

TENDER DATA

1.	The Employer is: Nkangala Economic Development Agency P.O Box 437 Middelburg 1050			
2.	Tender Documents			
	<p>Tendering Procedures Tender notice and invitation to tender Tender data</p> <p>Returnable Documents List of Returnable Documents</p> <p>The Contract Agreements and Contract data Forms of Offer and Acceptance Contract Data</p> <p>Pricing Data Pricing Instruction Bill of Quantities</p> <p>Terms of Reference Terms of Reference</p> <p>Additional Relevant Documents Supply Chain Management Policy</p>			
3.	<p>Interpretation</p> <p>The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these tender conditions.</p>			
4	<p>Communication.</p> <p>The Employer’s Representative is;</p> <table><tr><td><p><u>Accounting Officer;</u> Dr ME Mosola P. O. Box 437 Middelburg 1050. Tel: 013 249 2225</p></td><td><p><u>Procurement Enquiries.</u> Supply Chain Unit P.O. Box 437 Middelburg 1050 013 249 2104/ 5 / 6 / 7</p></td><td><p><u>Technical Enquiries.</u> Mr KC Chauke P.O. Box 437 Middelburg 1050 Tel : 013 249 2226</p></td></tr></table>	<p><u>Accounting Officer;</u> Dr ME Mosola P. O. Box 437 Middelburg 1050. Tel: 013 249 2225</p>	<p><u>Procurement Enquiries.</u> Supply Chain Unit P.O. Box 437 Middelburg 1050 013 249 2104/ 5 / 6 / 7</p>	<p><u>Technical Enquiries.</u> Mr KC Chauke P.O. Box 437 Middelburg 1050 Tel : 013 249 2226</p>
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4.1	Attention is drawn to the fact that verbal communication given by the Employer’s representative prior to the close of tenders will not be regarded as binding on the employer. Only information issued formally by the employer in writing to the tenders, under the signature of the Accounting Officer will be regarded as amending the tender documents.			
5	<p>The Employer’s right to accept or reject any tender offer</p> <p>The employer has the right not to accept the lowest tender and to accept the whole or part of any tender or not to consider any tender not suitably endorsed is fully reserved by the Nkangala Economic</p>			

	Development Agency.
6	Tenderer Obligations
6.1	The Agency retains the right to call for any additional information that it may deem necessary
6.2	<p>If tendering as a Joint Venture, Joint venture must be constituted by means of a comprehensive and fair, written agreement between the members, which sets out their obligations, rights, risks and rewards.</p> <p>Joint venture members should share at least the following aspects of the joint venture activities in a meaningful and equitable manner:</p> <ol style="list-style-type: none"> 1. Control 2. Management 3. Operations 4. Risk 5. Profit and Loss
6.3	If a Tenderer , or any person employed by him is found to have either directly or indirectly, promised or given to any person in the employment of Agency, any commission, gratuity, gift or other consideration, The Agency shall have the right to summarily and without recourse to law and without prejudice to any other legal remedy which it may have in regard to any loss and/ or additional costs or expenses, to disqualify the Tender or cancel the Contract without paying any compensation to the aforesaid Tender or Contract.
6.4	At the request of the Accounting Officer or his authorised representative from furnishing him with additional information, or with a sample or specimen for testing purposes or otherwise, or from giving a demonstration so as to enable the recommendation to the Agency's responsible Committee on the award of the contract be formulated,
7.	Eligibility <p>To be eligible for this tender, the company must be registered with either NSF International (formerly the National Sanitation Foundation) or be certified in accordance with ANSI Standard 60, which relates to drinking water treatment chemicals. Proof of such registration or certification must be included in the tender submission, failing which the bid will be deemed non-responsive.</p>
8	Compensation of tendering <p>The employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the cost of any testing necessary to demonstrate that aspects of the offer satisfy requirements.</p>
9	Check documents <p>The Tenderer should check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p>
10.1	Confidentiality and Copyright of Documents. <p>Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation</p>

10.2	Clarification Meeting A compulsory briefing session will be held physically at Nkangala District Municipality on the 20 June 2025 at 10H00 .						
11	Submitting tender offer:						
11.1	No Tender document will be considered unless submitted on the NEDA's Official Tender Document						
11.2	Return all the returnable documents to the employer after completing them.						
11.3	Tenders must be deposited in the tender box clearly marked: APPOINTMENT OF A SERVICE PROVIDER TO MANUFACTURE, SUPPLY, AND DISTRIBUTE WATER TREATMENT CHEMICALS, INCLUDING THE PROVISION OF TECHNICAL EXPERT ADVISORY SERVICES FOR THE ESTABLISHMENT OF A CHEMICAL MANUFACTURING PLANT WITHIN NKANGALA DISTRICT JURISDICTION FOR THE NKANGALA ECONOMIC DEVELOPMENT AGENCY (NEDA) FOR A PERIOD OF 3 YEARS Location of tender Box: Main Entrance Ground floor Nkangala DM Building Physical Address: Nkangala District Municipality, 2A Walter Sisulu Street, Middleburg 1050. Telephonic, telegraphic, telex, facsimile or emailed tenders will not be considered						
11.4	All tender received by the Nkangala Economic Development Agency will remain in the Agency's possession until after the stipulated closing date and time.						
11.5	Accept that a tender submitted to the employer cannot be withdrawn or substituted. No substitute tenders will be considered						
12.	Closing Time:						
12.1	The time and location for opening of the Tender offers are: <table border="1" data-bbox="268 1375 920 1565"> <tr> <td>Closing Time:</td><td>12:00</td></tr> <tr> <td>Closing Date:</td><td>16 July 2025</td></tr> <tr> <td>Location:</td><td>Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050</td></tr> </table> Tenders will be opened in public at the same time.	Closing Time:	12:00	Closing Date:	16 July 2025	Location:	Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050
Closing Time:	12:00						
Closing Date:	16 July 2025						
Location:	Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050						
12.2	After the opening of the tender proposals, no information relating to the clarification, determination of responsiveness, evaluation and comparison of tender proposals and recommendations concerning the award of the tender shall be disclosed to any other tenderer or persons not concerned with such process until the award of the Tender has been announced by the NEDA.						
13.	Pricing the tender State the rates and prices in Rand						

14.	Alterations to the Tender Documents. No alterations may be made to the tender document issued by the employer. Proposals and any other supporting documents must be attached to the back of this tender document		
15	Alternative tender offer. No alternative tender offers will be considered or accepted.		
16	Tender Offer Validity The Tender offer validity period is 90 days from the closing date.		
17	Tender clarification after submission A tender may be regarded as non-responsive if the tenderer fails to provide clarification requested by the employer within the time for submission stated in the employer's written request.		
18	Tender evaluation points		
18.1	The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.		
18.2	Preference points for this bid shall be awarded for: <ul style="list-style-type: none"> (a) Price; and (b) Specific Goals. 		
18.3	The maximum points for this bid are allocated as follows:		
		POINTS	
	PRICE	80	
	SPECIFIC GOALS	20	
	Total points for Price and Specific Goals	100	
19.	Evaluation of Tenders The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be in terms of the Supply Chain Management Policy of the NEDA.		
19.1	The following steps will be followed in evaluation; <ol style="list-style-type: none"> 1. Determination of whether or not tender offers are complete. 2. Determination of whether or not tender offers are responsive. 3. Determination of the reasonableness of tender offers. 4. Confirmation of the eligibility of preferential points claimed by tenderers. 5. Awarding of points for financial offer. 6. Ranking of tenderers according to the total points 7. Performance of risk analysis by checking the credit record of the tenderers 		
19.2	Evaluation Criteria		

	Company experience in similar projects will be evaluated based on the total number of completed similar projects, as supported by valid documentation. The scoring will follow the scale outlined in Note 3, with a maximum of 29 points available. Failure to provide the above-mentioned documentation shall warrant a score of zero (0) in this category.
	Tenders are adjudicated in terms of NEDA Supply Chain Management Policy, and the following framework is provided as a guideline in this regard.

The company's tender responsiveness in relation to points is therefore summarized as follows:

ORGANISING AND STAFFING/PERSONNEL	TOTAL SCORES
Project Manager/Team Leader	20
Water Care Technician	10
Civil Engineer	15
Business advisor	10
Company professional registration	10
Infrastructure of firm	6
Experience of the Firm	29
TOTAL	100

Specific goals

NOTES

Academic Qualifications

Proof of academic qualifications in the form of copies must be attached to all personnel. Foreign qualifications must be accompanied by a certificate from Qualifications Certification Body, namely SAQA (South African Qualifications Authority). Failure to provide this proof of academic qualifications will result in the Personnel being regarded as not having minimum prescribed qualifications, and will eliminate (if is an elimination factor) the tender from further evaluation or lose points if is not any elimination factor.

Project Manager / Team Leader: (Maximum Points obtainable 20)

Name:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Below Degree of BTech (NQF Level 7) in Chemical Engineering or Water care or Chemistry	Yes	0	
	Degree or BTech (NQF Level 7) in Chemical Engineering or Water care or Chemistry	No	5	
	Honours (NQF Level 8) in Chemical Engineering or Water care or Chemistry	No	7	
	MSc or MTech (NQF Level 9) in Chemical Engineering or	No	10	

	Water care or Chemistry			
Professional Registration with Statutory Body (ECSA)	No Professional Registration or incomplete registration (i.e. Candidate professional registration)	Yes	0	
	Professional Engineer (Pr. Eng)	No	5	
Sub-total			15	
Experience of Team Leader in similar projects		Elimination Factor		
Involvement in comparable similar projects i.e. Water treatment chemicals, chemical engineering or similar projects (projects must reflect on the CV)	0 - 2	Yes	0	
	3 - 4	No	2	
	5 - 7	No	3	
	8 and above	No	5	
Sub-total			5	
Total			20	

Water Care Technician: (Maximum Points obtainable 10)

Name:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Below National Diploma (NQF Level 6) in Chemical Engineering or Water care or Chemistry	Yes	0	
	National Diploma (NQF Level 6) in Chemical Engineering or Water care or Chemistry	No	3	
	Degree (NQF Level 7) in Chemical Engineering or Water care or Chemistry	No	6	
Professional Registration	No Professional Registration or incomplete registration (i.e. Candidate professional registration)	Yes	No	
	South African Council for Natural Scientific Professions (SACNASP)	No	2	

Sub-total			8	
Involvement in comparable similar projects i.e. Water treatment chemicals, chemical engineering or similar projects and related works (projects must reflect on the CV)	0 - 2	Yes	0	
	3 - 5	No	1	
	6 and above	No	2	
Sub-total			2	
Total			10	

Civil Engineer: (Maximum Points obtainable 15)

Name:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Below National Diploma (NQF Level 6) in Civil Engineering	Yes	0	
	National Diploma (NQF Level 6) in Civil Engineering	No	3	
	Degree (NQF Level 7) in Civil Engineering	No	5	
Professional Registration with Statutory Body (ECSA)	No Professional Registration or incomplete registration (i.e. Candidate professional registration)	Yes	0	
	Professional Engineer (Pr. Eng)	No	5	
Sub-total			10	
Years of experience after qualification	0 - 2	Yes	0	
	3 - 5	No	3	

	6 and above	No	5	
Sub-total			5	
Total			15	

Business advisor: (Maximum Points obtainable 10)

Name:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Below National Diploma (NQF Level 6) in any of the following fields: Commerce or Business Administration or Economics or Business Development or Economic Development	Yes	0	
	National Diploma (NQF Level 6) in any of the following fields: Commerce or Business Administration or Economics or Business Development or Economic Development	No	2	
	Degree (NQF Level 7) in any of the following fields: Commerce or Business Administration or Economics or Business Development or Economic Development	No	5	
Sub-total			5	
Years of experience after qualification	0 - 2	Yes	0	
	3 - 5	No	2	
	5 and above	No	5	
Sub-total			5	
Total			10	

INFRASTRUCTURE OF FIRM

(Maximum Points obtainable 6)

Note 1: Hardware and resources

It must be noted that a maximum of 6 points will be awarded in this category, as indicated in the table below. Proof in the form of the company's asset register must be attached. This includes, where applicable, proof of ownership or lease agreements for the water treatment chemicals manufacturing facility and warehouse/storage facility, and proof of ownership of vehicles including license discs. Where the tenderer does not own the required equipment, vehicles, or facilities, a signed undertaking by a third party committing to provide these resources for the full duration of the contract must be attached. In the case of laboratory access, a signed undertaking from a SANAS-accredited testing laboratory confirming its availability for the duration of the project must be submitted. Failure to provide the above-mentioned documentation shall warrant a score of zero (0) in this category.

Evaluation criteria	Minimum required	Elimination Factor	Maximum Points obtainable	Points Claimed
Company's hardware and resources (Note 1)	Water treatment chemicals manufacturing facility, warehouse and storage facility	No	2	
	Accredited testing laboratory	No	2	
	Vehicles (Hazmat compliant transport and forklift)	No	2	
Total			6	

COMPANY PROFESSIONAL REGISTRATION

Note 2: Professional registration with professional bodies

It must be noted that professional registration of the company, a maximum of **10 points** as indicated in the table below. Proof of company's professional registration in the form of a valid copy of certification from the **NSF International (formerly the National Sanitation Foundation) or the American National Standards Institute (ANSI) 60**. Failure to provide this shall warrant for scoring zero (0) in this category and shall further be eliminated for further evaluation

Evaluation criteria	Minimum required	Elimination factor	Points obtainable	Points claimed
Company's professional registration (Note	NSF or ANSI 60 certificate	Yes	0	

2)	NSF or ANSI 60 certificate	No	10	
Total			10	

EXPERIENCE OF FIRM (Maximum Points obtainable 29)

Note 3: Company's previous completed projects

It must be noted that a total point of 29 are obtainable by the Firm in relation to the requirements as mentioned on the table below. Provide proof of the company's previous completed projects which is in the form of verifiable appointment letters and **testimonial and/or reference letters**. Failure to provide this shall warrant for scoring zero (0) in this category and shall further be eliminated for further evaluation

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Company experience in terms of similar completed projects (Note 3)	0– 2 Projects	No	5	
	3 – 6 Projects	No	15	
	7 and above Projects	No	29	
Sub-Total			29	
TOTAL			29	

ORGANISING AND STAFFING/PERSONNEL		
PERSONNEL	TOTAL	SCORES
Project Manager/Team Leader	20	
Water Care Technician	10	
Civil Engineer	15	
Business advisor	10	
Company professional registration	10	
Infrastructure of firm	6	
Experience of the Firm	29	
TOTAL	100	

A FIRM HAS OBTAIN A MINIMUM OF **70** POINTS OUT OF THE **100** PONTs ABOVE TO BE CONSIDERED FOR PRICE AND SPECIFIC GOALS EVALUATION

TOTAL SCORE: _____/100

19.3.1 Technical adjudication and General Criteria

- Tenders will be adjudicated in terms of inter alia:
- Compliance with Tender conditions
- Technical specifications

If the Tenderer does not comply with the Tender Conditions, the Tenderer may be rejected. If technical specifications are not met, the Tender may also be rejected.

With regard to the above, certain actions or errors are unacceptable and warrants **REJECTION OF THE TENDER**, for example

- A Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS must be submitted.
- Pages to be completed, removed from the Tender document, and have therefore not been submitted.
- If tender document is not fully completed as required and as stipulated in the tender data.
- If any tender document is tempered with or it is unbinded or unbundled.
- Failure to complete the schedule of quantities as required – only lump sums provided.
- Scratching out without initialling next to the amended rates or information.
- Writing over / painting out rates / the use of tippex or any erasable ink, e.g. pencil.
- The Tender has not been properly signed by a party having the authority to do so, according to the **Form F – “Authority for Signatory”**
- A Resolution by a Board of Directors of the Company authorizing the Tenderer to sign the Tender document on behalf of the Company. No authority for signatory submitted.
- Particulars required in respect of the Tender have not been provided – non-compliance of Tender requirements and/or specifications.
- The Tenderer’s attempts to influence, or has in fact influenced the evaluation and/or awarding of the contract.
- The Tender has been submitted after the relevant closing date and time
- Failure to complete and sign Form C1.1 Form of Offer and Acceptance
- If any municipal rates and taxes or municipal service charges owed by that Tenderder or any of its directors to the municipality, or to any other municipality or municipal entity, are in arrears for more than three months.
- If any Tenderer who during the last five years has failed to perform satisfactorily on a previous

contract with the municipality or any other organ of state after written notice was given to that Tenderer that performance was unsatisfactory.

19.3.2 **Size of enterprise and current workload**

- Evaluation of the Tenderer's position in terms of:
- Previous and expected current annual turnover
- Current contractual obligations
- Capacity to execute the contract

19.3.3 **Proposed Key Personnel**

In this part of the tender, the Tenderer shall also supply Curriculum Vitae (CV's) for the Staff available named and working for the Tenderer. The CV should follow the normal Professional Format as used by Professional Service Providers.

Each CV should give at least the following:

- Position in the firm and within the organisation of this assignment
- PDI status (describing population group, gender and disabilities)
- Educational qualifications
- Relevant experience (actual duties performed, involvement and responsibility), including locations, dates and durations of assignments, starting with the latest.
- Language proficiency and
- References (company name, individual name, position held, contact details)

Much importance will be placed on the experience of the staff proposed. The Tender must ensure that, if selected, the nominated staff will be assigned as proposed. Failure to do so may result in the annulment of any acceptance of the Tenders' proposal and/ or Agreement entered into by the Client for the execution of the services

19.3.4 **Previous experience**

The tenderer shall list in the appropriate Forms the appropriate related projects undertaken by the member firms of the tenderer within the last five (5) years.

Evaluation of the Tenderer's position in terms of his/her previous experience. Emphasis will be placed on the following:

- Experience of contracts of similar size
- Service Provider to attach an appointment letter from previous experience.

19.3.5 **Financial ability to execute the contract:**

Evaluation of the Tenderer's financial ability to execute the contract will not be considered. Emphasis will be placed on the following:

- Professional Indemnity for R300 000 per claim

19.3.6	Good standing with SA Revenue Services <ul style="list-style-type: none"> Determine whether a valid tax clearance certificate has been submitted. The Tenderer must affix A Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS must been submitted.
19.3.7	If the Tender does not meet the requirements contained in the NEDA Procurement Policy, and the mentioned framework, it will be rejected by the Agency, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation
19.3.8	Penalties The Nkangala Economic Development Agency will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Accounting Officer, one or more of the following penalties will be imposed: <ul style="list-style-type: none"> Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer. Impose a financial penalty at the discretion of the Agency. Restrict the contractor, its shareholders and directors on obtaining any business from the Nkangala Economic Development Agency for a period of 5 years.
20	The additional conditions of Tender are: <ol style="list-style-type: none"> Service providers who has scored the highest points for Price and Specific Goals in terms of the Preferential Procurement Regulations 2022 will be appointed. Nkangala Economic Development Agency may also request that the Tenderer provide written evidence that his financial, labour and resources are adequate for carrying out the project. The Nkangala Economic Development Agency reserves the right to appoint a firm of chartered accountants and auditors and / or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations.