

LEPELLE NORTHERN WATER



TENDER NO: LNW 15/24/25

PROJECT NAME: SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING
OF AN INDUCTIVE COUPLE PLASMA MASS SPECTROMETER,
INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3
YEARS.

CLOSING DATE: 13TH DECEMBER 2024 @ 11:00am

ISSUED BY:

LEPELLE NORTHERN WATER

Physical address: 01 Landros Mare Street
Polokwane
0700

Postal address: Private Bag X9522
Polokwane
0700

Tel: 015 295 1800

Fax: 015 295 1931

E-mail: information@lepelle.co.za

NAME OF TENDERER: _____

TOTAL AMOUNT: _____ (incl. VAT)

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE LEPELLE NORTHERN WATER							
BID NUMBER:	LNW 15/24/25	CLOSING DATE: 13 TH December 2024	@11h00	CLOSING TIME:	11h00		
DESCRIPTION	SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING OF AN INDUCTIVE COUPLE PLASMA MASS SPECTROMETER, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3 YEARS..						
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT 01 LANDROS MARE STREET POLOKWANE							
LEPELLE NORTHERN WATER HEAD OFFICE							
01 LANDROS MARE STREET							
POLOKWANE							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACT PERSON	Tinyiko Maluleke			CONTACT PERSON	Moagimang William Tlale		
TELEPHONE NUMBER	015 2951872			TELEPHONE NUMBER	063 749 1554		
FACSIMILE NUMBER				FACSIMILE NUMBER			
E-MAIL ADDRESS	tinyikom@lepelle.co.za			E-MAIL ADDRESS	williamt@lepelle.co.za		
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							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA		
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?			☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS							
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?						☐ YES ☐ NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?						☐ YES ☐ NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?						☐ YES ☐ NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?						☐ YES ☐ NO	
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 BELOW.							

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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

- 1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
- 2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za.
- 6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

Application for a Tax Clearance Certificate

Purpose

Select the applicable optionTenders ☐ Good standing ☐

If "Good standing", please state the purpose of this application

Particulars of applicant

Name/Legal name (Initials & Surname or registered name)			
Trading name (if applicable)			
ID/Passport no		Company/Close Corp. registered no	
Income Tax ref no		PAYE ref no	7
VAT registration no	4	SDL ref no	L
Customs code		UIF ref no	U
Telephone no	CODE - NUMBER	Fax no	CODE - NUMBER
E-mail address			
Physical address			
Postal address			

Particulars of representative (Public Officer/Trustee/Partner)

Surname			
First names			
ID/Passport no		Income Tax ref no	
Telephone no	CODE - NUMBER	Fax no	CODE - NUMBER
E-mail address			
Physical address			

Tender number	
Estimated Tender amount	R ,
Expected duration of the tender	year(s)

Date started	Date finalised	Principal	Contact person	Telephone number	Amount

Are you currently aware of any Audit investigation against you/the company?.....

If "YES" provide details

YES	NO
-----	----

I the undersigned confirm that I require a Tax Clearance Certificate in respect of or .

I hereby authorise and instruct to apply to and receive from SARS the applicable Tax Clearance Certificate on my/our behalf.

Signature of representative/agent

- -

Date

Name of representative/agent

I declare that the information furnished in this application as well as any supporting documents is true and correct in every respect.

Signature of applicant/Public Officer

Name of applicant/
Public Officer

C

C

Y

Y

—

M

M

—

D

D

Date

1. It is a serious offence to make a false declaration.
2. Section 75 of the Income Tax Act, 1962, states: Any person who
 - (a) fails or neglects to furnish, file or submit any return or document as and when required by or under this Act; or
 - (b) without just cause shown by him, refuses or neglects to-
 - (i) furnish, produce or make available any information, documents or things;
 - (ii) reply to or answer truly and fully, any questions put to him ...As and when required in terms of this Act ... shall be guilty of an offence ...
3. **SARS will, under no circumstances, issue a Tax Clearance Certificate unless this form is completed in full.**
4. Your Tax Clearance Certificate will only be issued on presentation of your South African Identity Document or Passport (Foreigners only) as applicable.

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: 15/24/25
Closing Time 11:00	Closing date: 13 th December 2024

OFFER TO BE VALID FOR...150 Days.....DAYS FROM THE CLOSING DATE OF BID.

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

PROJECT NAME: ADVERT FOR SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING OF AN INDUCTIVE COUPLE PLASMA MASS SPECTROMETER, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3 YEARS.

PROJECT NO: LNW **LNW 15/24/25**

USER DEPARTMENT: Operations and Maintenance

1. Table of Contents

1. Table of Contents	2
1. PURPOSE	2
2. BACKGROUND	3
3. SPECIFICATION	3
4. SCOPE OF WORK.....	4
5. OUTPUT AND / OUTCOMES	11
6. PRICE SCHEDULE.....	12
8. PROCUREMENT PROCESS.....	13
9. EVALUATION CRITERIA	13
Mandatory requirements (Pre-qualification).....	14
10. BID EVALUATION METHOD	15
Stage 1: Evaluation on Functionality as a prequalifying requirement	15
Stage 1: Evaluation on Functionality	15
Under functionality, Service provider must achieve a minimum of 66.7% (20 points) of functionality points to be considered for listing.....	15
Functionality will be evaluated as indicated in the below table:	15
Stage 2: Evaluation on Price and Preference Points Allocation.....	16
Financial offer and Preference Points Allocation.....	16
11. ADMINISTRATIVE COMPLIANCE	18
12. CONTRACT CONDITIONS	19
13. NOMINATED PROJECT MANAGER	Error! Bookmark not defined.
14. BSC MEMBERS.....	20
15. BEC MEMBERS.....	20
16. SIGNATURES.....	21

1. PURPOSE

The purpose of this submission is to recommend the approval of bids specifications to proceed with tendering and implementation process to appoint a specialized service provider to supply, deliver, install, and commission an Inductive Couple Plasma Mass Spectrometry (ICP-MS), including service and maintenance for a period of 3 years.

2. BACKGROUND

LNW's core competency lies in provision of uninterrupted supply of bulk portable and semi treated water to Water Service Authorities and, industrial mines and private clients within Limpopo Province. Sustainability of the operations depend on equipment's with a greater speed, precision, and sensitivity therefore, it is for this purpose that LNW is looking to appoint a specialised service provider to assist in achieving its strategic goals.

Scientific laboratory services must comply with the requirements of the ISO 17025:2017 standard, the laboratory's internal policies and procedures, and the quality management system. One of the laboratory's requirements is to always ensure that resources are available, such as state-of-the-art instruments that are most effective and efficient for the analysis; Failure to provide resources to the laboratory will result in suspension of accreditation and loss of business. Compliance monitoring will also be affected.

Scientific services laboratory provides comprehensive accredited water testing covering the scope of SANS241:2015 drinking water requirements and wastewater guidelines supporting one of the milestones by the organisation to provide quality bulk portable water. ICP-MS is a fast, multielement analysis technique that measures almost every element at very low detection limits in almost any environmental sample. ICP-MS technique cover about 60% of SAN241:2015 drinking water requirement and wastewater guidelines so it's often referred to as the heart of the water testing laboratories. At least 50% of the central lab business is based on analysis provided ICP-MS technique.

3. SPECIFICATION

Bids are hereby invited from qualified and experienced service providers for supply, delivery, installation, and commissioning of an Inductive Couple Plasma Mass Spectrometry (ICP-MS), including service and maintenance for a period of 3 years at Lepelle Northern Water Central Laboratory, situated at Ebenezer plant.

4. SCOPE OF WORK

The scope of work for the project entails the following:

ICP-MS is a powerful analytical technique for elemental characterization with the rapid advancement of instrumentation. It is capable of part per trillion level detection limits, up to 10 orders of magnitude in linear dynamic range, and high sample throughput, which are all superior to other ICP techniques. Additionally, because ICP-MS has a resolution at about 1.0 atomic mass unit, it can provide isotope information, which can be critical in the analysis of speciation for several toxic metal contaminants such as arsenic and chromium.

An Inductively Coupled Plasma Mass Spectrometer (ICP-MS) system must meet the following:

Determination of metals in water: The instrument must be capable of analyzing the following determinants or analyte: Aluminum, Iron, Manganese, Copper, Barium, Boron, Zinc, Lead, Cadmium, Chromium, Cobalt, Nickel, Mercury, Molybdenum, Vanadium, Calcium, Magnesium, Sodium, Potassium, Arsenic, Selenium, Antimony, and Uranium.
General System Specifications: Benchtop Inductively Couple Plasma Mass Spectrometer (ICP-MS): - The system must include a liquid sample introduction system, RF plasma ion source, Quadrupole based Universal Cell to eliminate interferences. - Low cost of operation/sustainability, low Argon consumption mode (12L/min) with lower power. - The system must use a single mixed gas of Helium and Hydrogen for KED and DRC mode operation within the same method all under computer control. The system must also be able to run using pure reactive gases such as Methane and Oxygen if needed in the future for interference removal.

• The system must also include quadrupole mass filter, Quadrupole Ion Deflector, simultaneous dual stage discrete dynode detector and a triple cone interface, all under computer control.
• The system must include fully automated system startup, shutdown and optimization and computer-controlled instrument tuning for optimum performance.
• Quadrupole must be able to scan a minimum of 5000 amu/sec to achieve maximum productivity from transient signals when jumping between light masses and high masses.
• Quadrupole resolution settings must be dynamically scanned as each element is analyzed.
• High mass range must be at least 285 amu or greater.
• Must have the ability to use remote diagnostic services.
• Must include real time remote diagnostics software. This software must monitor the performance of the instrument and report data daily to the instrument manufacturer and allow the instrument manufacturer to diagnose issues before they become a problem. This should be free during the warranty period. This service must also be available under a service contract post warranty. This service must monitor at least 11 parameters. 3 days of diagnostics data must be stored locally.
• All analytical system operations, from component optimization to methods development to calibration to analysis to reports, must be able to be performed using a single software program.
• Long-term stability must be < 4% RSD over 4 hours or better
• The ICP-MS system must have a full color plasma view window for useful visuals on the sampler cone, plasma color and injector tip.
• Unit must be a bench top design with a utility free rear, enabling it to be placed directly against the wall (some service procedures may require movement from wall).
• The system must incorporate a QID (Quadrupole Ion Deflector) with a Triple cone interface.
• There should be no need to clean any components in the vacuum area by the user or a service engineer for the lifetime of the instrument. This would include extraction lenses, focusing lenses, collision cells, octopoles or main filtering quadrupole.
• System must not require any maintenance (cleaning) or replacement of: Extraction lenses, main filtering quadrupole, collision cell, collision/reaction cell or universal cell for the system's lifetime by the user or the manufacturer's service engineers.

* Instrument manual documentation required.
Sample Introduction must include:
For general sample workload, low flow (0.25 ml/minute) sample introduction system: nebulizer, cyclonic spray chamber with Matrix gas port, and quartz injector.
Waste saving low flow uptake nebulizer, designed to handle user defined applications.
All Matrix System (AMS) for running high dissolved solids. The gas flow for the AMS must be computer controlled.
Must be able to handle dissolved solids of 25% and provide greater than 200X gas dilution capabilities.
Close coupled, 4-channel integral peristaltic pump, computer controlled, must be integrated within the ICP-MS system.
Design where components are mounted outside the torch enclosure to eliminate the need for extraneous spray chamber cooling hardware and for easy access of alternate components and accessible from the front of the instrument. The sample introduction components must be accessible from the front of the instrument.
Cassette style torch mount where the entire torch and injector assembly can be easily removed together with one hand.
Gas connections must be made by simply inserting the sample introduction system. Must not have to connect aux and plasma gases on torch side arms.
Fully automated one touch X, Y, Z torch alignment.
Ion Source and RF plasma system must include:
Computer controlled 34 MHz RF generator operating from 500 to 1600 watts for automatic control of torch ignition, shutdown, and system warm up.
Design where the load coil does not require any cooling such as water or gas.
Must incorporate a maintenance free RF load coil. Maintenance free means coil will never need replacing or cleaning by end user or service engineer.
RF Generator which does not require an impedance matching network and provide for adaptation to any change in plasma impedance within 50 nanoseconds.
RF generator which electrically decouples the plasma from the ion optics and allows independent adjustment of the ion optic parameters and the plasma conditions.
Design that does not require plasma “screens” or “shields”.
RF generator must incorporate PlasmaLok technology that allows operation without having to use plasma “screens” or “shields”.

Plasma Interface must include:
• A Triple cone design consisting of Sampler, Skimmer and Hyper-skimmer cones with all cones at ground potential (do not require voltages to meet specifications).
• Design with no charged extraction lenses which create higher backgrounds for elements such as Li, B, K, Na Ni and Pt.
• Standard large orifice sampling and skimmer cones with 1.1- and 0.9-mm diameters respectively.
• Design with rapid mounting and removal cone design, easily accessible from the front of the instrument.
• Quadrupole Ion Deflector (QID) for complete separation of ions from photons and neutrals with 90-degree bend of ions into Universal Cell, making everything such as the cell and mass analyzing quadrupole completely maintenance free. Orthogonal deflection device must ramp voltage (not use simple fixed voltage) in concert with Main filtering quadrupole to provide maximum ion transmission without the use of extraction lenses.
The system must include a Universal Cell described below:
• The system must be able to use a single mixed gas of Helium and Hydrogen running in Collision cell mode and Dynamic reaction cell mode for the best operation when running natural and wastewater samples. This must be a dual mode method only, using Collision and DRC mode only and utilizing one gas.
• The system must incorporate Universal Cell offering three modes of operation: Standard mode, Collision mode and Dynamic Reaction Cell mode.
• Universal cell must have a quadrupole within the cell for high and low bandpass tuning and for reducing sensitivities on selected elements (EDR-Extended Dynamic Range).
• The system must have Extended Dynamic Range that can operate in standard, collision and DRC mode – The system must have a quadrupole in the Universal Cell to detune the signal response of selective elements to enable incorporation of high concentration elements (outside of the system's 10 orders of dynamic range from 0.1 cps to > 1e9 cps) into a single analysis. This will allow the user to see very low PPB levels of elements and in the same analytical run see 100's of PPM of other elements. This should not require any changes in gas flows, which would prolong the run.
• The Cell must have Axial Field™ Technology (AFT) to ensure elimination of the unmated ions from the cell
• In Standard Mode:

a. Universal Cell must be able to operate with no gas and no energy barrier for optimal signal-to-noise performance on elements with no interferences.
• In Collision Cell Mode:
a. Universal Cell must be able to operate as a passive ion guide with an energy barrier at the cell exit for KED.
• In Dynamic Reaction Cell Mode:
a. The band pass on the Universal Cell must have the ability to provide both high mass and low mass cutoffs.
b. The Universal Cell shall provide a user selectable mass band pass window that is variable in resolution and mass position. The mass band pass window shall be dynamically scanned in concert with the quadrupole mass spectrometer during analysis of samples.
c. There should be an accelerating voltage across the Universal Cell, to control the speed of the ions through the cell.
d. The user must be able to set the high and low mass cutoffs of each element within the same method individually.
e. The velocity of the ion beam through the reaction cell shall be controlled by the selection of voltages on the entrance and exit plate of the cell.
f. The Universal Cell must be able to use pure reaction gases such as pure oxygen or pure methane and mixed gases. The flow and optimization of the gases shall be under full operator control.
g. The Universal Cell shall be capable of reducing the intensity of isobaric and polyatomic interfering species by up to 10 orders of magnitude.
Quadrupole Mass Analyzer Assembly must meet the following:
The quadrupole must:
a. Be able to scan up to 5000 amu per second
b. Operate with dwell times as short as 0.1 ms
c. Operate with Peak hop settling time < 0.2 ms regardless of mass change
d. Operate with peak hop slew speeds up to 1.6M amu/sec
e. Offer mass range to m/z = 285 for separation of actinides
Ion Detector Assembly must meet the following:
The ion detector must be a simultaneous dual-stage discrete dynode electron multiplier, providing element concentration calibration over 10 orders of magnitude (from 0.1 cps to > 1e9 cps) dynamic range in a single scan using both analog and pulse ion counting mode,

and offer protection against overload in both pulse counting and analog modes. The detector must:
a. Provide a dead time < 35 ns
b. Provide switching between pulse or analog in < 0.2 ms
c. Provide transient data acquisition >3000 data points / sec
d. Provide dynamic range to 1.5 GHz (1.5 e ⁹ cps)
The dual-stage detector assembly must come standard with the system.
Vacuum System must meet the following:
The vacuum system must consist of four stage vacuum system utilizing a triple inlet turbo molecular pump to maintain vacuum at 1e ⁻⁶ Torr (or lower) and includes a vacuum chamber isolation valve which automatically closes when the plasma is extinguished or with system faults. The pumping system shall have enough capacity to reach operating vacuum from atmosphere in less than 20 minutes.
• In the event of vacuum failure, the entire vacuum system must be automatically backfilled with argon to preserve the cleanliness of the system.
• Turbo molecular vacuum pump must be purged by argon gas during operation to prevent damage by reactive gases and/or corrosive vapors such as those generated by the analysis of phosphates.
• Computer controlled single roughing pump must utilize ultra-long life PFPE (Fomblin) fluid and automatically shift into energy saving mode when the plasma is off.
System Software must include:
Must include real time remote diagnostics software. This software must monitor the performance of the instrument and report data daily to the instrument manufacturer and allow the instrument manufacturer to diagnose issues before they become a problem. This should be free during the warranty period. This service must also be available under a service contract post warranty. This service must monitor at least 11 parameters. 3 days of diagnostics data must be stored locally.
• Routine Maintenance Alerts; scheduled user defined alerts for continued operations.
• Instrument software must run using Windows 10.
• Method Development wizards.
• Pre-set methods
• Automated quality control checking features included at no charge.

The system software shall support the following calibration curve fit modes for Quantitative analysis:
a. Linear least squares.
b. Weighted linear least squares.
c. Linear forced-through-zero least squares.
d. Method of standard additions (Matrix Matched calibration)
e. Additions calibration.
Real time graphics with ability to display transient and continuous signal profiles.
Quantitative analysis including external calibration, additions (matrix matched) calibrations, method of standard additions, isotope ratios and isotope dilutions and semi quantitative analysis.
All analytical raw data must be retained and stored on hard disk, encrypted to prevent tampering to support a complete data audit trail.
QC protocol limits measured values, allowing the analyst to define when and how an action is taken, and to specify a second QC action for automatic operation if the first action fails.
On-line help with quick steps to reference entire instrument user manual.
Data reprocessing on stored data without re-running samples for changes of calibration points, internal standard points or curve fit mode.
Must be able to reprocess while the instrument is running samples.
The computer controlled automatic selection of Universal Cell gas when mixed modes are specified within a single method.
Computer controlled automated optimization of Universal Cell gas flow.
Must include offline software for reprocessing of data, creating methods and sample files while the instrument is running samples.
Must include a data viewer that puts the data into a simple to read column/row format like an Excel file and be able to transfer data to LIMS.
PC Specifications or Comparable:
Windows10 IoT Enterprise
Intel Core i5-6500 Processor (Quad Core, 6MB, 4T, 3.2GHz, 65W) (338-BHUF)8GB (2x4G) 2133MHz DDR4 Memory (370-ACGH)
Dell KB216 Wired Multi-Media Keyboard English Black (580-ADJC)
Dell MS116 Wired Mouse, Black (275-BBBW) Intel Integrated Graphics, Dell OptiPlex (490-BBFG)

Intel DB WLAN 8260 Software (555-BDCF) 1TB 7.2k RPM SATA 6Gbps Entry 3.5in Cabled Hard Drive (400-ANPM)
OptiPlex 3046 MT with 240W Standard Power Supply (APFC) (321-BCFT)
Tray load DVD Drive (Reads and Writes to DVD/CD) (429-AAJV) Wireless Bracket w/Antenna, Full Height (470-ABLP)
Intel Dual Band Wireless 8260 (802.11ac) W/ Bluetooth (555-BCMT)
VGA video port
8 External USB: 4 x 3.0 (2 front/2 rear) and 4 x 2.0 (2 front/2 rear); 1 Internal USB 2.0; 1 RJ-45; 2 Serial; 1 Display Port 1.2; 1 HDMI 1.4
24-inch LED Wide Screen Flat Panel Monitor
Integrated Ethernet plus PCI Express Ethernet Network Adapter (2 Ethernet Connections)
Auto sampler options must meet the following:
Computer-controlled autosampler with built-in recirculating wash station
Interchangeable polypropylene sample racks can provide tray configurations with 180, 149 or 54 sample positions; eight positions for standards; and one position for a 50-mL recirculating wash vessel.
Miscellaneous:
Must include closed loop chiller and chiller fluid.
Must include Hydrogen Regulator to be used with Mixed Gas.
Must include 10KVA online dual conversion UPS
Must include OEM-ICP gas line/header installations
Must include 3 days of on-site training by a local applications specialist
Must include 1 year warranty
Must include all solutions needed to test the instrument during installation to verify it meets factory specifications.
Price must include delivery to the customer site.

5. **OUTPUT AND / OUTCOMES**

Supplied, Delivered, Installed and Commissioned Inductive Coupled Plasma Mass Spectrometer at Lepelle Northern Water Central Laboratory, and provide an approved installation report, OEM manuals, Certificate of conformance (COC) or letter to indicate the completion of work.

6. PRICE SCHEDULE

PRICE /RATES FOR SERVICES

Bid prices must remain firm for a period of 12 months after the award of contract. Price adjustment will only be allowed once within a 12-month interval in line with SBD 3.1 (firm prices).

Table 1: Supply, delivery, installation and commissioning

ACTIVITIES		FIXED RATE OFFERED
A	Supply, delivery, installation of an Automated Inductive Coupled Plasma Mass Spectrometer	R
B	VAT	R
C	Total including VAT	R

Table 2: Service and maintenance of Inductive Coupled Plasma Spectrometer (ICP-MS)

ACTIVITIES		Year 1	Year 2	Year 3
A	Service Technician rate p/h			
B	Assistant Service Technician rate p/h			
C	Call out (if applicable)			
D	Cost per Km			
E	Courier cost (IF ANY)			
F	Accommodation (reimburse actual cost as per government standard rates)			
G	Mark up % for any cost of replacement parts/consumables or any other material that may be required for repairs			
H	Training (Ad hoc basis)			
I	Total			
J	VAT			
K	Total including VAT			

Table 3: Grand total (Table 1 and 2 total)

ICP-MS (Supply, delivery, installation, commissioning and maintenance)	
Grand-total (Year 1, 2 and 3 total amounts including VAT)	

*Supplier invoice of all material supplied by the service provider must be attached on the invoice for all the material bought by service provider.

*The rates above will be used for preferential calculation purposes, and it is not the actual value of the project.

7. PROCUREMENT PROCESS

The normal LNW process will be followed in line with the company's SCM policy and procedures with no deviations from the normal anticipated at this stage.

Validity of Tender : 150 Days
 Contract Period : Purchase (Once – off) and Maintenance (3 years)
 Date advert published : 20 December 2024
 Tender document available : 26 November 2024
 Compulsory Briefing session : 3 December 2024
 Closing date of Advert : 13 December 2024 @ 11h00

8. EVALUATION CRITERIA

Preferential Points System will be used to evaluate this bid in line with the Preferential Procurement Policy Framework Act,2022. Bidders will be evaluated on mandatory first, then functionality and only those qualifying by achieving the minimum cut off point of 20 (66.7%) will be evaluated further on administrative compliance and then price and Preferential Points allocation as the final stage.

THIS BID WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING CRITERIA:

1. Relevant specifications
2. Value for money
3. Capability to execute the contract
4. LNW SCM Policy
5. PPPFA & associated regulations

Mandatory requirements (Pre-qualification)

- Approved distribution letter by the equipment manufacturer to supply and install the Inductive Coupled Plasma Mass Spectrometer be attached, if not original equipment manufacturer.
- Compulsory briefing session attendance.
- Proof of registration on the Central Suppliers Database (CSD) (verification will be done online).
- The JV agreement for JV partners is to be submitted indicating percentage split up to 100% for partners to render the agreement valid. **(Only applicable to JV Bidders)**.
- The pricing schedule must be completed in FULL to render the bid responsive. If any section of the bid document and the price schedule is left incomplete, the bid document will be disqualified.

NB: Failure to comply with any of the above mandatory requirements will lead to disqualification of the tenderer.

9. BID EVALUATION METHOD

Stage 1: Evaluation on Functionality as a prequalifying requirement

Stage 1: Evaluation on Functionality

Under functionality, Service provider must achieve a minimum of 66.7% (20 points) of functionality points to be considered for listing.

Functionality will be evaluated as indicated in the below table:

EVALUATION PROCESS.	Points
All submissions duly lodged will be evaluated on functionality as Pre-qualifying criteria. The evaluation criteria and points for measuring functionality are indicated. Maximum Points for Functionality	30
Experience	20
Company Experience Attach proof of successfully completed traceable service record on the provision of supplying, delivering, installing, and commissioning of an Inductive Coupled Plasma Mass Spectrometer. (Maximum 20 points). One (1) reference letter – 5 (five) points Two (2) reference letters – 10 (ten) points Three (3) reference letters – 15 (fifteen) points ≥ Four reference letter – 20 (twenty) points Attach proof of signed and dated reference letters or certificate of completion on client's official letterhead indicating service rendered.	
Scope of work	10
Attach detailed CV of key personnel (Service Technician/competent personnel by manufacturer to install, commission, and train). Include CV's and Certificates of at least 2 certified engineers and one technician. Certified engineers: - One (1) certified technician/competent personnel = Five (5) points ≥ two (2) certified technician/competent personnel = Ten (10) points No points will be allocated for no Service Technician/competent personnel	
Total Points	30

Minimum points to be scored is 20 (66.7%) to qualify under functionality.

Stage 2: Evaluation on Price and Preference Points Allocation

Stage 2: Evaluation on Price and Preference Points Allocation (As per the Preferential Procurement regulations 2022) 80/20 or 90/10

Financial offer and Preference Points Allocation

- 1) Score tender evaluation points for financial offer.
- 2) Confirm that tenderers are eligible for the Preference Points Allocation (As per the Preferential Procurement regulations 2022) claimed, and if so, score tender evaluation points.
- 3) Calculate total quotation evaluation points.
- 4) Rank quotations offer from the highest number of tender evaluation points to the lowest.
- 5) Recommend the quotation with the highest number of quotation evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.

NB: NO BIDDER WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition on SBD 4 attached)

Scoring functionality

Score functionality in each of the categories stated in the Tender Data and calculate total score for functionality.

Scoring Financial Offers

Score the financial offers of remaining responsive tender offers using the following formula:

$N_{FO} = W_1 \times A$ where:

N_{FO} = the number of tender evaluation points awarded for the financial offer.

W_1 = the maximum possible number of tender evaluation points awarded for the financial offer as stated in the Tender Data.

A = a number calculated using either formulas 1 or 2 below as stated in the Tender Data.

Formula	Basis for comparison	Option 1	Option 2
1	Highest price or discount	$(1 + \frac{(P - P_m)}{P_m})$	P/P_m
2	Lowest price or percentage commission/fee	$(1 - \frac{(P - P_m)}{P_m})$	P_m/P

where:

P_m = the comparative offer of the most favorable tender offer.

P = the comparative offer of tender offer under consideration.

The 80/20 or 90/10 Preferential Point System will be used to evaluate the bid.

Table 2: Preference Points Allocation (As per the Preferential Procurement regulations 2022)

#	Specific Goals	Means of verification	80/20 Points	90/10 Points
1	Disability (Minimum of 1 shareholder ownership in the company)	CSD Report	5	2.5
2	Black women (100% Black women ownership in the company)	CSD Report	5	2.5
3	Black ownership (100% black ownership in the company)	CSD Report	5	2.5
4	Black Youth (Minimum of 1 shareholder Black youth ownership in the company)	CSD Report	5	2.5
	Total Points		20	10

The points scored by the tenderer in respect of the level of Preference Points Allocation must be added to the points scored for price.

10. ADMINISTRATIVE COMPLIANCE

- i) All bid documents must be completed in full and in BLACK ink where applicable; (No tampering of bid documents with either correction fluid, sticky papers, or any other thing which can indicate that the bid document has been tampered with.
- ii) Complete SBD 1, 3.1, 4, and 6.1 forms.
- iii) Municipal current rates account not more than three months old should be submitted.
- iv) Letter of Good Standing, COIDA.
- v) Company registration documents
- vi) Certified valid ID copies (not older than 3 months) of the company shareholders and key personnel to be submitted.

NOTE:

- a) ***All the above administrative compliance documents will be requested from the preferred bidder if not submitted with the tender document and failure to submit within 48 hrs will lead to disqualification.***
- b) ***The JV agreement for JV partners to be submitted indicating percentage split up to 100% for partners to render agreement valid (Point will be allocated as per pro rata(proportional) JV percentage split). This is only applicable to company experience under functionality.***
- c) ***The JV partners must submit both mandatory documents for each Company.***
- d) ***Preferred JV bidder will be required to submit a JV bank account and VAT number.***
- e) ***The bidders must comply with all terms and condition including requirements as stipulated in the Tender Documents to be evaluated further.***
- f) ***LNW reserves the right to reduce the scope of works due to budget constraints.***
- g) ***LNW is not compelled to accept the lowest or any bid.***
- h) ***CV's to be submitted in the format that is provided in the tender document.***

- j) Documents submitted will be subjected to verification and state security vetting.***
- j) Bidders must also submit one soft copy in a form of a USB containing all the biddocument.***

11. CONTRACT CONDITIONS

- The company must be approved by the manufacturer to supply and install Inductive Coupled Plasma Mass Spectrometer.
- All parts and components of the system shall be unconditionally guaranteed to be free of defect in workmanship and materials for twelve (12) months from the date of installation. During the warranty period any defective parts shall be replaced at no additional cost.
- Service provider shall provide systems operation training.
- The supply of spare parts must be guaranteed for a period of greater than 10 years from the date of installation.
- The estimated period for delivery and installation shall be within 6-8 weeks from the awarding of tender.
- Service providers to bring along their tools when coming to site.
- The final offer should include service & maintenance of the machine for at least 3 years after delivery.
- Service provider to issue OEM manuals and Certificate of conformance (COC) or letter to indicate completion of work.
- This contract will also include any upgrade that may be needed during the 3-year contract period, such will be done on a submission of quotation with approval by the employer.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

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

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

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

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

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

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

.....	
Signature	Date
.....	
Position	Name of bidder

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
$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$		

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = 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:

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

Where

- Ps = 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 (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)
1. Disability (Minimum of one shareholder ownership in the company)	2.5	5		
2. Black women (100% Black women ownership in the company)	2.5	5		
3. Black ownership (100% black ownership in the company)	2.5	5		
4. Black Youth (Minimum of one shareholder black youth ownership in the company)	2.5	5		
Total	10	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:

.....

DECLARATION FOR PROJECT REFERENCE FORM

Project Name:.....

Project Number:.....

Project amount:.....

Name of Service Provider

Name of Organisation/Employer:

.....

Start Date: Completion Date:

Project Description/Brief:

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

Clients Details:

Department	Name and surname	Position	Cellphone number	Telephone	Email	Unit
User dept						
SCM official						
Consultant						

Note: The above table must be fully completed and where there is no consultant, indicate as not applicable. The contact details to be provided in the above table must not be more than 6 months old from date of the closing of the tender/RFQ. Each reference letter must be accompanied by the declaration of project reference form. Failure to complete this declaration will result in reference letters not being considered and will be allocated zero points.

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data is correct and a true reflection of our company experience. The information provided above is verifiable and traceable.

.....

Name and Signature of service provider/bidder

.....

Date

NB: It remains the bidder's responsibility to provide traceable, updated contact details of previous all employers or clients where company experience points are to be scored. LNW may allocate score zero points to any service providers/bidder whom LNW has failed to receive confirmation of verification from their references provided on the above table within 10 working days. Bidders are to provide accurate contact details (both telephone and email address) of traceable projects with the clients. LNW reserves the right to extend the 10 working days where necessary on discretion. The information provided will be subjected to verification and vetting.

SUMMARY CV FORMAT:

ROLE:

Full Name(s)	
Surname	
ID Number	

Employment History (Summary)		Tertiary Qualifications (Highest order)			
1. ..		1. ..			
2. ..		2. ..			
3. ..		3. ..			
4. ..		4. ...			
5. ..					
6. ..					
		Professional Affiliation (Most relevant)			
		Category	Organization	Reg. No.	Date
Relevant Projects Completed Recently					
No.	Description Name of Project	Type	Name of Client	Start and End dates	Position or role (on the project)
1.					
2.					
3.					
4.					

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....
Signature of person named in the schedule

.....
Date