



RAND WEST C
LOCAL MUNICIPALITY

TENDER NO: RWCLM-3/003/2023/2024

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN
REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD**

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

TENDERING PROCEDURE

ISSUED BY;

THE MUNICIPAL MANAGER

Rand West City Local

Municipality

P O Box 218

Randfontein

1760

Tel: 011 411 0051

Fax: 011 693 3865

PREPARED BY;

THE PROGRAMME MANAGER

Rand West City Local

Municipality

P O Box 218

Randfontein

1760

Tel: 011 411 0216

Fax: (011) 412 3424

NAME OF THE TENDERER:

BIDDERS TOTAL PRICE (INCL VAT 15%): R_____

Special conditions of contract and required documentation

The following mandatory documents must be submitted with the tender document and failure to submit either will lead to your submission being declared non-responsive:

- Prices must be valid for at least ninety (90) days from the closing date and must be inclusive of VAT if the bidder is a VAT vendor.
- A valid Tax Clearance Certificate and Tax Compliance status document with PIN from SARS.
- Proof of registration with the National Treasury Central Supplier Database (a bidder must attach CSD registration report with Supplier No. and Unique Code).
- Original BBBEE certificate, certified copy or a certified original copy of EME or QSE verified affidavit in the case of EMEs and QSEs. Failure to submit either will lead in the bidder scoring no points for BBBEE. Must be a consolidated certificate for Joint Ventures.
- Certified copies of Company Registration Documents and ID copies of company directors
- Completed MBD FORMS.
- A current municipal account statement reflecting the bidder is not in arrears for more than 3 months, lease agreement or SAPS affidavit stating that the bidder not obliged to pay municipal rates.

NB: No bids will be considered from persons in the service of the state.

BIDDERS SHOULD ALSO TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Rand West City Local Municipality Supply Chain Management Policy will apply.
- The Rand West City Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the bid in whole or in part.
- Bids, which are late, incomplete, unsigned, faxed or sent electronically, will not be accepted.
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- The bid will be evaluated on local production content the minimum threshold as stipulated by the DTI in each designated sector will apply.
- For all procurement that exceed 10 Million, (all application taxes included) bidders must submit the audited annual financial statements for the past three years.
- The municipality reserve the right for appoint more than one service provider.

The Compulsory Briefing Session as Follows:

Date: 01 August 2023

Time: 10:00am

Venue: SCM Stores, CNR Fedler and Second Street, Randfontein

Failure to comply with these conditions may invalidate your offer.

Acknowledgement

Signature

Date



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	RWCLM-3/003/2023/2024	CLOSING DATE:	22 AUGUST 2023	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AS AND WHEN REQUIRED BASIS FOR A 36 MONTH PERIOD.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS)

CNR Fedler and Second Street

Randfontein

1760

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
TAX COMPLIANCE STATUS	TCS PIN:	OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		Pricing	
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	SCM	CONTACT PERSON	Francois kuhn
CONTACT PERSON	Cecilia Mofokeng	TELEPHONE NUMBER	011 411 0000
TELEPHONE NUMBER	011 411 0467	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	Francois.kuhn@randwestcity.gov.za
E-MAIL ADDRESS	Cecilia.Mofokeng@randwestcity.gov.za		

PART B TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION:	1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE 1.3. THIS BID 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.
2.	TAX COMPLIANCE REQUIREMENTS	2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

Technical Evaluation Criteria

Bidders are required to meet the minimum overall threshold of 35 out of a possible 50 points to be evaluated further.

A) Infrastructure and Resources Available. Provide proof of ownership or letter of Intent / Agreement from Hiring Company is required to score points. Proof to be provided of ownership by means of certified vehicle registration (e-NATIS),				Maximum Points	Points Awarded
Item	Equipment	Hiring	Ownership		
1	Truck with crane equipped to carry out delivery of ordered items	10	20	20	
SUB-CRITERIA B: Company Experience. - Similar project experience in supply and delivery of Miniature substations and transformers.					
1.	Copy of delivery note or relevant proof of delivery for the supply and delivery of miniature substations or transformers must also be attached. (To Municipal or Government institutions only)	Points		Maximum Points	Points Awarded
Three (3) Supply and delivery completed successfully		10		20	
Four (4) Supply and delivery completed successfully		15			
Five (5) Supply and delivery completed successfully		20			
C) Financial Resources – In terms of bank letter to confirm financial assistance from approved Financial Institution.		Points		Maximum Points	Points Awarded
1	Bank rating letter	10		10	
TOTAL points (For official use only)				50	

Rand West city Local Municipality reserves the right to appoint one or more supplier/s on this bid. Only up to the top 5 highest scorers, will be appointed on this bid.

RAND WEST CITY LOCAL MUNICIPALITY

TENDER NO: RWCLM-3/003/2023/2024

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REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

T2.2 RETURNABLE DOCUMENTS

RETURNABLE DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

FORM G SCHEDULE OF PLANT AND EQUIPMENT

As part of Functionality Requirements, Tenderers must demonstrate their functionality ability to carry out this assignment successfully by completing the following table;

1. Plant and Equipment

No	Description	Number Required	Points to be allocated	Number Owned	Number to be Hired
1	Delivery Truck	1	Hiring (10 Points) Owning (20 Points)		

The tenderer must attach proof of ownership/hiring in the form of copy of vehicle registration/rental agreement as well as a short description of type of vehicles. A maximum of 20 points can be scored on the evaluation scoring.

Name of Tenderer: _____ Date: _____

Signature: _____ Position: _____

Full name of signatory: _____

RAND WEST CITY LOCAL MUNICIPALITY
APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD

RETURABLE DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

FORM H

SCHEDULE OF PREVIOUS EXPERIENCE

Tenderers are required to Provide proof of 5 previous experiences of similar projects completed by completing the following table; (20 POINTS SEE TABLE) (TENDERERS ARE NOT TO REFER TO THEIR COMPANY PROFILE)

N o	Project Name	Value in Rands R'000	Date		Employer		
			Assigned	Completed	Name of employer	Name	Contact Person Tel. No
1.							
2.							
3.							
4							
5							

Tenderers are required to Attach Proof in the form of delivery notes or relevant proof of delivery.

Name of Tenderer: _____ Date: _____

Signature: _____ Position: _____

Full name of signatory: _____

RAND WEST CITY LOCAL MUNICIPALITY

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN
REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD**

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 2 PRICING DATA

Part C2 Pricing data

C 2.1 Pricing Assumptions

C 2.2 Bills of Quantities

RAND WEST CITY LOCAL MUNICIPALITY

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN
REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 2.1 PRICING INSTRUCTIONS

- For the purposes of this Bill of Quantities, 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 bidded rate of the (same) item
- **Sum:** An amount bidded 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
- The units of measurement indicated in the Bill of Quantities are metric units. The following abbreviations may appear in the Bill of Quantities:

mm	=	millimetre
m	=	metre
km	=	kilometre
km-pass	=	kilometre-pass
m ²	=	square metre
m ² -pass	=	square metre-pass
ha	=	hectare
m ³	=	cubic metre
m ³ -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

TENDER NO: RWCLM-3/003/2023/2024: SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS FOR A 36-MONTH PERIOD

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 2.2.2 BILL OF QUANTITIES

SUPPLY AND DELIVERY OF THE FOLLOWING:

1	Dual Ratio Miniature Substation Complete with all wiring ready for installation as Per Specification below	Unit	Qty	Rate
Item	Description			
1.1	Dual Ratio Miniature Substation, 11/6,6kV-420V 315KVA with Street lighting Panel. (Complete with (5) 315 Amp fused circuits and all wiring required) and 11KV RM6 Ring main unit	Per	1	R
1.2	Dual Ratio Miniature Substation, 11/6,6kV-420V, 500KVA with Street lighting Panel. (Complete with (5) 315 Amp fused circuits and all wiring required) and 11KV RM6 Ring main unit	Per	1	R
1.3	Dual Ratio Miniature Substation, 11/6,6kV-420V, 630KVA with Street lighting Panel. (Complete with (5) 315 Amp fused circuits and all wiring required) and 11KV RM6 Ring main unit	Per	1	R
1.4	Dual Ratio Miniature Substation, 11/6,6kV-420V, 800KVA, with Street lighting Panel. ((Complete with (5) 315 Amp fused circuits and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R
1.5	Dual Ratio Miniature Substation, 11/6,6kV-420V, 1000KVA, with Street lighting Panel. ((Complete with (5) 315 Amp fused circuits and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R
1.6	Dual Ratio Miniature Substation, 11/6,6kV-420V, 315KVA with Street lighting Panel. (Complete with (5) 125-350 Amp Adjustable circuit breakers or similar and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R
1.7	Dual Ratio Miniature Substation, 11/6,6kV-420V, 500KVA Street lighting Panel. (Complete with (5) 125-350 Amp Adjustable circuit breakers or similar and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R
1.8	Dual Ratio Miniature Substation, 11/6,6kV-420V, 630KVA Street lighting Panel. (Complete with (5) 125-350 Amp Adjustable circuit breakers or similar and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R

TENDER: SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS FOR A 36 MONTH PERIOD

1.9	Dual Ratio Miniature Substation, 11/6,6kV-420V, 800KVA Street lighting Panel. (Complete with (5) 125-350 Amp Adjustable circuit breakers or similar and all wiring required) and 11KV RM6 Ring main unit)	Per	1	R
1.10	Dual Ratio Miniature Substation, 11/6,6kV-420V, 1000KVA Street lighting Panel. (Complete with (5) 125-350 Amp Adjustable circuit breakers or similar and all wiring required and 11KV RM6 Ring main unit)	Per	1	R
<u>SECTION ONE TOTAL</u>				
				R

Vertical Fuse Pillars (Equipment)				
2	Item	Description	Unit	Qty
	2.1	Supply Henley fuse carriers including 160-Amp fuses	Per	15
	2.2	Supply Henley fuse carriers including 200-Amp fuses	Per	15
	2.3	Supply Henley fuse carriers including 250-Amp fuses	Per	15
	2.4	Supply Henley fuse carriers including 300-Amp fuses	Per	3
	2.5	Supply Henley fuse carriers including 350-Amp fuses	Per	3
	2.6	Supply Henley fuse carriers including 400-Amp fuses	Per	3
	2.7	Supply Henley fuse carriers including 500-Amp fuses	Per	3
	2.8	Henley neutral solid links for type fuse pillars	Per	5
SECTION TWO TOTAL				R

TRIPPLE POLE FEEDER CIRCUIT BREAKERS (JSO TYPE)					
Including all lugs, bolts and copper leads rated for the size of the circuit breakers					
3	Item	Description	Unit	Qty	Rate
	3.1	Supply 150-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.2	Supply 200-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.3	Supply 250-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.4	Supply 300-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.5	Supply 400-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.6	Supply 500-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.7	Supply 800-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.8	Supply 1000-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.9	Supply 1200-Ampere Trippel pole circuit breaker 25kA	Per	1	R
	3.10	Supply 125-250 Ampere Adjustable Trippel pole circuit breaker 25kA	Per	1	R
	3.11	Supply 250-400 Ampere Adjustable Trippel pole circuit breaker 25kA	Per	1	R
SECTION THREE TOTAL					R

6,6kV/11kV/242V Single Phase Dual Ratio Pole Mounted Distribution Transformers					
4	Item	Description	Unit	Qty	Rate
4.1		Transformer, 6,6kV/11kV/242V, 16KVA, Single Phase	Per	1	R
4.2		Transformer, 6,6kV/11kV/242V, 25KVA, Single Phase	Per	1	R
SECTION FOUR TOTAL					R
6,6kV/11kV/420V/242V Pole Mountable Three Phase Dual Ratio Distribution Transformers					
5	Item	Description	Unit	Qty	Rate
5.1		Transformer, Distribution, 6,6kV/11kV/420V/242V, 100KVA, Three Phase	Per	1	R
5.2		Transformer, Distribution, 6,6kV/11kV/420V/242V, 200KVA, Three Phase	Per	1	R
SECTION FIVE TOTAL					R
Miniature Substation Plinths					
6					
6.1		Concrete Plinth to fit 315-630KVA Miniature substation	Per	1	R
6.2		Concrete Plinth to fit 800-1000KVA Miniature substation	Per	1	R
SECTION SIX TOTAL					R

PER SECTION TOTAL	
Section One Total	R
Section Two Total	R
Section Three Total	R
Section Four Total	R
Section Five Total	R
Section Six Total	R
Total	R

The total price must be carried over to the front page of this document.

All prices must exclude 15% V.A.T.

Note: Any other items not listed here will be procured at market related prices based on three (3) quotations and/or cost plus 10%.

DATE : _____
NAME OF SERVICE PROVIDER : _____
SIGNATURE : _____

RAND WEST CITY LOCAL MUNICIPALITY

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
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TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

PROVISIONS RE CONTRACT PRICE ADJUSTMENT

Any rise or fall in the cost of labour, materials, and transport subsequent to the tender closing date shall be for the Employer's account.

Definition of Dates of Applicable Indices

In the application of formulae designated hereafter suffixes to indexes will determine the date of the applicable index as follows:

Note

Suffix (o) The index ruling during the month prior to that during which the bid closed.

Suffix (n) The index ruling on the Adjustment Date as defined below.

"Base Month": for this contract, shall mean: **Month Prior to Advertising of the Bid**

"Adjustment Date" shall mean (For example):

1 January for orders placed from and including this date up to 30 June

1 July for all orders places from and including this date up to 31 December

Important Note:

NO ADJUSTMENT shall be made from date of award of contract until the first Adjustment Date stipulated above.

NO ADJUSTMENT of prices shall be made at any time other than on the adjustment dates stipulated above.

The adjusted prices shall be fixed and firm until the date of the next adjustment.

The date that a faxed or e-mailed order is transmitted to the supplier or a written order is delivered by hand shall be taken as the Date of Order

RAND WEST CITY LOCAL MUNICIPALITY

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
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TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 3.1 Technical Specifications

C 3.1 Employer's Objective

The objective of the employer is to improve the delivery of services to the community it serves in accordance with its constitutional mandate.

C 3.2 Overview of the Works

This tender calls for the supply and delivery of miniature substations and pole mounted transformers on an if and when required basis for a thirty-six-month period in Randfontein and Westonaria.

C 3.3 Extend of the Works

**SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED
TRANSFORMERS.**

1. Normative References

The following documents contain provisions that, through reference in the text, constitute requirements of this specification. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this specification are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.

NRS 004:2010 Miniature substations for rated a. c. voltages up to and including 11 kV

SANS 1029:2010 Miniature substations for rated a. c. voltages up to and including 11 kV

2. Definitions and Abbreviations

The terms, definitions and abbreviations of NRS 004 shall apply to this specification.

3. Quantities

Due to the uncertainty and fluctuation of the RWCLM requirements, no indication can be given as to the quantities of the above-mentioned items which will be required under this contract. The supplier/s will therefore be required to supply the requirements in such quantities as may be required by the RWCLM from time to time. When supplies are required,

the RWCLM will endeavour to place orders, on an as and when required basis, as far in advance as possible.

4. Requirements

4.1 Ratings

4.1.1 MV equipment ratings

- 4.1.1.1 The MV switchgear shall be of Sf6 – filled and ratings are in accordance with SANS 1874.
- 4.1.1.2 The rated insulation levels of all MV equipment shall be in accordance with SANS 876.
- 4.1.1.3 The transformer ratings shall be in accordance with SANS 780.
- 4.1.1.4 The nominal MV voltage rating of the mini-sub shall be dual ratio 11 /6,6 kV
- 4.1.1.5 The rated lightning impulse withstands voltage level for all MV equipment (i.e. list 2 or list 3 in table 1 in SANS 876:2009) shall be List 3. See SANS 876 2009: Table 1.

4.1.2 LV equipment ratings

The LV equipment ratings shall be in accordance with the requirements of NRS 004.

4.1.3 Rated maximum power

The rated maximum power of the dual ratio mini-sub/s shall be the following:

- a) 315 kVA;
- b) 500 kVA;
- c) 630 kVA;
- d) 800 kVA;
- e) 1000 KVA

4.1.4 Rated frequency and number of phases

- 4.1.4.1 The rated frequency of the mini-sub shall be 50 Hz.
- 4.1.4.2 The number of phases shall be 3.

4.2 Design and construction requirements

4.2.1 General

- 4.2.1.1 Mini-sub/s shall comply with the requirements of SANS 62271-202 and the following additional specific requirements in 4.2.1.2 and 4.2.1.3:
- 4.2.1.2 A mini-sub shall comprise the following:

- a) one or more medium-voltage compartments for housing any of the following items of equipment:
 - 1) Sf6 filled ring main units in accordance with SANS 1874 (with MV interconnections);
 - 2) cable terminations;
 - 3) off-load dead-break isolating equipment with associated interconnecting conductors;
- b) a transformer compartment that has a transformer of power rating not exceeding 1 000 kVA and a rated voltage not exceeding 11 kV;
- c) one or more low-voltage compartments with a rated voltage of up to and including 1 000 V.
- d) all miniature substation shall be selectable dual ratio type 6,6kV or 11kV

- 4.2.1.3 A mini-sub is intended to be used under normal service conditions in accordance with SANS 62271-202, and the following additional requirements apply:
- a) an altitude not exceeding 1 800 m;
 - b) a relative humidity of 75 %;
 - c) the ambient air pollution level “very heavy” in accordance with SANS 60815-1;

NOTE For the purpose of this specification, “medium” and “very heavy” ambient air pollution levels correspond to “low corrosive” and “corrosive” environments respectively.

- d) a minimum ambient air temperature of -10 °C (class “minus 10 outdoors”).

NOTE In the case of any special service conditions that differ from the normal conditions defined in 5.2.1.3, agreement should be reached between the purchaser and the supplier on the conditions for use of the equipment.

4.2.2 Design and construction

4.2.2.1 Type and dimensions

- 4.2.2.1.1 The general arrangement of a mini-sub shall be in accordance with the type B layout.

4.2.2.1.2 The overall dimensions for all type B mini-substations shall be in accordance with the requirements of NRS 004.

NOTE in the type B arrangement, the LV compartments are located on the end and front of the transformer, and the MV and LV compartments appear to be side by side when the mini-sub is viewed from the front.

4.2.2.1.3 The dimensions for mini-substations shall be agreed upon between the RWCLM and the supplier.

4.2.2.1.4 A mini-sub shall be of the modular design.

4.2.2.2 Base

4.2.2.2.1 The mini-sub shall have a steel base.

4.2.2.2.2 The steel base shall be sufficiently rigid to allow the mini-sub to be lifted and clamped to its plinth without being permanently deformed or damaged.

4.2.2.2.3 The base shall not be of a removable section adjacent to the MV compartment door.

4.2.2.2.4 The steel base shall be at least 75 mm high.

4.2.2.2.5 In the case of internal arc rated mini-substations, the steel base shall make provision for fixing the mini-sub onto the concrete plinth in accordance with NRS 004.

4.2.2.3 Enclosure

The enclosure shall be of mild steel in accordance with the requirements of NRS 004.

4.2.2.4 Roof

The roof shall be in accordance with the requirements of NRS 004.

4.2.2.5 Facilities for lifting

The facilities for lifting shall be in accordance with the requirements of NRS 004.

4.3 Materials

4.3.1 Enclosure

The roof, walls and doors of the compartments shall be of mild steel.

4.3.2 LV ASSEMBLY structural parts (framework)

The LV ASSEMBLY structural parts (framework) shall be of mild steel.

4.3.3 Fittings

Door hinges, door locking devices and materials for vermin proofing ventilation openings shall be of a corrosion-resistant metal.

4.3.4 Gaskets

4.3.4.1 Gaskets shall be installed at all interfaces, e.g. adjacent to compartments, between the enclosure and the base, and around the doors.

4.3.4.2 The minimum thickness of a gasket shall be 3 mm before compression.

4.3.4.3 The width of a gasket shall be in accordance with the corresponding interface dimension.

NOTE The purpose of the gaskets is to seal the interface in order to reduce corrosion and the ingress of moisture. It also serves to reduce noise levels due to resonance or vibrations.

4.4 Compartments

The compartments shall be in accordance with the requirements of NRS 004.

4.5 Transformer

4.5.1 Compliance

The transformer shall comply with the requirements of SANS 780. Transformers shall carry valid product certification in terms of compliance with SANS 780, by an independent third party product certification body which possesses the necessary international accreditation. Such certification shall be issued in terms of the relevant certification body's mark scheme.

NOTE A copy of the relevant mark scheme permit and accompanying schedules shall be submitted as proof of compliance.

4.5.2 Transformer tank

The transformer shall be hermetically sealed. The method of sealing the cover shall be welded. The transformer shall not have a drain valve, or a pressure release device, or a breather. A flat plate (e.g. glass, clear polycarbonate) oil level indicator shall be fitted in accordance with SANS 780. Perspex oil level indicators are not acceptable.

4.5.3 MV bushings and clearances

The transformer bushings and their associated clearances shall be in accordance with SANS 876. The bushings shall be positioned horizontally, in a straight line.

4.5.4 Accessibility

Transformer accessories (including, for example, the rating plate, the oil level gauge (if provided) or the off-circuit tapping switch) shall be so positioned that they are

either visible or readily accessible (as relevant) when the relevant compartment door is open.

4.5.5 Radiators

The radiators shall be in accordance with the requirements of NRS 004.

4.5.6 Transformer lifting lugs

The transformer shall have lifting lugs by which it can be lifted after removal of the roof and disconnection of the cables and fastenings.

4.6 Protection against corrosion

4.6.1 Transformer

All surfaces of the transformer tank (excepting the contact surfaces of earth terminals) shall be coated against corrosion as specified in SANS 780.

4.6.2 Steel base

The steel base shall be hot-dip galvanized in accordance with the relevant requirements of SANS 121 and, the steel base shall, in addition, be coated with black epoxy tar paint.

4.6.3 Enclosure and LV ASSEMBLY framework

The enclosure and LV ASSEMBLY framework shall be in accordance with the requirements of NRS 004.

4.6.4 Colour

All external surfaces of the enclosure (including protruding parts of the transformer, but excluding the base), shall be finished in the following preferred colour: a) avocado (C12);

5. Electrical requirements

5.1 Earthing

The earthing shall be in accordance with the requirements of NRS 004.\

5.2 MV Compartment

5.2.1 Barriers

All live unscreened MV equipment shall have flame retardant rigid barriers to prevent inadvertent contact by authorized persons. The barriers shall be metallic.

5.2.2 Equipment

- 5.2.2.1 An RMU shall be mounted in the MV compartment.
- 5.2.2.2 The ring main unit's circuit-breaker tee-off shall have the protection requirements in accordance to 5.2.2.3 to 5.2.2.10.
- 5.2.2.3 The protection tripping of the circuit-breaker shall be through a self-powered protection relay.
- 5.2.2.4 Suitably rated CTs shall be provided and fitted based on the rating of the transformer being supplied. The CT ratios shall be stated in schedule B.
NOTE Current sensor technology around the circuit-breaker bushings is acceptable.
- 5.2.2.5 The protection CT type and class shall be stated in schedule B.
- 5.2.2.6 The protection relay shall provide:
 - a) an overcurrent function with normal inverse, very inverse, extremely inverse (IDMTL); definite time (DTL); and high-set instantaneous protection elements; and
 - b) an earth fault function with definite time (DTL) protection elements.
- 5.2.2.7 In order to assist operating personnel in identifying the cause of a circuit-breaker trip, a clearly visible indicator shall be provided to identify when a relay-initiated circuit-breaker trip has occurred.
- 5.2.2.8 The protection relay, current sensors or current transformers shall be installed and wired complete for service.
- 5.2.2.9 The protection relay settings and test requirements shall be subject to agreement between the manufacturer and the RWCLM.
- 5.2.2.10 Once the relay has been set, it shall be sealed to indicate evidence of tampering. The relay shall have a transparent front cover in order to view the relay settings.
- 5.2.2.11 The insulation requirements for all MV equipment in air shall be in accordance with SANS 876.

5.2.3 Termination of MV cables

- 5.2.3.1 All air-filled enclosures and MV cable terminations shall be in accordance with SANS 876 and NRS 053, respectively.
- 5.2.3.2 The MV cable termination enclosure shall be suitable for the 185mm² PILC/XLPE size and type of MV cables.
- 5.2.3.3 The cable support clamp and gland plate (if applicable) shall be positioned above the bottom of the mini-sub base (i.e. above the top surface of the plinth).

5.2.4 Internal MV connections and terminations

- 5.2.4.1 Internal connections from the ring main unit to the transformer shall be unarmoured, screened, XLPE single-core cables in accordance with SANS 1339 or an alternative screened polymeric insulated cable (e.g. EPR) in accordance with IEC 60502-2. The metallic core screen shall consist of copper tapes or copper wires in accordance with the relevant standard.
- 5.2.4.2 Where the ring main unit tee-off is equipped with type A bushings, the internal MV connection shall be a screened cable terminated with screened separable connectors at the type A bushings.
- 5.2.4.3 Where the transformer or the ring main unit is equipped with outside cone plug-in type bushings with interface type C, the internal MV connection shall be as follows:
 - a) for mini-sub rated at up to 12 kV, the screened cables shall be terminated using screened separable connectors or unscreened separable connectors with single-core indoor terminations; and
 - b) for mini-sub rated at 11 kV, the screened cables shall be terminated using screened separable connectors.
- 5.2.4.4 The screened single-core cables shall be earthed at the RMU end only.
- 5.2.4.5 Lugs shall comply with SANS 61238-1 (class A) and shall be fitted using the type tested method. Where outside cone plug-in type bushings with an interface type C are used, the lugs shall have an M16 fixing hole.
- 5.2.4.6 When tested in accordance with the requirement of NRS 004, there shall be no insulation breakdown in the MV interconnections and terminations.
- 5.2.4.7 When tested in accordance with the requirement of NRS 004, the measured partial discharge in the MV interconnections and terminations shall not exceed 10 pC.

5.2.5 Earth fault indicators (EFIs)

- 5.2.5.1 EFIs shall be provided.
- 5.2.5.2 The EFI control unit shall be positioned in the MV compartment and the current sensor shall be fitted to the left-side ring cable enclosure. It shall be possible to move the CT if necessary to the right side ring cable enclosure. If applicable, the remote indicating unit shall be mounted on the outside of the mini-sub enclosure in such a manner that it can be clearly viewed from the front of the mini-sub (street front).

NOTE The type of EFI and the design details shall be submitted for approval at the tender stage.

5.2.5.3 The LV supply for the EFI shall be fitted with the following:

- a) a suitably rated HRC fuse; and
- b) a neutral fuse link.

5.2.6 Internal arc classification

5.2.6.1 The internal arc classification (IAC) of a mini-sub shall be IAC-AB in accordance with SANS 62271-202.

5.2.6.2 The classification test value (in kA) shall be of one of the values given in column 2 of table 2 in SANS 1874:2009, with a duration of 0,5 s.

5.3 LV Compartment

5.3.1 Barriers

5.3.1.1 All bare live LV equipment shall have a flame retardant barrier to prevent inadvertent contact by authorized persons. Any barrier that obstructs viewing of necessary information (e.g. the off-circuit tapping switch, the rating plate), or position (e.g. the LV end compartment barrier) shall be made of transparent material (e.g. clear polycarbonate).

NOTE The term “barrier” implies that a person would have to use a full forearm length to reach any live equipment.

5.3.1.2 For type B mini-sub, a barrier shall separate the LV end compartment from the front LV compartment.

5.3.2 Internal LV connections and terminations

5.3.2.1 The connections between the transformer LV bushings, the LV busbars and the feeder circuit-breakers (if applicable) shall comprise 600/1 000 V, single-core, PVC-insulated flexible cables with stranded copper conductors that comply with SANS 1574-3. The number and size of the cables shall be selected to suit the continuous current and fault ratings of the transformer. The same configuration of cables as is used for each phase shall be used for the neutral. Appropriate derating factors shall be used where more than one cable is installed in parallel (bundled together). The cables from the LV bushing of the transformer to the LV busbars shall be flame retardant.

5.3.2.2 Where a crimping method is to be used for terminating the ends of internal LV connections, long barrel-type lugs shall be crimped with a correctly matched crimping tool that only releases after full compression has been employed. Each lug shall be crimped in at least two adjacent points on the barrel, and the type tested crimping method in SANS 61238-1 shall be used. The lugs shall comply with SANS 61238-1 (class A). Tinned copper lugs may be used.

5.3.2.3 Due allowance shall be made for short-circuit effects (such as electrodynamic forces acting on the connections) and for the avoidance of hot-spot creation due to any bracing arrangements.

5.3.2.4 The cabling shall be colour coded. Colour coding may be done by using the colour of the PVC cable itself or by a coloured sleeve that is fitted over the cable or lug barrel (after crimping, if applicable). The required colours are:

- a) RED, YELLOW, BLUE, for live phases; and
- b) BLACK for neutral.

5.3.3 LV ASSEMBLY

5.3.3.1 General

The LV ASSEMBLY shall comply with the requirements of SANS 1973-1 and the requirements in 5.3.3.2 to 5.3.3.6.

5.3.3.2 Phase and neutral busbars

5.3.3.2.1 The LV ASSEMBLY shall be fitted with LV phase and neutral busbars in accordance with the requirements of NRS 004.

5.3.3.2.2 Busbars (one per phase and a LV neutral) shall be made of hard-drawn copper and shall comply with the requirements of SANS 1195, where relevant. They shall extend the full length of the LV ASSEMBLY and be mounted on post insulators supported on a steel angle frame. All busbars shall be tinned or silverized in accordance with SANS 4521 using the coating classification Cu/Ag (0,95).

5.3.3.2.3 Busbar supports, spacers and insulation systems shall be manufactured from materials the characteristics of which, for the purpose, have been established by tests to an appropriate SANS or IEC standard.

5.3.3.2.4 The neutral busbar shall have the same cross-sectional area as that of the phase busbars.

5.3.3.2.5 Busbars shall be permanently colour-coded according to the preferred colours given in (sec 5.3.2.4) this specification. Stickers shall not be used. Colour-coded busbar supports are acceptable.

5.3.3.2.6 Clearance to earthed metallic framework shall be at least 20 mm, and spacing between phase centres shall be 185 mm. The spacing between the lowest (blue) phase busbar and neutral busbar centres shall be 300 mm in accordance to the requirements of NRS 004.

5.3.3.2.7 The busbars shall be arranged from top to bottom in the following sequence:

- a) RED,
- b) YELLOW,
- c) BLUE, and
- d) BLACK (neutral).

5.3.3.2.8 The LV phase and neutral busbars shall be drilled (centrally located 14 mm diameter holes) to accommodate the minimum number of specified outgoing LV feeder bays. These holes shall be horizontally spaced at intervals of 110 mm. The positions and alignment of the holes shall correspond to the LV outgoing feeder cable bays. No connections (e.g. earth jumpers or auxiliary equipment) shall be made to these feeder bay predrilled holes as they are dedicated for the LV feeder cables. The distance between adjacent feeder bay centre lines shall be 110 mm. The gland plate centre-line spacing shall therefore co-ordinate with the busbar hole spacing.

NOTE This arrangement allows for the installation (as and when required) of paralleled fuse pillar units with a horizontal distance between axes (mounting holes) of 110 mm.

5.3.3.2.9 An additional separate hole of diameter 14 mm shall be provided in the LV neutral busbar or neutral-earth busbar for all jumper connections from the LV or the MV earth bars.

5.3.3.2.10 Holes required for auxiliary circuits may be sized to accommodate lugs and bolts appropriate for the current that flows through the connection.

5.3.3.2.11 Corrosion-resistant (e.g. electro galvanized, zinc-coated, stainless steel with copper compound) M12 set screws, nuts, washers and spring washers shall be provided for each of the 14 mm holes drilled on the LV phase and neutral busbars.

5.3.3.3 LV earth busbar and gland plates

5.3.3.3.1 A separate dedicated LV earth busbar shall be provided.

5.3.3.3.2 The LV earth or neutral-earth busbar shall be bonded to the MV earth busbar using a 70 mm² copper jumper.

5.3.3.3.3 When provided, the LV earth busbar shall consist of a rectangular section busbar of bare hard-drawn copper of cross-sectional area in accordance with the applicable value in table 1 in SANS 1973-1:2007. The busbar shall be at least 25 mm wide and insulated from the LV busbar support structure in accordance with the requirements

of the phase and neutral busbars. The busbar shall have centrally located 14 mm diameter holes to clear M12 bolts at intervals of 110 mm along the entire length.

- 5.3.3.3.4 When provided, the LV earth busbar shall be bonded to the LV neutral busbar using a copper jumper of cross-sectional area in accordance with the applicable value in table 1 in SANS 1973-1:2007 (only applicable if a separate LV earth busbar is provided).
- 5.3.3.3.5 A gland plate arrangement shall be provided in accordance to NRS 004.
- 5.3.3.3.6 When no LV gland plate arrangement is provided, a cable support rail (e.g. uni-strut) shall be provided and fitted for LV cable support.
- 5.3.3.3.7 The distance from the gland plate or cable support rail to the top of the plinth shall be at least 100 mm, and there shall be at least 200 mm between the gland plate or cable support rail and the nearest LV busbar (either the LV earth or neutral-earth busbar).
- 5.3.3.3.8 The gland plates and associated support structure or cable support rail shall be made of corrosion-resistant steel (i.e. galvanized steel, zinc-sprayed steel or 3CR12 steel) of thickness at least 3 mm. Galvanizing or zinc-spraying shall be carried out after drilling or machining (or both) of holes. To ensure good electrical contact between the cable glands and the gland plate structure, the gland plates and associated support structure shall not be coated or painted.
- 5.3.3.3.9 When an LV gland plate arrangement is provided, the cross-sectional area of the steel gland plate support structure shall have an electrical conductivity equivalent to that of a copper cross-sectional area in accordance with the values in table 1 in SANS 1973-1:2007.
- 5.3.3.3.10 When provided, each individual gland plate shall be secured to the steel support structure using 4 x M8 corrosion-resistant bolts. Two standard size holes (gland holes) shall be provided (punched) per feeder bay (gland plate) in accordance to NRS 004. The gland holes shall be Ø 65 mm and Ø 52 mm with clearances for the glands of Ø 98 mm and Ø 65 mm respectively. The distance between adjacent feeder bay centre lines shall be 110 mm.

NOTE With the use of mechanical adjustable glands, the Ø 52 mm gland hole can generally accommodate cable sizes up to 120 mm² four-core cable (i.e. up to a No. 5 gland) and the Ø 65 mm gland hole can accommodate cable sizes up to 185 mm² four-core cable (i.e. up to a No. 6 gland). Where smaller glands are used, an appropriate gland reducer is required. Cable dimensions are based upon 600/1 000 V cables in accordance with SANS 1507-2.

5.3.3.4 Feeder Circuit

- 5.3.3.4.1 The size of the cable used between the busbars and the feeder circuit-breaker shall be selected to suit the current rating of the circuit and the fault rating of the transformer.
- 5.3.3.4.2 All connections to the busbars shall be made using corrosion-resistant steel set screws, washers, spring washers and nuts.
- 5.3.3.4.3 The LV ASSEMBLY shall make provision for the mounting of MCCBs and shall provide metallic rigid barricading panels for the live terminals (i.e. line and load side) of the or MCCBs. The MCCB mounting equipment shall be positioned in such a way as to ensure that the minimum arc venting distances or clearance specified by the MCCB manufacturer are maintained in order to ensure that ionized gases released during a fault interruption (i.e. arc extinguishing) do not unduly affect the performance of the LV ASSEMBLY.
- 5.3.3.4.4 MCCBs shall be fitted with individual inter-phase flash barriers on both the line and load side where possible. The spacing between the outer live terminals (metal) of adjacent MCCBs shall be not less than 20 mm. This is to ensure that the risk of a flashover that occurs between adjacent MCCBs (i.e. between the blue and red phases) is minimized during a short-circuit interruption event. The lug barrel and any exposed conductor of the single-core flexible jumpers shall be adequately insulated (where applicable).
- 5.3.3.4.5 A strip channel shall be provided and fitted to the LV ASSEMBLY for the purpose of labelling the individual feeder circuits. The position and length of the strip channel shall correspond to the number of LV feeder circuits for which provision is made. The strip channel shall be fitted with blank sandwich-board (white-black-white) labels. The number of labels to be provided shall be equal to the number of feeder circuits. It shall be possible to slide the labels out of the strip channel for engraving purposes.
- 5.3.3.4.6 Where fuse pillars are to be installed it shall be in accordance with the Manufacturers specification.

5.3.3.5 LV equipment

- 5.3.3.5.1 LV ammeters shall be provided for all three phases. The ammeters shall be phase-identified (e.g. colour-coded), thermal, maximum demand ammeters, that integrate over a 15 min period. The individual current transformers shall be of accuracy class 1 (or better), busbar mounted, and securely fitted.

- 5.3.3.5.2 One voltmeter shall be provided with a selector switch to enable any one of the phase voltages to be read. The LV supply to the voltmeter shall be fitted with the following:
- a) three suitably rated HRC fuses; and
 - b) a neutral fuse link.
- 5.3.3.5.3 The meters shall be the standard 96 mm × 96 mm type, mounted as high as is practicable.
- 5.3.3.5.4 A main LV circuit-breaker shall be provided in the LV compartment between the transformer and the LV busbars. The circuit-breaker shall comply with the requirements of SANS 60947-2 and shall be fitted with phase (flash) barriers at the line and load side terminals. The circuit-breaker shall be positioned in such a way as to ensure that the minimum arc venting distances or clearance specified by the circuit-breaker manufacturer are maintained in order to ensure that ionized gases released during a fault interruption (i.e. arc extinguishing) do not unduly affect the performance of the LV ASSEMBLY.
- 5.3.3.5.5 If specified in schedule A, a single-phase 16 A three-pin socket-outlet in accordance with SANS 60884-1 shall be provided and fitted with the following protection equipment:
- a) an instantaneous trip earth leakage unit that complies with SANS 767-1 and that has
 - 1) a 20 A load capacity,
 - 2) a 5 kA rupturing capacity, and
 - 3) 30 mA sensitivity;
 - b) a 20 A HRC fuse; and
 - c) a neutral fuse link.
- NOTE** The socket-outlet earth should be connected to the LV earth or neutral-earth busbar and not to the MV earth busbar or any steelwork of the mini-sub. If the socket housing is metallic, care should be taken to ensure that an electrical connection between the socket housing and the mini-sub steelwork is not made.
- 5.3.3.5.6 LV compartment lamp holder in accordance with SANS 61184 with a transparent removable cover shall be provided and fitted.
- 5.3.3.5.7 A street lighting panel shall be provided in accordance to NRS 004.
- 5.3.3.5.8 The transformer unit shall not be fitted with a top-oil thermoelectric temperature-sensing element.

5.3.3.6 Auxiliary circuits

The auxiliary circuits shall be in accordance with the requirements of NRS 004.

5.4 Transformer

The dual ratio transformer shall be in accordance with the requirements of NRS 004.

6. Tests

The tests shall comply with the requirements of NRS 004.

Additional to the requirements of NRS 004, the bidder/s shall provide proof of compliance to SANS 1029. Failure to comply may render the bid to be non-responsive.

7. Marking, labelling and documentation

The marking, labelling and documentation shall comply with the requirements of NRS 004.

RAND WEST CITY LOCAL MUNICIPALITY

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF
MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN
REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD**

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

INTRODUCTION

Distribution Transformers are used in the Rand West City Local Municipality (RWCLM) area for the Distribution of Electricity. The distribution transformers are intended for use as distribution centers in domestic or industrial townships. RWCLM has undertaken to utilize the SABS support structures that monitors the compliance to specification and quality of manufacture of distribution transformer. RWCLM shall therefore purchase only the distribution transformer that bears the SANS 780 mark of approval.

1. Normative References

The following documents contain provisions that, through reference in the text, constitute requirements of this specification. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this specification are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.

SANS 780:2009	Distribution transformers
SANS 60076:	Power transformers

2. Definitions and Abbreviations

The terms, definitions and abbreviations of SANS 780 shall apply to this specification.

3. Quantities

Due to the uncertainty and fluctuation of the requirements, no indication can be given as to the quantities of the above-mentioned items which will be required under this contract. The supplier/s will therefore be required to supply the requirements in such quantities as may be required by the RWCLM from time to time. When supplies are required, the RWCLM will endeavour to place orders, on an as and when required basis, as far in advance as possible.

4. Requirements

4.1. General

- 4.1.1.** All transformers shall comply with SANS 780 and this specification.
- 4.1.2.** Each transformer shall bear the SANS 780 mark of approval.
- 4.1.3.** In accordance with SANS 780, the following construction details shall be applicable:
 - a) Transformers shall be sealed;
 - b) Oil level indicators are required;
 - c) Drain valves are not required; and
 - d) Pole-mounting brackets are required for pole mounted transformers.
- 4.1.3** All transformers shall be supplied filled with new insulating oil complying with SANS 555.
- 4.1.4** All outdoor transformers shall be hot dip galvanised in accordance with SANS 121.

- 4.1.5** All transformers shall be supplied with a self-adhesive temperature rise thermal indicator sticker which shall indicate any overloading which occurs. The sticker shall be situated alongside the tap-changer.
- 4.1.6** All neutral conductors within the transformer shall have the same cross-sectional area as the phase conductors and in addition shall be rated to carry the full phase current continuously.
- 4.1.7** The final colour of the transformers shall be Avocado Green (C12).
- 4.1.8** All transformers shall be dual ratio (6,6kV/11kV)

4.2 No-Load Secondary Voltage

The transformers shall have a no-load secondary voltage of 420 V.

4.3 Tapping Connections

- 4.3.1** The transformers shall have a tapping range of -6 %, -3 %, 0 %, +3 % and +6 %, achieved by an off-load (off-circuit) tapping switch.
- 4.3.2** The operation of the off-load tapping switch shall be such that by turning the tap handle clockwise, the tap position number is increased in accordance with the table below.

Tap Position No.	Primary Voltage %	No-Load Secondary Voltage
1	106	420
2	103	420
3	100	420
4	97	420
5	94	420

4.4 Connection and phase displacement symbols for three-phase transformers

- 4.4.1** Current-carrying connections to bushings shall be sufficiently flexible to prevent strain on the bushings and fracture of the connections during transportation.
- 4.4.2** The design and construction of current-carrying connections shall be such that contact between phase conductors, and between any phase conductor and a neutral conductor or any earthed metal, is not possible under short-circuit conditions.
- 4.4.3** All transformers shall be three phase with a Dyn 11 vector group.

5. Miscellaneous Requirements

5.1. Standard Dimension of Three-phase Transformer

The overall dimensions of three-phase transformer shall be in accordance to table 5 of SANS 780.

5.2 Constructional Requirement

- 5.2.1** Constructional details and fittings shall be in accordance to table 3 of SANS 780.
- 5.2.2** All fittings (or their extensions or terminations) to which access might be required, shall be mounted on the fitting-end of a transformer or adjacent to it, if there is insufficient space on the fitting-end (i.e. on one of the short sides of the tank).
- 5.2.3** A transformer shall be so designed and constructed as to have an audio-sound level, measured in accordance with SANS 60076-10.

5.3 Cores

The cores shall be in accordance to the requirements of SANS 780.

5.4 Windings

The windings shall be in accordance to the requirements of SANS 780.

5.5 Tank and Tank Cover

The tank and tank cover shall be in accordance to the requirements of SANS 780.

5.6 Conservator

The conservator shall be in accordance to the requirements of SANS 780.

5.7 Gaskets

Sealing gaskets shall be manufactured of a material that is chemically resistant to the insulating medium for which the transformer is designed. If synthetic rubber is used in the manufacture of seals, steel stops shall be provided to prevent over-compression of the gasket.

5.8 Bushings, cable boxes and terminal arrangement

The bushings, cable boxes and terminal arrangement shall be in accordance to the requirements of SANS 780.

5.9 Surge arrester brackets

5.9.1 A surge arrester bracket shall be provided adjacent to each primary bushing.

5.9.2 The brackets shall allow sufficient clearance from the tank such that the tank does not interfere with the operation of the surge arrester. Each bracket shall have a hole of diameter 14 mm for mounting the surge arrester in accordance to SANS 780.

5.9.3 The surge arrester bracket shall be mounted high enough on the transformer tank such that the bottom of the surge arrester does not extend below the base of the tank.

5.10 Earthing terminals

5.10.1 Earthing terminals shall be fitted. They shall comprise a stainless steel boss welded to the tank and fitted with a 12 mm stainless steel bolt. One terminal shall be on the low-voltage side of the tank, directly below the neutral terminal, and one on the high-voltage side of the tank, directly below the centre bushing.

5.10.2 Earthing terminals shall be positioned at least 50 mm above the base level of the transformer, and at least 50 mm from any cooling tube. The LV earthing terminal shall be between 250 mm and 300 mm below the neutral bushing.

5.11 Pole-mounting brackets

The pole-mounting brackets shall be in accordance to the requirements of SANS 780.

5.12 Protection against corrosion

The protection against corrosion shall be in accordance to the requirements of SANS 780.

5.13 Physical and electrical requirements

5.13.1 Solid insulating materials shall be of the appropriate type and temperature class that complies with the requirements of SANS 780.

5.13.2 A liquid insulant shall be a mineral oil that complies in all respects with the requirements of SANS 555. Oil shall contain no detectable polychlorinated biphenyls (PCBs).

5.13.3 The methods of cooling a transformer shall be those represented by the symbol group ONAN (oil natural air natural).

5.13.4 The temperature rise shall be in accordance with SANS 60076-2.

5.14 No-load Voltages

The no-load voltages shall be in accordance to the requirements of SANS 780.

5.15 Tests

The tests shall comply with the requirements of SANS 780.

NB: Bidder/s shall provide proof of compliance to SANS 780. Failure to comply may render the bid to be non-responsive.

Marking, Labelling and Packaging

5.16 Rating Plates

In addition to the requirements of the relevant clauses of SANS 780, each transformer rating plate has the following information:

- Year of manufacture
- RLM order number

5.17 Dual ratio

All transformers must have a selectable rotary type switch clearly indication switching position between 6,6kV and 11kV.

C 3.4 Locations of the Works

Works are located within RAND WEST CITY LOCAL MUNICIPALITY area and the details are specified in the bill of quantities. *(Also see Part C4: Site Information)*

C 3.3 Resources Required

Tenderers will be evaluated based on the available resources human, infrastructure, factory equipment and overhead line equipment required for this Project.

(a) Relevant Tenderers Experience and Understanding of Municipal Environment

- a) Tenderers must demonstrate the capacity and capability that they will be able to carry out this assignment successfully.
- b) Tenderers must also demonstrate their understanding with regard to the Municipal Environment.

C 3.5 Change in works

The Engineer may, from time to time by order in writing without in any way vitiating the Contract or giving to the Contractor any claim for additional payment, require the Contractor to proceed with the execution of the works in such order as in his opinion may be necessary, and may alter the order of or suspend any part of the supply at such time and times as he may deem desirable and the supplier shall not, after receiving such written order, proceed with equipment ordered to be suspended until he shall receive a written order to do so from the Engineer.

RAND WEST CITY LOCAL MUNICIPALITY

SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND TRANSFORMERS ON AN AS AND
WHEN REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 4 PROJECT SPECIFICATIONS

TECHNICAL SPECIFICATION

SCOPE OF TENDER

This tender calls for the supply and delivery of miniature substations and transformers

GENERAL

Quantities will be as indicated in the BoQ and are only for evaluation purposes. All quantities will be altered according to demand and project specific requirements. The quantities will be identified by the Municipal Electrical Manager and will be ordered by means of an official purchase order accordingly in for the Rand West City Local Municipality.

TENDER: SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS FOR A 36 MONTH PERIOD

RAND WEST CITY LOCAL MUNICIPALITY

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF MINIATURE SUBSTATIONS AND POLE MOUNTED TRANSFORMERS ON AN AS AND WHEN REQUIRED BASIS FOR A THIRTY-SIX MONTH PERIOD

TENDER FOR THE APPOINTMENT OF ONE OR MORE SUPPLIERS

C 5 SITE INFORMATION

All deliveries are to be made to the Municipal Electrical Workshop which is situated on the corner of Fedler and Munsey Streets in Randfontein. The GPS co-ordinates are 26°11'03.39"S and 27°41'53.21"E

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....	Bid Number.....
Closing Time	Closing Date

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	--

- | | | |
|---|--|-----------------------------------|
| - | Required by: | |
| - | At: | |
| - | Brand and Model | |
| - | Country of Origin | |
| - | Does the offer comply with the specification(s)? | *YES/NO |
| - | If not to specification, indicate deviation(s) | |
| - | Period required for delivery |
*Delivery: Firm/Not firm |
| - | Delivery basis | |

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES / NO

3.8.1 If yes, furnish particulars.

.....

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

(a) a member of –

- (i) any municipal council;
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature.

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

3.9 Have you been in the service of the state for the past twelve months?YES / NO

3.9.1 If yes, furnish particulars.....

.....

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

3.10.1 If yes, furnish particulars.

.....

.....

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

3.11.1 If yes, furnish particulars

.....

.....

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

3.12.1 If yes, furnish particulars.

.....

.....

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

3.13.1 If yes, furnish particulars.

.....

.....

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

3.14.1 If yes, furnish particulars:

.....

.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1 Are you by law required to prepare annual financial statements for auditing?

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

***YES / NO**

.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....

* Delete if not applicable

***YES / NO**

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?

3.1 If yes, furnish particulars

.....

.....

***YES / NO**

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

***YES / NO**

4.1 If yes, furnish particulars

.....

.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20

or

90/10

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
At least 51% black ownership	5	10		
At least 51% Women ownership	5	10		

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

[TICK APPLICABLE BOX]

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

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

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

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as required in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;

2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);

2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).

2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour and intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and

2.9. **“sub-contract”** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the Accounting Officer / Accounting Authority provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedti.gov.za/industrialdevelopment/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of (name of bidder
entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

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

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS
 DECLARATION FORM TRUE AND CORRECT.**

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.

- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application

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

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

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

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

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

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

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

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

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

12. Transportation

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

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

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

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

14. Spare parts

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

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

15. Warranty

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

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

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

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

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

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

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

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

20. Subcontracts

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

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

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

22. Penalties

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

23. Termination for default

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

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

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

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

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

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

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

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

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

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

24. Anti-dumping and countervailing duties and rights

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

may be due to him

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

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

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

		(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governing language	29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law	30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
	31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
	32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
	32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)	33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34 Prohibition of Restrictive practices	34.1	In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
	34.2	If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

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

Js General Conditions of Contract (revised July 2010)