



**Municipal Infrastructure Support Agent (MISA)**  
**Cooperative Governance & Traditional Affairs (CoGTA)**  
**REPUBLIC OF SOUTH AFRICA**

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Open tender Reference no:  
**MISA/FS/MMM/SWMS/004/2022/23**

**THIS TENDER ENTAILS THE APPOINTMENT OF A SUITABLE CONSULTANT / PROFESSIONAL SERVICE PROVIDER FOR DEVELOPMENT AND IMPLEMENTATION OF INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT MANGAUNG METRO MUNICIPALITY IN THE FREE STATE PROVINCE**

**PROCUREMENT DOCUMENT**

(Based on NEC3 Professional Services Contract (PSC) – Option G: Priced Contract with activity schedule

April 2022

**Issued by:**

Chief Executive Officer  
 Municipal Infrastructure Support Agent  
 1303 Heuwel Avenue  
 Riverside Office Park, Letaba House  
 Centurion, PRETORIA 0046  
 TEL: 012 848 5300

**Name of Tenderer:** .....

**Municipal Infrastructure Support Agent  
Cooperative Governance & Traditional Affairs (CoGTA)**

Open tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

**PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE  
MANAGEMENT SOLUTIONS TO MANGAUNG METRO  
MUNICIPALITY IN THE FREE STATE PROVINCE**

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MUNICIPAL INFRASTRUC  
SUPPORT AGENT

## Municipal Infrastructure Support Agent Cooperative Governance & Traditional Affairs (CoGTA)

Open tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

### PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT MMANGAUNG METRO MUNICIPALITY IN THE FREE STATE PROVINCE

#### T1.1 Tender Notice and Invitation to Tender

The Municipal Infrastructure Support Agent (MISA) is a Government Component within the Ministry for Cooperative Governance and Traditional Affairs (CoGTA). The Municipal Infrastructure Support Agent (MISA) invites tenderers from existing Open tender from Region 11 (Thabo Mofutsanyane and Fezile Dabi Districts)

Contracts will be based on the NEC3 Term Service Contract – Option G with priced contract and schedule of activities.

Only tenderers who have suitable experience and suitably qualified personnel in providing similar services to those that are required are eligible to submit tenders.

REFERENCE NO.	PROJECT NAME	NON- COMPULSORY BRIEFING SESSION: PLACE, DATE & TIME	TENDER CLOSING DATE & TIME
MISA/FS/MMM/SWMS/004/2022/23	PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT MUNICIPALITIES WITH THE FREE STATE PROVINCE	04 July 2022 @ 10H00  <i>A briefing session link will be made available on MISA website the briefing session time</i>	<b>12 July 2022 @ 11H00</b> 1303 Heuwel Avenue, Riverside Office Park, Letaba House, 1 <sup>st</sup> Floor, Reception, Centurion, Pretoria 0046

Non-Compulsory virtual briefing session will be convened, and a link will be made available on the date and time shown above unless otherwise amended. Representative(s) from MISA will be available to the prospective Tenderers to provide details of the Contract online. It is advised that interested Service Providers send appropriate representative(s) to the briefing session to ensure understanding of the project.

The Tender Documents will be available from the **e-Tender Publication Portal** ([www.etenders.gov.za](http://www.etenders.gov.za)) of the National Treasury of the Republic of South Africa from the date of publication of the Notice of Request for Tenders in Government Tender Bulletin and/ or any national media.

The requirement of submissions is detailed in the Submission Data (Ref: T1.2 Tender Data). The tenderers who satisfy the eligibility criteria as set in the tender documents (Ref: T 1.2 Tender Data) are to submit their tenders.

Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted. Tenderers have to submit its tenders using only the tender documentation issued.

#### **BID EVALUATION:**

**This bid will be evaluated in Three (3) phases, as follows:**

**Phase One:** Responsiveness to the eligibility criteria, bid and mandatory requirements and rules.

Tenderers that do not meet the compliance requirements stipulated above will be disqualified from further evaluation.

**Phase Two:** Tenderers must meet the minimum requirements outlined in the functionality criteria and score the at least the minimum functionality points to be considered for further evaluation. The minimum number of evaluation points the tenderer must score for quality is 60 percent out of the 80 points.

- b) Tenderers that score 60% on quality evaluation will be asked to make presentation.
- c) The presentations will be out of 20 points.
- d) The total points for functionality will made up of points for quality and presentation.

**Phase Three:** Bidders passing all stages above will thereafter be evaluated on PPPFA (80/20) or 90/10.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

Issued by:

**Mr. Ntandazo Vimba**

**Chief Executive Officer**

**Municipal Infrastructure Support Agent**



## Municipal Infrastructure Support Agent

Open tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

### PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG METRO MUNICIPALITY IN THE FREE STATE PROVINCES

## T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, *Standard conditions of tender*.

SANS 10845-3 makes 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 provisions of SANS 10845-3.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The employer is the Municipal Infrastructure Support Agent, a Government Component within the Ministry for Cooperative Governance and Traditional Affairs (CoGTA), established in terms of Presidential Proclamation No. 29 of 2012.
3.2	The tender documents issued by the employer comprise the documents listed on the contents page
3.3	<p>The employer's agent is :</p> <p>Name: Mr. Ntandazo Vimba            Tel: 012-848 5300.            E-mail: <a href="mailto:lumka.tyikwe@misa.gov.za">lumka.tyikwe@misa.gov.za</a></p>
3.4	The language for communications is English
4.1	<p>Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated:</p> <p>The tenderer:</p> <ol style="list-style-type: none"> <li>1. In case of a Joint Venture/Consortium submission, shall submit a Joint Venture agreement signed by all parties.</li> <li>2. Is registered in terms of the Companies Act, 2008 (Act 71 of 2008) or Close Corporation Act, 1984, (Act No. 69 of 1984) or, if a partnership, has a partnership agreement (buy and sell agreement for participating partners in this tender) in place that enables the partnership to automatically continue to function in the event of death or withdrawal of one of the partners.</li> <li>3. In case of having a subsidiary arrangement, shall submit an audited proof (letter or shareholding certificate) of agreement between the holding company and the subsidiary.</li> <li>4. None of the documents with correction fluid on them. Any wrong entry, in case of correction, it must be cancelled by a single stroke and initialled by the Authorised signatory.</li> <li>5. The tender documents issued by MISA are not tampered and remain intact.</li> <li>6. The tendering entity has professional indemnity insurance cover issued by a reputable South African insurer in an amount of not less than R3 million in respect of a claim without limiting to the number of claims.</li> </ol>

	<p>7. In case of Sub-contracting:</p> <p>7.1 a tenderer may not be awarded points for B-BBEE if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has capability to execute the contract [ref. clause 7(5) of Preferential Procurement Regulations, 2017]; and</p> <p>7.2 a tenderer awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract. (ref. clause 12(3) of Preferential Procurement Regulations, 2017] .</p>
4.7	The arrangements for a non-compulsory briefing meeting are as stated in the Tender Notice and Invitation to Tender.
4.12	No alternative tender offers will be considered
4.13.5	<p>The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are:</p> <p><b>Location of tender box:</b> Reception area of MISA Office</p> <p><b>Physical address:</b> MISA, Letaba House, Riverside Office Park, 1303 Heuwel Avenue, Centurion</p> <p><b>Identification details:</b> Tender no, Title of Tender and the closing date and time for tenders</p>
4.13.6	Tender document shall be submitted as original, one copy of the original and one scanned copy of the original completed and signed tender documents in a Flash Drive.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
4.15	The closing time for submission of tender offers is 11:00 am as stated in the Tender Notice and Invitation to Tender.
4.16	The tender offer validity period is 90 days exclusive of closing date but inclusive of 90 <sup>th</sup> day.
5.4	The time and location for opening of the Tender offers are as detailed in the Tender notice and invitation to tender (ref: T1.1) or in any addendum thereafter if applicable.
5.11.1	The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.

5.11.5

**PHASE THREE: EVALUATION POINTS ON PRICE AND B-BBEE**

**The 80/20 preference point system for acquisition of services, works or goods up to Rand value of R50 million:**

(a) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):

The financial offer will be scored using the following formula:

$$A = (1 - \frac{P - P_m}{P_m})$$

P<sub>m</sub>

The value of value of W<sub>1</sub> is:

- 1) 90 where the financial value inclusive of VAT of all responsive tenders received have a value in excess of R50 000 000 or
- 2) 80 where the financial value inclusive of VAT of one or more responsive tender offers have a value that equals or is less than R 50 000 000.

The table below must be used to calculate the score out of 20 for B-BBEE.

B-BBEE Status Level of Contribution	Number of Points (80/20)	Number of Points (90/10)
1	20	10
2	18	8
3	14	6
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-Compliant Contributor	0	0

Valid (current) B-BBEE status level verification certificate or a certified copy-substantiating their B-BBEE rating issued accredited by South African National Accreditation System (SANAS) or have to be submitted along with the Proposal, **if the Tenderer claims the preferential procurement points.**

5.11.9	<p>The quality criteria and maximum score in respect of each of the criteria are as follows:</p> <table border="1" data-bbox="365 255 1362 602"> <thead> <tr> <th data-bbox="368 255 884 320">Quality criteria</th> <th data-bbox="884 255 1093 320">Evaluation schedule</th> <th data-bbox="1093 255 1359 320">Maximum number of points</th> </tr> </thead> <tbody> <tr> <td data-bbox="368 320 884 356">Tenderer's (Company) Relevant Experience</td> <td data-bbox="884 320 1093 356">Schedule 1</td> <td data-bbox="1093 320 1359 356">20</td> </tr> <tr> <td data-bbox="368 356 884 392">Key personnel (Project Team) Experience</td> <td data-bbox="884 356 1093 392">Schedule 2</td> <td data-bbox="1093 356 1359 392">20</td> </tr> <tr> <td data-bbox="368 392 884 427">Approach paper</td> <td data-bbox="884 392 1093 427">Schedule 3</td> <td data-bbox="1093 392 1359 427">40</td> </tr> <tr> <td colspan="2" data-bbox="368 427 1093 488" style="text-align: center;"><b>Maximum possible score for quality (Ms)</b></td> <td data-bbox="1093 427 1359 488" style="text-align: center;"><b>80</b></td> </tr> <tr> <td colspan="3" data-bbox="368 488 1359 566" style="text-align: center;"><b>Tenderers that score 60% on quality evaluation will be asked to make presentation.</b></td> </tr> <tr> <td data-bbox="368 566 884 602">Presentation</td> <td data-bbox="884 566 1093 602">Schedule 4</td> <td data-bbox="1093 566 1359 602">20</td> </tr> </tbody> </table> <p data-bbox="276 629 1430 658">Quality shall be scored by not less than three evaluators in accordance with the abovementioned schedules.</p> <ul style="list-style-type: none"> <li data-bbox="325 685 1457 741">a) <b>The minimum number of evaluation points the tenderer must score for quality is 60 percent out of the 80 points.</b></li> <li data-bbox="325 741 1326 770">b) <b>Tenderers that score 60% on quality evaluation will be asked to make presentation.</b></li> <li data-bbox="325 770 855 799">c) <b>The presentations will be out of 20 points.</b></li> <li data-bbox="325 799 1331 828">d) <b>The total points for functionality will made up of points for quality and presentation.</b></li> </ul>	Quality criteria	Evaluation schedule	Maximum number of points	Tenderer's (Company) Relevant Experience	Schedule 1	20	Key personnel (Project Team) Experience	Schedule 2	20	Approach paper	Schedule 3	40	<b>Maximum possible score for quality (Ms)</b>		<b>80</b>	<b>Tenderers that score 60% on quality evaluation will be asked to make presentation.</b>			Presentation	Schedule 4	20
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5.13	<p>Tender offers will only be accepted if:</p> <ol style="list-style-type: none"> <li data-bbox="292 891 1445 972">1. the tenderer or any of its directors/ shareholders 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;</li> <li data-bbox="292 992 1299 1149">2. the tenderer has not: <ol style="list-style-type: none"> <li data-bbox="349 1032 1062 1061">a. abused the Employer's Supply Chain Management System; or</li> <li data-bbox="349 1077 1299 1149">b. failed to perform on any previous contract and has been given a written notice to this effect;</li> </ol> </li> <li data-bbox="292 1169 1457 1256">3. the tenderer has completed the compulsory declarations and there are no conflicts of interest, which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.</li> </ol>																					
5.17	<p>The number of paper copies of the signed contract to be provided by the employer is one to the successful Tenderer.</p>																					



## TENDER AWARD

- A. The tender obtaining the highest number of total points may be awarded the contract, unless the Employer decided otherwise (ref: T1.1 Tender notice and invitation to tender).
- B. Preference point shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- C. Point scored must be rounded off to the nearest 2 decimal places. *(If the value of the 3<sup>rd</sup> decimal place is 1 up-to 4, the points up to 2<sup>nd</sup> decimal place will be considered and if it is 5 up to 9, 1 will be added to the number at 2<sup>nd</sup> decimal place and the resulting point will be considered.)*
- D. In the event that two or more Tenders have scored equal total point, the successful Bid must be the one scoring the highest number of preference points for B-BBEE.
- E. However, in the event that two or more Tenders have scored equal point including equal preference points for B-BBEE, the successful tender must be the one scoring the highest points for quality.
- F. Should two or more Tenders be equal in all respects, the award shall be decided by drawing of lottery by the Employer.

### **Additional Conditions of Tender**

The additional conditions of tender are:

#### **A. Joint Venture**

Tenders may form a joint venture acceptable to the Employer as detailed in the tender documents.

#### **B. Costs incurred by Bidder**

The Employer will neither be responsible for nor pay any expenses incurred or losses suffered by any Tenderer in the preparation of the tender or in attending the compulsory briefing session in connection therewith.

#### **C. Acceptance of Bid**

The Employer does not bind itself to accept the lowest or any Tender or to furnish any reason for the acceptance or rejection of a tender.

#### **D. Period of validity of tender and withdrawal of tender after the closing date of tender submission**

All Tenders shall remain valid for a period of 90 days, exclusive of closing date but inclusive of the 90th day or until the Tenderer is relieved of this obligation by the Employer, in writing.

**E. Withdrawal of Tender during validity or Failure in signing resulted Contract Agreement at Award Should a Tenderer**

- a) Withdraw his Tender during the period of its validity; or
- b) Give notice of his inability to execute the Contract or fail to execute the Contract; or
- c) Fail to sign the Contract Agreement or furnish the required security/ insurance(s) within the period fixed in the Contract Data (ref: C1.2) in the Tender documents or any extended time agreed to by the Employer;

**Then the Tenderer shall be liable for and pay to the Employer –**

- i. All expenses incurred in calling for fresh Tender, if it should be deemed necessary by the Employer to do so;
- ii. The difference between Tender's tender and any less favourable tender accepted either by fresh tender being called or by another tender being accepted from those already received;
- iii. Any escalation of the Final Contract Price resulting from any delay caused in calling for fresh tender or accepting another tender from those already received, as the case may be.

And the Employer shall have the right to recover such sums by set-off against any money which may be due or become due to the Tenderer, under this or any other tender or Contract between the Employer and the Tenderer, or against any guarantee or deposit which may have been furnished by or on behalf of the Tenderer for the due fulfilment of this or any other tender or Contract between the Employer and the Tenderer. Pending the ascertainment of the amount of the Tenderer's liability to the Employer in terms of this Condition of Tender, the Employer may retain such monies, guarantee or deposit as security for any loss, which the Employer may sustain by reason of the Tenderer's default.

Provided always that the Employer may exempt a Tenderer from the provisions hereof, if it is of the opinion that the circumstances justify such exemption.

**F. Repudiation of Tender or Invalidation of Contract**

If the Employer is satisfied that the Tenderer or any person is being an employee, partner, director, member or shareholder of the Tenderer or a person acting on behalf of or with the knowledge of the Tenderer has offered, promised or given a bribe or other gift or remuneration to any person in connection with obtaining or execution of a Contract;

- a) has acted in a fraudulent or corrupt manner in obtaining/executing a Contract;
- b) has approached an officer or employee of the Employer with the object of influencing the award of a Contract in the Tenderer's favour;
- c) has entered into any agreement or arrangement, whether legally binding or not, with any other person, firm or company:
- d) to refrain from Tendering for this Contract;
- e) as to the amount of the Tender to be submitted by either party
- f) has disclosed to any other person, firm or company other than the Employer, the exact or approximate amount of his proposed Tender except where the disclosure, in confidence, was necessary in order to obtain insurance premium and surety quotations required for the preparation of the Bid.

The Employer may, in addition to using any other legal remedies, repudiate the Bid or declare the Contract invalid should it have been concluded already.

**G. South African Jurisdiction**

The laws of the Republic of South Africa shall be applicable to each Contract created by the acceptance of a Tender and each Tenderer shall indicate a place in the Republic and specify it in his Tender as his domicilium citandi et executandi where any legal process may be served on him.

Each Tenderer shall bind her/ himself to accept the jurisdiction of the Courts of Law of South Africa.

**H Amendments to Tender by Employer**

**a) Arithmetical Errors**

The Employer shall check and correct arithmetical errors for responsive Tenders in the following manner as per CIDB guideline (Ref: Practice # 2, version 1 – August 2006):

- i. Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
- ii. If the pricing (or bills of quantities or schedule of quantities or schedule of rates) apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.

iii. Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the bidder's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the Prices.

**b) Imbalance in Tender Rates**

In the event of there being Tendered rates or lump sums being declared by the Employer to be unacceptable to him, because they are either excessively low or high or not in proper balance with other rates or lump sums, the Tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the Employer is still not satisfied with the tendered rates or prices objected to, s/he may request the Tenderer to amend these rates and prices along the lines indicated by him.

The Tenderer will then have the option to alter and/ or amend the rates and lump sums objected to and such other related amounts as are agreed on by the Employer, but this shall be done without altering the total tendered sum.

Should the Tenderer fail to amend his Tender in a manner acceptable to the Employer, it should result rejection of the Tender unless the Employer decided otherwise.



**Municipal Infrastructure Support Agent  
Cooperative Governance & Traditional Affairs (CoGTA)**

**Open tender Reference no: MISA/FS/MMM/SWMS/004/2022/23**

MUNICIPAL INFRASTRUCTURE  
SUPPORT AGENT

**PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE  
MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG  
METRO MUNICIPALITY MUNICIPALITIES IN THE FREE STATE  
PROVINCES**

**A Returnable Schedules required for tender evaluation purposes**

The mandatory documents as listed in **Clause 4.13.4 of T1.2 of Tender Data**, properly filled in and signed off by the authorised person must be submitted along with the tender for determining the eligibility of the tender.

Failure to provide these documents will result in the tender not being evaluated.

**B Returnable schedules required for tender evaluation purposes**

The tenderer must complete the following returnable schedules as relevant:

1. Record of Addenda to Tender Documents
2. Proposed Amendments and Qualifications
3. Compulsory Enterprise questionnaire
4. Bidder's Disclosure
5. Preference Points Claim Form in terms of the Preferential Procurement Regulations
6. Annual Financial Statements Declaration
7. Schedule 1: Tenderer's (Company) Relevant Experience
8. Schedule 2: Key personnel (Project Team) Experience
9. Schedule 3: Approach paper

**C Other documents required for tender evaluation purposes**

The tenderer has to provide the following required documentation.

- 1 Certified copy of the entity's professional indemnity insurance certificate

**D Documentation that will be used for evaluation and to incorporate into the contract, if the tender offer resulted in an award**

1. Offer portion of C1.1 Form of Offer and Acceptance
2. Part 2 of C1.2 Contract data relevant to tenderer
3. C2.2 Price List

## T2.2 Returnable schedules

### 1. Record of Addenda to tender documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed

Date

Name

Position

Tenderer

## 2. Proposed amendments and qualifications

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.

Page	Clause or item	Proposal

Signed

Date

Name

Position

Tenderer

### 3. 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:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: cidb registration number, if any:** .....

**Section 4: csd number:** .....

**Section 5: 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 6: Particulars of companies and close corporations**

Company registration number .....

Close corporation number .....

Tax reference number .....

**Section 4: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.**

**Section 8: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorised 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 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 \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_



**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
 .....

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

**YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, \_\_\_\_\_ the \_\_\_\_\_ undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

<sup>2</sup> 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature Date

.....  
Position Name of bidder

## 5. SBD 6.1: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS

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, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 preference point system will be applicable to this tender Points for this bid shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contributor.

1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

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

### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (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 (90/10 system)	Number of points (80/20 system)
1	10	20
2	8	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

**5. BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

6.1 B-BBEE Status Level of Contributor: . . . = . . . . . (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

**7. SUB-CONTRACTING**

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

*(Tick applicable box)*

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

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- 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	
-----	--	----	--

Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation

- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
 .....  
 .....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS .....</p> <p>.....</p> <p>.....</p>
--

## 6. Annual Financial Statements Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the respondent, confirms that:

- 1) The enterprise's financial year end is .....
- 2) The enterprise's financial statements have been prepared in accordance with the provisions of the Companies Act of 2008 or the Close Corporation Act of 1984, as applicable
- 3) The enterprise has compiled its financial accounts [tick one box]:
  - internally  independently
- 4) The following statement applies to the enterprise [tick one box and provide relevant information]
  - enterprise has had its financial statements audited;  
name of auditor .....
  - enterprise is required by law to have an independent review of its financial statements  
name of independent reviewer .....
  - enterprise has not had its financial statements audited and is not required by law to have an independent review or audit of such statements
- 5) The attached income statement and balance sheet is a true extract from the financial statements complying with applicable legislation for the preceding financial year within 12 months of the financial year end.  
  
*[Attach the income statement and the balance sheet contained in the financial statement]*
- 6) The annual turnover for the last financial year is R .....
- 7) The total assets as at the end of the last financial year is R .....
- 8) The total liabilities as at the end of the financial year is R .....

I hereby declare that the contents of this Declaration are within my personal knowledge and save where stated otherwise are to the best of my belief both true and correct.

Signed

Date

Name

Position

Tenderer



**7. Evaluation Schedule1: Experience of the tenderer in providing innovative technologies for solid waste management solution 20 points**

The experience of the company (as opposed to key staff members) in providing innovative technologies for solid waste management solution both in public and private sector over the last 10 years from the date of tender advert.

The information shall be for completed projects within last **10 years** from the date of tender advert.

Tenderers should very briefly describe their experience in this regard, emphasizing the nature of the works and complexity. The description should be presented in tabular form with the following headings and appended to this page.

Note: Signed reference letters on the client’s letter head should be included for each project for ease of reference. Contactable references should be attached as well.

Employer, contact person and contact details (telephone, email address, etc.)	Project Name and brief description of innovative solid waste management solution	Contract value	Planned dates		Actual dates	
			Start	End	Start	End

The scoring of tenderer’s experience will be as below:

1. Commissioned and completed solid waste management solution projects using the innovative technology:

10 points

The tenderer will score 5 points per reference letter to a maximum of 2 letters.

2. Approval, certification and or licensing of the solid waste management solution innovative technology.

- |  |                  |
|--|------------------|
| a) SABS / Agrément South Africa certificate              | <u>10 points</u> |
| b) Waste Management Technology patent certificate by DTI | = 5 points       |
|  | = 5 points       |

**MISA reserves the right to verify all information presented by the tenderer.**

The undersigned, who warrants that s/he is duly authorised to do so on behalf of the enterprise, confirms that the content of the reference letter(s) presented by the tenderer are within my personal knowledge and are to the best of my knowledge both are true and correct.

Signed

Date

Name

Position

*Tenderer*

**8. Evaluation Schedule 2: Key Personnel (Project Team) Experience 20  
points**

The experience of all the key personnel who will be responsible for the provision of innovative technology for solid waste management solution will be evaluated in relation to her /his academic and professional qualifications and experience on projects having scope of work relevant to this project.

For ease of evaluation, the tenderer must cover the following minimum items highlighted below on the CV template.

**(NB: The CV must not be more than 3 pages.)**

The CV should be structured as detailed below:

---

<b>Proposed Position:</b>	<b>Phone:</b>
<b>Years with the Firm:</b>	<b>Cell:</b>
<b>Mailing Address:</b>	<b>Email:</b>
	<b>ID No.:</b>

**Name:**

---

**Nationality:** \_\_\_\_\_

**Education:** \_\_\_\_\_

**Computer**

**Skill:** \_\_\_\_\_

**Professional**

**Membership:** \_\_\_\_\_ **Membership #:** \_\_\_\_\_

**Experience:** IN SOUTH AFRICA

Duration:	Organization (belongs to):
From (mm/yyyy)	Project Name:
To (mm/yyyy)	Client:
	Project Value:

**Position:**  
Responsibilities/ Work Done:

IN OTHER COUNTRIES

Duration:	Organization (belongs to):
From (mm/yyyy)	Project:
To (mm/yyyy)	Client:
	Project Value:

**Position:**  
Responsibilities/ Work Done:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

---

**Enclosure:**

1. Certificates of academic qualifications

The CV of individuals will be used for evaluation of the each of the personnel for this section.

**The scoring of the key persons will be as below:**

**1. Project Manager**

**20 points**

**1.1 Qualifications:**

10 points

- a) Bachelor's degree in Environmental / Developmental Studies  
= 6 points
- b) Honour's degree in Environmental / Developmental Studies  
= 8 points
- c) Masters in Environmental / Developmental Studies  
= 10 points

**1.2 Number of years of relevant experience in provision of solid waste management solutions** 10 points

- a) < 5 years = 0 points
- b) ≥ 5 years but < 7 years = 6 points
- c) ≥ 7 years but < 10 years = 8 points
- d) ≥ 10 years = 10 Points

The undersigned, who warrants that s/he is duly authorised to do so on behalf of the enterprise, confirms that the content of the reference letter(s) presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

## 9. Evaluation Schedule 3: Approach Paper points

**40**

**NB: The approach paper and methodology must be attached to this schedule failing which the bidder will score zero points for this section.**

The approach paper must respond to the scope of work (ref: C3: Scope of work). As the contents of a proposal give a clear first hand impression about the capability of the tenderer, the tenderer is expected to submit an organized well-written proposal (approach paper on methodology in achieving the project goal) using proper separators for each of the chapters and annexures (if there is any). **No more than 10 pages using font Arial regular 11 points having margins at each side no less than 2,54 cm and spacing no less than 1,15.**

The approach paper must contain at least the following:

**Table of Contents:** Listing of contents of the approach paper with page numbers and/ references to annexures (if any);

**Executive Summary:** A brief summary of the whole contents of the approach paper;

**Approach:** Detailed approach the tenderer feels best to deliver the intended services for the Project with identification of tasks, for each of the activities as have been foreseen in in 'Part C3.1 Scope of work', detailing at least the following:

1. Methodology to be adopted;
2. Project implementation schedule (Activity, task and sub-task wise);
3. Manning schedule with organogram for the proposed project team and their responsibilities and duration for relevant activities;
4. Project implementation Risks and Risk Management proposal;
5. Quality control mechanism be adopted;
6. Stakeholder identification, management and reporting mechanism to be followed.

The scoring of the approach paper will be as detailed hereunder:

Evaluating Point	Assessment Criteria	Maximum allocated point(s)
<b>Approach Paper</b>		<b><u>40 points</u></b>
Understating of Project Scope and after sales support	Demonstration of clear understanding of project objectives and scope (1), deliverables, and project outcomes (in relation to innovative solutions and creation of work-opportunities of 300 persons as well as 3 beneficiaries for SMME development) within the timeframes for the proposed innovative solid waste management solution (2).	3 points
Detailed description of proposed innovative solid waste management solution	Measures to reduce, reuse and recycle waste at a local level boasting a circular economy (2) Landfill management (2) Waste Information systems (2) Solid Waste Management (2)	20 points

	Enterprise development in communities eg. Co-operatives and SMMEs development to yield 3 SMME beneficiaries (6) Creation of 300 work-opportunities across the solid waste management value chain (6)	
Comparison between innovative solution and conventional methods in overall solid waste management cycle	Ease of implementation (1) Cost effectiveness (1) Environmental impact (1) Sustainability and durability (1) Ease of operation and maintenance (1)	5 points
Funding strategies for the innovative solid waste management solution	Provide funding strategies taking into consideration sustainability of the project outcomes within its local environment (2).	2 points
Risk Management across the life cycle of the proposed solid waste management solution	Risk identification within the local context across the solid waste management value-chain (2) and appropriateness of proposed mitigation measures (3).	5 points
Quality control mechanism	Appropriateness and adequacy of tools and processes to ensure quality control and assurance in all phases of the project	2 points
Stakeholder identification and management and reporting	Stakeholder identification (1) Engagement Process (2)	3 points

**NOTE:** Service Provider to take note that MISA can request additional information to assist with evaluation process. Information required may be in a form of a presentation to MISA officials on the proposed Innovative Technology.

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The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name \_\_\_\_\_ Position \_\_\_\_\_  
Tenderer \_\_\_\_\_  
\_\_\_\_\_

---

**10.Evaluation Schedule 4: Presentation****20 points**

The presentation will be scored as follows:

Evaluating Point	Assessment Criteria	Maximum allocated point(s)
Socio-economic impact	The presentation must cover and clearly demonstrate the socio-economic impact the solution will have in the community in relation to the minimum quantitative targets of 300 work-opportunities and development of 3 SMME beneficiaries.	5 points
Environmental impact	The presentation must cover and clearly demonstrate the impact the solution will have on the environment during its lifespan.	5 points
Funding and capital costs	The presentation must demonstrate the funding strategies for the solution and clearly indicate the capital costs required to deploy the solution.	5 points
Operations and Maintenance cost	The presentation must cover and clearly indicate the operations and maintenance requirements, support as well as the operations and maintenance costs of the solution over its lifespan.	5 points

**NOTE:** Service Provider will be required to make a presentation upon request at a given time after tender closure and should not be included in the submission of this bid.

---

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name \_\_\_\_\_ Position \_\_\_\_\_  
Tenderer \_\_\_\_\_

---



**Municipal Infrastructure Support Agent  
Cooperative Governance & Traditional Affairs (CoGTA)**

Open Tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

**PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE  
MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG  
METRO MUNICIPALITY IN THE NORTHWEST AND FREE STATE  
PROVINCES**

**C1.1 Form of Offer and Acceptance**

**Offer**

The *Employer*, identified in the Acceptance signature block, has solicited offers to enter into a contract for the provision of services as described in Part 1 of the Contract Data.

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 authorised, 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 for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

**Total Amount: R** \_\_\_\_\_ **(in figure),**

(Rand \_\_\_\_\_

\_\_\_\_\_) **(in words)**

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 including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the *Service Provider* in the conditions of contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the  
tenderer:**

\_\_\_\_\_  
*(Insert name and address of organisation)*

Name &  
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:

Part C1	Agreements and Contract Data, (which includes this Form of Offer and Acceptance)
Part C2	Pricing Data
Part C3	Scope of Work

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable 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 Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the *Employer's* agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the *conditions of contract* identified in the Contract Data. Failure to fulfil 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 *Service Provider*) 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(s)

Name(s) .....  
Capacity Chief Executive Officer

**for the** Municipal Infrastructure Support Agent  
**Employer** Letaba House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0046

Name &  
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 authorised 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 returnable 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.



## Municipal Infrastructure Support Agent Cooperative Governance & Traditional Affairs (CoGTA)

Open Tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

### PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG METRO MUNICIPALITY IN THE FREE STATE PROVINCE

#### Part C1.2 Contract Data

The Conditions of Contract are the NEC3 Professional Services Contract (Third edition with amendments issued up to and including of April 2013) published by the Institution of Civil Engineers, copies of which may be obtained from Engineering Contract Strategies (telephone 011-803 3008). (Amendments made since the publication of the Third Edition of June 2005 may be downloaded from [www.neccontract.com/documents/PSC.pdf](http://www.neccontract.com/documents/PSC.pdf))

Each item of data given below is cross-referenced to the clause in the NEC3 Contract which requires it.

#### Part one - Data provided by the *Employer*

---

##### 1 General

---

The *conditions of contract* are the core clauses and the clauses for main Option:

**G: Term contract**

dispute resolution Option W1: Dispute resolution procedure  
and secondary Options

**X1: Price adjustment for inflation**

**X2 Changes in the law**

**X9: Transfer of rights**

**X10 *Employer's Agent***

**X11: Termination by the *Employer***

**X20 : Key performance indicators**

**Z: *Additional conditions of contract***

of the NEC3 Open tender

---

10.1 The *Employer* is:

a) the Municipal Infrastructure Support Agent

Address: Letaba House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0046

Private Bag X105, Centurion, 0046

Telephone: 012 848 5300

Email: lumka.tyikwe@misa.gov.za ; or

b) the municipality or organ of state as named in the Task Order

11.2(9) The *services* relate to the Development and Implementation of Innovative Technologies for SOLID WASTE MANAGEMENT Solutions to a specific selected municipality within the Free State Province namely

- **Mangaung Metro Municipality**

11.2(6) The Key Dates and the conditions will be stated during the inception meeting

11.2(11) The Scope is in the document called Part 3: Scope of Work

12.2 The *law of the contract* is the law of the Republic of South Africa

13.1 The *language of this contract* is English

13.3 The *period for reply* is 2 weeks

## **2 The Parties' main responsibilities**

25.2 The *Employer* provides access to the following person, place and things as follows:

The City Manager of the ;

- **Mangaung Metro Municipality**

*The date will be agreed upon during the inception meeting*

## **3 Time**

30.1 The *starting date* is 14 days upon issuing of the award letter between MISA and the PSP.

11.2(3) The *completion date* for the whole of the *services* is 18 weeks from the date the award letter was issued.

11.2(6) The Key Dates and the *conditions* to be agreed upon during the inception meeting

31.1 The *Service Provider* is to submit a first programme for acceptance within 14 days after the receiving letter of appointment.

32.2 The *Service Provider* submits revised programmes at intervals no longer than 4 weeks

## **4 Quality**

40.2 The quality policy statement and quality plan are provided within 14 days after receiving the appointment letter.

41.1 No data required.

## **5 Payment**

50.1 The assessment interval is monthly on or before the 20th day of each successive month.

50.3 The *expenses* stated by the *Employer* are

Item	Amount
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<ul style="list-style-type: none"> <li>• printing or reproduction of documents issued to the <i>Employer</i> or, where instructed by the <i>Employer</i>, to Others, other than general correspondence and minor reports</li> <li>• covers and binding of documents issued to the <i>Employer</i> or, where instructed by the <i>Employer</i>, to Others other than general correspondence and minor reports</li> <li>• maps, models and presentation materials required by the <i>Employer</i></li> </ul>	Market related cost or in accordance with the latest Rates for Reimbursable expenses published on <a href="http://www.publicworks.gov.za/ServiceProviders">www.publicworks.gov.za/Service Providers</a>
<ul style="list-style-type: none"> <li>• accommodation where the services necessitates that staff identified in Part 2 of the Contract Data need to travel within the project area to perform the services authorised by the <i>Employer</i></li> </ul>	Cost (limited to R 1 400 per person per day)
<ul style="list-style-type: none"> <li>• vehicle travel where the services necessitates that staff identified in Part 2 of the Contract Data need to travel within the project area to perform the services authorised by the <i>Employer</i></li> </ul>	In Accordance with the latest Rates for Reimbursable expenses published on <a href="http://www.publicworks.gov.za/ServiceProviders">www.publicworks.gov.za/Service Providers</a>

51.1 The period within which the payments are made is thirty days from the date of receipt (exclusive) of the invoice.

51.2 The *currency of this contract* is the South African Rand.

51.5 The *interest rate* is the Prime lending rate of the *Employer's* Bank

## 6 Compensation events

As per standard NEC3 clause 60.1

## 7 Rights to material

No data required for this section of the *conditions of contract*.

## 8 Indemnity, insurance and liability

80.1 **The amounts of insurance and the periods for which the Service Provider maintains insurance are as follows**

Event	Cover	The period following Completion of the whole of the works or earlier termination
Risk of design deficiency and or errors for which events Professional Indemnity would cover.	R 3 million in respect of each claim, without limit to the number of claims	Until the end of the <i>completion date</i> .
Death of or bodily injury to employees of the <i>Consultant</i> arising out of and in the course of their employment in connection with this contract	That which is prescribed by the Compensation Injuries and Diseases Act No. 130 of 1993 as amended and whatever the Service Provider deems desirable also	Until the end of the <i>completion date</i> .
All risk contract works	Amount of cover to match contract value	

81.1 The Employer provides no insurance cover.

82.1 The Contractor provides the certificate(s) from the accredited insurer(s) or broker(s) of South Africa stating that the insurance(s) required by this contract is in force before the signing of the contract arising from the award.

## 9 Termination

<b>10</b>	Data for main Option clause
<b>G</b>	<b>Term contract</b>
<b>11</b>	<b>Data for Option W1</b>
W1.1	The <i>Adjudicator</i> is the person selected by the Parties from the Panel of NEC Adjudicators set up by ICE-SA, a joint division of the Institution of Civil Engineers and the South African Institution of Civil Engineering (see <a href="http://www.ice-sa.org.za">www.ice-sa.org.za</a> ),
W1.2(3)	The <i>adjudicator nominating body</i> is the Chairman of ICE-SA, a Joint Division of the Institution of Civil Engineers and the South African Institution of Civil Engineering (see <a href="http://www.ice-sa.org.za">www.ice-sa.org.za</a> ).
W1.4(2)	The <i>tribunal</i> is reference to a South African Court of Law
<b>12</b>	<b>Data for secondary Option clauses</b>
<b>X1</b>	<b>Price adjustment for inflation</b>
X1.1	The index is the <i>index</i> published in “Consumer Price Index: index numbers and year on year rates ” as published in the Statistical News Release, P0141 Table B of Statistics South Africa.
	The <i>staff rates</i> are
	<ul style="list-style-type: none"> <li>fixed at the Contract Date and are not variable with changes in salary as those that are based on a rate per hour.</li> <li>variable with changes in salary paid to individuals are those derived from the total annual cost of employment.</li> </ul>
<b>X2</b>	<b>Changes in the law</b>
X2.1	The <i>law of the project</i> is the law of the Republic of South Africa subject to the jurisdiction of the Courts of South Africa.
<b>X5</b>	<b>Sectional Completion</b>
<b>X10</b>	<b>The Employer’s Agent</b>
X10.1	The <i>Employer’s Agent</i> is
	The <i>Employer’s Agent</i> is
	Chief Executive Officer (Or Designated MISA Official)
	Mr Ntandazo Vimba
	Physical Address: Letaba House, Riverside Office Park
	1303 Heuwel Avenue, Centurion, Pretoria 0046
	Postal Address: Private Bag X105, Centurion 0046
	Telephone: 012 848 5300
<b>X20</b>	<b>Key Performance Indicators</b>
X20.1	The <i>incentive schedule</i> for Key Performance Indicators is in the document called Part 3 : Scope of Work
X20.2	A report of performance against each Key Performance Indicator is provided at intervals of 4 weeks
<b>Z</b>	<b>Additional conditions of contract</b>
	The <i>additional conditions of contract</i> are

## Z1 Tax invoices

The Service Provider's invoice.

Delete the first sentence of core clause 50.2 and replace with:

Invoices submitted by the Service Provider to the Employer include

- a) the details stated in the Scope/ Price Schedule to show how the amount due has been assessed, and
- b) the details required by the Employer for a valid tax invoice.

Delete the first sentence of core clause 51.1 and replace by:

The Employer makes each payment within thirty days from the date of receipt (exclusive) of the Service Provider's invoice showing the details, which this contract requires or if a different period is stated in the Contract Data, within the period stated.

## Z2 Selection and appointment of the *Adjudicator*

Add the following paragraph to clause W.1.2(1)

Within 2 weeks after declaring a dispute and if the *Adjudicator* was not yet appointed with a previous dispute, the notifying Party notifies the other Party of the names of two persons he has chosen from the Panel of NEC Adjudicators set up by ICE-SA, a joint division of the Institution of Civil Engineers and the South African Institution of Civil Engineering (see [www.ice-sa.org.za](http://www.ice-sa.org.za)), whose availability to act as the *Adjudicator* the notifying Party has confirmed. The other Party selects one of the two persons chosen to be the *Adjudicator* within four days of receiving the notice, failing which the person chosen by the notifying Party will be the *Adjudicator* for the Contract. The Parties appoint the selected *Adjudicator* under the NEC3 Adjudicator's Contract, April 2013.

## Z3 Acts or omissions by mandatories

In terms of Section 37(2) of the Occupational health and Safety Act of 1993 (Act 85 of 1993), the *Service Provider* hereby agrees that the *Employer* is relieved of any and all of its liabilities in terms of Section 37(1) of this Act in respect of any acts or omissions of the *Service Provider* and his employees to the extent permitted by this Act, and that this contract comprises the written agreement between the *Employer* and the *Service Provider* contemplated in section 37(2).

## Z4 Expenses

Not Applicable

## Z5 Vendor registration

The *Service Provider* registers on the *Employer's* vendor database by completing the relevant Vendor Registration Form and providing all the required information.

One hundred percent of the Prices for Services Provided to Date is retained in assessments of the amount due until the *Service Provider* has registered on the *Employer's* database.

## Z6 Contract Date

Not Applicable

## Z7 Price adjustment for inflation

Notwithstanding the provisions of X1

(1) The provisions of X1.4 and X1.5 do not apply.

(2) The *Service Provider* calculates the *staff rates* at the Contract Date for all rates which are fixed and are not variable with changes in salary paid to individuals, by multiplying the *staff rates* contained in the Pricing Data by  $1 + (L - B) / B$ , where B is the last value of the *index* published before the *starting date* and L is the last published value of the *index* published before the Contract Date.



**Municipal Infrastructure Support Agent  
Cooperative Governance & Traditional Affairs (CoGTA)**

Open Tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

**PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE  
MANAGEMENT SOLUTIONS TO THE MANGAUNG METRO IN THE  
FREE STATE PROVINCE**

**Part C1.2 Contract Data**

The *Service Provider* is advised to read the NEC3 Professional Service Contract (Third edition of April 2013) and the relevant Guidance Notes and Flow Charts, published by the Institution of Civil Engineers, in order to understand the implications of this Data which is required. Copies of these documents may be obtained from the Engineering Contract Strategies (telephone (27) 011 803 3008).

Each item of data given below is cross-referenced to the clause in the NEC3 Professional Service Contract to which it mainly applies.

**Part two - Data provided by the *Service Provider***

Clause	Statement
10.1	<p>The <i>Service Provider</i> is (Name):</p> <p>Address</p> <p>Postal address:</p> <p>Tel No.</p> <p>Fax No.</p> <p>Mobile No.</p> <p>Email:</p>
22.1	<p>The <i>Service Provider's</i> key persons are:</p> <p>1 Name:</p> <p><b>Job:</b></p> <p>Responsibilities: provide the service or provide active and personal direction, control and supervision of the service that is provided</p> <p>Qualifications and experience: see CV attached to the tender</p> <p>Region within which the key person works: Region . . . . . (see Annexure 1)</p> <p>2 Name:</p> <p><b>Job:</b></p> <p>Responsibilities: provide the service or provide active and personal direction, control and supervision of the service that is provided</p>



Qualifications and experience: see CV attached to the tender

Region within which the key person works: Region . . . . . (see Annexure 1)

3 Name:

**Job:**

Responsibilities: provide the service or provide active and personal direction, control and supervision of the service that is provided

Qualifications and experience: see CV attached to the tender

Region within which the key person works: Region . . . . . (see Annexure 1)

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11.2(13)	The <i>staff rates</i> are as stated in the Pricing Data:
50.3	The <i>expenses</i> stated by the <i>Service Provider</i> are none
<b>G</b>	<b>Term contract</b>
11.2(25)	The <i>task schedule</i> is in the Pricing Data

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**Municipal Infrastructure Support Agent  
Cooperative Governance & Traditional Affairs (CoGTA)**

**Open Tender Reference no: MISA/FS/MMM/SWMS/004/2022/23**

**PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE  
MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG METRO  
IN THE FREE STATE PROVINCE**

## **PART C2: Pricing Data**

### **C2.1 PRICING ASSUMPTIONS**

#### **PRE-AMBLE OF THE PRICING SCHEDULE**

1. Pricing Assumptions forms part of the contract documents and must be read in conjunction with all the other documents comprising the tender documents.
2. The Tenderer has to quote prices against each of the Activities Schedule items (C2.2: Activity Schedule) covering all services as deemed required for the successful completion of each of the items.
3. The tenderer has to reach a total cost of each of the deliverable (as explained in Section C3: Scope of works) to arrive at the project cost; these costs are inclusive of all activities costs and VAT. No other costs, under any circumstances, would be payable against accepted completed deliverables.
4. Expenses costs will be paid according to the latest Rates for Reimbursable expenses published on [www.publicworks.gov.za](http://www.publicworks.gov.za). Service Providers will be reimbursable based on actual cost for only for the professionals listed in the Evaluation Schedule 2. All travel shall have to be according to the requirement of the project and approved by the Project Manager prior to actual travel. Travel expenses item in the Activity Schedule include VAT.
5. The tendered price should be inclusive of all taxes (except VAT) to be incurred by the tenderer in executing the project, staff, administration, local travel and subsistence, accommodation, profit margin, etc. showing rates, quantities and total amount. This is to justify the tenderer's tendered price.
6. The quantities may increase or decrease according to the actual need of the project wherever quantities are provided except those items with 'Sum' units.
7. The tenderer has to submit, together with the tender, details of the quoted total cost using the table given in Annexure A: Breakdown of Costs of Quoted Price. Each of the deliverables has to be cost detailing of activities showing personnel input and rate, showing all possible cost inclusive of all taxes (except VAT) to be incurred by the tenderer in executing the project, staff, administration, local travel and subsistence, accommodation, profit margin, etc. showing rates, quantities and total amount. This is to justify the tenderer's tendered price.
8. All items on the Activity Schedule must be priced.
9. Payment of the stipend will be made as per the latest EPWP rates.
10. Tenderers must note that in case of a successful tenderer offering discount, the offered discount will remain in force for the full duration of the contract and no negotiations to adjust the discount will be entertained under any circumstances.

11. The Tenderers may be asked for time-based work on activities identified during the execution of the project in addition to the priced items, which will be deemed necessary by the Project. The cost of the engagement shall be determined based on the personnel rate given by the Tenderer in arriving at a price for the tender and be paid out of the provisional sum provided in the price schedule.
12. All rates and sums of money quoted in the 'Price list' shall be in South African Rand and whole cent. Fractions of a cent shall be discarded.
13. The quantities of work as measured and accepted and certified for payment in accordance with the Conditions of Contract, and not the quantities stated in the Bill of Quantities, will be used to determine payments to the Service Provider. The validity of the Contract shall in no way be affected by differences between the quantities in the Activity Schedule and the quantities certified for payment.
14. Tenderers should take note that payment will be only based on acceptable completed items under a specific deliverable on production of appropriate tax invoice(s). Any payment claimed as part completion of an activity may be considered if the completion of work is acceptable and does not influence the completion of the rest of activities at agreed pro-rata with the Project Manager.
15. Tenderers should submit a cash flow projection for the whole project aligned with implementation schedule for completion of each activity (clause 31,1 of NEC 3, PSC) taking into account the starting date and completion date (ref: C1.2 Tender data), which will be adjusted at inception with the agreed Project Implementation Plan (PIP).
16. For the purposes of this Schedule of costs the following words shall have the meanings hereby assigned to them:

- **Unit:** The unit of measurement for each item of work as defined in the Standardized, Project or Particular Specifications
- **Quantity:** The number of units of work for each item
- **Rate:** The payment per unit of work at which the Bidder bids to do the work
- **Amount:** The quantity of an item multiplied by the bid rate of the (same) item
- **Sum:** An amount bid for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units
- **Provisional Sum** - is an allowance, usually estimated by the employer, that is inserted into the tender documents for a specific element of the works that is not yet defined in enough detail for tenderers to price. The Prov-Sum is calculated estimate which must not be exceeded.

15. The units of measurement indicated in the Schedule of costs are metric units. The following abbreviations may appear in the Bill of Quantities:

mm	=	millimetre
m	=	metre
km	=	kilometre
km-pass	=	kilometre-pass
m <sup>2</sup>	=	square metre
m <sup>2</sup> -pass	=	square metre-pass
ha	=	hectare
m <sup>3</sup>	=	cubic metre

m <sup>3</sup> -km	=	cubic metre-kilometre
kW	=	kilowatt
kN	=	kilonewton
kg	=	kilogram
t	=	ton (1 000 kg)
%	=	per cent
MN	=	meganewton
MN-m	=	meganewton-metre
PC Sum	=	Prime Cost Sum
Prov Sum	=	Provisional Sum

## C2.2.1 THE ACTIVITY SCHEDULE –FREE STATE PROVINCE (MANGAUNG METRO)

Item	Deliverable Number	Description	Unit	Qty	Rate Rand	Total item Price Rand
1	<b>MANGAUNG METRO MUNICIPALITY</b>					
1.1.	<b>DELIVERABLE 1</b>	<u>Planning</u> : Stakeholder identification and engagement strategy, refine user requirements including specific local requirements and define project activities and durations, quality metrics, communication management.	Sum	1		
1.2.	<b>DELIVERABLE 2</b>	<u>Execution</u> : direct and manage implementation of project work including project knowledge, communications, risk responses, quality control, and issue management	Sum	1		
1.3.	<b>DELIVERABLE 3</b>	<u>Monitoring and Controlling</u> : monitor and control project work including performing integrated change control.	Sum	1		
1.4	<b>DELIVERABLE 4</b>	<u>CLOSE OUT AND HANDOVER</u> : fulfil and complete the project close-out including necessary documentation to facilitate effective completion, handover and instilling transformation of current WASTE MANAGEMENT practices, integration of the innovative and or alternative WASTE MANAGEMENT solutions within the local municipal operations.	Sum	1		
		<b>MANGAUNG METRO MUNICIPALITY - (Cost of Deliverables)</b>				
		<b>Add VAT (15%)</b>				
		<b>Sub-Total</b>				
1.5	<b>EXPENSES</b>	Travelling and related costs (payable based on actual Cost) VAT Included	Sum	1		
		<b>GRAND TOTAL – MANGAUNG METRO MUNICIPALITY- (Expenses + Cost of Deliverables VAT incl.)</b>				

TOTAL QUOTED PRICE (in words)

Rand \_\_\_\_\_

\_\_\_\_\_ THIS PRICE MUST BE CARRIED TO THE FORM OF OFFER

Signed

Date

-----

\_\_\_\_\_

Name

Position

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\_\_\_\_\_

*Enterprise name*

\_\_\_\_\_



## Municipal Infrastructure Support Agent Cooperative Governance & Traditional Affairs (CoGTA)

Open Tender Reference no: MISA/FS/MMM/SWMS/004/2022/23

### PROJECT: INNOVATIVE TECHNOLOGIES FOR SOLID WASTE MANAGEMENT SOLUTIONS TO SUPPORT THE MANGAUNG METRO IN THE FREE STATE PROVINCE

## PART C3: Scope of Work

### 1. BACKGROUND

Backlogs in waste collection services, aging vehicles, and equipment, growing human settlements, lack of public awareness on responsible solid waste management, poor enforcement of municipal by-laws on waste management and decreasing airspace in landfills are stark challenges experienced in waste management. Millions of tons of solid waste are generated daily needing collection, sorting, treatment, and final adequate destination. The second Draft of 2018 South Africa State of Waste Report estimated that South Africa generated 54.2 million tonnes of general waste but only 38.6% was recycled. Most of the municipal solid waste is disposed in landfills and are on the brink of reaching maximum capacity leading to spread of harmful diseases that threaten the wellbeing of the citizens, therefore consideration of innovative waste management mechanisms to divert waste from landfill and minimise environmental degradation is critical. The old habits of dumping waste in favour of new methods of dealing with waste utilising innovative methods is fundamental as part of gearing-up towards climbing the waste management hierarchy. The waste management hierarchy which is an approach adopted in South Africa (DEA, 2011) structures waste to various levels with waste avoidance at the top, followed by reduction, then re-using and recycling waste with recovery following and lastly the treatment and disposal.

South Africa's waste economy is estimated to be worth R15 billion and employs almost 30 000 people in the formal sector with the current approaches to solid waste management. This results in a GDP contribution of 0.51% according to CSIR (reported in 2012). The Department of Science and Technology (DST) recognises the opportunities for growth within this sector and argues that if 65% of waste can be recycled and diverted from landfill and recovered to be reprocessed/repurposed, South Africa could increase the revenue for this sector to an additional R17 billion annually. There is also recognition of the role of the informal sector, however there is no official estimate of the number of employments, but it is highlighted that it ranges from 60 000 and 90 000 waste pickers in the country.

There is an acknowledgement of progress made in waste services since the implementation of 2011 New Waste Management Strategy (NWMS), however acute backlogs are still prevalent in informal settlements, rural or per-urban communities characterised by backlogs in waste collection, littering and illegal dumping, low levels of separation of waste at source despite initiation at some metropolitan areas, inadequate infrastructure for recycling and recycling culture, burning in landfills, inadequate support and cooperation for service providers working with waste, education and awareness still lacking in some districts as well as inconsistent waste collection. These challenges negatively impact on the provision of basic services related to solid waste management compounded by dismal unlocking of value within waste streams especially on smaller and more rural municipalities who opt to implement the minimum requirements of collecting and disposing waste.

## **2. PROGRAMME GOALS AND OBJECTIVES**

The programme goal is to promote and ensure effective and efficient delivery of waste management services and aims to improve the livelihoods in communities whilst promoting cutting-edge innovation to improve people's socio-economic status. This will be achieved through the implementation of the various initiatives within waste management towards the President's Employment Stimulus with the following key objectives:

- Transform the waste management and treatment operations
- Conduct research and develop appropriate solid waste management solutions that consider innovative technologies and or alternative methods suitable for specific local conditions for efficient solid delivery of waste services.
- Provide innovative means for municipal waste management service delivery acceleration in an effective manner.
- Creation of 11 818 job opportunities through implementation of Innovative Solid Waste Management Mechanisms in the 2021/22 financial year and beyond.
- Increase commercialization of the circular economy and create value from resources currently discarded as waste.

The programme will focus on the development and application of alternative methods/innovative technologies for management and treatment of solid waste, building and expanding on other programmes like Operation Phakisa Chemicals and Waste Economy, Youth Jobs in Waste Management by the Department of Environment, Forestry and



Fisheries. The waste sector has been identified as one of the critical sectors with the potential to contribute substantially to the generation of jobs and enterprise development in a sustainable manner. The programme is expected to yield positive outcomes in the development and application of innovative waste management solutions, training and education, skills development, develop circular economy and social well-being of communities. The programme seeks to achieve the following expected outputs:

- Alternative/Innovative solutions for effective waste management appropriate for local needs.
- Use of appropriate technology and innovation for improved waste service delivery
- Number of skilled participants in the use of technologies for waste management and treatment.
- Accredited training on innovative waste management technologies.
- 11 818 job opportunities (National) in the application of innovative waste management solutions, on-the-job training, research, and development in 2022/23 financial year.

### **3. PROGRAMME SCOPE**

The Table below provides an indicative scope for the implementation of the programme using a programme management approach to enable better management of interdependencies within the various sub-projects across the strategic focus areas indicated including management of the intended strategic benefits of the programme.

Strategic Focus Area	High-level Tasks	Key Deliverables
Innovation	Research existing (old and new) solid waste technologies and solutions/frameworks and modify for specific target areas	* Customised Technologies/ Solutions for management and treatment of solid waste
	Customise to incorporate specific stakeholders' requirements	* Methodologies that can be used as stand-alone or as a combination
	Identify projects to test and apply the customised innovative solution.	* Shortlisted projects to pilot the customised solution
Recycling, Re-use and Repair of Waste	Identify opportunities of recycling within rural municipalities	* Waste collection and recycling hubs in rural areas * Markets for recyclables * Recycling methods for specific areas
	Develop dignified waste picking and extraction mechanism for opportunities of generating revenue by community co-operatives and implement	
	Develop Rural recycling of waste methodologies for application within specific environments and implement	
Development	Train youth on the application of the developed solution for the pilot phase and beyond (Accredited Training)	* Jobs created * Accredited Training Programme * Trained Youth * Community cooperatives on waste management
	Employ trained youth on the opportunities in the innovative solid waste management application	
	Facilitate development and training of community cooperatives	
Transformation	Assessment of current solid waste management practices and processes in the entire value chain	* Efficient management of solid waste * Local community participation within the waste economy
	Engage respective municipalities for integration the innovative solid waste management within current processes	
	Community awareness and education on the opportunities within the waste economy	

#### 4. Open tender

National Treasury has very recently issued a *Standard for Infrastructure Procurement and Delivery Management* (SIPDM) through PFMA Treasury Instruction No 4 of 2015 2016 and MFMA circular No 77 *Model SCM Policy for Infrastructure Procurement and Delivery Management*. This SIPDM:

- a) makes provision for framework agreements; and
- b) permits one organ of state to make use of another organ of state's framework agreement.

A framework agreement is an agreement between an organ of state and one or more contractors, the purpose of which is to establish the terms governing orders to be awarded during a given period, in particular with regard to price and, where appropriate, the quantity envisaged. An order, on the other hand, is an instruction to provide goods, services or any combination thereof under a framework agreement. Framework agreements enable municipalities to procure on an as-instructed basis (call offs) over a set term without necessarily committing to any quantum of work. The organ of state that places an order against a Open tender is responsible for settling amounts due in terms of the contract as it becomes the employer in terms of the contract upon the issuing of an order.

#### 5. Government's waste management initiatives

Government has made environment protection and pollution prevention and/or control a priority committing to reduce waste disposal by landfill. This commitment will ultimately lead to improved state of ecological infrastructure at a target of 50% reduction in waste to landfill sites by 2030 as suggested by NDP 2030. This is expected to contribute towards the rehabilitation and restoration of ecological infrastructure.

Immediate interventions include the implementation of innovative waste management programs across government and private sector to reduce waste production and disposal by landfill as follows:

- 75% diverted from the landfill sites through recycling of recyclables
- 50% of waste recycled
- 25% of waste reduction in waste generation
- 20% of waste re-used in the value chain

The Municipal Infrastructure Support Agent (MISA) was established in 2012 to develop the capacity of municipalities to sustainably deliver and manage infrastructure. To date, it has focused on providing technical support to municipalities and training of technical staff for municipalities. MISA has now extended its focus to also include infrastructure procurement.

The 44 district municipalities have been consolidated into 20 regions (see Annexure 1). Regional Open tenderors will be contracted to provide solid waste management solution in each of these regions. MISA has put in place a number of Open tenders to support the implementation of projects via the MISA frameworks agreements in the following areas:

- 1) programme management services to manage all water and sanitation projects executed through Open tenders within a province including the facilitation of the accessing of framework agreements by municipalities;

- 2) contract management services to administer on behalf of the employer the orders issued in terms of the framework agreements within a region;
- 3) health and safety agency services to assume the responsibilities imposed upon the “client” in terms of Regulation 5 of the Construction Regulations 2014 issued in terms of the Occupational Health and Safety Act of 1993;
- 4) contract management services to support the programme manager and contract manger in the execution of their duties.

## **6. OVERVIEW OF WASTE MANAGEMENT IN THE FREE STATE PROVINCE**

According to the latest South African State of Waste Report (SASoW) of 2019, approximately 80% of households in the Free State Province have their waste collected by the local authority or a private company, while only 13% of households dispose of their waste at their own or a communal dump (Stats SA, 2017).

In the rural areas of the Free State, only 11% of households have their waste collected by the local authority or a private company, while 62% of households dispose of their waste at their own or a communal dump. Approximately 26% of households reported leaving or dumping their rubbish anywhere or using some alternative.

In contracts, in the urban areas of the Free State, approximately 92% households have their waste collected by the local authority or a private company, while only 5% of the households dispose of their waste at their own or a communal dump.

According to the Free State IWMP (DETEA, 2013) no mainstream source separation programmes have been implemented in the province. There has however been a separation at source pilot project implemented in Mantsopa Local Municipality (Sello, 2018).

### **Population Size and Growth**

The total population recorded for Free State in 2016 was 2,8 million, an increase from the population of 2,7 million in 2011, making it the second smallest province in the country in terms of population size, after the Northern Cape. 58,3% of the population in the province are male and 41,7% are female. The number of households increased from 823 316 in 2011 to 946 639 in 2016. Average household size in the province decreased from 3,3 in 2011 to 3,0 in 2016. Mangaung (255 938) and Thabo Mofutsanyana (246 171) have the highest number of households.

## Generation and Disposal

According to the latest South African State of Waste Report (SASoW) of 2019, it is estimated that South Africa generated approximately 54,2 million tonnes (Mt) of general waste in 2017. This estimate is based on a representative sample of municipalities from each of the nine provinces, and extrapolated using the population of South Africa in 2017, to account for municipalities where limited or no information is available. Some of these municipalities that have no information are in the Free State Province. The estimated total quantity of waste generated in 2017 is the sum of municipal waste (4.8 Mt), commercial and industrial waste (3.5 Mt), organic waste (30.5 Mt), construction and demolition waste (4.5 Mt), glass (2.5 Mt), paper (2.2 Mt), plastic (1.1Mt), mwtals (4Mt), tyres (0,24 Mt), and other (0.73 Mt).

## Recycling and Recovery Facilities

There are a number of operational recycling and recovery facilities in the Free State where recyclable materials are recovered from the municipal waste stream. The Table below presents a summary of the key characteristics of these facilities and/ or operations (DETEA, 2013).

Municipality	Location	Description of the facility	Ownership
Fezile Daba	Sasolburg Landfill	Recycling facility	Private
Moqhaka	Kroonstad Waste Disposal Site	Recycling facility	Public (private contractor)
Tswelopele	Bultfontein Landfill	Recycling facility	Public (private contractor)
Maluti-a-Phofung	Both landfill sites	Recycling facility	Public (private contractor)
Dihlabeng	Bethlehem Landfill	Recycling facility	Public (private contractor)
Nketoana	Reitz Landfill	Recycling facility. Closed	Public (private contractor)
Setsoto	Senekal landfill	Recycling facility. Closed	

## Treatment Facilities

There are currently two licensed treatment facilities in the Free State, both of which are licensed to treat hazardous waste (SAWIC, 2018). The one is for the treatment of HCRW using incineration technology and the other for the treatment of abattoir waste using pyrolysis technology.

## Disposal Facilities

In total there are 78 municipal disposal facilities in the Free State (DETEA, 2013). Approximately 48 (or 62%) of these were not permitted in 2013. There are also five licensed private onsite disposal facilities, of which three are for general waste and two are for hazardous waste (SAWIC, 2018).

## **7. OVERVIEW OF WASTE MANAGEMENT IN MUNICIPALITIES**

### **6.1. MANGAUNG METRO**

#### **Background**

The Mangaung Metropolitan Municipality is a Category A municipality. It is situated in the Free State Province, in the central interior of South Africa. The Free State is bordered by the Gauteng, Eastern Cape, Northern Cape, KwaZulu-Natal and North West Provinces, as well as by the neighbouring country of Lesotho. Mangaung, meaning 'Place of the Cheetahs', accentuates the vibrant, dynamic and energetic character of the tourism industry in the 'At the Heart of it All'. It covers a covers the towns of Bloemfontein, Botshabelo, Dewetsdorp, Mangaung, Soutpan, Thaba Nchu, Van Stadensrus, Wepener

The economy is strongly driven by the government sector, which has seen the fastest growth in the last five years as a result of increased government programmes in livelihoods improvement interventions. The finance sector is the second-fastest growing sector due to very active estate and construction activities. Small businesses have a major role to play in the South African, and especially the Mangaung, economy in terms of employment creation, income generation and output growth. It is estimated that more than 12 million people in South Africa are actively involved in the SMME sector, which accounts for approximately 60% of all employment in the economy and 40% of output.

In an area such as Mangaung, with its relatively high levels of unemployment and poverty, it can be expected that the SMME sector plays an even more important role in job creation and poverty alleviation. The informal economy makes an important contribution to the economic and social life of Mangaung. Due to the decline in formal employment and consequent increase in unemployment, many people seek alternative means of earning an income..

#### **Waste Management infrastructure**

Majority of the Metro's households do not receive weekly municipal collection services, especially in the townships. According to the basic level of service with regards to solid waste collection is that the refuse should be collected once a week from the house holds. Despite the municipality having tried hard to cover a lot of suburban rate payers, lack of fleet and governance failures make it difficult for the metro to achieve a universal access of waste removal to everyone.

## **Waste Recycling**

Mangaung has a few recycling facilities that are currently in operation .Mostly located in the city of Bloemfontein and are privately owned. Most of the waste generated find its way into the landfill.

## **Challenges**

- Inconsistent and or non-collection of domestic waste is a major contributor to illegal dumping that prevails in both open spaces, kerbside and along roads.
- Inadequate street cleaning
- Unsecured landfill sites
- Unavailability of weighbridges creates a risk of inaccurate or distorted reporting
- Informal settlements which are not serviced consequently becoming one of major cause of illegal dumping
- Unavailability of correct waste receptacles for storage of domestic household waste is a another contributor of illegal dumping
- Shortage of fleet
- Shortage of personnel
- Shortage of budget to fund waste management service makes it difficult to implement almost all activities.
- Lack of fleet maintenance maintenance
- Excessive overtime demand by the employees

## **IWMP**

The Integrated Waste Management Plan (IWMP) for Mangaung Local Municipality was last reviewed in 2015 ,therefore outdated

## 7. Overview of Works

The overview of works entails development and or implementation of Innovative Technologies for Waste management Solutions for local economic development and job creation to support targeted municipalities in the Free State Province within Environmental Management

## 8. Extent of works and deliverables

The extend of works covers development and or implementation of municipal solid waste management solutions through innovative technologies or alternative methods for efficient waste management through practical measures to reduce, reuse and recycle waste boasting circular economy as well as landfill management, waste information system and rural waste management . A summary of outputs and outcomes expected are as follows:

**Table 2 of Outputs and Outcomes**

<b>Outputs (Deliverables)</b>	<b>Outcomes (Impact)</b>
Piloted development and implementation of innovative technologies or alternative methods in local conditions for sustainable municipal waste management and recycling solutions	Efficient waste management through practical measures to reduce, reuse and recycle waste boasting circular economy Increase culture of recycling and willingness to recycle in communities
Implementation of innovative and or alternative waste treatment and beneficiation technologies Develop dignified waste collection/picking and extraction mechanism for opportunities of generating revenue by community co-operatives	Reduce use of landfilling as a preferred disposal method for promotion of waste minimization and diversion within communities.
Training on innovative and alternative waste management technologies.	Increased community awareness and education on solid waste management and environmental effects. Cultivated sense of responsibility for community members to clean their surroundings, for different target groups including hawkers, shop owners and schools
Established and or enhanced 3 SMME within respective municipal communities	Integration of informal sector in waste collection and recycling. Increase volumes of waste collected. Creation of work opportunities and attract unemployed youth thus allowing communities to thrive. Contribute to the transformation of the informal economy into the formal economy. Partnerships with different stakeholders, resulting in campaigns against littering and illegal dumping
300 work-opportunities created in the development and implementation of innovative technologies or alternative methods of solid waste management solutions	



Waste Information Systems (collating, recording, analysis/modelling, reporting, et al.) including providing inputs into the National Waste Information System (WIS)	Recorded waste data to enable better planning in future Reliable data to South African Waste Information Systems.
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## 9. Location of Works

The Regions where the scope of work is highlighted in yellow on the following Table;

Region	Province	District municipality
1	Northern Cape	Namakwa District Municipality
2	Northern Cape	Pixley ka Seme District Municipality Siyanda District Municipality Frances Baard District Municipality John Taolo Gaetsewe District Municipality
3	North West	Ngaka Modiri Molema District Municipality Dr Ruth Segomotsi Mompati District Municipality
4	North West	Bojanala Platinum District Municipality Dr Kenneth Kaunda District Municipality
5	Limpopo	Capricorn District Municipality Waterberg District Municipality
6	Limpopo	Vhembe District Municipality
7	Limpopo	Mopani District Municipality Sekhukhune District Municipality
8	Mpumalanga	Ehlanzeni District Municipality
9	Mpumalanga	Gert Sibande District Municipality Nkangala District Municipality
10	Gauteng	Sedibeng District Municipality West Rand District Municipality
11	Free state	Mangaung Metro
12	Free state	Xhariep District Municipality Lejweleputswa District Municipality
13	KwaZulu Natal	Ugu District Municipality uMgungundlovu District Municipality Harry Gwala District Municipality
14	KwaZulu Natal	uThukela District Municipality uMzinyathi District Municipality Amajuba District Municipality iLembe District Municipality
15	KwaZulu Natal	Zululand District Municipality uMkhanyakude District Municipality uThungulu District Municipality
16	Eastern Cape	Sarah Baartman District Municipality
17	Eastern Cape	Amathole District Municipality Chris Hani District Municipality Joe Gqabi District Municipality
18	Eastern Cape	OR Tambo District Municipality Alfred Nzo District Municipality
19	Western Cape	Eden District Municipality Central Karoo District Municipality Garden Route District Municipality

Region	Province	District municipality
20	Western Cape	West Coast District Municipality Cape Winelands District Municipality Overberg District Municipality

## 10. Milestones and Deliverables

**Milestone 1 – Planning:** Stakeholder identification and engagement strategy, refine user requirements including specific local requirements and define project activities and durations, quality metrics, communication management.

- 1) Develop project implementation plan.
- 2) Attend project initiation meetings.
- 3) Advise on the rights, constraints, consents and approvals.
- 4) Refine the services and scope to specific local environmental context including interface with existing and or on-going similar initiative.
- 5) Inspect the local environmental factors and advise on the necessary reconfiguration.
- 6) Determine the availability of data, plans, existing solid waste management resources/assets, waste transport equipment, methods of waste collection and removal strategies.
- 7) Advise on criteria specific to local conditions for specific innovation to influence the project life cycle cost significantly.
- 8) Provide necessary information within the agreed innovation and or alternative technology for the project.
- 9) Participate in creating the structures and Programme Steering Committee (PSC)
- 10) Refine funding strategies taking into consideration sustainability of the project outcomes

### ***Milestone 1 Deliverables***

*The client will expect the following deliverables for this stage*

- *Project Implementation Plan*
- *Approved innovative and or alternative solutions to be implemented within the project schedule.*
- *Signed agreement*
- *Status report on project and local requirements.*
- *Schedule of consents, approvals and related enablers*
- *Prepare schedules of predicted cash flow*
- *Funding strategies to be implemented in the project*

**Milestone 2 - Execution:** direct and manage implementation of project work including project knowledge, communications, risk responses, quality control, and issue management

## **Milestone 2 Deliverables**

*The client will expect the following deliverables for this stage*

- *Applicable surveys*
- *Recruitment of local community members*
- *Public Education initiatives*
- *Training and Skills development initiatives*
- *Community Awareness initiatives*
- *Promotional activities for sustainable waste management*
- *Provision and implementation of innovative technologies and or alternative methods to Avoid, Reduce, Recycle and Reuse waste including landfill management*
- *Pilot Waste Recycling initiatives*
- *Enterprise development to 3 beneficiaries*
- *300 work-opportunities created*
- *Established strategic partnerships*

**Milestone 3 – Monitoring and Controlling:** monitor and control project work including performing integrated change control.

## **Milestone 3 Deliverables**

*The client will expect the following deliverables for this stage.*

- *Weekly refine Project Progress report*
- *Data capturing, information management and reporting on existing reporting platform including the National Waste Information System (WIS)*
- *Attainment of key performance targets for project components*

**Milestone 4: Close out and Handover:** fulfil and complete the project close-out including necessary documentation to facilitate effective completion, handover and instilling transformation of current waste management practices, integration of the innovative and or alternative waste management solutions within the local municipal operations.

## **Milestone 4 Deliverables**

*The client will expect the following deliverables for this stage;*

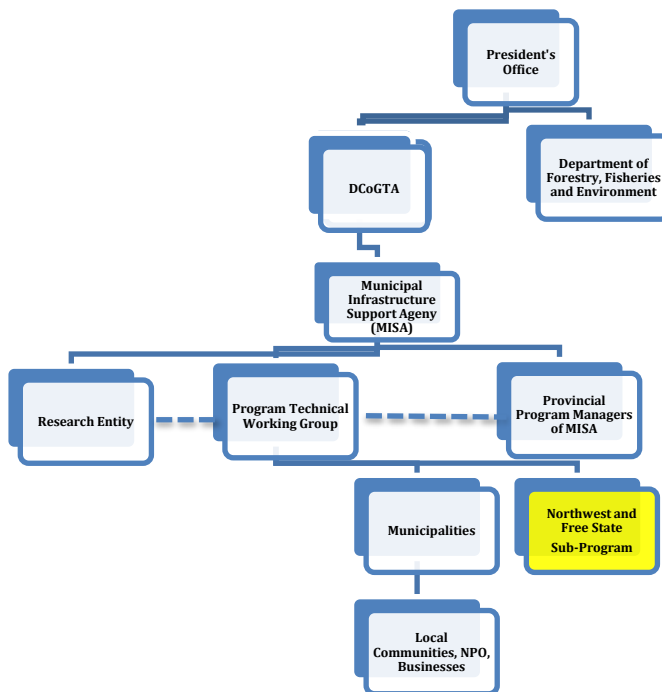
- *Project close-out report documenting all key aspects of the project including lessons learnt for inputs into the Rural Waste Management Framework.*
- *Report on the innovative and or alternative waste management solutions implemented, work-opportunities created and SMME beneficiaries within the project including integration of innovative waste management solutions within municipal processes.*

- *Project Close-out Report and files*
- *Final framework or guideline documents*
- *Training reports and certificates for participants*
- *Final accounts*

## 11. Proposed Program Structure

The following schematic drawing illustrate a proposed programme management structure showing the lines of communication and reporting.

### Proposed Programme Structure:



### Notes applicable to the above Structure:

1. The structure is an indicative layout only and the real work structure may be different as long as the required work deliverables are achieved.
2. The MISA client stakeholders include the:
  - President's Office, National Departments of DCOG, DFFE and NT
  - Provincial Departments involved with solid waste management , e.g. Provincial Departments of Local Government / Cooperative Governance, Department of Forestry, Fisheries and Environment and other line Departments.
  - All the municipalities (local and district) that are targeted for innovative and or alternative waste management initiative,

- The communities in the municipalities who are the ultimate beneficiaries of this programme. Initially, and for this whole Programme, certain communities would be beneficiaries.
3. The Innovative Solid Waste Management Program Technical Working Group, i.e. the Programme Steering Committee (**PSC**), will be responsible for the overall Programme Management of the Programme and management of the PSP. All reporting will be presented to and shared with the PSC chairperson.
  4. The same PSC will also be responsible to manage other related Programme, i.e. for the Study implementation of the program to develop the Rural Solid Waste Management Framework, for which a Research Institution would be appointed. The Programme PSP and Research Institution will work closely together as part of the responsible tasks of both – to obtain, test, analyse and share data, information, improvements, and good practices for the research components of the program.
  5. On the Integration Contact level with the municipalities – certain Provincial Department and other organisations would be involved, depending on the selection of the projects. The relevant individuals of the municipalities and other organisations should be regarded as stakeholders or responsible role players of this Programme. The client will assist in providing names and contact details where required.
  6. The job creation and local economic development is the ultimate client and beneficiary of this programme, therefore the Program PSP must assist and support municipalities to exploit the components of the solid waste management value chain that will yield the highest benefits without compromising improving efficient management of waste within sustainable and environmental prescripts.

## 7. Legislative Requirements

The Service Provider shall in the provision of the services observe all relevant statutes, by-laws and associated regulations (National Environmental Management Act, etc), the provisions of National Treasury's Standard for Infrastructure Procurement and Delivery Management, standards of professional conduct and industry norms established in relevant South African national standards published in terms of the Standards Act of 2008 or standards recommended by professional associations.

## 8. Project Duration

The estimate contract period for Professional Services is as follows;

***Planning Period = 2 weeks***  
***Execution Period = 16 weeks***  
***Total = 18 weeks***

**ANNEXURE A: BREAKDOWN OF COSTS OF QUOTED PRICE FOR WORKING OUT BID COMPARATIVE PRICE**

**< TEMPLATE TO BE USED >**

**A. Assumptions**

Number of working hours per day = 8 hours; 40 hours per week

**B. Summary of Person days and FTE over 18 weeks and Total cost per person**

<b>Position Name of Resources in the proposed project Team</b>	<b>Hourly Rate <i>(inclusive of all cost, except VAT)</i> (Rand)</b>	<b>Daily Rate <i>(inclusive of all cost, except VAT)</i> (Rand)</b>	<b>Total Person days over 3 months</b>	<b>FTE over 3 months <i>(in number of person)</i></b>	<b>Total cost per person (Rand)</b>
Contract Manager					

<b>Position Name of Resources in the proposed project Team</b>	<b>Hourly Rate <i>(inclusive of all cost, except VAT)</i> (Rand)</b>	<b>Daily Rate <i>(inclusive of all cost, except VAT)</i> (Rand)</b>	<b>Total Person days over 3 months</b>	<b>FTE over 3 months <i>(in number of person)</i></b>	<b>Total cost per person (Rand)</b>
				<b>Total</b>	
				<b>VAT @ 15%</b>	
				<b>Grand Total</b>	

**C. Cost details for deliverables and Activities (TEMPLATE TO BE USED)**

Deliverable and Activity Number & Description	Position Name of Resources in the proposed project Team	Duration of Activity over 3 months	Commitment % of resource	Equivalent person Days	Daily Rate (inclusive of all cost, except VAT) (Rand)	Total cost per person (inclusive of all cost, except VAT) (Rand)
<b>DELIVERABLE 1: PLANNING</b>						
ACTIVITY __: <ul style="list-style-type: none"> <li>• Project Implementation Plan</li> <li>• Approved innovative and or alternative solutions to be implemented within the project schedule.</li> <li>• Signed agreement</li> <li>• Status report on project and local requirements.</li> <li>• Schedule of consents, approvals and related enablers</li> <li>• Prepare schedules of predicted cash flow</li> <li>• Funding strategies to be implemented in the project</li> </ul>	Contract Manager					
					<b>DELIVERABLE 1 TOTAL</b>	
<b>DELIVERABLE 2: EXECUTION</b>						
ACTIVITY __: <ul style="list-style-type: none"> <li>• <i>Applicable surveys</i></li> <li>• <i>Recruitment of local community members</i></li> <li>• <i>Public Education initiatives</i></li> <li>• <i>Training and Skills development initiatives</i></li> <li>• <i>Community Awareness initiatives</i></li> <li>• <i>Promotional activities for sustainable waste management</i></li> </ul>	Contract Manager					



Deliverable and Activity Number & Description	Position Name of Resources in the proposed project Team	Duration of Activity over 3 months	Commitment % of resource	Equivalent person Days	Daily Rate (inclusive of all cost, except VAT) (Rand)	Total cost per person (inclusive of all cost, except VAT) (Rand)	
<ul style="list-style-type: none"> <li>Provision and implementation of innovative technologies and or alternative methods to Avoid, Reduce, Recycle and Reuse waste including landfill management</li> <li>Pilot Waste Recycling initiatives</li> <li>Enterprise development to 6 beneficiaries</li> <li>300 work-opportunities created</li> <li>Established strategic partnerships</li> </ul>							
<b>DELIVERABLE 2 TOTAL</b>							
<b>DELIVERABLE 3: MONITORING &amp; CONTROLLING</b>							
ACTIVITY __: <ul style="list-style-type: none"> <li>Weekly refine Project Progress report</li> <li>Data capturing, information management and reporting on existing reporting platform including the National Waste Information System (WIS)</li> <li>Attainment of key performance targets for project components</li> </ul>	Contract Manager						

Deliverable and Activity Number & Description	Position Name of Resources in the proposed project Team	Duration of Activity over 3 months	Commitment % of resource	Equivalent person Days	Daily Rate (inclusive of all cost, except VAT) (Rand)	Total cost per person (inclusive of all cost, except VAT) (Rand)	
<b>DELIVERABLE 3 TOTAL</b>							
<b>DELIVERABLE 4: CLOSE OUT AND HANDOVER</b>							
ACTIVITY __:	Contract Manager						
<ul style="list-style-type: none"> <li>Project close-out report documenting all key aspects of the project including lessons learnt for inputs into the Rural Waste Management Framework.</li> <li>Report on the innovative and or alternative waste management solutions implemented, work-opportunities created and SMME beneficiaries within the project including integration of innovative waste management solutions within municipal processes.</li> <li>Project Close-out Report and files</li> <li>Final framework or guideline documents</li> <li>Training reports and certificates for participants</li> <li>Final accounts</li> </ul>							
<b>DELIVERABLE 4 TOTAL</b>							
<b>DELIVERABLES TOTAL {SUMMATION (DELIVERABLE 1 TO DELIVERABLE 4)}</b>							
<b>REIMBURSABLE TOTAL</b>							

Deliverable and Activity Number & Description	Position Name of Resources in the proposed project Team	Duration of Activity over 3 months	Commitment % of resource	Equivalent person Days	Daily Rate <i>(inclusive of all cost, except VAT)</i> <b>(Rand)</b>	Total cost per person <i>(inclusive of all cost, except VAT)</i> <b>(Rand)</b>
TOTAL Cost						
VAT @ 15%						
GRAND TOTAL INCLUSIVE OF VAT						