

AMAJUBA DISTRICT MUNICIPALITY

P2023/09

**INVITATION TO REGISTER ON THE DATABASE FOR PANEL OF WATER TANKER SERVICES AS AND WHEN REQUIRED  
FOR A PERIOD OF 3 YEARS**

The Amajuba District Municipality hereby invites service providers to be registered on the database of Amajuba District Municipality Water Tanker Services panel as and when required. The database will assist the municipality in delivering water into static tanks within Amajuba DM areas. The service providers must be registered on the Central Supplier Database (CSD). Bid documents will be emailed to the bidder upon producing proof of payment of a non-refundable fee of **R500.00** per document. Deposits must be made into the Amajuba District Municipality bank account: Standard Bank Account N° **062156624** with the reference number **0000000002309**. Bidders are required to email proof of payment, name of bidding company and its contact details before to [khethiwem@amajuba.gov.za](mailto:khethiwem@amajuba.gov.za). Evaluation of applications will be done on bid companies that submitted their proof of payment before the closing date **12h00, 03 November 2023**. Cash payments are not accepted at the Amajuba District Municipality office.

Bidders are required to submit original tax clearance or income tax reference number, security pin and TCC number. Bids will be evaluated on price and functionality according to ADM SCM policy where 80/20 points system will be applied wherein 80 points are for price and 20 for specific goals.

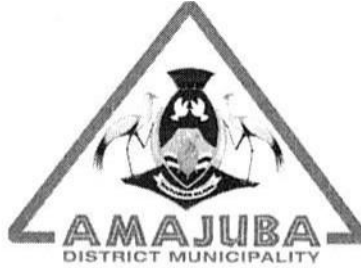
The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification documents
HDI Points:		
1. No franchise before 1994	5	1. CSD Report/ ID copies
2. Gender = Female	5	2. ID copies/CSD report
3. Disability	5	3. Medical Certificate
4. Youth	5	4. ID copies/CSD report

Completed applications in sealed envelopes endorsed **“P2023/09: Database for panel of water tanker services”** must be deposited in the Municipality’s tender box located at the Reception of the Amajuba District Municipality, B9356 Amajuba Road, Section1 Madadeni, 2951 on or before the closing date, whereby applications will be opened in public. Applications that are not clearly marked, received after the due date and time will not be considered.

All technical enquiries must be directed to **Sifiso Cele** on 034 329 7200 or by email: [sifisoc@amajuba.gov.za](mailto:sifisoc@amajuba.gov.za) and for enquiries regarding the Supply Chain Management procedures, kindly contact **Sabelo Zulu** on 0343297200 or by email: [sabeloz@amajuba.gov.za](mailto:sabeloz@amajuba.gov.za)

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**Closing date: Monday, 06 November 2023 @12h00 noon**

**Mr. PM MANQELE**  
**MUNICIPAL MANAGER**



## **PANEL P2023/09: REQUEST FOR DAILY RATES QUOTATION FOR WATER TANKER SERVICES AS AND WHEN REQUIRED**

### **1. BACKGROUND**

Amajuba District Municipality hereby invites service providers to be registered on the database of Amajuba District Municipality Water Tanker Services panel as and when required. The database will assist the municipality in delivering water into static tanks within Amajuba DM areas.

### **2. OBJECTIVES**

Amajuba District Municipality intend to deliver water into (static tanks) JOJO tanks in areas where water infrastructure is not yet available and when water is required in areas that experiencing a high demand of water supply.

### **3. PRICING**

Area A: Dannhauser local Municipality and eMadlangeni Local Municipality

ITEM NO	ITEM DESCRIPTION	YEAR 1	YEAR 2	YEAR 3
1	RATE PER DAY			
2	RATE PER KM			
	<b>TOTAL (INCL. VAT)</b>			

### **4. WATER TANKER, ROADWORTHY, LICENSE AND IDENTIFICATION.**

4.1 All vehicles to be used for this contract are always to be roadworthy and licensed for use on public roads.  
All vehicles to be used for this contract must conform to the Road Traffic Act RTA, Act 93 of 1996.

4.2 Standby water tanker should be available in case of breakdown and servicing.

4.3 The vehicle and equipment shall bear the Service Provider name and contract details.

- 4.4 The service Provider shall provide all his/her staff with uniforms for identification purposes. Identification cards or tags would be an added benefit for monitoring purposes.
- 4.5 Proof of ownership of the Water trucks or proof water tanker leasing documents between lessor & lessee including the proof of ownership of the water tanker from lessor to be submitted with the tender.

## **5 AVAILABLE FACILITIES**

### **5.1 Facilities**

No toilet, water, electricity or storage facilities are available, and the Service Provider is to make his own arrangements with regard thereto.

### **5.2 Water Supply Points**

Water supply points will be provided with GPS coordinates and roasters.

## **6 SPECIAL CONDITIONS**

### **6.1 Awarding of tender**

The municipality will award the tender as an when required based on the rates submitted.

If Amajuba District Municipality requires more than one service provider, a fixed rate will be determined by the highest point scorer and agreed to.

### **6.2 Selection basis of service providers from the panel**

Rotation of service providers in panel will be implemented. Rotation of SPs on the panel will be implemented based on the Specific goals points scored and pricing from the highest to the lowest. The estimated contract period will be four months. The Municipality is not obliged to select all appointed service providers on the panel to render services.

### **6.3 Supply all equipment.**

Service Providers are to supply all equipment required to undertake and complete the work as specified and no additional payments will be entertained.

### **6.4 Cease work**

Amajuba District Municipality's representative may instruct the Service Provider to cease work if the desilting method is deemed to be unsatisfactory, a danger or inconvenience to the public.

### **6.5 Communication**

The Service Provider is to provide his operational staff with cellular phone for communication and contact purposes for the duration of the contract.

### **6.6 Office Hours**

Amajuba DM offices hours are 07h30-16h15 on weekdays for administration purposes.

## 6.7 Signing off-of task

The Service Provider shall, prior to departure from site, advise the relevant Amajuba DM representative of completion of the task. Amajuba DM representative will have sole discretion if the work has been completed satisfactorily and will be required to sign off the worksheet for the task.

## 7 RETURNABLE DOCUMENTS

Failure to submit the documents listed below may result in service providers disqualification:

1. All MBD documents must be completed in full and signed,
2. Central supplier Database (CSD) registration number
3. Company registration documents,
4. Company profile,
5. Share certificates with director ID,
6. Original tax clearance certificate/ Tax Compliance Status Pin or CSD number,
7. Attached municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is not older than 3 months.
8. Schedule of previously executed works within the past 5 years inclusive of recommendation / completion letters for successfully completed projects.
9. Proof of ownership of the water trucks.
10. Cleaning schedule of the water trucks and methodology.
11. Quality Assurance practice for the supplied water.

## 8 SUBMISSION SCHEDULE

The onus rests with the Tenderer to supply sufficient information to allow for evaluation and award of points detailed below.

Item no.	Description	Points
1	Demonstrated relevant experience on similar works / projects	20
2	Water truck ownership	20
3	Cleaning schedule & methodology	20
4	Quality management system	20
<b>TOTAL POINTS</b>		<b>80</b>

## 9 BID EVALUATION

The bids will be evaluated on price and functionality using 80/20 preference point system in terms of Amajuba District Municipality SCM policy.

### Functionality Criteria

Functionality criteria is reflected on the table below.

Bidders that score less than **60** points on functionality will not be short listed.

Clause number	Tender Data		
DETAILED BREAKDOWN OF QUALITY POINTS			
Criteria	Max Points	Sub-criteria	Allocation of points
1. Demonstrated relevant experience	20	1. Relevant experience on similar work / project within the past 5 years. Recommendation letters / completion letters to be attached as proof with traceable details.	
		1.1 Above five projects (5+)	20
		1.2 Between three and five projects (3 – 5)	15
		1.3 Between one and two projects (1 – 2)	10
2. Water truck ownership	20	2. Ownership of the water trucks to be used in the works / project.	
		2.1 Above three water trucks (3+)	20
		2.2 Between one and two water trucks (1 – 2)	15
		2.3 Lease agreement on above two water trucks (2+)	10

<b>3. Cleaning schedule and methodology</b>	<b>20</b>	3. Cleaning schedule and methodology	
		3.1 Comprehensive schedule and methodology	20
		3.2 Non-comprehensive schedule and methodology	10
<b>4. Quality management system</b>	<b>20</b>	4. Quality management system	
		4.1 Quality Management system in place which includes testing of water quality to required standards	20
		4.2 Quality management system in place	10

**Selection basis of service providers from the panel.**

- Rotation of service providers in panel will be implemented based on Amajuba DM SCM processes.

**TERMS OF REFERENCE APPROVED BY**

**MUNICIPAL MANAGER  
MR P. M MANQELE**