

QUOTATION NUMBER: RFQ OW 019/2026/27

DESCRIPTION: Appointment of service provider to evaluate and assess Overberg Water's current tariff model

REQUEST FOR QUOTATION

SUPPLY CHAIN MANAGEMENT

Authorized: CEO

Version: 1

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CLOSING DATE: 21 October 2026

CLOSING TIME: 12:00

IMPORTANT NOTES TO SUPPLIERS

- a) Quotations with completed and signed supporting documents must be deposited at the tender box of Overberg Water Board's Corporate Office, situated at Trident Park 3, Ground Floor, 1 Niblick Street, Somerset West, 7137, Cape Town.
- b) No late quotations will be accepted under any circumstances.
- c) **COMPULSORY BRIEFING SESSION**
Date: 14 October 2026
Time: 11:00 am (BIDDERS THAT ARRIVE 15 MINUTES AFTER THE START TIME WILL NOT BE ALLOWED)
Venue: No.1 Niblick Way, Trident Park 3, Ground Floor, Somerset West
- d) Detailed specification is provided under Part A on page 21 of this RFQ document.
- e) Should the bidder opt to submit the quotation at the physical address personally or by courier the quotation must be submitted in a sealed envelope clearly reflecting the quotation number and description as indicated above.
- f) Suppliers are required to complete and return all Returnable Schedules, failing which the supplier's quotation may be rejected or declared non-responsive.
- g) For this quotation to be **valid** on the closing date, **all six (6) Returnable Schedules** listed below must be fully and properly completed and signed.
- h) Bidders must be registered on the National Treasury Central Supplier Database (CSD) as Overberg Water Board **will not award** any bid for price quotation to any bidder(s) not registered on the CSD. **For more information** of the **Central Supplier Database** please contact the National Treasury helpdesk at **012 – 4069222 or email csd@treasury.gov.za**
- i) Acceptance/Contract Commencement and purchase orders:
The supplier's offer will be accepted by Overberg Water Board when a purchase order and/or letter of appointment is issued to the supplier. The date of issue of the purchase order and/or letter of appointment shall be the commencement date of the contract. The supplier undertakes work and incurs expenses prior to the issuing of a purchase order and/or entirely at its own risk. Overberg Water Board shall only incur liability for payment in terms of this contract if a valid purchase order and/or letter of appointment has been issued to the supplier.

DOCUMENT INFORMATION SHEET

Title of Document	Appointment of service provider to evaluate and assess Overberg Water's current tariff model
Type of Document	Request for Quotation
Document Number	RFQ OW-019/2026/27
Technical Specifications	Brian Mokhele
Department	Finance
Prepared for	Overberg Water Board
Date of Issue	06 October 2026

PHASE 1: ADMINISTRATIVE COMPLIANCE

RETURNABLE SCHEDULES (All schedules must be completed and returned by the supplier when submitting the offer.)			
DOCUMENT	ANNEXURE	DIRECTIVE	COMPLIED / NOT COMPLIED
SBD1	A	Bidders are required to complete this document in full and be signed off. The date on this form must be a date which is within the bid advert period	
ANNEXURE A3 (See Attached) PRICING SUBMISSION.	B	Bidders are required to complete the applicable form in full and ensure that the amounts in the document are properly calculated. The total amount (inclusive of VAT) as reflected herein will be regarded as the Total Bid Price. Bidders who are not VAT Vendors are not allowed to charge VAT Bidders are required to constantly verify their TAX Status on CSD to ensure that their task matters are in order	
SBD4	C	This document must be completed in full. Bidders' attention is drawn particularly to paragraph 2.3 which requires the bidder to disclose if the company or any of its directors have interest in other companies whether they have bid or not. Bidders are required to provide all information. Should a bidder have more companies to declare, such information can be provided on a separate sheet in the format prescribed in the form and be attached to the SBD 4. Information captured must be in line with what is captured in the CSD report	
SBD 6.1	D	This document must be completed in full. Bidders are advised to ensure that information captured in this form is aligned to information contained in the CSD Reports.	
BBBEE Certificate / Sworn affidavit	E	Bidders are required to submit a valid BBBEE Certificate or sworn affidavit.	
CSD Report	F	Bidders are requested to provide copies of registration on CSD Report	
Certificate of authority for signature	G	3 Different forms are attached. Bidders are required to only complete one form which is relevant to their situation	
Copy of an Identity document of the authorized individual	H	The ID copy to be attached should be that of a person authorised to represent the Service provider as per the completed certificate of authority for signatory form	
CIPRO registration Documents	I	Company's registration certificate from CIPRO	

PHASE 2: MANDATORY REQUIREMENTS

The information contained in the Table below is mandatory and will be used in assessing the responsiveness of bidders. Failure to submit and complete all mandatory information will result in submissions being deemed null and void and shall be considered “non – responsive” and therefore not considered.

DESCRIPTION	MINIMUM PROOF REQUIRED	TICK SUPPLIED	
		YES	NO
Compulsory Briefing session	Bidder must attend compulsory briefing session		
SBD 3.1	The bid will be awarded to one service provider that will be able to provide all the listed items on the pricing schedule. Failure to quote on all items will be deemed non-responsive and will be disqualified for further evaluation.		
COIDA	Valid COIDA certificate		
Minimum qualification of Certified CA/SA designation or qualification of Master's in Economics/ Finance.	Valid proof of certification of CA/SA with SAICA or Chartered Financial Analyst or Master's in Economics/ Finance.		
Advanced Excell Certificate	Valid proof of Advanced Excel certificate, Microsoft Office Specialist (MOS) certification or Advanced Excel training certificates		
Company profile with a description of past experience	Company Profile		
Company's registration certificate from CIPRO	CIPRO registration Documents		

Evaluation Method 2, which entails the balance between Functionality, Financial offer and Price & Specific goals 80/20 points system, will be adopted as follows; Functionality Points = max 100 points (Minimum threshold=75%) Price=80 points (tenders will be awarded a maximum of 80 points for price) Preference (B-BBEE) = 20 points

Evaluation criteria

The 80/20 preference points system as prescribed in the Preferential Procurement Regulations, 2022 Pertaining to the Preferential Procurement Policy Framework Act, (ACT NO 5 OF 2000) (PPPFA) will be applied to evaluate this bid. The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution. Bids received will be evaluated on the four (4) phases, namely administrative compliance, Mandatory Requirements, Functionality Compliance and Price and Specific goals.

Phase 3: Functionality Compliance.

Bidders must score at least 75 out of 100 in respect of functionality in order to qualify for advancement to Phase 3. A bidder that scores less than 75 out of 100 will be regarded as submitting a non-responsive bid and will be disqualified. Bidders who fail to obtain a minimum score for each criterion will be disqualified.

The weight that will be allocated to each functionality criterion is as follows:

1 = poor, 2 = average, 3 = good, 4 = very good, and 5 = excellent

A bidder must meet 75 out of 100 on technical mandatory requirements.

Functionality evaluation will be based on the following criteria:

Functionality Requirements				
NO	CRITERIA	Points (1-5)	Weight Criterion	Individual Scoring %
1	Company years of experience		30	
	The Bidder must submit reference letters which indicate the experience in evaluating and assessing tariff models projects in the public sector related to the bid, the reference letter must indicate the project title and description, year implementation details of the client, value of the project. The bidder must demonstrate experience in the public sector, such as work completed for a Municipality, Government Department, or Public Entity.			
	0-1 reference letter	1		
	2 reference letters	2		
	3 reference letters	3		
	4 reference letters	4		
2	Team Capability: Project Director		20	
	Submit the following documents as a minimum with your tender document:			
	1. <u>CVs for the Key People</u> shall as a minimum include:			
	a. Project Director: Must be finance professional registered as either chartered accountant, Chartered management accountant or chartered financial analyst. If not registered with the above professional body, he/she must have a master's in economics or finance.			
	b. Years of Experience in overseeing projects one or all the following infrastructure financing, financial modelling, and investment banking in for Public Sector clients			
	Note: Bidders experience in advance Microsoft excel, financial modelling and use of AI tools to develop financial models must be clearly outlined on the CV.			
	Less than 5 Years	1		
	A maximum of 6 Years experience	2		
	A maximum of 7 Years experience	3		
	A maximum of 8 Years experience	4		
	More than 9-10 Years	5		

Functionality Requirements				
NO	CRITERIA	Points (1-5)	Weight Criterion	Individual Scoring %
3	<u>Team Capability: Tariff & Financial Modeling Expert</u> Submit the following documents as a minimum with your tender document: 1. CVs for the <u>Key People</u> shall as a minimum include: a. Project manager: Must have a postgraduate degree in finance, economics or financial mathematics with advanced Excel, financial modeling skills and the use of AI tools to develop models. b. Years of Experience in financial modelling with a focus on infrastructure driven govt department, public entities and private sector focus on water infrastructure. Experience may include similar work in the private sector. Note: Bidders experience in advance Microsoft excel, financial modelling and use of AI tools to develop financial models must be clearly outlined on the CV.		30	
	Less than 5 Years	1		
	A maximum of 6 Years experience	2		
	A maximum of 7 Years experience	3		
	A maximum of 8 Years experience	4		
	More than 9-10 Years	5		
4	<u>Team Capability: Stakeholder Engagement Specialist</u> Submit the following documents as a minimum with your tender document: 2. CVs for the <u>Key People</u> shall as a minimum include: a. Proven ability to engage effectively with a range of stakeholders, including communities, municipal officials, agricultural/industrial water customers, and other spheres of government b. Years of Experience in financial modelling with a focus on infrastructure driven govt department, public entities and private sector focus on water infrastructure. Experience may include similar work in the private sector.		20	
	Less than 5 Years	1		
	A maximum of 6 Years experience	2		
	A maximum of 7 Years experience	3		
	A maximum of 8 Years experience	4		
	More than 9-10 Years	5		
TOTAL POINTS SCORED OUT OF 100				

RETURNABLE SCHEDULE 1: INVITATION TO BID AND THE TERMS AND CONDITIONS OF BIDDING (SBD 1)

PART A

INVITATION TO BID

BID NUMBER:	RFQ OW-019 2026/27	CLOSING DATE:	21 OCTOBER 2026	CLOSING TIME:	12H00
DESCRIPTION	Appointment of service provider to evaluate and assess Overberg Water's current tariff model				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					

BID RESPONSE DOCUMENTS BE DEPOSITED IN THE BID BOX
SITUATED AT

Overberg Water Board's Corporate Office
Trident Park 3, Ground Floor,
1 Niblick Way, Somerset West
Cape Town.

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				
	TCS PIN:		OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	Yes No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	Yes No
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?				
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)		
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)		
	☐	A REGISTERED AUDITOR NAME:		

**[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 BELOW]
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL INCLUSIVE)	
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	

DEPARTMENT/ PUBLIC ENTITY	OVERBERG WATER BOARD	CONTACT PERSON	Brian Mokhele
CONTACT PERSON	S. Mayixhale, A. Booï, N. Tshobeni and E. Nwamafela	TELEPHONE NUMBER	021 851 2155
TELEPHONE NUMBER	021 851 2155	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	bmokhele@overbergwater.co.za
E-MAIL ADDRESS	smayixhale@overbergwater.co.za , abooi@overbergwater.co.za , ntshobeni@overbergwater.co.za , enwamafela@overbergwater.co.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. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B- BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR 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 TAX COMPLIANCE STATUS (TCS) 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 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.	
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.	
2.6 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 BIDDER A RESIDENT OF THE REPUBLIC OF SOUTHAFRICA (RSA)?	☐ YES ☐ NO
3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE 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

RETURNABLE SCHEDULE 2: PRICE SCHEDULE (SBD 3.1)

BIDDER: _____

TABLE 4.1 PRICING

Validity: 90 days

Item	Milestone / Deliverable	Estimated Hours	Average Rate per Hour (Excl. VAT)	Total Price (Excl. VAT)
1	Inception Report & Methodology			
1.1	Project initiation, stakeholder alignment, and data request register	20		
2	Tariff Structure & Financial Model Review			
2.1	Evaluation of Model 1 to 5	160		
2.2	Cost-reflective tariff financial model development / update	40		
2.3	Report and recommendations	4		
3	Multi-Year Financial & Socio-Economic Impact Assessment (Phase 3)			
4	Stakeholder Engagement (Phase 4)	20		
5	Compilation of Tariff Consultation Documentation & Presentation	4		
6	Final Report & Governance Support			
6.1	Submission of Draft & Final Bulk Water Tariff Recommendation Report	4		
6.2	Board / Audit & Risk Committee Presentation Support	4		
SUB-TOTAL: PROFESSIONAL FEES (EXCL. VAT)				
7	Add 10% Contingencies			
7.1	Contingencies @ 10%			
8	VAT			
TOTAL: PROFESSIONAL FEES (INCL. VAT)				

Pricing Instructions:

2.1 By signing the Price Schedule, a bidder warrant that:

- 2.1.1 the relevant quotation is correct.
- 2.1.2 the rates(s) and prices(s) quoted cover all the work/item(s) specified in the quotation document.
- 2.1.3 the rate(s) and price(s) cover all the supplier's obligations under a resulting contract, including all disbursements.
- 2.1.4 any mistakes and/or omissions regarding rate(s) and price(s) or errors in calculation shall be at the supplier's risk.

2.2 Bidders must show VAT payable separately on the Price Schedule.

2.3 The bid must remain valid for 90 days after the closing date

SIGNED at _____ **(place) on the** _____ **day of** _____ **(month), 20** _____.

Signature _____

Date _____

Print name: _____ On
behalf of the Supplier (duly authorized)

**THE RESOLUTION TAKEN BY THE BOARD OF DIRECTORS / MEMBERS
/ PARTNERS**

RESOLUTION of a meeting of the Board of Directors / Members / Partners of

NAME OF TENDERER

Held at _____ on _____
(Place) (Date)

RESOLVED THAT:

1. The enterprise submits a Tender to the Overberg Water .
2. Mr/Mrs/Ms

In his/her capacity as

and who will sign as follows:

(SPECIMAN SIGNATURE)

be, and is hereby, authorized to sign the Tender and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any contract, and or all documentation resulting from the award of the Tender to the enterprise mentioned above.

Note: The resolution **must be signed by all the directors or members / partners** of the bidding enterprise. Should the space provided below not be sufficient for all the directors to sign, please provide a separate sheet in the same format below.

	Name	Capacity	Signature
1			
2			
3			
4			
5			

**THE RESOLUTION TAKEN BY THE BOARD OF DIRECTORS OF A CONSORTIUM
OR JOINT VENTURE**

RESOLUTION of a meeting of the Board of Directors / Members / Partners of

NAME OF TENDERER

Held at _____ on _____
(Place) (Date)

RESOLVED THAT:

1. The enterprise submits a quotation to Overberg Water.

(list all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium / Joint Venture):

and _____

and _____

2. Mr/Mrs/Ms _____

In his/her capacity as _____

and who will sign as follows: _____
(SPECIMAN SIGNATURE)

be, and is hereby, authorized to sign the Tender and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any contract, and or all documentation resulting from the award of the Tender to the **Consortium / Joint Venture** enterprise mentioned above.

3. The enterprise in the form of a consortium or joint venture accept jointly and several liability with parties under item 1 above for the fulfillment of the obligations of the joint venture deriving from, and in any way connected with the contract to be entered into with the Overberg Water in respect of the project described above under item 1.
4. The **Consortium / Joint Venture** enterprise chooses as its domicilium citandi et executandi for all purposes arising from this joint venture agreement and contract with the Overberg Water in respect of the project under item 1:
(Physical Address)

Note: The resolution **must be signed by all the directors or members / partners** of the bidding enterprise. Should the space provided below not be sufficient for all the directors to sign, please provide a separate sheet in the same format below.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

JOINT VENTURE

Only to be completed if applicable

Name of Joint Venture:	
Names of Each Enterprise:	
(1) Name and Address of Enterprise:	
(2) Name and Address of Enterprise:	
(3) Name and Address of Enterprise:	
Has an original valid Tax Clearance Certificate been submitted for each enterprise?	YES <input style="width: 40px; height: 20px;" type="checkbox"/> NO <input style="width: 40px; height: 20px;" type="checkbox"/>
CIDB Registration Number(s), if any:	

Submit your Joint Venture Agreement together with this annexure. If no Joint Venture Agreement is submitted, your tender will be disqualified.

RETURNABLE SCHEDULE 3: DECLARATION OF INTEREST (SBD 4)

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

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

2.3.1 If so, furnish particulars:

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

- 2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3. GENERAL DECLARATION

I,, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 2.5 I have read and I understand the contents of this disclosure.
- 2.6 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.
- 2.7 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 2.8 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 2.9 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.
- 2.10 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 2.11 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

..... Signature	 Date
..... Designation	 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	80
SPECIFIC GOALS	20
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:

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

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:

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

Where

P_s = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
women	5	
People with disability	5	
Youth (35 and below)	5	
Location of enterprise western cape	2	
B-BBEE status level contributors from level 1 and 2 which are EME and QSE	3	
TOTAL points for specific goals	20	

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:	
	
	

Table 1: Specific goals for the tender and points allocation are indicated as per the table below:

In terms of Regulation 4(2); 5(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this bid the bidder will be allocated points based on the bidder's goals claimed as per table 5. Bidder's goal claimed must be supported by proof/ documentation stated as per table 5 and the special conditions of this bid where applicable:

Table 1:

The specific goals allocated points in terms of this tender	Number of maximum points allocated (80/20 system)	Bidder's points claimed for specific goals (To be completed by Bidder)
Women Ownership	5	
Disability Ownership	5	
Youth Ownership	5	
Location of enterprise (local equals province) Western Cape	2	
B-BBEE status level contribution from level 1 to 2 which are QSE or EME	3	
TOTAL SCORED POINTS	20	

Specific goals" means specific goals as contemplated in section 2(1)(d) of the PPPFA Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programs of the Reconstruction of Development Programme as published in *Government Gazette* No. 16085 date 23 November 1994.

"Ownership" means the percentage ownership and control, exercised by individuals within an enterprise.

"Disability" means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.

- A blind person (in terms of the Blind Persons Act, 1968 (Act no.26 of 1968);
- A deaf person, whose hearing is impaired to such an extent that he/she cannot use it as a primary means of communication.
- A person who, as a result of permanent disability, requires a wheelchair, caliper or crutch to assist him/her to move from one place or another.
- A person who requires an artificial limb; or
- A person who suffers from a mental illness (in terms of the Mental Health Act, 1973 (Act no. 18 of 1973).

"Youth" means, in respect of a person younger than 35 years of age.

"Location of enterprise" Local equals province. Where a project cuts across more than one province, the bidder may be located in any of the relevant provinces to claim and be allocated the points.

Women, disability, and youth will be measured by calculating the pro-rata percentage of ownership of the bidding company which meets the criterion. E.g., Company A has five shareholders each of whom own 20% of the company. Three of the five shareholders meet the criterion, i.e., they are women/disability/youth. Therefore, this bidder will obtain 60% of the points allowable for this goal.

Table 1: Documents required for verification of Bidder's claimed points

Documents/ information listed on the below table 6 must be submitted to support and verify points claimed as per **Table 1**

Specific Goal	Requires Proof Documents
Women Ownership	Full CSD Report
Disability Ownership	Full CSD Report(medical certificate)
Youth Ownership	Full CSD Report
Location of enterprise	Full CSD Report
B-BBEE status level contribution from level 1 to 2 which are QSE or EME	Valid B-BBEE certificate/sworn affidavit Consolidated B-BBEE certificate in cases of Joint Ventures (JV) Full CSD Report for each bidder who formed a (JV)

Failure on the part of a bidder to submit proof of documentation required in terms of this tender to claim specific goals with the bid, will be interpreted to mean that preference points for specific goals are not claimed and will not be allocated.

PART A – SCOPE OF WORK

SCOPE OF WORK

1. Objective and Requirements

1.1 Purpose

Request for Quotations (RFQ): Overberg Water requires services of a professional financial consulting firm or individual to conduct an Independent Comprehensive Review and Analysis of the Overberg Water Tariff Structure for the past financial years including the 2026/27 Financial Year and Beyond.

1.2 Background & Context

Overberg Water (OW) is a Water Board operating in the Western Cape, supplying bulk potable water to the Theewaterskloof and Hessequa Municipalities respectively and directly to a group of industrial and agricultural customers. The current tariff structure consists of the:

- Basic Levy (Allocation-Based);
- Variable Levy (Consumption-Based); and
- Capital Levy (Consumption-Based),

Water tariffs have become a subject of contention among stakeholders, due to the current economic climate including global affairs such as the rise in interest rates, geopolitical factors which put pressure on business, the state and household, which necessitates a fundamental review of current tariff model. The Water Board also takes cognizance that the new Norms and Standards for Tariff Setting also require Water Boards to adopt a more transparent and multi-year approach to tariff setting,

1.3 Scope of Work Part 1

The appointed service provider shall undertake the following tasks:

5.3.1 Phase 1: Inception & Data Collection

- a) Conduct a kick-off meeting with the OW project steering committee.
- b) Gather all necessary data, including historical financial statements (at least 5 years), consumption data, infrastructure plans, cost allocation models, and stakeholder submissions.
- c) Review all relevant regulatory documents, including the Norms and Standards for Tariff Setting (2024), the MFMA, and the Shareholder Compact.
- d) Review the comments and objections raised by stakeholders in the 2026/27 tariff consultation process.

5.3.2 Phase 2: Tariff Structure Modelling & Analysis

- a) Model 1 - Current Tariff: Evaluate the current tariff against the principles of the Norms and Standards and the requirements for multi-year tariff projections (Section 6 and Annexures A & B).
- b) Model 2 - Scheme-Based Tariff: Develop and test a new tariff model where each scheme has its own cost structure and tariff, aligning with Section 7(4)(a). Project costs and tariffs for each scheme over the five-year horizon.
- c) Model 3 - Seasonal Tariff: Design a model that incorporates seasonal variations to manage demand. Project the revenue implications and consumption behaviour changes over the five-year period.

- d) Model 4 - Consumption-Only Tariff: Develop a model based entirely on consumption, including a detailed plan for financing the significant fixed operational and capital costs over the five-year period.
- e) Model 5 - Smoothed Multi-Year Tariff: Develop a recommended tariff path over the five-year horizon that recovers full costs while minimizing year-on-year volatility and ensuring predictability for stakeholders.

5.3.3 Phase 3: Multi-Year Financial & Socio-Economic Impact Assessment

a) Multi-Year Financial Sustainability Analysis:

- I. Prepare a five-year financial model for each tariff scenario, incorporating the assumptions required by Section 8(3) of the Norms and Standards (water sales, CPI, cost drivers, etc.).
- II. Assess the impact of each scenario on Overberg Water's cash flow, debt servicing capacity, reserves, and ability to fund the CAPEX plan.
- III. Provide a format for the pro-forma tariff tables as required by Annexures A and B of the Norms and Standards.

b) Socio-Economic Impact Assessment:

- I. Conduct a thorough analysis of the socio-economic factors affecting key stakeholders, including the Overberg agricultural sector and the municipal consumers.
- II. Provide a quantitative and qualitative assessment of the impact of different tariff models on these groups over the five-year projection period.
- III. Specifically assess the impact on indigent households in Hessequa and Theewaterskloof and the municipalities' ability to provide Free Basic Water.

c) Phase 4: Stakeholder Engagement

- I. Facilitate consultation sessions with key stakeholders (municipalities, industrial customers, OWUF, SALGA, National Treasury) to present preliminary findings and gather feedback, in accordance with Section 6(7) of the Norms and Standards.
- II. Ensure that the engagement process allows sufficient time for meaningful input, addressing the concerns raised by OWUF regarding limited consultation periods .
- III. Document all feedback received and how it was considered in the final recommendations, as required by Section 6(9).
- IV. Phase 5: Final Report and Recommendations
- V. Compile a final report containing the analysis, findings, and clear, actionable recommendations for a revised tariff structure for the 2026/27 financial year and beyond.
- VI. The report must include a completed pro-forma tariff table for each recommended scenario for the following year and estimates for the subsequent two years, as required by Annexure B.
- VII. Present the final report to the Overberg Water Board and key stakeholders.

d) Phase 5: Final Report and Recommendations

- I. Compile a final report containing the analysis, findings, and clear, actionable recommendations for a revised tariff structure for the 2026/27 financial year and beyond.
- II. The report must include a completed pro-forma tariff table for each recommended scenario for the following year and estimates for the subsequent two years, as required by Annexure B.
- III. Present the final report to the Overberg Water Board and key stakeholders.

1.4 Key Issues To Be Analysed: Scope of Work Cont....

5.4.1 Part A: Tariff Structure & Cost Recovery

- a) Is the current tariff structure fit for purpose and relevant to the modern operational and financial

context of Overberg Water?

- b) Should a unique tariff structure be charged per scheme to improve cost reflectivity and equity?
- c) Should a seasonal tariff be charged, and what would be its potential economic and social impacts?
- d) Should the split between basic levy, variable levy, and capital levy be kept, modified, or abolished?
- e) What would be the impact of a purely consumption-driven tariff on revenue, consumption behaviour, and different user groups?
- f) How would the high proportion of fixed costs be financed if Overberg Water moves to a consumption-only tariff structure?
- g) How should the capital levy be structured to ensure transparency, equity, and alignment with scheme-specific capital requirements?

5.4.2 Part B: Multi-Year Tariff Framework

- a) What is the appropriate five-year cost and tariff trajectory for Overberg Water, considering the regulatory requirements and operational realities?
- b) How can tariff increases be smoothed over the five-year period to minimize the impact on consumers while ensuring financial sustainability?
- c) What is the minimum acceptable tariff increase required in the first year to ensure the Board's financial viability, and how can this be justified within a multi-year context?
- d) What specific financial modelling assumptions should be adopted for the five-year period, and how sensitive are the results to changes in key variables (e.g., CPI, electricity, chemicals)?
- e) How should the multi-year tariff framework be linked to the CAPEX plan and long-term infrastructure investment needs?

5.4.3 Part C: Socio-Economic Impact

- a) What are the critical socio-economic factors affecting Overberg agricultural water customers, and how are they influenced by the tariff structure and trajectory?
- b) What are the specific socio-economic impacts of the proposed tariff on the Hessequa and TWK municipalities, including their ability to provide affordable water and Free Basic Water?
- c) What are the projected affordability impacts for different consumer groups over the five-year period under each tariff scenario?
- d) What mitigation measures can be recommended to address the socio-economic impacts of tariff increases on vulnerable groups?

1.5 Develop Tariff Model Template

- 5.5.1 Develop a template for multi-year tariff that compliance to the Norms & Standards of setting water tariffs for a water board
- 5.5.2 Develop a template 1 year tariff compliance to the Norms & Standards of setting water tariffs for a water board

6 PART B: QUOTATION CONDITIONS

ALL QUOTATION CONDITIONS MUST BE STRICTLY ADHERED TO, FAILING WHICH THE QUOTATION MAYBE REJECTED OR DECLARED NON-RESPONSIVE.

1. No quotation will be considered unless submitted on the official Contract Form together with all Returnable Schedules duly completed and signed.
2. Quotations can be deposited in the tender box on or before the stipulated closing date and before the closing time at the Overberg Water Board's Corporate Office, situated at Trident Park 3, Ground Floor, 1 Niblick Street, Somerset West, 7137, Cape Town.
3. Overberg Water reserves the right to accept the whole quotation or part thereof, or any item or part of any item, or to accept more than one quotation (in the event of a number of items being offered).
4. Overberg Water reserves the right to accept a quotation which is not substantially or materially different from the Specification.
5. Overberg Water is not obliged to accept the lowest or any quotation.
6. Overberg Water shall not consider quotations which are received after the closing date and time for such quotations.
7. Overberg Water will not be held responsible for any expenses incurred by suppliers in preparing and submitting quotations.
8. Overberg Water may, after the closing date, request additional information or clarification from suppliers, in writing.

All enquiries regarding this bid must be in writing only, and must be directed to
; Edward Nwamafela : enwamafela@overbergwater.co.za.

Technical enquiries.

Mr, Brian Mokhele : bmokhele@overbergwater.co.za

9. Any quotation submitted shall remain valid, irrevocable and open for acceptance by Overberg Water for a period of Three (3) months from the closing date.
10. A supplier may request in writing, and after the closing date, that his or her quotation be withdrawn, which withdrawal will be permitted or refused at the sole discretion of Overberg Water after consideration of the reasons for the withdrawal, which shall be set out by the supplier in such a written request for withdrawal.
11. All suppliers submitting quotations must be registered on National Treasury Central Supplier Database (CSD) as Overberg Water will not award any bid for price quotation to a bidder(s) not registered on the CSD. For more information of the Central Supplier Database please contact the helpdesk at 012 – 4069222 or email csd@treasury.gov.za
12. If the supplier is an employer as defined in the Compensation for Occupational Injuries and Diseases Act, Act 130 of 1993 (COIDA), the supplier shall submit either a Letter of Good Standing issued by the Compensation Commissioner in terms of the COIDA, confirming that the supplier is registered as an employer in terms of the COIDA; or confirmation of cover with a licensed compensation insurer for the full extent of the supplier's potential liability as contemplated in terms of Section 84 of the COIDA.
13. No person who is a provider or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed of or to be disposed of may directly or indirectly influence or interfere with the work of any Overberg Water officials involved in the procurement process in order, *inter alia*, to:
 - a) influence the process and/or outcome of a bid;
 - b) incite breach of confidentiality and/or the offering of bribes;
 - c) cause over-or under-invoicing;
 - d) influence the choice of procurement method or technical standards;
 - e) influence any Overberg Water Official in any way which may secure an unfair advantage during or at any stage of the procurement process.
14. Abuse of the supply chain management system is not permitted and may result in the quotation being rejected, cancellation of the contract, blacklisting, and/or any such remedies as set out in Overberg Water's SCM Policy.
15. Suppliers are required to complete all declarations in the Returnable Schedules attached hereto, failing which the quotation may be declared non-responsive.

16. An 80/20 price/preference points system will be applied to the evaluation of responsive quotations, whereby the order(s) will be placed with the supplier(s) scoring the highest total number of adjudication points.

16.1 Price shall be scored as follows:

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

Where: P_s is the number of points scored for price;
 P_t is the comparative price of the quotation under consideration;
 P_{min} is the comparative price of the lowest responsive quotation.

16.2 Preference points shall be scored as follows:

Points will be awarded to tenderers who are eligible for preferences in respect of B-BBEE contribution in terms of Returnable Schedule 3: Preferencing Schedule.

The terms and conditions of Schedule 3 shall apply in all respects to the quotation evaluation process and to any subsequent contract.

A maximum of 20 quotation evaluation points will be awarded for preference to suppliers with responsive quotations who are eligible for such preference, in accordance with the criteria listed below.

Exempted Micro Enterprise or B-BBEE Status Level of Contributor

The Tenderer shall indicate on Schedule 3 his or her company/firm/entity's B-BBEE status level of contributor, in accordance with one of the following:

- Exempted Micro Enterprise (>50% black-owned)
- Exempted Micro Enterprise (≤50% black-owned)
- Verified B-BBEE status level of contributor in terms of the Construction Sector Charter on Black Economic Empowerment (Board Notice 111 of 2007 published in Government Gazette No. 29616 of 9 February 2007)
- Non-compliant contributor¹

Up to **20** tender evaluation points (N_p) will be awarded for the level of B-BBEE contribution, in accordance with the tables below:

B-BBEE Status Level of Contributor	Number of Points for Preference
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

¹

A non-compliant contributor is one who does not meet the minimum score for a level 8 contributor, or who is not verified in terms of the Construction Sector Charter.

PART C: GENERAL & SPECIAL CONDITIONS OF CONTRACT

THESE SPECIAL CONDITIONS OF CONTRACT (SCC) SUPPLEMENT AND MUST BE READ WITH THE CORRESPONDING PROVISIONS OF THE GENERAL CONDITIONS OF CONTRACT (GCC) (download at <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions>) WHICH SHALL CONSTITUTE THE AGREEMENT BETWEEN OVERBERG WATER AND THE SUPPLIER.

1. Acceptance/Contract Commencement and purchase orders

The supplier's offer will be accepted by Overberg Water when a purchase order and/or letter of appointment is issued to the supplier. The date of issue of the purchase order and/or letter of appointment shall be the commencement date of the contract. The supplier undertakes work and incurs expenses prior to the issuing of a purchase order and/or letter of appointment entirely at its own risk. Overberg Water shall only incur liability for payment in terms of this contract if a valid purchase order and/or letter of appointment has been issued to the supplier.

2. Standards

Failure to comply with the Specification and standards as set out in the quotation document shall constitute a material breach, and Overberg Water reserves the right to cancel the contract in terms of Clause 23 of the GCC.

3. Payment– Clause 16 of the GCC

- 3.1 A monthly payment cycle will be the norm. All invoices received for goods and services dated on or before the 20th of a particular month will typically be paid between the 23rd and the 26th of the ensuing month.
- 3.2 More frequent payment to suppliers is not a right. Requests for such payments will be considered at the sole discretion of Overberg Water.
- 3.3 In order to give effect to a more frequent payment cycle (if approved), an additional mid-month payment run will be effected as necessary. The additional payment run dates will be between the 10th and the 13th of the month.
- 3.4 The actual payment run dates will be dependent on the number of days of the month and the influence of public holidays. Suppliers on a 14-day cycle who submit invoices by the 25th of a particular month will be paid between the 10th and the 13th of the next month.

4. Applicable Law – Clause 30 of GCC

- 4.1 The supplier must comply with the Basic Conditions of Employment Act, Act 75 of 1997 and Amendments including all laws relating to wages and conditions governing the employment of labour and Bargaining Council agreements.

5. Insurance – Clause 11 of GCC

- 5.1 Without limiting the obligations of the supplier in terms of this contract, the supplier shall effect and maintain the following insurances:
 - a) Any goods supplied to Overberg Water by the supplier in terms of this Agreement shall be fully and adequately insured by the supplier against any loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.
- 5.2 The supplier shall be obliged to furnish Overberg Water with proof of such insurance