Caledon	Badskop Treatment Works Outflow	X		
Caledon	Baronsbos Borehole	X		X
Caledon	Borehole 4MI Treatment Works Inflow	X	X	X
Caledon	Borehole 4MI Treatment Works Outflow 1	X		
Caledon	Borehole 4MI Treatment Works Outflow 2	X		
Caledon	Caledon 4MI Feed Reservoir Inflow	X		
Caledon	Caledon 4MI Feed Reservoir Level		X	
Caledon	Caledon 4MI Holding Reservoir Inflow	X		
Caledon	Caledon 4MI Holding Reservoir Level		X	
Caledon	Caledon Borehole	X		X
Caledon	Middleton Reservoir		X	
Caledon	Vensters 1 Reservoir		X	
Caledon	Vensters 2 Reservoir		X	
Genadendal	Reservoir		X	
Genadendal	Reservoir Inflow	X		
Grabouw	Collinskop		X	
Grabouw	Protea		X	
Grabouw	Steenbras Upper		X	
Grabouw	Upper Steenbras Reservoir		X	
Grabouw	Water Works Inflow	X		
Greyton	Asbestos Roof Reservoir		X	
Greyton	New Concrete Reservoir		X	
Greyton	Old Concrete Reservoir		X	
Greyton	Reservoir Inflow	X		
Riviersonderend	Berg Water Lyn	X		
Riviersonderend	Old Reservoir Left		X	
Riviersonderend	Old Reservoir Right		X	
Riviersonderend	Plat Damme		X	
Riviersonderend	Prefab Reservoir		X	
Riviersonderend	Reservoir Outflow	X		
Tesselaarsdal	Borehole	X		
Tesselaarsdal	New Reservoir		X	
Tesselaarsdal	Old Reservoir		X	
Villiersdorp	19 Damme A Reservoir		X	
Villiersdorp	19 Damme B Reservoir		X	
Villiersdorp	Ham Straat Lift Pump	X		
Villiersdorp	Ham Straat Reservoir		X	
Voorstekraal	Borehole	X	X	X
Voorstekraal	Reservoir Level		X	
Voorstekraal	Reservoir Outflow	X		
Voorstekraal	Treatment Works Production	X		X
Voorstekraal	Voorstekraal	X		
Zone	Location	Flow rate	Level Measurement	Pump Control

Borehole Logger List				
Bitheskloof	Boorgat	X	X	
Botrivier	Botrivier No 1	X	X	
Botrivier	Botrivier No 2	X	X	
Botrivier	Botrivier No 3	X	X	
Botrivier	Botrivier No 4	X	X	
Botrivier	Botrivier No 5	X	X	
Botrivier	Botrivier No 6	X	X	
Caledon	Baronsbos	X	X	X
Caledon	Borehole 2	X	X	X
Greyton	Borehole	X	X	
R.S.E.	Borehole	X	X	X
Tesselaarsdal	Tesselaarsdal No 1	X	X	
Voorstekraal	Borehole	X	X	X
Portable Logger List				
Vilko Co-op		X	X	
R.S.E. Irrigation		X		
Vilko Co Op	Effluent Outflow	X		
Waste Water Treatment Works Logger List				
Botrivier WWTW	Outflow	X		
Botrivier WWTW	Outflow	X	X	
Caledon S.A.M.	Effluent Outflow	X		
Caledon WWTW	Inflow 1	X		
Caledon WWTW	Inflow 2	X		
Free range chickens	Free Range Chickens	X		
Genadendal WWTW	Inflow	X		
Grabouw WWTW	Inflow	X	X	
Grabouw WWTW	Outflow	X	X	
Greyton WWTW	Inflow	X	X	
Groenland	Abbatoir	X	X	
Riviersonderend WWTW	Inflow	X		
Riviersonderend WWTW	Irrigation Pump	X		
Riviersonderend WWTW	Outflow	X	X	
Villiersdorp Vilco	Effluent Outflow	X		
Villiersdorp WWTW	Inflow	X		
Villiersdorp WWTW	Outflow	X		
Zonal Logger List				
Caledon	Hot Water Spring	X		
Caledon	S.A.M. Meter 1	X		
Caledon	S.A.M. Meter 2	X		
Caledon	Tuinsig	X		
Caledon	Uitsig	X		
Grabouw	Protea	X		
Grabouw	Steenbras 1	X		
Grabouw	Steenbras 2	X		
Grabouw	Steenbras Upper	X		
Grabouw	Uitkyk	X		
Villiersdorp	Conway Park	X		
Villiersdorp	ERF 143 Meter 1	X		
Villiersdorp	ERF 143 Meter 2	X		
Villiersdorp	Ham Straat	X		
Villiersdorp	Nuwe Dorp	X		

SECTION 5: PRICING INSTRUCTIONS

Pricing Instruction mean the criteria as set out below, read together with all Parts of this contract document, which it will be assumed in the contract, which the tenderer has taken into account when developing his prices.

1. The short descriptions given in the Activity Schedule below are brief descriptions used to identify the activities for which prices are required. **Detailed descriptions of the activities to be priced are provided in the Specification.**
2. Tenderers are to note that the planning for this contract is based on a three-year budget that is subject to change every year. While the Employer has every intention to complete the full scope of works, the Employer reserves the right to reduce or increase the scope of works according to the dictates of the budget, or to terminate this contract.
3. All travelling costs shall be included in the Activity Schedule to which the travelling relates. No additional payment travelling expenses will be made by the Client.
4. The quantities in the pricing schedule will be used for information and evaluation purposes only.
5. All items listed in the Activity Schedule that requires the supply and installation of new REMOTE MONITORING OUTSTATIONS (RTU) (Item C.2), will be inclusive of all associated materials to ensure a working system is in place, this includes, but is not limited to reed switches, batteries, antennae, sim cards, cables etc. The rates provided in the Activity schedule shall be inclusive of these materials.
6. At their behest and within the tenderer's capabilities, the Client may request the tenderer to perform work not included in the Activity Schedule. The Client may request a cost proposal for these works and a new task order will be made out to the tenderer. This task order will be viewed separately and only a percentage fee provided in the Activity schedule (Item C2.1) will be applied to the task order. This percentage will include all associated preliminary and general items needed to perform the works. Any task orders made out to the tenderer will need to be executed within **two (2) weeks** of approval being granted by the Client, unless the Client has provided written notice of extended execution time. Failure to comply will result in penalties being issued to the tenderer in line with those set out in **Item 11 of Section 4: C.2 Technical Specifications.**
7. Price Variations
 - Prices for year 1 will be fixed from 01 January 2025 until 30 December 2025.
 - For the purpose of price escalation, the CPI on 30 December at the end of each contract financial year will be used to determine percentage increases. Price adjustment will be applicable from 01 January 2026 and then 01 January 2026.
 - Evaluation for year 2 and 3 will be based on an average 4.9% CPI escalation.

If the bidder fails to sign this schedule, it will be interpreted that the bidder does not comply with the Pricing Instructions and therefore will be regarded as being non-responsive.

I hereby declare that I comply with all the Pricing Instructions as set out above.

Signed	Date
Name	Position
Tenderer	

**SECTION 6:
PRICING SCHEDULE**

I/We, the undersigned, hereby tender and, should this tender be accepted, in whole or in part, undertake to supply and deliver in conformity with the conditions and stipulations set out in the conditions of contract and specifications attached hereto, the articles, goods or materials as may be ordered by the Municipality, in consideration of the prices or rates set out below.

SECTION A: CONDITION ASSESSMENTS					
ITEM NO.	DESCRIPTION	UNIT	EST. QTY	RATE	TOTAL
	<u>SECTION A: ASSESSMENT OF EXISTING REMOTE LOGGING INFRASTRUCTURE</u>				
A.1	Fieldwork Investigations and Record Plans				
A.1.1	Condition assessment and reporting of each existing remote flow / pressure loggers already installed in the field on water and sewage infrastructure and owned by the TWK Municipality. A list of all flow loggers is included in the logging summary within the project specifications. Cost is to include travelling, labour and reporting for each logger, as deemed necessary by the contractor, and is deemed to be all inclusive for each logger.	No	63		
A.1.2	Condition assessment and reporting of each existing remote reservoir level logger already installed in the field on water and sewage infrastructure and owned by the TWK Municipality. A list of all flow loggers is included in the logging summary within the project specifications. Cost is to include travelling, labour and reporting for each logger, as deemed necessary by the contractor, and is deemed to be all inclusive for each logger.	No	26		
A.1.3	Condition assessment and reporting of each existing remote borehole level logger already installed in the field on water and sewage infrastructure and owned by the TWK Municipality. A list of all flow loggers is included in the logging summary within the project specifications. Cost is to include travelling, labour and reporting for each logger, as deemed necessary by the contractor, and is deemed to be all inclusive for each logger.	No	13		
A.1.4	Collection and transfer of all existing and historical logging data acquired through previous logging programmes for inclusion into the online dashboard hosted by the contractor.	Sum	1		
TOTAL CARRIED FORWARD TO SUMMARY					

SECTION B: LOGGING					
ITEM NO.	DESCRIPTION	UNIT	EST. QTY	RATE	TOTAL
	SECTION B: LOGGING AND TELEMETRY				
B.1	7 days Flow and Pressure Logging Event. Assumption of 1 x flow and 1 x pressure logging per flow logger.	Sum	1		
B.2	REMOTE MONITORING OUTSTATIONS (RTU)				
B.2.1	Supply and installation of portable battery powered multichannel RTU with 16V flash power output IP68, for the following applications:				
	a) 1 x Flow logging only	No	62		
	b) 1 x Pressure logging only	No	1		
	c) 1 x Flow and 1 x pressure logging	No	1		
	d) Level logging for reservoirs and boreholes	No	47		
	e) Sewer logging including all ultrasonic level sensors	No	1		
B.2.2	Supply and installation of wall mount mains powered multichannel RTU with 16V flash power output IP67				
	a) 1 x Flow logging only	No	7		
	b) 1 x Pressure logging only	No	1		
	c) 1 x Flow and 1 x pressure logging	No	1		
	d) Level logging for reservoirs and boreholes	No	6		
	e) Sewer logging including all fittings	No	1		
	f) Pump control. On/off relay control	No	9		
B.2.3	Replacement of any parts of existing logger that was found faulty in the condition assessment. Replacement per part only upon instruction by the client, and if parts are outside warranty period:				
	a) 12V Battery to specification	No	1		
	b) Antenna connected to logger to improve signal quality	No	1		
	c) Enclosure to ensure water resistance to IP68 rating	No	1		
	d) Data transfer cable for logging outstation	No	1		
	e) Sim cards for GSM connectivity	No	1		
	f) Reed switches	No	1		
B.3	ADDITIONAL HARDWARE TO COMPLETE LOGGING				
B.3.1	Supply and installation of hydrostatic reservoir level transmitter 0 to 10 meters	No	32		
B3.1.1	Extra over for item C3.1 for any cabling required to connect level transmitter to controls	m	25		
B.3.2	Supply and installation of hydrostatic borehole level transmitter 0 to 100 meters	No	16		

B3.2.1	Extra over for item C3.2 for any cabling required to connect level transmitter to controls	m	150		
B.3.3	Supply and installation of hydrostatic vented PUR cable	m	250		
B.4	HOSTING OF DATA AND GSM CONTRACT PRICING PER YEAR				
B.4.1	Provision for all software and server data hosting facilities for all active loggers on the TWK online profile supplied by Contractor	Per Year	1		
B.4.2	GSM contract per RTU logger per month duration of the contract (<i>allowance made for 150 loggers for 12 months</i>)	Logger-Month	12		
B.5	ALARMS AND/OR CONTROL MESSAGES PER YEAR				
B.5.1	Extra Over Item for all alarm messages to be sent to selected officials on critical parameters values. (Provision to be made for 2 messages per month for 150 loggers)	Logger-Month	12		
B.6	TELEMETRY AND MONITORING				
B.7.1	Development of a Water Infrastructure Monitoring Dashboard suited to the Client preferences.	Sum	1		
B.7.2	Licence fee for the web-based monitoring portal for duration of the contract	Month	12		
B.7.3	Site parameter setup, including photo of installation, XY coordinates, map location, unit measurements and description of logger.	Per logger	132		
TOTAL CARRIED FORWARD TO SUMMARY					

SECTION C: ADDITIONAL						
ITEM No.	PAYMENT CLAUSE	DESCRIPTION	UNIT	EST. QTY	RATE	TOTAL
		<u>SECTION C: ADDITIONAL SERVICES</u>				
C.1		TRAVEL				
C.1.1		Approved travelling with accompanying logbook	km	250		
C.2		PROVISION OF ADDITIONAL INFRASTRUCTURE AT THE REQUEST OF THE CLIENT	Prov. Sum	1		R 35 000.00
C2.1		Management and profit associated with the <u>Item C.2</u> , includes all time and value related items, such as management, profit and all other costs associated with the additional request	%		R -	
C.3		TRAINING				
C.3.1		Training to be provided to Municipal Staff on data logging techniques and procedures for up to 15 members for a 2-day course	No.	1		
C.4		METER CHAMBERS				
C.4.1		Construction of vandal proof chambers with secure, lockable covering frames for meter protection.	No.	1		RATE ONLY
TOTAL CARRIED FORWARD TO SUMMARY						

SUMMARY OF SECTIONS

ITEM	DESCRIPTION	AMOUNT
Schedule A	Condition Assessment	R
Schedule B	Logging	R
Schedule C	Additional	R
	TOTAL EXCLUDING VAT	R
	ALLOW 15% FOR VALUE ADDED TAX	R
	TOTAL	R

- Evaluation for year 2 and 3 will be based on an average 4.9% CPI escalation.

I/we, the undersigned, do hereby declare that this is the properly priced Bill of Quantities forming Part of this Contract Document upon which my/our tender for **TENDER NO. ENG 08/2024/25 THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027** has been based.

.....
SIGNATURE OF TENDERER/S

.....
DATE

**SECTION 7:
FORM OF OFFER AND ACCEPTANCE**

Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

CONTRACT NO: ENG 08/2024/25: THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the service provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data

THE OFFERED ESTIMATED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

Rand.....

..... (in words);

R..... (in figures)

This offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the Service Provider in the conditions of contract identified in the contract data.

Signature

Name

Capacity

for the tenderer

(Name and
address of
organization)

Name and
signature
of witness

Date

Acceptance

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the service provider the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Section 1: Tender data
Section 2A: General Conditions of Contract
Section 2B: Additional Contract Conditions
Section 3: Special Conditions of Contract
Section 4: Specifications
Section 5: Pricing Instruction
Section 6: Pricing Schedule
Section 7: Form of Offer and Acceptance
Section 8: Returnable Schedules

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's representative (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data at, or just after, the date this agreement comes into effect. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now Contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature

Name

Capacity

**for the
Employer** THEEWATERSKLOOF MUNICIPALITY
DIRECTORATE: TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES
26 KERK STREET
CALEDON
7230

Name and
signature
of witness

Date

Schedule of Deviations

1 Subject	
Details	
.....	
.....	
.....	
2 Subject	
Details	
.....	
.....	
.....	
3 Subject	
Details	
.....	
.....	
.....	
4 Subject	
Details	
.....	
.....	
.....	
5 Subject	
Details	
.....	
.....	
.....	

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

For the Tenderer:

Signature(s)

Name(s)

Capacity

(Name and
address of
organization)

Name and
signature
of Witness Date

For the Employer:

Signature(s)

Name(s)

Capacity

(Name and
address of
organization)

Name and
signature
of Witness Date

**SECTION 8:
LIST OF RETURNABLE DOCUMENTS**

	DESCRIPTION	PAGE NO.
SCHEDULE 1:	Tax Clearance certificate requirements (MBD 2)	54
SCHEDULE 2:	Declaration of Interest (MBD 4)	55
SCHEDULE 3	Preference points claim form in terms of the Preferential Procurement Reg. 2022 (MBD 6.1)	58
SCHEDULE 4:	Declaration of Bidders past Supply Chain Management Practices (MBD 8)	62
SCHEDULE 5:	Certificate of Independent Bid Determination (MBD 9)	64
SCHEDULE 6:	Form of Indemnity	67
SCHEDULE 7:	Compulsory Enterprise Questionnaire	68
SCHEDULE 8:	Address Schedule	70
SCHEDULE 9:	Record of Addenda	71
SCHEDULE 10:	Authorized Signatory (Company, Close Corporation or Partnership)	72
SCHEDULE 11:	Tender Participation Fee	75
SCHEDULE 12:	B-BBEE Proof	76
SCHEDULE 13:	Municipal Account/Lease Agreement	77
SCHEDULE 14:	Letter of Good Standings	78
SCHEDULE 15:	Previous Experience	79

**SCHEDULE 1:
MBD 2 – TAX CLEARANCE CERTIFICATE REQUIREMENTS AND APPLICATION FORM**

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Services (SARS) to meet the bidder's tax obligations.

1. In order to meet this requirement, bidders are required to complete in full the TCC 0001 form, "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally or on the website www.sars.gov.za. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.

2. Applications for the Tax Clearance Certificates may also be made via e-Filing. In order to use this provision, taxpayers will need to register with SARS as e-Filers through the website www.sars.gov.za

3. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.

4. In bids where Consortia / Joint Ventures / Sub-Contractors are involved, each party must submit a separate Tax Clearance Certificate.

5. Tax Compliance Status (TCS) Pin as of 18 April 2016

- a. In terms of the new Tax Compliance Status System implemented by SARS on 18 April 2016, taxpayers are now able to issue the municipality with a TCS Pin which can be used to verify a bidder's tax status online via SARS E-filing.
- b. The taxpayer must issue the municipality with the following:

Bidders who are not in possession of an original Tax Clearance Certificate must provide at least 2 of the 3 numbers listed below in order to verify the Tax Clearance Certificate via SARS e-filing.

1. Tax Reference Number	
2. Tax Compliance Status Pin	
3. Tax Clearance Certificate Number:	

c. If a bidder is registered on the Theewaterskloof Municipality Supplier's Database and the Municipality is already in possession of an original tax clearance certificate which is valid on closing date of bid, it MUST be indicated as such on this page, whereby the attaching of a new tax clearance certificate to this page will not be needed.

6. Should a Tax Clearance Certificate not be verifiable on the SARS e-filing system, the bidder will be afforded an opportunity to submit a valid, verifiable Tax Clearance Certificate. It will result in the invalidation of the bid, should the bidder fail to provide a valid, verifiable Tax Clearance Certificate.

**SCHEDULE 2:
MBD 4 – DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1 Full Name of bidder or his or he representative
 - 3.2 Identity Number:
 - 3.3 Position occupied in the Company (director, trustee, hareholder²):
 - 3.4 Company Registration Number:
 - 3.5 Tax Reference Number:
 - 3.6 VAT Registration Number:
 - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state? **YES / NO**
 - 3.8.1 If yes, furnish particulars.
.....
 - 3.9 Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.9.1 If yes, furnish particulars
.....

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

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars
.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars.....
.....

4. FULL DETAILS OF DIRECTORS / TRUSTEES / MEMBERS / SHAREHOLDERS.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

**SCHEDULE 3:
MBD 6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

The 80/20 preference point system will be applicable in this tender.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and

includes all applicable taxes;

- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. 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:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points Allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer and proof thereof attached)
BBBEE (10)	LEVEL POINTS ÷ 2 (For example, Level 1 = 20 Points ÷ 2 = 10)
LOCALITY (10) (Latest Certified Municipal account/ Lease agreement in the name of the company must be attached to claim points) Refer to Schedule 13.	Within the Boundaries of: TWK Mun. – 10 Overberg District – 6 Western Cape – 4 Outside the Boundaries of: Western Cape - 0

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. **Sub-Contractor**

4.6.1 Will any portion of the contract be sub-contracted?

[TICK APPLICABLE BOX]

YES		NO	
-----	--	----	--

4.6.2 If yes, indicate:

- i) What percentage of the contract will be sub-contracted.....%
- ii) The name of the sub-contractor.....
- iii)The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

[TICK APPLICABLE BOX]

YES		NO	
-----	--	----	--

4.7. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

SCHEDULE 4:
MBD 8 – DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury’s website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury’s website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

.....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

**SCHEDULE 5:
MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

I, the undersigned, in submitting the accompanying bid:

CONTRACT NO: ENG 08/2024/25: THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027

in response to the invitation for the bid made by: **THEEWATERSKLOOF MUNICIPALITY**

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

**SCHEDULE 6:
FORM OF INDEMNITY**

THE MUNICIPAL MANAGER
Theewaterskloof Municipality

INDEMNITY

Given by(Name of Company)

of

.....

(registered address of Company) a company incorporated with limited liability according to the Company Laws of the Republic of South Africa (hereinafter called the Service Provider),

represented herein by

..... (Name of Representative) in his capacity as

..... (Designation) of the Service Provider is

duly authorised hereto by a resolution dated

To sign on behalf of the Service Provider.

WHEREAS the Service Provider has entered into a Contract dated ... with Theewaterskloof Municipality (hereinafter called the Municipality) who require this indemnity from the Service Provider for the Contract: **ENG 08/2024/25: THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A PERIOD FROM DATE OF APPOINTMENT TO 30 JUNE 2027** that the Service Provider does hereby indemnify and hold harmless the Municipality in respect of all loss or damage that may be incurred or sustained by the Municipality by reason of or in any way arising out of or caused by operations that may be carried out by the Service Provider in connection with the aforementioned contract; and also in respect of all claims that may be made against the Municipality in consequence of such operations, by reason of or in any way arising out of any accidents or damage to life or property or any other cause whatsoever; and also in respect of all legal or other expenses that may be incurred by the Municipality in examining, resisting or settling any such claims; for the due performance of which the Service Provider binds itself according to law.

SIGNATURE:

THUS DONE AND SIGNED for and on behalf on the Service Provider.

At on the day of In the
presence of the subscribing witnesses.

AS WITNESSES

1. (Designation)

2. (Designation)

**SCHEDULE 7:
COMPULSORY ENTERPRISE QUESTIONNAIRE**

The following particulars must be furnished. In the case of a joint venture, **separate** enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:
Physical address of enterprise:
(LOCAL OFFICE)

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number
 Close corporation number
 Tax reference number

Section 6: Record of service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- | | |
|--|---|
| <input type="checkbox"/> a member of any municipal council | <input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| <input type="checkbox"/> a member of any provincial legislature | |
| <input type="checkbox"/> a member of the National Assembly or the National Council of Province | <input type="checkbox"/> a member of an accounting authority of any national or provincial public entity |
| <input type="checkbox"/> a member of the board of directors of any municipal entity | <input type="checkbox"/> an employee of Parliament or a provincial legislature |
| <input type="checkbox"/> an official of any municipality or municipal entity | |

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*Insert separate page if necessary

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|--|---|
| <input type="checkbox"/> a member of any municipal council | <input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| <input type="checkbox"/> a member of any provincial legislature | |
| <input type="checkbox"/> a member of the National Assembly or the National Council of Province | <input type="checkbox"/> a member of an accounting authority of any national or provincial public entity |
| <input type="checkbox"/> a member of the board of directors of any municipal entity | <input type="checkbox"/> an employee of Parliament or a provincial legislature |
| <input type="checkbox"/> an official of any municipality or municipal entity | |

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED ON BEHALF OF TENDERER:

.....

**SCHEDULE 8:
ADDRESS SCHEDULE**

WORK ADDRESS	BUILDING	
	STREET	
	SUBURB	
	CITY / TOWN	
	POSTAL CODE	
	TELEPHONE	
	FAX	
	CELL	
	E-MAIL	
POSTAL ADDRESS	POST BOX	
	SUBURB	
	CITY / TOWN	
	POSTAL CODE	

SIGNED ON BEHALF OF TENDERER:

**SCHEDULE 9:
RECORD OF ADDENDA**

We confirm that the following communications/Addenda/Notice(s) to Tenderers received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

ADDENDUM No	DATE	SUBJECT MATTER OF ADDENDUM / NOTICE

SIGNED ON BEHALF OF TENDERER:

**SCHEDULE 10:
SIGNATORY OF AUTHORITY**

A. COMPANIES

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

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on _____ 20_____,

Mr/Mr _____ (whose signature appears below) has been duly authorized to sign all documents in connection with this bid on behalf

of _____ (Name of Company) in

his/her capacity as _____

Full Name of Director	Residential address	Signature

Sign on behalf of company:		Date	
Print Name:			
Witness 1:		Witness 2:	

B. SOLE PROPRIETOR (SINGLE OWNER BUSINESS)

I, _____ the undersigned, hereby

Confirm that I am the sole owner of the business trading as _____

Sign on behalf of company:		Date	
Print Name:			
Witness 1:		Witness 2:	

C. PARTNERSHIP

We, the undersigned partners in the business trading as _____

hereby authorize Mr/Ms _____ to sign this bid as well

as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract for and on behalf of _____ (name of firm)

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

Full Name of Director	Residential address	Signature

Sign on behalf of company:		Date	
Print Name:			
Witness 1:		Witness 2:	

D. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, shall be included with the bid.

By resolution of members at a meeting on _____ 20____ at _____

_____ Mr/Ms , _____ whose

signature appears below, has been authorized to sign all documents in connection with this bid on

behalf of (Name of Close Corporation) _____

Full Name of Director	Residential address	Signature

Sign on behalf of Close Corporation:		Date	
Print Name:			
In his /her capacity as			
Witness 1:		Witness 2:	

**SCHEDULE 11:
PROOF OF PAYMENT OF TENDER PARTICIPATION FEE**

Only those tenderers who have paid the tender participation fee are eligible to submit tenders. Poof of such payment should be attached to this page.

SIGNED ON BEHALF OF TENDERER:

**SCHEDULE 12:
B-BBEE PROOF**

The tenderer must attach to this page proof of their certified **B-BBEE level of contribution** in respect of his/her company, close corporation or partnership.

SIGNED ON BEHALF OF TENDERER:

SCHEDULE 13
MUNICIPAL ACCOUNT / LEASE AGREEMENT

The tenderer should attach to this page a copy of their latest certified municipal account / a valid lease agreement in the name of the company.

SIGNED ON BEHALF OF TENDERER:

**SCHEDULE 14:
LETTER OF GOOD STANDING TO RELEVANT AUTHORITIES**

The tenderer should attach to this page a letter from the relevant authorities indicating his good standing with regard to UIF payments and COIDA. Each party to a Joint Venture or Consortium shall submit separate documents.

SIGNED ON BEHALF OF TENDERER:

**SCHEDULE 15:
PREVIOUS EXPERIENCE**

Only those tenderers who have provided relevant proof of three (3) projects involving the installation of loggers and web-based collection of data for the remote monitoring of water and/or sewer infrastructure, comprising but not limited to the following:

- Installation and/or maintenance of flow and pressure loggers for sewer and/or water infrastructure.
- Reservoir Level monitoring and Control.
- Borehole Level monitoring and Control.
- Web based processing and conversion of large real-time data, including the generation of graphs and data exporting ability.

All projects listed must be verifiable with a contact number for the Client for reference purposes. A full list of projects must be inserted below.

Number	Client Name & Contact Details	Project Name & Description	Project start date	Projected project completion date
1	Name:..... Tel no: E-mail:	Name/Description:		
2	Name:..... Tel no: E-mail:	Name/Description:		
3	Name:..... Tel no: E-mail:	Name/Description:		
4	Name:..... Tel no: E-mail:	Name/Description:		

SIGNED ON BEHALF OF TENDERER: