



|                     |
|---------------------|
| <b>BID DOCUMENT</b> |
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|                             |
|-----------------------------|
| <b>BID NO. AW2024/25/07</b> |
|-----------------------------|

|                        |
|------------------------|
| <b>BID DESCRIPTION</b> |
|------------------------|

|                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PROCUREMENT OF SCHEDULED MAINTENANCE<br/>SERVICE, LOAD TEST AND AD HOC BREAKDOWN<br/>REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF<br/>THREE (3) YEARS</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                     |
|---------------------|
| <b>CLOSING DATE</b> |
|---------------------|

|                                                |
|------------------------------------------------|
| <b>THURSDAY, 19 SEPTEMBER 2024 AT 11H00 AM</b> |
|------------------------------------------------|

**NO EMAILED SUBMISSION WILL BE ACCEPTED**

|                           |
|---------------------------|
| <b>BIDDER TO COMPLETE</b> |
|---------------------------|

|                     |  |
|---------------------|--|
| <b>COMPANY NAME</b> |  |
|---------------------|--|

|                   |  |
|-------------------|--|
| <b>CSD NUMBER</b> |  |
|-------------------|--|

ISSUED AND PREPARED BY: AMATOLA WATER  
PRIVATE BAG X3  
VINCENT  
5217  
Tel: +27 43 707 3700

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**SECTION A**  
**TENDERING INVITATION, PROCEDURE,**  
**SPECIFICATION AND PRICING**

**PART A  
INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF AMATOLA WATER-AMANZI**

|             |                                                                                                                                         |               |                   |               |         |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|---------------|---------|
| BID NUMBER: | AW2024/25/07                                                                                                                            | CLOSING DATE: | 19 SEPTEMBER 2024 | CLOSING TIME: | 11:00am |
| DESCRIPTION | PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS |               |                   |               |         |

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

**Reception area of Amatola House**

**6 Lancaster Road**

**Vincent**

**East London**

**BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO**

**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**

|                  |                                                                              |                  |                                                                                  |
|------------------|------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------|
| CONTACT PERSON   | Namhla Ndlamla                                                               | CONTACT PERSON   | Mr. B Marillier                                                                  |
| TELEPHONE NUMBER | 043 707 3700                                                                 | TELEPHONE NUMBER | 043 709 3702                                                                     |
| FACSIMILE NUMBER | n/a                                                                          | FACSIMILE NUMBER | n/a                                                                              |
| E-MAIL ADDRESS   | <a href="mailto:nndlamla@amatolawater.co.za">nndlamla@amatolawater.co.za</a> | E-MAIL ADDRESS   | <a href="mailto:bmarillier@amatolawater.co.za">bmarillier@amatolawater.co.za</a> |

**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? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF] |  | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED? |                               | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW] |

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

|                                                                 |                                                          |
|-----------------------------------------------------------------|----------------------------------------------------------|
| IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE A BRANCH IN THE RSA?                       | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?      | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?           | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?       | <input type="checkbox"/> YES <input type="checkbox"/> 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.**

## 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."

### 3. TOTAL BID PRICE:

| ITEM | REQUIRED GOODS & SERVICES                                                                                                                              | TOTAL AMOUNT/RATE<br>INCL VAT<br>(Amount in figures)<br>R | TOTAL AMOUNT/RATE INCL. VAT<br>(Amount in words)<br>R |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------|
|      | PROCUREMENT OF<br>SCHEDULED MAINTENANCE<br>SERVICE, LOAD TEST AND AD<br>HOC BREAKDOWN REPAIRS<br>OF LIFTING EQUIPMENT FOR<br>PERIOD OF THREE (3) YEARS | (Carried from SBD3.1)                                     | (Carried from SBD3.1)                                 |

**NB: FAILURE TO PROVIDE 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: .....

## TENDER NOTICE AND INVITATION TO TENDER

BID NO: AW2024/25/07

### PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS

Amatola Water Board is a state-owned, South African water utility established in November 1997 and is mandated to render water services to water sector institutions, to local government and other customers in the Eastern Cape.

#### INVITATION AND SCOPE OF WORK

Suitably experienced and qualified service providers are invited to respond to this bid invitation for the

| Bid Number   | Bid Name                                                                                                                                | Scope of Work                                                                                                                                                                                                                                     | Bid Closing Date and Time     |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| AW2024/25/07 | PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS | To establish a term contract for the scheduled maintenance service, load test and ad hoc breakdown repair of lifting equipment at all Amatola Water sites, Engineering Workshops and Secondary Business at various sites across the Eastern Cape. | 19 SEPTEMBER 2024 at 11:00 am |

#### BID PUBLICATION

An open competitive bidding process is to be followed. A bid invitation will be published in the regional newspaper, Amatola Water website and National Treasury Website (e-tender portal). Tender documents shall be downloaded for free from the Amatola Website ([www.amatolawater.co.za](http://www.amatolawater.co.za)) on the 29<sup>th</sup> of August 2024 at 09:00am.

#### COMPULSORY BID CLARIFICATION MEETING

A compulsory clarification meeting with representatives of the employer will be held online/virtual (**Microsoft Teams**) on Thursday 05<sup>th</sup> September 2024 at 10:00am. Interested bidders should RSVP to [nndlamla@amatolawater.co.za](mailto:nndlamla@amatolawater.co.za) and [bmarillier@amatolawater.co.za](mailto:bmarillier@amatolawater.co.za) by 16:00 on Wednesday, 04<sup>th</sup> September 2024 to confirm attendance of the clarification meeting. Link for the clarification meeting will be only sent to prospective bidders that confirmed attendance on the day of the meeting.

## EVALUATION CRITERIA

This bid will be evaluated in three (3) stages:

**Stage One:** Mandatory Requirements

**Stage Two:** Capability Requirements

**Stage Three:** PPPFA

### **PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:**

|                                  |   |                   |
|----------------------------------|---|-------------------|
| Maximum points on price          | - | <b>80 points</b>  |
| Maximum points on Specific Goals | - | <b>20 points</b>  |
| <b>TOTAL</b>                     | - | <b>100 points</b> |

### **BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:**

- The Preferential Procurement Policy Framework Act 2000 (PPPFA) principles shall apply, whereby submissions will be evaluated accordingly to the provisions of the Act.
- Amatola Water does not bind itself to accept the lowest or any tender and reserves the right to accept any tender or portion of a tender.
- Tenderers which are late, with incomplete, unsigned bids or submitted electronically will not be accepted.
- All tenders are to remain valid for a period of 90 days from the closing date of the submission.

## **BID SUBMISSION**

The original completed bid documents and all supporting documents (in a separate file), must be submitted in a sealed envelope or parcel endorsed with the Bid Number and Bid Description as detailed in the Tender Data. The sealed envelope must be deposited in the Bid/Tender Box located in the reception area of **Amatola House, 6 Lancaster Rd, Vincent, East London on the 19 September 2024 at 11:00am**, prior to the time and date indicated in the bid notice and the Tender Data. The bid submissions will be opened in public shortly after the closing time.

## **BID ENQUIRIES**

No telephonic enquiries relating to this tender will be entertained. All enquiries regarding this tender must be in writing only and must be directed to: Ms N. Ndlamla - E-mail: [nndlamla@amatolawater.co.za](mailto:nndlamla@amatolawater.co.za) and for technical enquiries to Mr. B. Marillier – Email: [bmarillier@amatolawater.co.za](mailto:bmarillier@amatolawater.co.za).

**Mr Jonathan Jackson**

**Acting Chief Executive**

*Amatola Water supports transformation through Preferential Procurement and tenders will be awarded in accordance with Amatola Water's Supply Chain Management Policy.*

## **SPECIAL TENDER CONDITIONS**

### **1. DEFINITIONS**

The word "Bidder/Tenderer" in these conditions shall mean and include any firm of Contractors, Suppliers, Service Providers or any company or body incorporated or unincorporated.

#### **1. BID SUBMISSION**

The original completed bid documents must be submitted in a sealed envelope endorsed with the Bid Number and Bid Description as detailed in the Tender Data. The sealed envelope must be deposited in the Bid/Tender Box, located in the reception area of **Amatola Water, 6 Lancaster Road, Vincent, East London**, not later than the time and date specified on the cover page and SBD 1 of this bid document.

#### **2. PERIOD OF VALIDITY FOR BIDS AND WITHDRAWAL OF BID AFTER CLOSING DATE**

All Bids must remain valid for a period of 90 (ninety) days from the closing date as stipulated in the Bid document.

#### **3. FORM A - AUTHORITY TO SIGN BID DOCUMENTS**

In the case of a Bid being submitted on behalf of a company, close corporation, or partnership, the evidence must be submitted to the Amatola Water at the time of submission of the Bid that the Bid has been signed by persons properly authorised thereto by resolution of the Board of Directors.

**Form A must be completed. Failure to complete Form A will invalidate your bid.**

#### **4. LATE BIDS**

Bids received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and where practicable, be returned unopened to the Bidder(s).

#### **5. JOINT VENTURE REQUIREMENTS**

**DEFINITION:- "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.

Should a group of companies/firms and/or interested parties wish to enter into a joint venture / consortium agreement the following minimum requirements must be met: -

- a. A properly signed copy of the joint venture/consortium agreement must be attached.
- b. Each member of the joint venture/consortium's taxes must be in order.
- c. After the award of a contract to a joint venture/consortium, the successful joint venture group or consortium must provide a combined joint venture/consortium Tax Clearance Certificate.
- d. After the award of a contract to a joint venture/consortium, the successful joint venture group or consortium must provide the details of the joint venture / consortium banking details.
- e. A trust, consortium or joint venture will qualify for points of their Specific Goals as a legal entity, provided that the entity claims points from the SBD 6.1 points form and submit CSD's for both companies.

**THE JOINT VENTURE/CONSORTIUM AGREEMENT MUST CONTAIN THE FOLLOWING: -**

- a. Who the managing member will be.
- b. Who the signatory of authority will be.
- c. How the joint venture/consortium share of profit will be split.
- d. The bank account details where payments will be deposited into.
- e. The agreement must be signed by all parties.
- f. The agreement must be certified by a Commissioner of Oaths.
- g. The postal and physical address where all correspondence will be sent to

**6. OBLIGATIONS OF THE SERVICE PROVIDER:**

The successful Service provider shall:

- a) Abide by the Service Level Agreement concluded and act as a partner to Amatola Water.
- b) Provide all relevant information necessary to the achievement of the above.
- c) Respond within reasonable time to decisions that need be made, support required and any other matters that may need resolving in order not to delay the operations of Amatola Water.

**7. CONDITIONS OF TENDER/POST AWARD NEGOTIATION**

- a) Submission of this proposal signifies the applicant's acceptance of the conditions as laid down in this document, unless clearly stated otherwise.
- b) Any expense incurred by the applicant in preparing and submitting this proposal will be for the applicant's account.
- c) Amatola Water reserves the right not to accept any proposal and cancel the bid as and when the need arises.
- d) No provision in a contract shall be deemed to prohibit the sourcing of services from other service providers should there be delays from the service provider in contract.
- e) Amatola Water reserves the right not to award, to award in part or in full.
- f) The right is also reserved to withdraw or amend any of the bid conditions by notice in writing to all bidders prior to closing date of the bid.
- g) The service provider must report to Amatola Water, should they encounter conditions beyond their reasonable control, which impact the timely delivery of the goods/services. The supplier should notify Amatola Water immediately having become aware of these conditions.
- h) In the event that an incorrect award has been made, Amatola Water reserves the right to remedy the matter in any manner it may deem fit.
- i) Amatola Water reserves the right to negotiate offers or rates to be market related as and when the need arises.
- j) Alterations or additions to the bid document are not allowed except to comply with instructions issued by Amatola Water, or necessary to correct an error/s made by the bidders. Bidder shall initial or sign in such alterations. (Failure to comply with this requirement will result in the submitted proposal being disqualified).

**PRICE ADJUSTMENT FOR A THREE-YEAR CONTRACT**

The tender price/rates shall remain firm for the first year of the contract. The pricing structure will be subject to a once off annual adjustment for each remaining year of the contract and will come into effect on the contract anniversary date each year.

Price increase will be based on CPI and supported by documentary proof justifying the price increase application as published in the Statistics South Africa Reports. The price Increases are to be negotiated with Amatola Water prior to implementation.

## **BID SPECIFICATION**

### **PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS**

#### **• BACKGROUND AND INTRODUCTION**

Amatola Water Board is a state-owned, South African water utility established in November 1997 and is mandated to render water services to water sector institutions, to local government and other customers in the Eastern Cape. Amatola Water (AW) is an essential services utility operation in the water sector in the Eastern Cape.

There are lifting equipment installed at the AW & Clients plants and pumpstations (sites) used to assist the engineering workshops with the installation and removal of pumps, electric motors and valves during breakdowns. It is also used for loading, offloading and changing of full or empty chlorine cylinders in the chlorine rooms that is use to purify potable water at the Water Treatment Works (WTW). The Amatola Water Board's goal is to appoint a competent service provider to perform the scheduled maintenance service, load test and ad hoc repair and breakdown call outs for lifting equipment at all Amatola Water Sites including Secondary Business Clients sites. In accordance with the statutory requirements of the Occupational Health and Safety Act, Regulations 17&18 a yearly load test and a 3&6 monthly service must be carried out on the lifting machinery and lifting tackle. It is important for AW to follow these practices to maintain the structural integrity and ensure the safety of the employees when in operation while avoiding costly repairs or replacements. With non-compliant and malfunctioning equipment these operations will not be possible which have an effect on the delivery of reliability of water supply to communities and clients that meet current and future developments.

| <b>Bid Number</b> | <b>Bid Name</b>                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| AW2024/25/07      | PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS |

#### **• SCOPE OF WORK**

The Scope of Works for this Contract can be summarized as follows:

- To establish a term contract for the scheduled maintenance service, load test and ad hoc breakdown repair of lifting equipment at all Amatola Water sites, Engineering Workshops and Secondary Business at various sites across the Eastern Cape.
- The contract is requested to be in place for a period of 36 months

#### **SERVICE AREA & POINT OF DELIVERY**

##### **• Area of Service/Point of delivery**

- 1.1 Regional Office, Nahoon Dam, Nahoon WTW, Civils Workshop, Mechanical Workshop, Nahoon Store (25km outside East London, in the direction of KWT)
- 1.2 Laing WTW, Laing Pipeline Workshop, Laing Dam, Ndevana Pstn, Da Gama Pstn, Mount Coke Pstn & Zwelitsha Pstn (75km) and Rooikrantz WTW (80km) in the King Williams Town and Stutterheim areas

- 1.3 Sandile WTW (150km), Sandle Dam (155km), Debenek WTW (125km) & Binfield WTW (195km), Binfield Dam (195km), Mascinedane WTW (110km) in the Alice & Keiskammahoek areas
- 1.4 Kings Lynn (Peddie WTW) (175km), Craighead Pstn (156km), Glenmore WTW (185km) in the Peddie area
- 1.5 Albany Coast WTW (180km) in the Bushman's River Mouth area
- 1.6 Wriggleswade Dam (85km) in the Stutterheim area
- 1.7 And any other Site Amatola Water is appointed on.

**N. B: Distances indicated is approximate kilometers from East London and is a single trip.**

**Services required may include but not limited to:**

- Supply and delivery of new lifting equipment
  - Supply and delivery of spares
  - On site installations
  - Repairs to lifting equipment
  - Load Test as legal requirement
  - Scheduled Maintenance Service and Inspection legal requirement
1. The Service Providers scope of work shall include the following requirements: - providing a complete CV & certificates of Registered Inspectors/ Competent Technicians, responsible for the inspection, load testing, service, repairs of lifting equipment. This request must be in rigid accordance with the OSHACT of 1993, the **DRIVEN MACHINERY REGULATION, 17 & 18...** And the Amatola Water Safety Health & Environment Standards stipulated in this document.  
All Technicians servicing the lifting equipment must be registered with the Engineering Council of South Africa as a Crane Engineering Technician;
    - i. therefore he/she must be a qualified electrician in possession of a wireman's license,
    - ii. extensive mechanical, structural and welding technique knowledge
    - iii. Must be a SAFETECH accredited safety coordinator
  2. The Company must be registered with the "Lifting Equipment Engineering Association of SA.
  3. The Company must be registered with Department of Labour and approved in terms of "Driven Machinery Regulations 18
  4. A Service Provider to certify equipment in accordance with approved SANS standards.
  5. The Service Provider's services shall include all accessories for testing & servicing, mobilization of Inspector, transportation, personal protection equipment, etc.

**SERVICE, INSPECTION AND LOAD TESTING**

- **3 / 6monthly services & yearly Load Testing** as per the Occupational Health and Safety Act, Regulation 17 &18 must be carried out on all Overhead Cranes, Gantries & Lifting Equipment lifting equipment following the program attached and as per the Amatola Water Standards.
- Work arising from the legal inspections on equipment in Annexure A must be repaired and made good by the inspecting Service Provider. Details of repairs done with findings must be specified on technical report and accompanied with a detailed quotation.
- Ensure that all end stops are fitted and secured on all monorails, install where necessary.

- Ensure Safe Workload (SWL) signs are clearly displayed and legible on each lifting equipment, reattach or install new SWL where necessary.
- Replace or repair any malfunctioning, damaged or missing safety latches on lifting hooks.
- **Scheduled Maintenance Service, Inspection, Load Testing, and Repairs** have been completed remove old/outdated sticker labels and attach the latest labels on each lifting equipment with the service provider's name, LME number, LMI name, LMI number, date of service, next date of service, lifting equipment number.
- Service reports, load test certificates and time site records must be completed and signed on site where the service, load test, repair was done, by either the plant superintendent, process controller, operator, workshop Foreman/supervisor.
- When performing service and load test, special attention must be given to the condition and functionality of the lifting equipment in the following areas of operation:
  - a) **In the Pump Stations** equipped with electric chain hoist and control pendant, long/cross travel crawls, flat electrical cable and track trolleys are moving freely, not jerking and be properly secured.
  - b) **In the Chlorine Rooms** equipped with electric chain hoist and electrical control pendant, long/cross travel crawls, flat cable and track trolleys are moving freely, not jerking and be properly secured.
  - c) **On Electrical Overhead Cranes** equipped with electrical chain hoist, long/cross travel crawls, flat cable and track trolleys are moving freely, not jerking and be properly secured.
  - d) **On Manual Overhead Cranes & Gantries** the operation and condition of long/cross travel crawls and drive components.
  - e) **On all Overhead Cranes & Gantries** conduct a thorough inspection to ensure components connecting the lifting machines to the I-beam/gantry crawls are properly secured or for any visible defects or wear. This is important as the components at the load bearing points may loosen or wear over time.
- Report on condition of lifting equipment after each service/load test (visible structure integrity defects, wear, damage, paint, corrosion or malfunctions)

#### 1. **BREAKDOWN, AD HOC REPAIRS:** -

- A detailed description of the breakdown/ad hoc repair must be outlined on the time site record/delivery note which must be signed at the plant or site by the personnel present (plant superintendent, process controller, operator, workshop foreman/supervisor)
- Repairs on any broken components of all lifting equipment
- Operational and Load Testing and commissioning of all equipment after repairs

#### **SPECIFIC REQUIREMENTS**

1. All defects arising from this scope, mainly involving the inspection/test of Overhead Cranes, Gantries & Lifting Equipment lifting equipment, must be identified as a defect item that do not

meet safety standards. Provide recommendations for repairs or replacement if required, and submit a written quote.

2. Any additional repairs arising from defects must be quoted for separately and accompanied by pictures. The repairs arising from the defects must be undertaken by the appointed Service Provider and the cost must be allocated to the operating budget where it is needed.
3. All lifting equipment must be inspected and load tested by the Lifting Machinery Inspector (LMI registered at the Engineering Council of SA) after any modifications, failure repairs or replacement.
4. All lifting equipment and spares, supplied for installation or replacement must be of the OEM (Original Equipment Manufacturer).
5. All electrical installations as a result of a major repair or modification must be certified by a qualified and accredited person with a valid wireman's license and accompanied by an electrical Certificate of Compliance (COC).
6. Upon the completion of Testing, Servicing & Examination of Overhead Cranes, Gantries & Lifting Equipment lifting equipment at Amatola Water, the Service Provider must provide a full report with certification for every Overhead Crane, Gantry & Lifting Equipment tested, including defect report, this must be delivered to the Maintenance Planning Department.

**The Technical report shall include the following;**

- a. The service date with the expiry/renewal date of service
  - b. Reference / serial number of equipment, including full description of asset
  - c. Full detailed technical report of the Inspection
  - d. Findings, Results, recommendations
  - e. Lifting Machinery Entity number must appear on report - (LME – Labour Department) e.g. Dept. of Labour: LME 102
  - f. Lifting Machinery Inspector number (LMI – Engineering Council of SA) and must approve the report e.g. No. 2003/039 263/23
  - g. Information on reports and certificates must be neat, legible if this is completed by hand
7. **Preferred Method of Load Testing - Steel or Cast-iron weight testing.** - Most suitable for the confined spaces our Equipment are situated. e.g. the use of water filled test Bags would not be possible, this will be a high risk on the damage of our electrical equipment
  8. If proposed individual (LMI) is not available at time of award an equally qualified LMI or higher must be made available for execution of the contract.
  9. Amatola Water reserves the right to include the requirements for additional areas of operation for service, load testing and repairs to lifting equipment at Amatola Water sites, this also includes the secondary business client sites during the contract period should the need arise.
  10. Amatola Water reserves the right to increase/decrease quantities estimated in its request, or to revise the service areas/delivery points in the event that certain installations are upgraded, transferred, decommissioned or sold, or secondary business contracts are not renewed by Amatola Water's clients.

## **AMATOLA WATER SHE-STANDARD**

### **HEALTH AND SAFETY REQUIREMENTS**

- Valid Letter of Good Standing from Workman's Compensation Commission.
- Mandatory Agreement-Section 37 (2)- to be signed between Amatola Water Board and the Service Provider.
- Specific Risk Assessments with control measures to be in place.

- The calibration certificate of test equipment shall be available on request.
- A Fall Protection Plan shall be developed and implemented for conducting inspections on top of cranes.
- The LMI shall be appointed in writing by the relevant employer.
- The equipment that the LMI would shall be safe to use.
- PPE shall be worn at all times.
- The LMI shall be in possession of a valid medical certificate of fitness issued by an Occupational Health Practitioner.
- All lifting machinery that requires maintenance is listed on the attached maintenance schedule. Annexure A.
- The physical condition of all lifting machinery and tackle must comply with the requirements of the Driven Machinery and General Machinery Regulations 17 and 18.
- All machines and associated tackle must be identified and clearly marked.
- A suitable qualified person from a Service Provider must carry out load tests on all lifting equipment at regular intervals as specified by legislation. (Yearly)
- Ensure that the maximum safe working load is clearly displayed on all lifting equipment.
- Correct opening of hooks must be entered into the register and measured for spread during inspection.
- When hooks are designed with safety latches, ensure that these are in place and functional.
- The competent person from the Service Provider is to ensure that service for the lifting equipment are conducted at intervals not exceeding 3 or 6 months.

#### **GENERAL TERMS & CONDITION**

1. The Service Provider shall fully comply with Amatola Water Certification Procedure & SHE standards, laws and regulations and shall be responsible for any and all penalties, fines, claims or losses arising from Service Providers obligations with respect to all such laws and regulations
2. The Service Provider shall be deemed to have obtained all information that required to provide lifting equipment Inspection services covered by this scope of work and agreement. The lifting equipment Inspector supplied shall be approved by Amatola Water Regional Engineering Manager.
3. The Service Provider is responsible for following good, Health, Safety & Environment (SHE) standards
4. All materials removed remain the property of Amatola Water and must be left on site unless otherwise requested by the client.
5. Amatola Water reserves the right to monitor the supplier's performance.

## **BID CRITERIA FOR EVALUATION**

Bidders must submit all required documents indicated hereunder with the bid documents at the closing date and time of the bid. During this evaluation phase, bidder's responses will be evaluated based on the documents submitted under mandatory requirements. The bid documents must be completed in all respects in non-erasable ink (No tippex or correctional fluid or paper pastes must be used)

Bids must be submitted on original bid documents. Bid documents must remain intact and no portion may be detached. **Any bid that does not meet these requirements will be disqualified and will be considered as non-responsive.**

The received bid proposals will be evaluated in three stages to arrive to the final phase of bid award, and the phases will be as follows:

### **STAGE 1 – MANDATORY REQUIREMENTS**

In this stage all bids received will be verified for compliance and completeness of the submitted proposal per the below set of requirements. Bidders who fail to comply with the below requirements will be eliminated and bidders who comply with the below requirements will progress to the next stage.

The following declaration forms must be completed and signed in full:

- SBD 1: Invitation to Bid
- Identify and reject any invalid tenders (e.g. if the tender offer is not submitted, if the tender is not completed in non-erasable ink; if the offer has not been signed).
- SBD 3.2: Pricing Schedule (Non- Firm prices)
- SBD 4: Bidder's Disclosure
- FORM A: AUTHORITY TO SIGN: In the case of a Bid being submitted on behalf of a company, close corporation, or partnership, evidence must be submitted to the Amatola Water at the time of submission of the Bid that the Bid has been signed by persons properly authorised thereto by resolution of the Board of directors.
- FORM B: schedule of previous similar contracts satisfactorily completed. Form B must be substantiated by completing, signing, and stamped Form B1, B2 and B3. ***NB: Reference letters will not be accepted.***

All forms and declarations must be signed and completed and returned with the Bid Document as a whole. Failure to sign and / or complete the forms and declarations will result in the bid being disqualified.

### **STAGE 2 – CAPABILITY REQUIREMENTS**

All compliant proposal shall be evaluated for their capability requirement for the required service. A capability compliance verification shall be undertaken to establish the minimum capacity requirements to undertake the services. The capability verification in respect of each of the criteria are given hereunder:

Tenders not complying with any of the below requirements will be considered as non-responsive.

| No. | Evaluation Criteria                                                                                                                             | Details                                                                                                                                                                                                                                                                                 | Compliant or Non-compliant | Documentary Proof to be attached during bid submission                                                   |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------|
| 1   | Company Experience:<br>Previous similar contracts                                                                                               | Company must provide full details of similar successfully completed projects in Government Institutions (National, Provincial, Local Government and Public Entities/State Owned Entities) and Private Entities within the last ten (10) years'<br><br>3 successfully completed projects |                            | 1. Completed, signed, and stamped Form B1, B2 and B3. <i>NB: Reference letters will not be accepted.</i> |
| 2   | Bidder Certification / Affiliation requirements<br><br><i>NB: All certificates must be valid, certified, and not older than six (6) months.</i> | A valid membership with the LEEESA (Lifting Equipment Engineering Association of SA)                                                                                                                                                                                                    |                            | LEEESA Certificate<br>Certified Copy                                                                     |
|     |                                                                                                                                                 | Registered with the Department of Labour as an approved Lifting Machinery Entity (LME)                                                                                                                                                                                                  |                            | Department of Labour<br>Registration Certificate<br>Certified Copy                                       |
| 3   | Key Personnel                                                                                                                                   | Technicians must be qualified electrician with a trade test & Wireman's licence with a minimum of 5 years' experience in similar projects                                                                                                                                               |                            | Wireman's certificate and Trade Test + CV<br><br>Certified Copies                                        |
|     |                                                                                                                                                 | Mechanical Technician with a Trade Test with a minimum of 5 years' experience in similar projects                                                                                                                                                                                       |                            | Trade Test Certificate + CV<br><br>Certified Copies                                                      |
|     |                                                                                                                                                 | Inspector must be registered with Engineering Council of SA (ECSA) as a Lifting Machinery Inspector (LMI)                                                                                                                                                                               |                            | A valid Engineering Council Registration Certificate + CV<br><br>Certified Copies                        |
| 4   | Financial Viability                                                                                                                             | A Bank Rating Letter Code-C.<br><i>This must not be older than 3 months from date of advert.</i>                                                                                                                                                                                        |                            | Stamped rating letter from the bank                                                                      |

### STAGE 3 – PRICE AND PREFERENCE 80/20

In terms of the Preferential Procurement Policy Framework Act (PPPFA) the 80/20 scoring system will be applicable to this tender.

The maximum points for this tender are allocated as follows:

|                                           | POINTS |
|-------------------------------------------|--------|
| PRICE                                     | 80     |
| SPECIFIC GOALS                            | 20     |
| Total points for Price and SPECIFIC GOALS | 100    |

#### **PRICE EVALUATION (80)**

The price points out of 80 will be allocated to the Price Tendered or evaluated price.

| Adjudication Criteria                                                         | Points |
|-------------------------------------------------------------------------------|--------|
| Price Evaluation<br>$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$ | 80     |

Where:

|                    |   |                                                    |
|--------------------|---|----------------------------------------------------|
| <b><i>Ps</i></b>   | = | Points scored for price of Bid under consideration |
| <b><i>Pt</i></b>   | = | Rand value of Bid under consideration              |
| <b><i>Pmin</i></b> | = | Rand value of lowest acceptable Bid                |

#### **PREFERENCE EVALUATION/SPECIFIC GOALS (20)**

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations 2022, 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 below. Points for each Specific Goal shall only be awarded where clear documentary evidence of meeting each respective Specific Goal is submitted.

| The specific goals allocated points in terms of this tender    | Number of points allocated (80/20 system)<br>(To be completed by the organ of state) |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------|
| HDI (51% or more black ownership)                              | 4                                                                                    |
| Black women (51% or more women ownership)                      | 2                                                                                    |
| Black youth (51% or more youth ownership)                      | 2                                                                                    |
| People with disability (20% or more disabled people ownership) | 2                                                                                    |
| Locality (Enterprise within the Eastern Cape)                  | 10                                                                                   |

**NB: SBD6.1 (Preference Points Claim Form) must be fully completed and signed by Bidders to claim above points, failure to claim points will results in non- awarding of points.**

## **6. RISK ANALYSIS**

Notwithstanding compliance end user department may perform a risk analysis on the top three responsive bidder in respect of the following:

- (a) reasonableness of unit rates and prices
- (b) reasonableness of commitments
- (c) site visit/workshop
- (d) Audited Financial Statement **(To be included in the returnable Schedules)**

The conclusions drawn from this risk analysis may be used by the Employer in determining the acceptability of the tender offer.

## **SECTION B: RETURNABLE DOCUMENTS**

**The following documents must be completed in full and submitted with this bid:**

SBD 1: Invitation to Bid

FORM A: Authority to Sign

FORM B : SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY CARRIED OUT BY THE TENDERER

FORM B1 must be completed, signed and stamped.

FORM B2 must be completed, signed and stamped.

FORM B3 must be completed, signed and stamped.

SBD 4: Bidder's Disclosure

SBD 3.1: Pricing Schedule: Firm prices

SBD 3.2: Pricing Adjustments: Non- firm prices

**The following documents must be submitted with this bid:**

- CSD and Tax Verification PIN
- SBD 6.1 must be completed and signed in order to claim points for specific goals. Failure will lead in non-awarding of points for specific goals
- JOINT VENTURE AGREEMENT (IF APPLICABLE)

## **FORM A: AUTHORITY TO SIGN DOCUMENTS**

The person listed below are duly authorised/ delegated to sign all documents in connection with the tender offer and any contract resulting from it on our behalf by virtue of the Articles of Association/Resolution of the Board of Directors. All fields to be completed.

### **Details of authorised/ delegated person**

**NAME**

**SIGNATURE**

**DATE**

### **WITNESSES:**

**1.**

**NAME**

**SIGNATURE**

**DATE**

**2.**

**NAME**

**SIGNATURE**

**DATE**

**FORM B: Schedule of previous related contracts satisfactorily carried out by the tenderer.**

Service Providers should very briefly describe their experience in this regard by completing the schedule below by providing details of at **least three (3) comparable term contracts** within the last **TEN (10) years** relating to the **PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS** to corporate clients or public entities. All the required information requested below should be provided and a general listing of contracts completed will not suffice.

| Comparable supply contracts of the entity within the last 5 years | Short Description | Contract Value (incl. VAT) | Dates (Commencement; Completion) | Client and contactable reference (include phone no.) |
|-------------------------------------------------------------------|-------------------|----------------------------|----------------------------------|------------------------------------------------------|
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |
|                                                                   |                   |                            |                                  |                                                      |

**SIGNED ON BEHALF OF TENDERER:** .....

## FORM B.1: CONFIRMATION OF REFERENCES TO AMATOLA WATER

|                                                       |  |
|-------------------------------------------------------|--|
| NAME OF BIDDING COMPANY:                              |  |
| PREVIOUS CLIENT/EMPLOYER NAME:                        |  |
| TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT       |  |
| DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED |  |
| VALUE OF WORK COMPLETED                               |  |
| DURATION AND DATE COMPLETED:                          |  |

The above-mentioned Bidding Company is in the process of submitting a Bid for Bid Number: **AW2024/25/07 PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS** for Amatola Water. If your company had prior exposure with the Bidding Company, as part of the evaluation process for this bid, Amatola Water requires your company to confirm goods/services supplied by the above Bidding Company as per below questionnaire.

|                                                                                                                                         |                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Were the goods/ services supplied according to the required quality as per the description/specification and were delivered on time? | Select applicable rating<br><input type="checkbox"/> <b>Excellent,</b><br><input type="checkbox"/> <b>Good,</b><br><input type="checkbox"/> <b>Satisfactory,</b><br><input type="checkbox"/> <b>Poor</b> |
| 2. Kindly, indicate their overall performance on the project.                                                                           | Select applicable rating<br><input type="checkbox"/> <b>Excellent,</b><br><input type="checkbox"/> <b>Good,</b><br><input type="checkbox"/> <b>Satisfactory,</b><br><input type="checkbox"/> <b>Poor</b> |

Full Name of Authorised Signatory .....

Contact Number ..... Email address.....

Signature..... Date.....

### \*CLIENT (EMPLOYER) STAMP HERE

**\*Incomplete and/or unsigned form will not be accepted and Amatola Water reserves the right to contact any Client Company listed as a reference. Hand-written imprints on the stamp area will not be accepted. No reference letters will be accepted.**

## FORM B.2: CONFIRMATION OF REFERENCES TO AMATOLA WATER

|                                                       |  |
|-------------------------------------------------------|--|
| NAME OF BIDDING COMPANY:                              |  |
| PREVIOUS CLIENT/EMPLOYER NAME:                        |  |
| TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT       |  |
| DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED |  |
| VALUE OF WORK COMPLETED                               |  |
| DURATION AND DATE COMPLETED:                          |  |

The above-mentioned Bidding Company is in the process of submitting a Bid for **Bid Number: AW2024/25/07 PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS** for Amatola Water. If your company had prior exposure with the Bidding Company, as part of the evaluation process for this bid, Amatola Water requires your company to confirm goods/services supplied by the above Bidding Company as per below questionnaire.

|                                                                                                                                                |                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>3. Were the goods/ services supplied according to the required quality as per the description/specification and were delivered on time?</p> | <p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p> |
| <p>4. Kindly, indicate their overall performance on the project.</p>                                                                           | <p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p> |

Full Name of Authorised Signatory .....

Contact Number ..... Email address.....

Signature..... Date.....

### \*CLIENT (EMPLOYER) STAMP HERE

\*Incomplete and/or unsigned form will not be accepted and Amatola Water reserves the right to contact any Client Company listed as a reference. Hand-written imprints on the stamp area will not be accepted. No reference letters will be accepted.

## FORM B.3: CONFIRMATION OF REFERENCES TO AMATOLA WATER

|                                                       |  |
|-------------------------------------------------------|--|
| NAME OF BIDDING COMPANY:                              |  |
| PREVIOUS CLIENT/EMPLOYER NAME:                        |  |
| TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT       |  |
| DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED |  |
| VALUE OF WORK COMPLETED                               |  |
| DURATION AND DATE COMPLETED:                          |  |

The above-mentioned Bidding Company is in the process of submitting a Bid for **Bid Number: AW2024/25/07 PROCUREMENT OF SCHEDULED MAINTENANCE SERVICE, LOAD TEST AND AD HOC BREAKDOWN REPAIRS OF LIFTING EQUIPMENT FOR PERIOD OF THREE (3) YEARS** for Amatola Water. If your company had prior exposure with the Bidding Company, as part of the evaluation process for this bid, Amatola Water requires your company to confirm goods/services supplied by the above Bidding Company as per below questionnaire.

|                                                                                                                                                |                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>5. Were the goods/ services supplied according to the required quality as per the description/specification and were delivered on time?</p> | <p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p> |
| <p>6. Kindly, indicate their overall performance on the project.</p>                                                                           | <p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p> |

Full Name of Authorised Signatory .....

Contact Number ..... Email address.....

Signature..... Date.....

### \*CLIENT (EMPLOYER) STAMP HERE

**\*Incomplete and/or unsigned form will not be accepted and Amatola Water reserves the right to contact any Client Company listed as a reference. Hand-written imprints on the stamp area will not be accepted. No reference letters will be accepted.**

## 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 interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

| Full Name | Identity Number | Name of State institution |
|-----------|-----------------|---------------------------|
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |

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

2.2.1 If so, furnish particulars:

.....  
 .....

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

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

2.3.1 If so, furnish particulars:

.....  
 .....

### **3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so 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
- 3.7 exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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<sup>2</sup> 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.

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

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The lowest 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         |
| <b>Total points for Price and SPECIFIC GOALS</b> | <b>100</b> |

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.

## 17. 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:

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

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:

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

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 (80/20 system) (To be completed by the organ of state) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|----------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| HDI (51% or more black ownership)                              | 4                                                                                 |                                                                           |
| Black women (51% or more women ownership)                      | 2                                                                                 |                                                                           |
| Black youth (51% or more youth ownership)                      | 2                                                                                 |                                                                           |
| People with disability (20% or more disabled people ownership) | 2                                                                                 |                                                                           |
| Locality (Enterprise within the Eastern Cape)                  | 10                                                                                |                                                                           |

#### DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number: .....
- 4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

**[TICK APPLICABLE BOX]**

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

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

-----  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....  
 .....

## **SECTION C:**

# **PRICING INSTRUCTIONS, PRICING SCHEDULE AND CONTRACT**

### **PRICE INSTRUCTIONS AND ESCALATION**

The following pricing schedules must be completed in full:

**SBD 3.1: Pricing Schedule: Firm prices (Not Applicable)**

**SBD 3.2: Pricing Schedule: Non- firm prices**

**NB: If there are any unconditional discount offers, kindly attach a schedule that will indicate where those discounts are applied from.**

**Failure to fully complete the pricing instructions will invalidate your bid. All line items should be completed.**

### **PRICE ADJUSTMENT FOR A THREE -YEAR CONTRACT**

**The tender price/rates shall remain firm for the first year of the contract. The pricing structure will be subject to a once off annual adjustment for each remaining year of the contract and will come into effect on the contract anniversary date each year.**

**Price increase will be based on CPI and supported by documentary proof justifying the price increase application as published in the Statistics South Africa Reports. The price Increases are to be negotiated with Amatola Water prior to implementation.**

**All orders placed will be based on the current Bid prices. It is the responsibility of the Bidder to inform Amatola Water of any escalation prior to implementation of the escalated price. Failure to do so will negate any such claims.**

### **VALUE ADDED TAX**

**In calculating the cost of the supply and delivery of services and / or material, the supplier will issue a "Tax Invoice" for all services rendered and / or materials supplied, which will reflect the exclusive cost of such services, goods or materials with the relevant Value Added Tax being added to the total.**

**VAT must be included in the Bid price but must be shown separately.**

**Non-VAT vendors must not include VAT in their bid price**

**PRICING SCHEDULE – FIRM PRICES (N/A)  
(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...**AW2024/25/07**.....

Closing Time 11:00am .....Closing date: .....

**OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.**

**Pricing Schedule**

Required by:

Amatola Water

-At..... Head Office .....

- Brand and model.....N/A.....

- Country of origin .....N/A.....

- 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

**PRICING SCHEDULE – NON-FIRM PRICES  
(PURCHASES)**

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

**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 **AW2024/25/07**  
Closing Time 11:00 ..... Closing date **19 September 2024**

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

| ITEM | QUANTITY                                         | DESCRIPTION | BID PRICE IN RSA CURRENCY<br>NO. **(ALL APPLICABLE TAXES INCLUDED) |
|------|--------------------------------------------------|-------------|--------------------------------------------------------------------|
| -    | Required by:                                     | .....       |                                                                    |
| -    | At:                                              | .....       |                                                                    |
| -    | Brand and model                                  | .....       |                                                                    |
| -    | Country of origin                                | .....       |                                                                    |
| -    | Does the offer comply with the specification(s)? |             | *YES/NO                                                            |
| -    | If not to specification, indicate deviation(s)   | .....       |                                                                    |
| -    | Period required for delivery                     | .....       |                                                                    |
| -    | Delivery:                                        |             | *Firm/not firm                                                     |

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

\*Delete if not applicable

**Total rates must be transferred to SBD1, failure to do so will lead to the bid being disqualified.**

## ANNEXURE - A

### PRICE SCHEDULE - LIFTING EQUIPMENT SERVICE, LOAD TEST, BREAKDOWN/AD HOC REPAIR

| DESCRIPTION                                 | SWL   | Qty | Freq of Service | Freq of Load Test | Service/ Year | Cost for Service | Cost for Load Test | Cost for Load Test + Service (SUM) |
|---------------------------------------------|-------|-----|-----------------|-------------------|---------------|------------------|--------------------|------------------------------------|
| <b><u>NAHOON WTW</u></b>                    |       |     |                 |                   |               |                  |                    |                                    |
| 8T CONDRA CRANE – HIGHLIFT PUMP ROOM        | 8 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 2 X 2T ELECTRIC CHAIN HOIST – CHLORINE ROOM | 2 Ton | 2   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 2 x I-BEAM IN CLHORINE ROOM                 | 2 Ton | 2   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 2T SPREADER LIFTING BEAM - CHLORINE ROOM    | 2 Ton | 1   | 3 Monthly       | 1 Yearly          | 4             |                  |                    |                                    |
| 5T CHAIN BLOCK & GANTRY – OLD PUMP ROOM     | 5 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 1T GANTRY - CLEAR WATER WELL                | 1 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| HYDRAULIC PALLET JACK                       |       | 2   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| <b><u>NAHOON DAM</u></b>                    |       |     |                 |                   |               |                  |                    |                                    |
| 2 T PORTAL CRANE - NAHOON DAM WALL          | 2 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 2T A-FRAME MONORAIL - NAHOON DAM WALL       | 2 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| <b><u>NAHOON MECAHINICAL WORKSHOP</u></b>   |       |     |                 |                   |               |                  |                    |                                    |
| 5T VEHICLE HYDRAULIC LIFT - WORKSHOP        | 5 Ton | 1   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |
| 6 X 1T CHAIN BLOCK - ARTISAN VEHICLES       | 1 Ton | 6   | 6 Monthly       | 1 Yearly          | 2             |                  |                    |                                    |

|                                                                                                                                                       |           |   |              |          |   |  |  |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|--------------|----------|---|--|--|--|
| 1T GANTRY - SAND BLASTING ROOM                                                                                                                        | 1 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T GANTRY VEHICLE - WORKSHOP                                                                                                                          | 2 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T MOBI JACK - WORKSHOP                                                                                                                               | 2 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| (1) 2M x FOUR LEG H.T. CHAIN SLING WITH OBLONG ONE END & SELT LOCKING HOOKS OTHER END<br>2M CHAIN – SWL 6700Kg – WORKSHOP TRUCK<br>(2) 10M CHAINSLING |           | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 3T ELECTRIC CHAIN HOIST - WORKSHOP                                                                                                                    | 3 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| CRANE & WIRE ROPE WINCH & LIFTING TACKLE- 14TON MECHANICAL WORKSHOP TRUCK                                                                             | 14<br>Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T GANTRY – PUMP SPECIALIST WORKSHOP                                                                                                                  | 500kg     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T CHAIN BLOCK – PUMP SPECIALIST WORKSHOP                                                                                                             | 1 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T GANTRY & CHAIN BLOCK – PUMP SPECIALIST WORKSHOP                                                                                                    | 2 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>NAHOON ELECTRICAL WORKSHOP</u></b>                                                                                                              |           |   |              |          |   |  |  |  |
| 5 X 1T CHAIN BLOCK - ARTISAN VEHICLES                                                                                                                 | 1 Ton     | 5 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>NAHOON CIVILS WORKSHOP</u></b>                                                                                                                  |           |   |              |          |   |  |  |  |
| CRANE & WIRE ROPE WINCH & LIFTING TACKLE ON 8 TON CIVILS WORKSHOP TRUCK                                                                               | 8 Ton     | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 6T x 4 LEG x 2M CHAINSLING (2) 2T CHAINSLING                                                                                                          |           | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 2T x 3LEG x 2M, CHAIN WITH LINK ONE END AND GRAB HOOKS ON OTHER END                                                                                   | 2 Ton     |   | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| BRICK PACK & PALLET FORKS LIFTING DEVICE                                                                                                              | 2 Ton     | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |

|                                                                |       |   |              |          |   |  |  |  |
|----------------------------------------------------------------|-------|---|--------------|----------|---|--|--|--|
| <b><u>NAHOON WATERMETER WORKSHOP</u></b>                       |       |   |              |          |   |  |  |  |
| 5 X 1T CHAIN BLOCK - ARTISAN VEHICLES                          | 1 Ton | 5 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>NAHOON DAM STORE</u></b>                                 |       |   |              |          |   |  |  |  |
| FORLIFT 3TON TOYOTA MODEL 8FD30 – LIFTING HEIGHT 4M SIDE SHAFT | 3 Ton | 1 | 1<br>Yearly  | 1 Yearly | 1 |  |  |  |
| HYDRAULIC PALLET JACK                                          |       | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>LAING WTW + PUMPSTATIONS</u></b>                         |       |   |              |          |   |  |  |  |
| 5T MORRIS E.W.R.H – PUMP ROOM                                  | 5 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T HATACHI ELECTRIC CHAIN HOIST – PUMP ROOM                    | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T RING I BEAM MONORAIL - CHLORINE ROOM                        | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T SPREADER LIFTING BEAM – CHLORINE ROOM                       | 2 Ton | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 2 X 2TON CHAINBLOCK & GANTRY – CHLORINE ROOM                   | 2 Ton | 2 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T A-FRAME MONORAIL – OUTSIDE RAW WATER                        | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T MONORAIL – INSIDE RAW WATER                                 | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1TON MONORAIL - BACKWASH ROOM                                  | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1TON MONORAIL - DAF SYSTEM                                     | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| BRICK PACK & PALLET FORKS LIFTING DEVICE                       | 2 Ton | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 2TON ELECTRIC HOIST – CHLORINE ROOM                            | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 5T MORRIS E.W.R.H & CHAINBLOCK – ZWELITSHA PUMPSTATION         | 5 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 5T MORRIS E.W.R.H & CHAINBLOCK – NDEVANA PUMPSTATION           | 5 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |

|                                                                                |       |   |              |          |   |  |  |  |
|--------------------------------------------------------------------------------|-------|---|--------------|----------|---|--|--|--|
| 2T STAHL BEAM – DA GAMA PUMPSTATION                                            | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T MONORAIL – MOUNT COKE PUMPSTATION                                           | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>LAING DAM</u></b>                                                        |       |   |              |          |   |  |  |  |
| 1T MONORAIL – DAM WALL                                                         | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>LAING PIPELINE WORKSHOP</u></b>                                          |       |   |              |          |   |  |  |  |
| 500KG KING E.C.H ON MONORAIL – PIPE STORAGE + LIFTING TACKLE                   | 500kg | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| CRANE & 2 X WIRE ROPE WINCHES & LIFTING TACKLE - 15TON PIPELINE WORKSHOP TRUCK |       | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 3 X 1T CHAIN BLOCK - ARTISAN VEHICLES                                          | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| HYDRAULIC PALLET JACK                                                          |       | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>SANDILE WTW</u></b>                                                      |       |   |              |          |   |  |  |  |
| 3 X 2T CHAIN BLOCKS & 3 X 2T MONORAILS - CHLORINE ROOM                         | 3 Ton | 3 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T SPREADER LIFTING BEAM – CHLORINE ROOM                                       | 2 Ton | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 3T MORRIS CHAIN BLOCK - PUMP ROOM                                              | 3 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>DEBE WTW</u></b>                                                         |       |   |              |          |   |  |  |  |
| 1T MONORAIL – PUMPSTATION NO.1                                                 | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 0.5T MONORAIL – BACKWASH ROOM                                                  | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 0.5T MONORAIL – BLOWER ROOM                                                    | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T MONORAIL & CHAINBLOCK – PUMPSTATION NO.2                                    | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T MONORAIL – PUMPSTATION NO.3                                                 | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>BINFIELD WTW</u></b>                                                     |       |   |              |          |   |  |  |  |

|                                                           |       |   |              |          |   |  |  |  |
|-----------------------------------------------------------|-------|---|--------------|----------|---|--|--|--|
| 1T CHAIN HOIST - CHEMICALS                                | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 3 X 2T CHAIN BLOCKS - PUMP ROOM                           | 2 Ton | 3 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2TON CHAIN BLOCK + GANTRY - PUMPSTATION                   | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T SPREADER LIFTING BEAM - CHLORINE ROOM                  | 2 Ton | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| <b><u>MASCINCEDANE WTW</u></b>                            |       |   |              |          |   |  |  |  |
| 1T MONORAIL GANTRY                                        | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>PEDDIE WTW</u></b>                                  |       |   |              |          |   |  |  |  |
| 2T MORRIS E.C. HOIST & GANTRY- CHLORINE ROOM              | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T SPREADER LIFTING BEAM – CHLORINE ROOM                  | 2 Ton | 1 | 3<br>Monthly | 1 Yearly | 4 |  |  |  |
| 2T BLACK BEAR E.C HOIST – PUMP ROOM                       | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T MANUAL OVERHEAD CRANE DURBAN HOIST & CRANE – PUMP ROOM | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>CRAIGHEAD PUMPSTATION</u></b>                       |       |   |              |          |   |  |  |  |
| 5T YALE CHAIN BLOCK & GANTRY                              | 5 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 3T ILULA CHAIN BLOCK & GANTRY                             | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T YALE CHAIN BLOCK & GANTRY                              | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 1T YALE CHAIN BLOCK & MONORAIL GANTRY- LOW LIFT           | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>GLENMORE WTW</u></b>                                |       |   |              |          |   |  |  |  |
| 1T GANTRY                                                 | 1 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| 2T CHAIN BLOCK + GANTRY - SUBMERSIBLE PUMPS               | 2 Ton | 1 | 6<br>Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>ALBANY COAST WTW</u></b>                            |       |   |              |          |   |  |  |  |

|                                                                           |       |   |           |          |   |  |  |  |
|---------------------------------------------------------------------------|-------|---|-----------|----------|---|--|--|--|
| A-FRAME LIFTING BEAM ON WHEELS & 2T CHAIN BLOCK                           | 2 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| <b><u>WRIGGLESWADE DAM</u></b>                                            |       |   |           |          |   |  |  |  |
| 5T STAHL S BEAM – DAM WALL                                                | 5 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 8T GANTRY CRANE – TOP IN TOWER                                            | 8 ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 4 x 2T MONORAIL – 4 LEVELS IN TOWER                                       | 2 Ton | 4 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 3 x 3T MONORAIL – DAM OUTLET                                              | 3 Ton | 3 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 2T A-FRAME LIFTING BEAM – DAM OUTLET # 2                                  | 2 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 2TON SWING ARM LIFTING BEAM – DAM OUTLET # 2                              | 2 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 2T MONORAIL – DAM OUTLET # 2                                              | 2 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| 2T GANTRY – BOAT HOUSE                                                    | 2 Ton | 1 | 6 Monthly | 1 Yearly | 2 |  |  |  |
| <b>TOTAL COST</b><br><br><b>VAT (15%)</b><br><br><b>TOTAL COST YEAR 1</b> |       |   |           |          |   |  |  |  |
|                                                                           |       |   |           |          |   |  |  |  |
|                                                                           |       |   |           |          |   |  |  |  |

| BREAKDOWN/AD HOC REPAIR RATES |             |               |              |
|-------------------------------|-------------|---------------|--------------|
| Labour Rates/Hour             | Normal Time | Overtime X 1½ | Overtime X 2 |
| Electrician/Millwright        |             |               |              |
| Fitter/Millwright             |             |               |              |
| Assistant                     |             |               |              |
| Travel/km                     |             |               |              |

**Total rates must be transferred to SBD1, failure to do so will lead to the bid being disqualified.**

### A NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON-FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON-FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES

IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1-V)Pt \left( D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

|               |   |                                                                                                                                                  |
|---------------|---|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Pa            | = | The new escalated price to be calculated.                                                                                                        |
| (1-V) Pt      | = | 85% of the original bid price. <b>Note that Pt must always be the original bid price and not an escalated price.</b>                             |
| D1, D2..      | = | Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%. |
| R1t, R2t..... | = | Index figure obtained from new index (depends on the number of factors used).                                                                    |
| R1o, R2o      | = | Index figure at time of bidding.                                                                                                                 |
| VPt           | = | 15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.                       |

3. The following index/indices must be used to calculate your bid price:

|                       |                       |                       |
|-----------------------|-----------------------|-----------------------|
| Index..... Dated..... | Index..... Dated..... | Index..... Dated..... |
| Index..... Dated..... | Index..... Dated..... | Index..... Dated..... |

2. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

| FACTOR<br>(D1, D2 etc. e.g. Labour, transport etc.) | PERCENTAGE OF BID PRICE |
|-----------------------------------------------------|-------------------------|
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |
|                                                     |                         |

### PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

| PARTICULARS OF FINANCIAL INSTITUTION | ITEM NO | PRICE | CURRENCY | RATE | PORTION OF PRICE SUBJECT TO ROE | AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD |
|--------------------------------------|---------|-------|----------|------|---------------------------------|--------------------------------------------|
|                                      |         |       |          | ZAR= |                                 |                                            |
|                                      |         |       |          | ZAR= |                                 |                                            |
|                                      |         |       |          | ZAR= |                                 |                                            |
|                                      |         |       |          | ZAR= |                                 |                                            |
|                                      |         |       |          | ZAR= |                                 |                                            |
|                                      |         |       |          | ZAR= |                                 |                                            |

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

| AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD: | DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE | DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE | DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE |
|------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------|
|                                                |                                                     |                                                             |                                                         |
|                                                |                                                     |                                                             |                                                         |
|                                                |                                                     |                                                             |                                                         |

## CONTRACT FORM - RENDERING OF SERVICES

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

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

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number **AW2024/25/07** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Bidder's Disclosure form;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

#### WITNESSES

1 .....

.....

2 .....

**CONTRACT FORM - RENDERING OF SERVICES****PART 2 (TO BE FILLED IN BY AMATOLA WATER)**

1. I..... in my capacity as.....  
accept your bid under reference number **AW2024/25/07** dated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

| <b>DESCRIPTION OF SERVICE</b> | <b>PRICE (ALL APPLICABLE TAXES INCLUDED)</b> | <b>COMPLETION DATE</b> | <b>TOTAL PREFERENCE POINTS CLAIMED</b> | <b>POINTS CLAIMED FOR EACH SPECIFIC GOAL</b> |
|-------------------------------|----------------------------------------------|------------------------|----------------------------------------|----------------------------------------------|
|                               |                                              |                        |                                        |                                              |

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

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1 .....  
....

2 .....

## **GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract (GCC) of July 2010, for Government Procurement as published by National Treasury will be applicable to this contract.

The potential service provider must enter into a formal Service Level Agreement (SLA) with Amatola Water.

