

	REQUEST FOR QUOTATION		Form No: UW-RFQ-2 Version No: 1.1/2020 Effective Date: Jul 2020
	RFQ No: Q22/643/AS(A)		

**You are hereby invited to submit a Quotation for the following requirements of
UMGENI WATER**

Advert Date:	16 AUGUST 2022		
RFQ Ref Number:	Q22/643AS(A)		
Description Of Services:	COST BENEFIT ANALYSIS FOR THE LOWER uMKHOMAZI BULK WATER SUPPLY SCHEME		
Closing Date:	26 AUGUST 2022	Closing Time:	15h00
Compulsory Briefing	Please contact Angus if you require clarity on the specification prior to the closing date as price variations to the awarded tenderer will not be accommodated		
Documents Are Obtainable From:	Via email		
SCM Procedure Enquiries may be directed to:	Asheena Singh Tel No. 031 7197300 Email Address: asheena.singh@umgeni.co.za		
Submissions:	By email to: scmquotes@umgeni.co.za NB: use Q22/643AS(A) as email subject		
Technical Enquiries: (PM – Details)	Contact Person: Angus Nicholl Email: angus.nicholl@umgeni.co.za cel : 083 463 7671		

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Tip-Offs Anonymous Hotline:

Report unethical conduct at Umgeni Water on:

Toll Free Number: 0800 864 463

Email: umgeniwater@whistleblowing.co.za

Toll Free Fax: 0800 212 689

Postal: Freepost KZN665, Musgrave, 4062

SMS: 33490

Online: www.whistleblowing.co.za

Stop theft / fraud / dishonesty / bribery /blackmail / intimidation, and remain anonymous.

This RFQ is subject to the general conditions of the RFQ, National Treasury's general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC).

2. Information about the Tenderer

Name of tenderer	
Registration number	
VAT registration number	
Telephone number	
Cell number	
E-mail address	
Postal address	
Physical address	
Umgeni Water Vendor No.	
CSD Supplier number	
CSD Unique Registration Reference Number	
Contact person's name	

I certify that the information furnished on this form is true and correct. I further accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of tenderer (duly authorised)

Signature of tenderer

Signature of tenderer

Date

3. TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)

1. Any alteration made by the tenderer must be initialled.
2. Use of correcting fluid is prohibited
3. This quotation is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017; the General Conditions of Contract (GCC) and if applicable any other Special Conditions of Contract.
4. Companies must be registered on the National Treasury's Central Suppliers Database.
5. Suppliers are advised that the 80/20 preference points system shall be applied in the evaluation of this quotation. To qualify for preference points suppliers are required to submit certified copies of valid B-BBEE status Level Verification Certificates to substantiate their B-BBEE rating claims. Refer to SBD 6.1 form.
6. **Eligibility** : Suppliers must complete the attached **SBD 4** –Bidder's Disclosure form. Failure to complete these documents may result in the quotation being invalidated.
7. Quotations must be in accordance and comply with the specifications/scope of work provided, unless otherwise stipulated.
8. The official Umgeni Water quotation form must be used to tender the offered price. Should the allocated price page be insufficient, the tenderer may supplement the price page with an additional pricing breakdown.
9. The successful supplier may be required to fill in and sign a written Contract Form. (If applicable)
10. This document may contain confidential information that is the property of Umgeni Water.
11. No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFQ, without prior written permission from Umgeni Water and the Tenderer.
12. All Copyright and Intellectual Property herein vests with Umgeni Water and its Tenderer.
13. Quotations must be submitted by email scmquotes@umgeni.co.za or be deposited in tender box situated as indicated on the quotation request form marked appropriated as directed. (*The applicable submission method is reflected on the cover page*). Suppliers should ensure that quotations are delivered before closing time and to the correct address.
14. It is the responsibility of the bidder to ensure that its response reaches Umgeni Water on or before the closing date and time of the RFQ.
15. Late and incomplete submissions will not be accepted.
16. Price Declaration must be completed, and should the total RFQ prices differ, the one indicated on the price declaration shall be considered the correct price.
17. Tenderers are required to submit a valid Tax clearance verification PIN.
18. No services must be rendered or goods delivered before an official Umgeni Water Purchase Order form has been received.

The Tenderer accepts the above terms, conditions, and Umgeni Water's Standard Conditions of Tender*.	Accept	Do not accept

*A full copy of UW's Standard Conditions of Tender are available on Umgeni Water's website.

http://www.umgeni.co.za/pdf/cm009_standard_conditions_of_tender.pdf

CONDITIONS OF QUOTE

1. I/We hereby quote to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to Umgeni Water on the terms and conditions. In accordance with the specifications stipulated in the quotation documents (and which shall be taken as part of and be incorporated into this quote) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
2. I/we agree that:
 - (a) the offer herein shall remain binding upon me and open for acceptance by Umgeni Water during the validity period indicated and calculated from the closing time of the quote;
 - (b) this quote and its acceptance shall be subject to the Public Finance Management Act, 1999, Umgeni Water's Supply Chain Management Policy and Procedures, the General and Special Conditions of Contract as may be applicable, with which I/we are fully acquainted;
 - (c) if I/we withdraw my quote within the period for which I/we have agreed that the quote shall remain open for acceptance, or fail to fulfil the contract when called upon to do so. Umgeni Water may, without prejudice to its other rights, agree to the withdrawal of my quote or cancel the contract that may have been entered into between Umgeni Water and I/us. I/we will then pay to Umgeni Water any additional expenses incurred for having either to accept any less favourable quote or, if fresh quote have to be invited, the additional expenditure incurred by the invitation of fresh quotes and by the subsequent acceptance of any less favourable quotes. Umgeni Water shall reserve the right to recover such additional expenditure by set-off against monies which may be due to me under this, or any other tender or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss Umgeni Water may sustain by reason of my default;
 - (d) if my quote is accepted, the acceptance may be communicated to me by electronic mail, to the email address supplied in my quotation document;
 - (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my quote and I choose *domicilium citandi et executandi* in the Republic at (full physical address) :
.....
.....
3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my quote: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.
4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.
5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me as a result of such action.
6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this quote or any related quotations by completion of the Declaration of Interest Section.

CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I/WE, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE TENDERER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

- (1) The tenderer will furnish documentary proof regarding any tendering issue to the satisfaction of the Umgeni Water, if requested to do so.
- (2) If the information supplied is found to be incorrect and/or false then Umgeni Water, in addition to any remedies it may have, may: -
 - a) Recover from the contractor all costs, losses or damages incurred or sustained by Umgeni Water as a result of the award of the contract, and/or
 - b) Cancel the contract and claim any damages which Umgeni Water may suffer by having to make less favourable arrangements after such cancellation.

SIGNED ON THIS _____ DAY OF _____ 2019 AT _____

**SIGNATURE OF TENDERER OR DULY
AUTHORISED REPRESENTATIVE**

FULL NAME (IN BLOCK LETTERS)

ON BEHALF OF (TENDERER'S NAME) _____

CAPACITY OF SIGNATORY _____

NAME OF CONTACT PERSON (IN BLOCK LETTERS) _____

POSTAL ADDRESS _____

POSTAL CODE _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

CELLULAR PHONE NUMBER: _____

E-MAIL ADDRESS: _____

4. ELIGIBILITY AND EVALUATION CRITERIA

Evaluation method:

- a) The tender will firstly be evaluated on eligibility. If found to be eligible, it will be further evaluated on:
- b) Functionality
- c) Financial offer: using Price & Preference using the 80/20 Preference Point Scoring System in terms of PPPFA

4.1. Umgeni Water will only consider submissions from tenderers who satisfy the following Eligibility criteria:

- a) 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;
- b) the Tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect;
- c) the Tenderer has completed and signed the Bidder's Disclosure 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 Purchaser or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract;

4.2. Functionality

Functionality	
The minimum qualifying Functionality Evaluation Score shall be seventy (70) points.	
The table below lists the returnable schedules that set out the scoring criteria and sub-criteria, and the percentage weighting for the score achieved against the relevant schedule:	
Tenderer's Experience	30
Experience of Key Personnel	10
Method Statement	35
Preliminary Programme	25
Failure to score a single point in any of the criteria listed above will deem the bid to be non-responsive and the bidder will be disqualified.	

4.2.1 TENDERER'S PREVIOUS EXPERIENCE (30%)

The experience of the Tenderer or joint venture partners in the case of an unincorporated joint venture or consortium will be evaluated on the basis of experience in similar projects or similar areas and conditions in relation to the scope of work.

Tenderers should briefly summarize their company's experience (and that of any specialist sub-consultants, joint venture partners or consortium members) relevant to the scope of work.

Scoring of the Tenderer's Company experience will be as follows: 30

Description	Max Possible Score
<p>Company experience in conducting a CBA (Submit Proof of previous experience)</p> <p>2-3 Project – 10 points</p> <p>4-5 Projects -15 points</p> <p>5 additional points for every project more than 5 projects to a maximum of 25 points</p> <p>Company Experience in conducting a CBA in South Africa with specific reference to the evaluation of water resources development and water resources management</p> <p>2-3 Project – 10 points</p> <p>4-5 Projects -15 points</p> <p>5 additional points for every project more than 5 projects to a maximum of 25 points</p> <p>Company Experience in the review National Treasury Budget Facility for Infrastructure , guidelines, evaluating, interpreting and reporting / liaising CBA's with NT</p> <p>2-3 Project – 10 points</p> <p>4-5 Projects -15 points</p> <p>5 additional points for every project more than 5 projects to a maximum of 25points</p> <p>Company experience in Public sector (specifically PFMA)</p> <p>2-3 Project – 10 points</p> <p>4-5 Projects -15 points</p> <p>5 additional points for every projects relating to the Water Boards to a maximum of 25points.</p>	100

The summary table below may be used. If a separate table is prepared, it shall be put in tabular form with the same headings.

Project name and location	Duration and Year Completed	Rand Value of work incl. VAT (Fee not project value)	Company (Where the service was provided) & Type of Company (Name & Sector)	Client/Employer	Client reference Contact Details

4.2.2 EXPERIENCE OF KEY PERSONNEL (10%)

Provide relevant information as prescribed below for the following Key Personnel proposed in the tender to fulfil the following positions:

A. Partner / Director

B. Project Lead / Manager:

C. Task Lead / Analyst:

All team members must be members of recognized registered professional body (where applicable)

The experience of each key person, relevant to the scope of work, will be evaluated from the points below:

- 1) General experience (total duration of activity), level of education and training and positions held by the key person.
- 2) The education, training and experience of the person, in the specific sector, field, subject, etc. which is directly linked to the scope of work.

A CV (**not more than 3 pages**) in the required format below, shall be provided for each key person should be attached to this schedule. Note that Copies of Qualification and Professional Registration Certificates should be attached separately.

Each CV should be structured under the following headings:

1. Personal particulars
 - name
 - date and place of birth
 - place (s) of tertiary education and dates associated therewith
2. Qualifications
3. Name of current employer and position in Company
4. Overview last 10 years of experience (year, organization, position and projects)
5. Outline of recent assignments / experience that have a bearing on the scope of work for this tender.

Scoring of the experience of key staff will be as follows: 10

Description	Max Possible Score
<p>The proposed team including CVs showing experience in project of similar nature. This will include details of experience of the Partner / Director, Project Manager and Analyst..</p> <p>Experience of Partner / Director</p> <ul style="list-style-type: none">• Less than 2 years - 0 points• 2 years - 5 points• 5 years - 10 points <p>5 additional points for every year more than 5 years to a maximum of 50 points</p> <p>Experience of Project Manager</p> <ul style="list-style-type: none">• Less than 2 years - 0 points• 2 years - 5 points• 5 years - 10 points <p>5 additional points for every year more than 5 years to a maximum of 30 points</p> <p>Experience of Task Lead / Analyst</p> <ul style="list-style-type: none">• Less than 2 Projects - 0 points• 2 Projects - 5 points• 5 Projects - 10 points <p>5 additional points for every project more than 5 projects to a maximum of 20 points</p>	100

4.2.3 METHOD STATEMENT (35%)

The method statement must respond to the Scope of Work and outline the proposed approach / methodology. The method statement should articulate what value the Tenderer will add by in achieving the stated objectives for the project.

The Tenderer must as such explain his / her understanding of the objectives of the assignment and the Purchaser's stated and implied requirements, highlight the issues of importance, and explain the technical approach they would adopt to address them. The approach paper should explain the methodologies which are to be adopted, demonstrate the compatibility of those methodologies with the proposed approach. The approach should also include a quality plan which outlines processes, procedures and associated resources, applied by whom and when, to meet the requirements and indicate how risks will be managed and what contribution can be made regarding value management.

The tenderer shall provide a summary of the proposed Cost Benefit Analysis based on the scope of work, namely to provide National Treasury with sufficient information to make an informed judgement regarding the performance of the LUBWSS; with work to be completed in three (3) months. Information required should include the CBA philosophy, as well as those tasks outlined in the BoQ

The Tenderer must attach his / her approach paper to this page. The approach paper should not be longer than 8 pages.

The scoring of the approach paper will be as follows: 35

No submission (Score 0)	No method statement submitted
Poor (Score 40)	The technical approach and / or methodology is poor / is unlikely to satisfy project objective or requirements. The tenderer has misunderstood certain aspects of the scope of work or does not deal with the critical aspect of the project)
Satisfactory (Score 70)	The approach is generic but tailored to address the general project objectives and methodology. The approach does not deal with the critical characteristics of the project. The quality plan, manner in which risk is to be managed is very generic.
Good (Score 90)	The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution. The quality plan and approach to managing risk is specifically tailored to the critical characteristics of the project..
Excellent (Score 100)	Besides meeting the "good" rating, the important issues are approached in an innovative and efficient way, indicating that the Tenderer has outstanding knowledge or state-of-the-art approaches. The approach details ways to improve the project outcomes and the quality of the outputs.

4.2.4 PRELIMINARY PROGRAMME (25%)

The Tenderer shall detail below or attach a preliminary programme reflecting the proposed sequence and tempo of execution of the main work components. The programme shall be in accordance with the information supplied in the Contract, requirements of the Project Specifications and with all other aspects of his Tender.

The programme to illustrate activities, sequencing and timelines as described and summarised in the Method Statement (6.2.3) above. The bidder should note that the contract is required to be completed, commissioned and handed over to the Purchaser by the date specified in the contract data.

PROGRAMME														
Component / sub component	WEEKS / MONTHS													

Note: The programme must be based on the completion time as specified in the Contract Data. No other completion time that may be indicated on this programme will be regarded as an alternative offer, unless it is listed in supported by a detailed statement to that effect, all as specified in the Tender Data.

Scoring of the preliminary programme will be as follows: 25

	Suitability of programme
No submission (score 0)	No preliminary programme submitted
Poor (score 40)	Programme is inadequate and/or considered unrealistic and does not achieve required completion date
Satisfactory (score 70)	Programme is considered realistic and adequately shows the main components and compliance with completion date
Good (score 90)	Programme is considered realistic and includes the main components and sub subcomponents and compliance with completion date
Very good (score 100)	Programme is considered realistic and includes the main components and subcomponents and linkages and compliance with completion date

4.3 Financial Offer

Financial offer
Financial Offer shall be based on task and disbursement schedule (i.e. the populated priced Bill of Quantities) See Appendix B (Bill of Quantities)

Recoverable cost will be reimbursed at the rates determined by the Auditor General, on a proven basis, except in so far as travelling is concerned where the following provisions apply:

- In case of vehicle travel, the payment of rates will be based on AA rates per kilometre;
- The service provider shall maintain the detailed log sheet for the distance travelled and these must accompany claims and be limited to 10% of the total engagement fee.
- Umgeni will not pay personnel for travel outside of KwaZulu Natal

5. RETURNABLE DOCUMENTS

	Mandatory Requirement	Comply (Yes/No)	Remarks
1	CSD Summary report		
2	B-BBEE Certificate and/or Affidavit		
3	Tax Clearance Certificate and/or TAX Verification PIN		
4	Certificate of Incorporation (CIPC Registration Certificate listing company directors/shareholders/owner/s)		

6. SPECIFICATIONS

TERMS OF REFERENCE

1. BACKGROUND

The Lower uMkhomazi Bulk Water Supply Scheme (LUBWSS) is designed to provide an additional 100 mega litres per day (Ml/d) of potable water for the eThekweni and Ugu municipalities of the KwaZulu-Natal province. Umgeni Water is legally mandated to supply bulk potable water to eThekweni Metropolitan Municipality, Ugu District Municipality, and other customers in the corridor of these municipalities.

The scheme seeks to cater for the suppressed demand in the supply area, as well as ensure that the future demand is accommodated. The LUBWSS comprises of two abstraction weirs and works, Ngwadini Off-Channel Storage (OCS) dam and related water treatment and conveyance infrastructure located within the Lower uMkhomazi River catchment.

Umgeni Water (UW) approached National Treasury (NT) for funding consideration, via the Budget Facility for Infrastructure (BFI). The LUBWSS met most of the appraisal requirements of the BFI, and partial funding was approved on condition that UW revise the Cost Benefit Analysis (CBA). The CBA submitted by UW was conducted on a macro scale for the uMkhomazi Water Programme and not specifically for the LUBWSS. Consequently NT experienced difficulty in validating that the LUBWSS's economic benefits will outweigh the costs; as well as provide value for money. NT provided guidance on the short-comings experienced whilst undertaking the BFI appraisal. UW intends to undertake a CBA for the LUBWSS including the guidance provided in the NT appraisal report.

2. OBJECTIVES

The objective of the Cost Benefit Analysis is to provide National Treasury with sufficient information necessary to make an informed judgement regarding the performance of the LUBWSS. On completion of this three (3) month study, NT will know the net welfare effects of the LUBWSS; as well as understand the LUBWSS value for money.

3. ISSUES

UW's submission to NT for funding consideration under the BFI included a CBA which was complemented by a Social Accounting Matrix. The CBA was conducted at a macro scale for the uMkhomazi Water Project and not specifically for the LUBWSS. The shortcomings of the CBA are provided in the BFI Findings and Recommendations Report (see **Annexure 1**). The CBA was not methodologically sound and needs to be revised taking into account the guidance provided with the list of shortcomings discussed in the report. Addressing these key issues will assist NT in validating the LUBWSS relevance and impact.

4. METHODOLOGY

In order to achieve the above-mentioned objectives, the study will need to take into consideration the WRC Report TT598/14, 2014 (see **Annexure 2**) and integrate the Issues identified above (see **Annexure 1**) when identifying the impact of the LUBWSS in terms of the costs and benefits resulting from it. The anticipated tasks required in undertaking this study are summarised in **Table 1**. **Note:** The Annexures 1+2 will be available to the successful tenderer to view.

Table 1: Execution of CBA (as used by DBSA, 2000)

Task	Activity
1	<p>Specification of purpose of the CBA and specification of project boundaries within which the analysis is to be conducted.</p> <p>By the setting of a perspective it is important that the analyst will acquaint her/himself with all the relevant facts in order to develop a feeling for the problem, the proposed solutions and the milieu within which a recommendation is to be made</p>
2	<p>Identification of all impacts i.e. costs and benefits generated by a project within the boundaries specified for analysis. It must once again be emphasised that the analyst should measure the costs and benefits relative to the nil alternative. Further, it is important that the analysis should not be done in terms of only a single set of parameters, but that a whole number of critical scenarios should be investigated with the aid of sensitivity analysis</p>
3	<p>Quantification of cost and benefit streams via direct measurement of the impact itself or, if necessary, measurement of an appropriate proxy for the impact. If direct measurement of the impact or proxy is not possible, the impact or proxy should be estimated using appropriate estimation tools and techniques.</p>
4	<p>Impacts, which are difficult to measure, should nevertheless be recorded in qualitative terms and if possible ranked in order of importance.</p> <p>The analyst should also, as far as possible, quantify the social consequences of a project, and where such quantification is not possible they should be reported qualitatively. The following social consequences of a project should be addressed:</p> <p>Distributional effects between income groups, population groups or geographical regions;</p> <p>Welfare consequences;</p> <p>Political and constitutional implications;</p> <p>Strategic consequences;</p> <p>Prestige;</p> <p>The creation of job opportunities;</p> <p>The achievement of economic independence; and</p> <p>Population movements.</p>

5	Discounting of project cost and benefit streams to present values
6	Calculation of NPV, ERR and BCR to define the value of the project in economic terms.
7	Sensitivity analysis on the cost and benefit streams. The analysis should be based on risk factors, which have been identified in the project setting.
8	Interpretation and reporting of the results of the analysis.

*WRC Report TT598/14, 2014 (see **Annexure 2**) presents the guidelines in the format of a manual for conducting cost benefit analysis (CBA) in South Africa, with specific reference to evaluating the development and management of water resources. This evaluation of projects is often a difficult task since costs and benefits do not occur only once, but appear over time. Furthermore, costs and benefits are often hidden, making them hard to identify, and are also frequently difficult to measure. This manual is specifically aimed at the decision maker in the public sector, but can also be used outside the public sector.*

The PSP shall include in their proposal any other tasks that they deem necessary in order to achieve the objectives of this study.

5. EXPERTISE

The PSP shall define the set of professional requirements for the individuals involved in the study, to aid in the client's skill assessment. The following should be included but not limited to:

- Type of work involved
- Type of skills and abilities required
- Exact number of individuals involved, incl. qualifications, experience and other professional attributes
- Time period of engagement of each member
- A brief description of the duties and responsibilities per team member
- The relationship between the team members, including leadership roles.

6. REPORTING

*WRC Report TT598/14, 2014 (see **Annexure 2**) section 6.3 presents the guidelines for contents and report writing.*

The PSP shall present all the information requested in the study in a bound report (or suite of reports). The report(s) must include an Executive Summary detailing the main findings of the study and summarizing the work carried out. The report must include:

- Maps on suitable scales; and
- Results, conclusions and recommendations.

The specific deliverables required by this study must include the following:

- **Final Report:** Three hard copies of the final report are required by the Client. A copy of the final report and all working documents and spread sheets should also be made available in digital format. The text,

spreadsheets, charts and programs making up the report should be prepared in a format compatible with Microsoft Word, Excel and MS-Project. Details pertaining to formats, fonts, title covers etc. will be finalised during the course of the study.

- **Spatial Data:** All data that has a spatial reference must be captured in GIS in the Transverse Mercator (TM) projection with the WGS 84 Datum, and this information must be presented in digital format to the Client on completion of the study.

7. WORK PLAN

The PSP shall set out the activities and necessary resources required for achieving the study's results and objectives, to aid in the client's programme assessment. A summary of the anticipated work and time schedule is required. The following should be included, but not limited to:

- An analysis of the issues, in terms of evaluation criteria
- The proposed implementation methodology
- The reporting requirements
- The financial resources allocated to the project

8. COPYRIGHT

All data, documentation and drawings prepared in terms of the appointment should be in accordance with Umgeni Water's specifications, and copyright of all materials shall be vested in Umgeni Water. Permission to use any documentation, data or drawings must be obtained in writing from Umgeni Water prior to use.

9. ORGANISATIONAL MATTERS

The study is commissioned by Umgeni Water and shall be steered by a member of the Planning Services Department, hereafter referred to as the **Client Representative**.

The PSP will nominate a **Study Leader**, who will represent the PSP and will be responsible for project managing the study. The Study Leader shall liaise closely with the Client Representative on the progress of the study, budgets, etc.

The PSP will be required to manage all sub-consultants (if any) employed under this appointment, providing them with the necessary direction, overseeing the management of all aspects of their work, and incorporating their inputs into the final study report. The PSP will have overall responsibility for the timing and quality of work delivered by all sub-consultants employed over the duration of the study and will be responsible for ensuring that there is overall integration of all aspects of the study.

The PSP must also nominate an **alternate Study Leader**, who will take over from the primary nominee in the event of that person being temporarily unavailable, or not being able to take the study to its completion. The alternative candidate shall have similar credentials to the primary nominee, and must be approved by the Client.

The project will be carried out under the guidance of a **Project Management Committee (PMC)** under the chairmanship of the Client Representative, comprising representatives of the Client, and PSP. The nominated PSP's Study Leader shall represent the PSP at the PMC.

The study proposal and budget must allow for at least two scheduled PMC meetings for the duration of the study. The PSP will schedule and arrange these meetings in accordance with the study programme. The PSP will be responsible for the recording of the proceedings of all meetings, for keeping the record of all decisions, for the distribution of all agendas and minutes, and for other related administrative tasks. The PMC meetings will be held in Pietermaritzburg, unless otherwise agreed by the PMC members.

The PSP shall present regular written progress reports to the Client, to correspond with each PMC meeting. The reports shall include sufficient technical and financial details of the work carried out during the period to allow the members of the PMC to comprehensively assess and comment on the work done, problems encountered and actions required to be taken, i.e. it should be more than just a statement of progress. The reports are to reach the Client at least a week before meetings are held.

Close liaison between all parties involved with the study is essential for the successful execution of this study. The PSP shall ensure that all parties are adequately and timeously briefed on project proposal and on any alterations thereto that might occur during the study, and shall accommodate necessary changes to project proposal.

10. PROGRAMME AND DEADLINES

Please note that there is an urgency to have the final report handed to the client as soon as possible. Therefore, the time available to complete this study is limited, and the Client is placing a high significance on the PSP meeting the stated completion date, subject to any amendments agreed to by the Client. The preliminary target date for completion of this study is **3 months from the date of appointment**. However, the PSP is invited to indicate in its detailed study programme what it believes will be a realistic and achievable timeframe to complete this study, given the resources at its disposal.

11. RETENTION ON PSP

The last 10% of the total invoiced cost of the study will be paid to the PSP only after the delivery and acceptance of the final report.

7.PRICING SCHEDULE

TENDERER’S NAME AND ADDRESS			DETAILS OF PURCHASING OFFICE			
COMPANY NAME:			UMGENI WATER (HEAD OFFICE) Supply Chain Management Unit 310 Burger Street Pietermaritzburg,3201 Enquiries: ASHEENA SINGH Tel no.: 031 7197300 Email: ASHEENA.SINGH@UMGENI.CO.ZA			
ADDRESS:						
COMPANY REG. NUMBER:						
CONTACT NO.						
CONTACT PERSON						
REFERENCE (REQ NO.)		CLOSING DATE & TIME		VALIDITY PERIOD:		DAYS
Q22/643AS(A)		26 AUGUST 2022 AT 15H00				

Item No.	Description of item	Unit Measure	Qty (A)	Unit Price/Rate Excl. (B)	Quoted Price(AxB) Excl. Vat
1.	Review of Reports (Annexure 1 and 2) incl. DBSA 2000 and NT Guidelines				
1.1	Review Reports and Guidelines (Annexure 1 and 2) incl. DBSA 2000 and NT Guidelines	Sum	1		
1.2	Review Desalination vs LUBWSS presented at compulsory pre-tender meeting (Capex, Opex, Pro's, Con's, Risks, Benefits and Disbenefits)	Sum	1		
1.3	Undertake initial site visits	Sum	1		
1.4	Disbursements	Sum	1		
	Sub Total: A				
2.	Project Definition				
2.1	Develop CBA Project Specification, incl. boundaries	Sum	1		
2.2	Inception Report (Refer to terms of reference)	Sum	1		
2.3	Disbursements	Sum	1		
	Sub Total: B				
3.	TECHNICAL				
3.1	Cost and Benefit Investigation, incl. nil alternative				
3.2	Identification of all Project impacts relative to nil alternative	Sum	1		
3.3	Critical Scenario Analysis	Sum	1		
	Sub Total: C				

4.	Cost and Benefit Steams Quantification				
	Determine:				
4.1	Impact via direct measurement	Sum	1		
4.2	Impact via proxy measurement	Sum	1		
4.3	Impact via estimation tools and techniques	Sum	1		
4.4	Impact via qualitative terms, incl ranking	Sum	1		
4.5	Social consequences determination (quantitatively and/or qualitatively) as per Terms or Reference Task 4, Table 1	Sum	1		
4.6	Disbursements	Sum	1		
	Sub Total: D				
5.	Present Value Analyses				
5.1	All project cost and benefit streams discouted to present values	Sum	1		
5.2	Disbursements	Sum	1		
	Sub Total: E				
6	Economic Analysis				
6.1	NPV calculation	Sum	1		
6.2	ERR Calculation	Sum	1		
6.3	BCR Calculation	Sum	1		
6.4	Define the project in economic terms	Sum	1		
6.5	Disbursements	Sum	1		
	Sub Total: F				
7	Sensitivity Analysis				
7.1	Sensitivity Analysis on the cost and benefit streams based on project risk factors	Sum	1		
7.2	Disbursements	Sum	1		
	Sub Total: G				
8	Liaison with GTAC/NT				
8.1	Interpret and Report Results of the CBA Analysis	Sum	1		
8.2	Liaison with treasury consultants & UW as per Terms of Reference	Sum	1		
8.3	Treasury Consultants Participation meetings	No	2		
8.4	Disbursements	Sum	1		
	Sub Total: H				

9	Management				
9.1	Manage external consultants if applicable	Sum	1		
9.2	Attendance at PMC meetings	No	4		
9.3	Provide progress reports	No	4		
9.4	Write and provide draft and final reports (4 no)	Sum	1		
9.5	Disbursements	Sum	1		
	Sub Total: I				
	SUMMARY SHEET				
1	Review of Reports (Annexure 1 and 2) incl. DBSA 2000 and NT Guidelines	Sum	1	Sub Total: A	
2	Project Definition	Sum	1	Sub Total: B	
3	Cost and Benefit Investigation, incl. nil alternative	Sum	1	Sub Total: C	
4	Cost and Benefit Steams Quantification	Sum	1	Sub Total: D	
5	Present Value Analyses	Sum	1	Sub Total: E	
6	Economic Analysis	Sum	1	Sub Total: F	
7	Sensitivity Analysis	Sum	1	Sub Total: G	
8	Liaison with GTAC/NT	Sum	1	Sub Total: H	
9	Management	Sum	1	Sub Total: I	
	A SUB TOTAL				
	B CONTINGENCY @ 10% OF SUBTOTAL A (this sum is solely under the control of the Employer)				
	C = TOTAL A+B				
C.S.D Reg No.				VAT @ 15% OF C	
GRAND TOTAL INCLUSIVE OF VAT					
Does the offer comply with the specification? If not, furnish details of deviation.					
STATE DELIVERY PERIOD: <i>Definite period/s must be stated e.g. 1 day, 1 week.</i>					
OFFICIAL COMPANY STAMP		Returnable Documents & Evaluation Criteria:			
		1. Certificate of Incorporation (CIPC Registration Certificate listing company directors/shareholders/owner/s) 2. Above R30 000, Tax Clearance, BEE Certificate/ EME affidavit & a CSD summary report not older than 30 days 3. The 80/20 preference points system will apply in line with threshold. And compliance to specification.			
SIGNATURE OF TENDERER :		DATE:		FULL NAME & SURNAME:	

Price Declaration

Please indicate your total RFQ price in words below**(compulsory)**:

NB: It is mandatory to indicate your total RFQ price as requested above. This price must be the same as the total RFQ price you submit in your pricing schedule. Should the total RFQ prices differ, the one indicated above shall be considered the correct price.

The following must be noted:

- All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).
- All prices must be firm and fixed from the quotation closing date and for the duration of the contract
- All prices must have supplied according to the costing template provided, pricing breakdown schedules may be supplied as annexures to the quoted if deemed necessary.
- The cost of delivery, labour etc. must be included in the total quoted price.

8. BIDDER'S DISCLOSURE

(SBD 4)

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 interest¹ 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:

.....

¹ 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 consortium² 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

² 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.

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.

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

9. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

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, 2017.

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 The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

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

1.5 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.

1.6 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 PREFERENCE POINT SYSTEM WILL BE APPLIED FOR THIS TRANSACTION

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

80/20

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

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	9	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	
-----	--	----	--

- v) 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		
OR		
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:.....

9. TYPE OF COMPANY/ FIRM [Tick applicable box]

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

9.1 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

9.2 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

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

9.3 Total number of years the company/firm has been in business:_____

9.4 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 (Full Name & Signature)</p> <p>1. _____</p> <p>Signature: _____</p> <p>2. _____</p> <p>Signature: _____</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>	<p>Signatory: _____</p> <p>Tenderer's Signature: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--	--

10. RFQ NUMBER: Q22/643AS(A) : COST BENEFIT ANALYSIS FOR THE LOWER uMKHOMAZI BULK WATER SUPPLY SCHEME

CERTIFICATE OF ACQUAINTANCE WITH RFQ, TERMS & CONDITIONS & APPLICABLE DOCUMENTS

By signing this certificate, the **Respondent** is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with, and agrees with all the conditions governing this **RFQ**. This includes those terms and conditions contained in any printed form stated to form part hereof, including but not limited to the documents stated below. As such, **Umgeni Water** will recognise no claim for relief based on an allegation that the **Respondent** overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or any other purpose:

- | |
|---|
| 1 Umgeni Water's Standard Conditions of Tender* |
| 2 Umgeni Water's Terms and Conditions of Contract for the supply of Good/Services to Umgeni Water's |

Should the Tenderer find any terms or conditions stipulated in any of the relevant documents quoted in the RFQ unacceptable, it should indicate which conditions are unacceptable.

The Tenderer accepts that an obligation rests on them to obtain clarity relating to any uncertainties regarding any quote, which they intend to respond on, before submitting an offer. The Tenderer agrees that he/she will have no claim based on an allegation that any aspect of this RFQ was unclear but in respect of which he/she failed to obtain clarity.

SIGNED at _____ on this _____ day of _____ 20_____

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 _____

Name _____

2 _____

Name _____

SIGNATURE OF TENDERER'S AUTHORISED REPRESENTATIVE:

NAME: _____ DESIGNATION: _____

*A full copy of UW's Standard Conditions of Tender are available on Umgeni Water's website.

http://www.umgeni.co.za/pdf/cm009_standard_conditions_of_tender.pdf

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached quotation documents to **Umgeni Water** in accordance with the requirements and task directives / proposals / specifications stipulated in Quote Number _____ at the price/s quoted. The offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the Quote .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Tendering documents, viz
 - Invitation to quote;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Umgeni Water's Standard Conditions of Tender;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the quotation documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other quote.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES (Full Name & Signature)

1. _____

Signature: _____

2. _____

Signature: _____

Date: _____

CONTRACT FORM - RENDERING OF SERVICES
PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as _____
accept your quote under reference number _____ dated _____ for rendering of services
indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the
contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION & CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT _____ ON _____ / _____ / _____

NAME (PRINT) _____ SIGNATURE _____

OFFICIAL COMPANY STAMP

WITNESSES (Full Name & Signature)	
1.	_____
	Signature: _____
2.	_____
	Signature: _____
	Date: _____