



REQUEST FOR PROPOSAL (TENDER): 2022/06/002

**TO PROVIDE, AS AND WHEN REQUIRED: WATER AND WASTEWATER CHEMICALS
FOR A PERIOD OF THREE (3) YEARS**

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1. STATEMENT OF INVITATION

To provide, as and when required: water and wastewater chemicals of three (3) years in the four towns of Masilonyana Local Municipality situated in the, Free State province.

2. MINIMUM REQUIREMENTS

- Certified copy of Company registration certificate (CK), not older than 3 months
- Tax compliance status pin/ Valid Tax Clearance on South African Revenue Services (SARS) letterhead
- Certified copy of Identity documents of directors/owners/members/shareholders, not older than 3 months
- Company Profile and Audited Annual Financial Statements for the last 3 years.
- Latest Municipal bills (Water, Sanitation, Rates and Electricity) / Taxes Clearance Certificate not owing more than 90 days or a valid lease agreement with municipal bill of account not owing more than 90 days for municipal services that the lessee (bidder) is responsible for.
- Join Venture agreement in the case of joint venture.
- Bidders must be registered on the National Treasury Centralized Suppliers Database and must submit their registration summary report.
- Bidders must neatly bind their bid/proposal documents (Loose documents will be disqualified).
- Bidders must attach Certified or Original BBBEE Verification Certificate, in case of Joint Venture bidders must submit consolidated BBBEE certificate.
- All supplementary / compulsory MBD forms contained in the bid document must be completed and signed in full.
- Any other requirement listed in the Tender Data.

3. SCOPE OF WORK

The scope of contract calls for ad-hoc supply and deliver waste and wastewater chemicals for a contract duration of three (3) years from date of appointment.

To supply the following Water and Wastewater Treatment Chemicals

- Super flocculant (U3500) or similar
- HtH (Granules)
- White Lime
- Chlorine Gas
- Sodium hypochlorite
- Chemicals are not limited to the above-specified, requirements will be based on the season and raw water characteristics.
- Bidders may also be required now and again to perform plant optimization and provide for a suitable chemical required

The bidder will be required to deliver different quantities to the different towns within the

jurisdiction of the Municipality.

| Name of Town | Distance from Capital Town (KM) |
|------------------------|---------------------------------|
| Theunissen/Masilo | Capital town |
| Verkeerdevlei/Tshepong | 85,3 |
| Winburg/ Makeleketla | 34,8 |
| Brandfort/ Majwemasweu | 45,9 |

4. EXPECTED DELIVERABLES / OUTCOMES

- To supply and delivery chemicals as and when required to deliver water and wastewater treatment facilities within the jurisdiction of Masilonyana local Municipality

5. HEALTH AND SAFETY REQUIREMENTS

- Safety file including measures to curb the spread of covid-19

6. SPECIAL CONDITIONS

- Prices must be valid for at least ninety (90) days from the closing date.
- Prices quoted must be firm and must, where applicable, be inclusive of VAT.
- Masilonyana Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids that are late will not be considered, whilst the lowest or only tender will not necessarily be accepted.
- Faxed or E-mailed bids will not be considered.
- An original tax clearance certificate issued by SARS must accompany all tenders or a tax.
- Tax status will also be verified against the Central Supplier Database (CSD)
- Bidders must be registered on the National Treasury Centralized Suppliers Database and must submit their registration summary report.
- All supplementary / compulsory forms (MBD Forms) must be completed and signed in full.
- Bidders who wish to claim for preferential points in terms of the Preferential Procurement Regulations, 2017, must submit a certified copy of the proof of B-BBEE status level of contribution as follows:
 - In the case of an Affidavit, both the Commissioner of Oaths stamp for the Affidavit itself (the “commissioning”) AND a “true copy” stamp (which certifies the document as being a true copy of the original) are required i.e. TWO stamps are required.

- In the case of a B-BBEE Certificate, only a “true copy” stamp and signature (which certifies the document as being an accurate copy) is required i.e. ONE stamp is required.
- It should be noted that the 80/20 points system will be applied, 80 being for price and 20 for the B-BBEE status level as defined in the Preferential Procurement Regulations, 2017.
- A Municipal Billing Clearance Certificate, which covers, both the company and its directors, must accompany all bids.
- Bidders are required to submit:
 - Audited Annual Financial Statements for the past three years; or since establishment, if established during the past three years.
 - Particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution must be declared of such contracts.
 - A statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic.
 - The award will be made in terms of the Municipality’s Supply Chain Management Policy.
 - To ensure that tenders are not exposed to invalidation, documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

7. Pricing

| Item Specification | Quantity | Price (Vat inclusive) |
|---|---------------|-----------------------|
| Super flocculant (U3500) or Something similar | ton | |
| HtH (Granules) | 25kg (Bucket) | |
| White Lime | 50kg bag | |
| Chlorine Gas | 70kg Cylinder | |
| Sodium hypochlorite | ton | |
| Total | | |

8. EVALUATION CRITERIA

8.2 TECHNICAL EVALUATION CRITERIA

| No | Description | Evidence | Max points |
|--------------|--|--|------------|
| 1. | Company experienced on similar projects | Similar Projects: $\geq 4 - 10$ $> 3 - 8$ $> 2 - 6$ $\leq 1 - 4$ | 10 |
| 2. | Engineer or Scientist and/or Technician within company with experience in water quality management | $\geq 4 - 10$ $> 3 - 8$ $> 2 - 6$ $\leq 1 - 4$ | 10 |
| 3. | Location of the Company | Local Company - 5 Within the District - 4 Within the Free State Province - 3 Outside the Free State – 2 | 5 |
| 4. | Bank Rating | A-B = 5 C = 4 D = 3 E = 1 F,G,H = 0 | 5 |
| TOTAL | | | 30 |

A bidder who gets a minimum of 19 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system.

The bidder must score minimum points as follows:

- Item 1 – 6 points,
- Item 2 – 6 points,
- Item 3 – 3 points,
- Item 4 – 4 points,

8.3 PRICE AND REFERENTIAL POINTS SCORING – STAGE 2 (Price and B-BBEE status)

All Bidders that have passed the technical evaluation threshold of 70 points would also be scored based the 80/20 principle where 80 Points is for the Price and 20 points for B-BBEE as per the detail given below.

Points awarded for price

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

$$\text{Where } P_s = 80 \left[1 - \frac{P_t - P_{\min}}{P_{\min}} \right]$$

P_s = Points Scored for comparative price of bid under consideration

P_t = Comparative Price of bid under consideration

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

8.4 Points awarded for B-BBEE Status Level of Contribution

In terms of Regulation 5(2) and 6(2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below;

| B-BBEE Status Level of Contributor | Number of Points (80/20 System) |
|------------------------------------|---------------------------------|
| 1 | 20 |
| 2 | 18 |
| 3 | 14 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-Compliant Contributor | 0 |

Table 2 : B-BBEE Status level

9. COSTING/ COMPREHENSIVE BUDGET

8.5.1. The quotation price(s) shall be SEIFSA based priced

8.5.2. The quotation price(s) shall be subject to negotiated increase, if unavoidable, should the contract be extended for one or more further periods, each period not exceeding 12 months.

Pricing should include any other unspecified expenses related to items listed under technical specifications

Are the quoted prices firm for the full duration of the contract? Yes/No

If not, indicate CPA or SEIFSA price adjustment method: _____

CPA- Suppliers price list date: _____ or

SEIFSA indexes – Price basis month and year _____

Note: All the necessary documentation for CPA's or CPI to prove the price increase must be submitted with the invoice clearly link to an order number be for payment will be done.

10. CONTACT DETAILS

Technical Queries

Name: Mr K Masekoa

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