

	REQUEST FOR QUOTATION		Form No: UW-RFQ-2 Version No: 3/2023 Effective Date: Jul 2023
	RFQ Number: Q23/343/SH		

Description	UMSHWATHI PHASE 6 GEOTECHNICAL INVESTIGATION
Advert Date	16/08/2023
Closing Date and Time	23/08/2023 at 15:00 pm
Compulsory or Non-Compulsory Briefing Session	N/A
SCM Enquiries	Mandisa Madlala Tel: 033 341 1325 Email: Mandisa.madlala@umgeni.co.za
Technical Enquiries	Nwabisa Hina Tel: 033 341 1065 Email: nwabisa.hina@umgeni.co.za
Contents of RFQ	1. Invitation to quote 2. Bidders information 3. Terms and Conditions 4. Undertaking by Bidder 5. Terms of Reference/RFQ specifications 6. Price Schedule 7. Authority to Sign 8. Bidders disclosure [SBD 4] 9. Preference points claim form (SBD 6.1) 10. Contract Form [SBD 7.2]

Quotation Submission:	Tip-Offs Anonymous Hotline:
Quotations clearly marked, Q23/343/SH: "Umshwathi Phase 6 Geotechnical Investigation" Be hand delivered to: Supply Chain Management Unit uMngeni-Uthukela Water (Head Office) 310 Burger Street Pietermaritzburg 3201	Report unethical conduct at uMngeni-Uthukela Water on: Toll Free Number: 0800 864 463 Email: umgeniwater@whistleblowing.co.za Toll Free Fax: 0800 212 689 Postal: Freeport KZN665, Musgrave, 4062 SMS: 33490 Online: www.whistleblowing.co.za <i>Stop theft / fraud / dishonesty / bribery /blackmail / intimidation, and remain anonymous.</i>

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BIDDERS INFORMATION

Name of Bidder	
Company Registration number	
VAT registration number	
Contact Person	
Telephone number	
Cell number	
E-mail address	
Postal address	
Physical address	
uMngeni-Uthukela Vendor Number	
CSD Supplier number	

I certify that the information furnished on this form is true and correct. I further accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

 Name of Representative
 (Duly Authorised)

 Signature

 Date

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TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)

1. Any alteration made by the bidder must be initialled.
2. Use of correcting fluid is prohibited
3. Bidders must be registered on the National Treasury's Central Suppliers Database.
4. Tenderers are required to submit a valid Tax clearance verification PIN or CSD MAAA number
5. This quotation is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022; the General Conditions of Contract (GCC) and if applicable any other Special Conditions of Contract.
6. The applicable preference point system for this tender is the 80/20 preference point system, Failure on the part of a tenderer to submit proof or documentation required in terms of this RFQ to claim points for specific goals, will be interpreted to mean that preference points for specific goals are not claimed by the bidder. Kindly refer to SBD 6.1 form for additional information.
7. Suppliers must complete the attached SBD 4 – Bidders disclosure, failure to complete these documents may result in the quotation being invalidated.
8. Quotations must be in accordance and comply with the terms of reference/specifications provided, unless otherwise stipulated.
9. The official uMngeni-Uthukela Water quotation form must be used to quote the offered price. Should the allocated price page be insufficient, the tenderer may supplement the price page with an additional pricing breakdown.
10. Price Declaration must be completed, and should the total RFQ prices differ, the one indicated on the price declaration shall be considered the correct price.
11. The successful supplier may be required to fill in and sign a written Contract Form. (If applicable)
12. This document may contain confidential information that is the property of uMngeni-Uthukela Water.
13. No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFQ, without prior written permission from uMngeni-Uthukela Water and the Bidder.
14. All Copyright and Intellectual Property herein vests with uMngeni-Uthukela Water and its Bidder.
15. Responses to this RFQ must be deposited in tender box situated as indicated on the quotation request form marked appropriated as directed. (*The applicable submission method is reflected on the cover page*).
16. It is the responsibility of the bidder to ensure that its response reaches uMngeni-Uthukela Water on or before the closing date and time of the RFQ. Late and incomplete submissions will not be accepted.
17. No services must be rendered or goods delivered before an official uMngeni-Uthukela Water Purchase Order form has been received.
18. **uMngeni-Uthukela Water reserves the right to appoint more than one supplier/service provider and or to award the quote as whole or in part.**
19. A full copy of General Conditions of Contract (GCC) are available on the National Treasury website (<https://www.treasury.gov.za/divisions/ocpo/sc/generalconditions/general%20conditions%20of%20contract.pdf>)

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UNDERTAKING BY BIDDER

1. I/We hereby quote to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to uMngeni-Uthukela Water on the terms and conditions. In accordance with the specifications stipulated in the quotation documents (and which shall be taken as part of and be incorporated into this quote) at the prices and on the terms regarding time for delivery and/or execution inserted therein.

2. I/we agree that:
 - (a) the offer herein shall remain binding upon me and open for acceptance by uMngeni-Uthukela Water during the validity period indicated and calculated from the closing time of the quote;
 - (b) this quote and its acceptance shall be subject to the Public Finance Management Act, 1999, uMngeni-Uthukela Water's Supply Chain Management Policy and Procedures, the General and Special Conditions of Contract as may be applicable, with which I/we am fully acquainted;
 - (c) if I/we withdraw my quote within the period for which I/we have agreed that the quote shall remain open for acceptance, or fail to fulfil the contract when called upon to do so. uMngeni-Uthukela Water may, without prejudice to its other rights, agree to the withdrawal of my quote or cancel the contract that may have been entered into between uMngeni-Uthukela Water and I/us. I/we will then pay to uMngeni-Uthukela Water any additional expenses incurred for having either to accept any less favourable quote or, if fresh quote have to be invited, the additional expenditure incurred by the invitation of fresh quotes and by the subsequent acceptance of any less favourable quotes. uMngeni-Uthukela Water shall reserve the right to recover such additional expenditure by set-off against monies which may be due to me under this, or any other tender or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss uMngeni-Uthukela Water may sustain by reason of my default;
 - (d) if my quote is accepted, the acceptance may be communicated to me by electronic mail, to the email address supplied in my quotation document;
 - (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my quote and I choose *domicilium citandi et executandi* in the Republic at (full physical address) :

3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my quote: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.

4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.

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5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement, which may be pronounced against me as a result of such action.
6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this quote or any related quotations by completion of the Declaration of Interest Section.
7. **I/WE, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE TENDERER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:**
 - (1) The tenderer will furnish documentary proof regarding any tendering issue to the satisfaction of the uMngeni-Uthukela Water, if requested to do so.
 - (2) If the information supplied is found to be incorrect and/or false then uMngeni-Uthukela Water, in addition to any remedies it may have, may: -
 - a) Recover from the contractor all costs, losses or damages incurred or sustained by UMngeni-Uthukela Water as a result of the award of the contract, and/or
 - b) Cancel the contract and claim any damages which uMngeni-Uthukela Water may suffer by having to make less favourable arrangements after such cancellation.

 Name of Representative
 (Duly Authorised)

 Signature

 Date

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SCOPE OF WORK

1. Background

The uMshwathi Phase 6 Bulk Water pipeline is a project aimed at facilitating the supply of potable water to the area of KwaSwayimane and the southern regions of Ndwedwe. The ILembe District Municipality (IDM) requested Umgeni Water to undertake the design for the bulk water supply in this area. The proposed pipeline commences at the Bruynshill Reservoir and ends at the existing Cameni reservoir.

The requirement for the geotechnical investigation is to provide a geotechnical evaluation of the site and determine the subsoil characteristics of the proposed pipeline route. The findings from the investigation will assist the engineers in determining a feasible design fitting to the nature of material. The geotechnical investigation should also clearly indicate any risks identified on the site.

Project location

The project is located in the Wartburg area, commencing from the Bruynshill Reservoir (Y 33 363.162; X 3 259 231.651) to eCameni Reservoir (Y 20 980.243; X 3 270 914.821), in Southern Ndwedwe.

Umshwathi Phase 6 BWSS Extension Project Breakdown:

- +/-28 Km length gravity main pipeline, with pipe size that ranges from 250-400mm, which begins at the Bruynshill Reservoir and ends at the eCameni reservoir in Ndwedwe.

2. Description of goods/ services required

Professional services provider for Geotechnical investigation for an amended pipeline route, river, stream and road crossings of uMshwathi BWSS Phase 6.

3. Deliverables/Key Outcomes.

3.1 Field work

- Detailed soil profiling of 26 x test pits along the portions shown in the drawings
 - Portion 1: excavated to depth of up to 3m or to refusal whichever is reached first
 - Portion 2: excavated to depth up to 6m or to refusal
 - Portion 3: excavated to depth of up to 6m or to refusal
 - Portion 4: excavated to depth of up to 10m or to refusal (river crossing)
 - Portion 5: excavate to depth of up to 10m or to refusal (river crossing)
- Test pits on either side of road crossings (10 no. of)
- 36 x Dynamic Cone Penetrometer (DCP) tests performed adjacent to the test pits
- 2 x Boreholes at each river crossing (6 no. of)
- 4 x DCP tests at the proposed Balancing reservoir site

3.2 Laboratory Testing

- The retrieval of selected subsoil samples for laboratory analyses.
- Fieldwork and laboratory materials sampling and testing, is to be carried out by an approved and SANAS accredited testing company.
- Testing method to provide a means of determining the presence of rock below surface soils as well as material changes.
- Field-testing methods may be used to determine the above parameters where necessary.

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- Provide all of the data necessary for preparation of the engineering solution. (Soil bearing pressure, bearing capacity, CBR)

3.3 Report consisting of the following:

- Classification and description of founding materials.
- Assessment and evaluation of all the necessary soil, rock and ground water design parameters for geotechnical design and documentation purposes.
- Investigation of excavation conditions to the proposed pipeline trench invert level
- Classification of excavated trench material for selected backfill and pipe bedding material
- Other factors geological and geotechnical that can impact construction of pipeline
- Interpretation of the test data and to evaluate all the necessary geotechnical parameters originating from the investigations, for the design of the necessary foundations and/or support for the Balancing reservoir.
- Compilation of the necessary geotechnical investigation (site investigation) reports, drawings and project documents pertaining to the field work evidence.

3.4 One soft Copy and one hard copy of the final geotechnical investigation report.

Information provided by the Client:

- CAD drawings from Umgani water Head Office indicating proposed pipeline route, pipe centrelines
- Co-ordinate tables for the pipe centreline and existing control points
- Image of the proposed pipeline sections where the investigations are required (Portions 1-5)

4. Contract term

The estimated project period including all site investigations, testing and compiling of reports, is twelve (12) weeks.

5. Other information

- Payment will be [on successful delivery of milestones / at the end of the Contract / monthly on invoice].
- New Intellectual Property arising as a result of the Contract will be the property of [insert the IP position – make sure whatever is stated here is reflected in your Proposed Contract]

6. Mandatory documentation/requirements

- Central Supplier Database (CSD) report
- Company Registration Certificate (CIPC)
- SBD 4 – Bidders disclosure
- Professional registration certificate, i.e. ECSA, SACNASP of a lead specialist
- Tax Compliance Status/ or TAX Verification PIN

7. Other documents

In addition to this Quotation document, the documents listed below form part of this Contract:

- CAD drawing and images.

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8. Special conditions

Minimum Requirements are as follows:

- This discipline is to provide an experienced and skilled Geotechnical Engineer, Engineering Geologist, Geophysicist, Geohydrologist or geotechnical specialist with the relevant professional registration with the relevant professional bodies.
- Provide sufficiently knowledgeable and experienced, professionally registered personnel to prepare and undertake the investigation and assessment required for the project.
- Support services should the Geotechnical investigation be required at any stage of the project

9. Pricing

- The bidder shall provide the price proposal as detailed in SBD 3.1
- The bidder's price must be fully inclusive, and each item must be clearly specified.
- All additional costs must be clearly specified and included in the total quotation price, (e.g. transport, labour, etc.).
- All prices must be VAT inclusive.
- The bidder is responsible for all the cost that they shall incur related to the preparation and submission of the quotation.

10. Evaluation Process

The RFQ will be evaluated using a three (03)-evaluation approach:

- First stage:** Mandatory/ Administrative Requirements. The quotation will firstly be evaluated on eligibility. If found to be eligible, it will move to the second stage.
- Second Stage:** The functionality shall be assessed. A minimum functionality score of 70 (seventy) points is required for the tender to be considered further.
- Third Stage:** Price and Preference goals using the 80/20 Preference Point Scoring System in terms of PPPFA

10.1 First stage: Mandatory/ Administrative Requirements

- SBD 4 – Bidders disclosure completed and signed.
- The Lead Specialist Must be professionally registered as a certified Professional Natural Scientist (Pr. Sci. Nat.) i.e. SACNASP or registered as a Professional Engineer/Technologist (PrEng/Pr Tech Eng.) i.e. ECSA. (Submit proof in a form of professional registration certificate).

10.2 Second Stage: Functionality

The table below lists the returnable schedules that set out the scoring criteria and sub-criteria, and the percentage weighting for the score achieved against the relevant schedule:

Returnable Schedule	Weighting %
• Tenderer's Experience	30
• Experience of Key Personnel	40
• Method Statement	20
• Preliminary programme	10

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Failure to score a single point in any of the criteria listed above will deem the bid to be non-responsive and the bidder will be disqualified. The minimum qualifying Functionality Evaluation Score shall be seventy (70) points.

10.2.1 FUNCTIONALITY CRITERIA

a) TENDERER'S EXPERIENCE (30)

The experience of the Tenderer or joint venture partners in the case of an unincorporated joint venture or consortium will be evaluated based on experience in similar projects or similar areas and conditions in relation to the scope of work. The evaluation will consider the experience in relation to the management of programs and projects and the provision of cost consulting services in relation to programs of work as opposed to projects where bills of quantities have been used. Tenderers should very briefly describe their experience in this regard relevant to the scope of work and attach this to this schedule.

The experience of the Service Provider or joint venture partners in the case of an unincorporated joint venture or consortium will be evaluated on the basis of experience in similar projects in relation to the scope of work. Service Providers should very briefly describe their experience in this regard relevant to the scope of work and attach this to this schedule.

Description of work (service)	Period / Year	Value of work (i.e. the service provided) inclusive of VAT (Rand)	Company (Where the Service was provided)	Contact details

Bidders needs to fully complete the Company Experience table above and provide proof of previous experience.

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Scoring of the Tenderer's experience will be as follows: [30]

DESCRIPTION	MAX POSSIBLE SCORE
Understanding of the UW's requirements: Bidders must indicate company experience in carrying out Geotechnical investigation for bulk water supply pipelines of 250mm diameter or greater: Company experience (Submit proof of previous experience). 1 Projects – 15 points 2 Projects – 25 points 3 Projects – 35 points 5 additional points for every project more than 3 projects to a maximum of 50 points Company's experience in Geotechnical investigation for reinforced concrete water reservoirs of 2ML or greater capacity: 1 Projects – 15 points 2 Projects – 25 points 3 Projects – 35 points 5 additional points for every project more than 3 projects to a maximum of 50 points	100

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TENDERER'S EXPERIENCE (Continued)

INSERT TENDERER'S EXPERIENCE HERE

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b) KEY PERSONNEL EXPERIENCE ASSIGNED TO THE WORK

Insert in the table below the key personnel and their proposed function.

KEY PERSONNEL SCHEDULE

No.	Proposed Function	Key Person Name
1.	The Geotechnical Director must be professionally registered as a PR Eng. Or PR Tech. with the Engineering Council of South Africa (ECSA) or PR.Sci.Net with the South African Council of Natural Scientific Professions (SACNASP).	
2.	The field Work supervisor shall be qualified as above	

EXPERIENCE OF KEY PERSONNEL

Provide relevant information as prescribed below for the following Key Persons proposed in the tender to fulfil the following positions:

Key Person Positions

- 1) Investigation Director
- 2) Field work supervisor

The experience of each key person, relevant to the scope of work, will be evaluated from the following:

- 1) Professional registration with the Engineering Council of South Africa or South African Council of Natural Scientific Professions.
- 2) The education, training, and experience of the person, in the specific sector, field, subject, etc. which is directly linked to the scope of work.

A CV of each key person of not more than three pages should be attached to this schedule.

Each CV should be structured under the following headings:

1. Personal particulars;
 - name.
 - date and place of birth.
 - place (s) of tertiary education and dates associated therewith.
2. Qualifications.
3. Name of current employer and position in enterprise.
4. Overview of last 10 years of experience (year, organization, position, and projects).
5. Outline of recent assignments/experience that has a bearing on the scope of work.

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The scoring of the experience of key staff will be as follows: [40]

DESCRIPTION	MAX POSSIBLE SCORE
Experience of the Geotechnical investigation Director: a) The Geotechnical Investigation Director must be professionally registered as a PR Eng. with the Engineering Council of South Africa (ECSA) or Pr. Sci. Nat. with the South African Council for Natural Scientific Professions (SACNASP) with the following amount of post registration experience: • <2yrs – 0 points • 3yrs – 15 points • 4yrs – 25 points • 5yrs – 35 points 5 additional point for every year more than 5 years to a maximum of 60 points Experience of Field work Supervisor The field work supervisor shall be qualified as the Director. • <2yrs – 0 points • 3yrs – 15 points • 4yrs – 25 points • 5yrs – 35 points 5 additional point for every year more than 5 years to a maximum of 40 points The field work supervisor can also be the Director	100

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EXPERIENCE OF KEY PERSONNEL (Continued)

INSERT KEY PERSONNEL CVs HERE

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PROFESSIONAL REGISTRATION
PLEASE INSERT PROFESSIONAL REGISTRATION CERTIFICATE HERE (SACNASP OR SAGC
or SIMILAR)

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b) METHOD STATEMENT

The method statement must respond to the Scope of Work and outline the proposed approach/methodology. The method statement should articulate what value the Tenderer will add in achieving the stated objectives for the project.

The Tenderer must as such explain his / her understanding of the objectives of the assignment and the purchaser's stated and implied requirements, highlight the issues of importance, and explain the technical approach they would adopt to address them. The approach paper should explain the methodologies that are to be adopted, and demonstrate the compatibility of those methodologies with the proposed approach. The approach should also include a quality plan which outlines processes, procedures, and associated resources, applied by whom and when to meet the requirements, and indicate how risks will be managed and what contribution can be made regarding value management.

The Tenderer must attach his / her approach paper/proposal to this page. The approach paper/proposal should not be longer than eight (8) pages.

The scoring of the approach paper/proposal will be as follows: [20]

Technical approach and methodology	
No submission (Score 0)	No Method Statement submitted
Poor (Score 40)	The technical approach and/or methodology is poor / is unlikely to satisfy project objectives or requirements. The Tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project.
Satisfactory (Score 70)	The approach is generic but tailored to address the general project objectives and methodology. The approach does not deal with the critical characteristics of the project. The quality plan and how risk is to be managed is very generic.
Good (Score 90)	The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution. The quality plan and approach to managing risk is specifically tailored to the critical characteristics of the project.
Very good (Score 100)	Besides meeting the "good" rating, the important issues are approached innovatively and efficiently, indicating that the Tenderer has outstanding knowledge of state-of-the-art approaches. The approach paper details ways to improve the project outcomes and the quality of the outputs.

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METHOD STATEMENT (Continued)
INSERT METHOD STATEMENT HERE

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c) PRELIMINARY PROGRAMME

The Tenderer shall detail below or attach a preliminary programme reflecting the proposed sequence and tempo of execution of the main work components. The programme shall be following the information supplied in the Contract, requirements of the Project Specifications, and with all other aspects of his Tender.

PROGRAMME														
Component / sub component	WEEKS / MONTHS													

Note: The programme must be based on the completion time as specified in the Contract Data. No other completion time that may be indicated on this programme will be regarded as an alternative offer unless it is listed in supported by a detailed statement to that effect, all as specified in the Tender Data.

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Scoring of the preliminary programme will be as follows: | 10 |

	Suitability of programme
No submission (Score 0)	No preliminary programme submitted.
Poor (Score 40)	Programme is inadequate and/or considered unrealistic and does not achieve required completion date.
Satisfactory (Score 70)	Programme is considered realistic and adequately shows the main components and compliance with completion date.
Good (Score 90)	Programme is considered realistic and includes the main components and sub subcomponents and compliance with completion date.
Very good (Score 100)	Programme is considered realistic and includes the main components and subcomponents and linkages and compliance with completion date.

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PRELIMINARY PROGRAMME (Continued)
INSERT PRELIMINARY PROGRAMME HERE

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10.3 Third Stage: Price and Preference goals

- Subsequent to the evaluation of mandatory/ administrative requirements, the second stage of evaluation of the bids will be in respect of price and preferential procurement only.
- Tenderer is tax compliant
- In compliance with the Preferential Procurement Regulations 2022, the 80/20 preference point system is applicable: points for this bid shall be awarded for:
 - Price; and (80) and Preference as defined in SBD 6.1 (20)
- The Preference Goals that have been identified for this bid is stipulated in SBD 6.1
- Preferential goals and applicable points for this tender in terms of Preferential Procurement Regulations 2022, are indicated in the table below:

	Description	80/20	Evidence to be provided
HDI	An entity which is 51% owned by black people.	7	CSD full Report
HD1	An entity which is 51% owned by women	7	CSD full Report or CIPC & ID document
RDP	The promotion of entities located in KZN	6	CSD full Report or Municipal Account statement/proof of address
Total points for preferential goals		20	

- Failure on the part of a bidder to submit proof or documentation required in terms of this RFQ to claim points for specific goals, will be interpreted to mean that preference points for specific goals are not claimed by the bidder.
- UW reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by UW.
- UW reserves the right to conduct negotiations with the qualifying bidder/s regarding any terms and conditions, including price(s), of a proposed contract where applicable. UW reserves the right not to accept the lowest financial offer or any offer.

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PRICING SCHEDULE (BOQ) – FIRM PRICES

NOTE:

- a) Only firm prices will be accepted. Non-Firm prices (including prices subject to rates of exchange variations) will not be considered
- b) In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point

Name of bidder _____	RFQ number _____
Closing Time _____	Closing date _____

OFFER TO BE VALID FOR _____ CALENDER DAYS FROM THE CLOSING DATE OF QUOTE.

BILL OF QUANTITIES - PRICE TABLE

Item No.	Material / Description of item	Qty (A)	Unit Measure	Unit Price Excl. (B)	Quoted Price (A x B) Excl. Vat
1.	Transport all personnel, necessary plant, equipment and materials from the Contractor's depot to the following sites and from the following sites to the Contractor's Depot including all loading and unloading, all supervision and labour charges for the investigating work.	1	Sum		
2.	Compliance with Occupational Health & Safety - Medical Certificates - Letter of Good Standing - Mandatory Agreements 37 (2) - Induction Personal Protective Equipment (PPE)	1	Sum		
3.	Excavation, profiling and backfilling of test pits				
3.1.	Portion 1	1	No.		
3.2.	Portion 2	2	No.		
3.3.	Portion 3	3	No.		
3.4.	Portion 4	7	No.		
3.5.	Portion 5	13	No.		
3.6.	Road crossings	10	No.		
4.	Dynamic Cone Penetrometer (DCP) tests	40	No.		
5.	Boreholes at river crossings	6	No.		

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6.	Laboratory testing of samples	1	Sum		
7.	Geotechnical investigation report	1	No.		
SUB TOTAL					
Contingencies @ 10% of Sub-total					
Vat (15%)					
GRAND TOTAL (price in SA Rands with all applicable taxes included)					
Does the offer comply with the specification(s)			YES		NO
If not to specification, indicate deviation(s)					
I (full name) _____, in my capacity as _____, the duly authorized representative of _____ (business name) hereby declares that the offer is in accordance with the attached specification, notes to suppliers & accepts all conditions/clauses contained in the said documents.					
Signature of duly authorized representative			_____		DATE: _____

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AUTHORITY TO SIGN

RFQ NO: _____

Description: _____

Close Corporation / Company / Partnership / Trust /Sole proprietor or Sole trader

Company Name: _____

Registration Number: _____

Resolution Of The Directors Of The Company etc. resolved that _____, in his/her capacity as _____, is authorized to make applications on behalf of the Close Corporation / Company / Partnership / Trust /Sole proprietor or sole trader for:

Any documentation relating to the business (which is not necessarily a change of ownership). The nominated person will also have access to webpage for the business. Signature(s) for Close Corporation / Company / Partnership / Trust/ Sole proprietor or sole trader.

(Sole member still must sign this resolution)

Signature of members:

Name	Signature	Date
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

NB: FAILURE TO COMPLETE, SIGN AND DATE THE RESOLUTION AS OUTLINED ABOVE WILL RESULT IN THE TENDERER RENDERED INCOMPLETE AND WILL BE DISQUALIFIED/ ALTERNATIVELY THE TENDERER MAY ATTACH A SIGNED COMPANY RESOLUTION ON A COMPANY LETTERHEAD

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SBD 4 - BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

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

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

2.3.1 If so, furnish particulars:

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 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.
- 3.7 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

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

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from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

Signature

Date

Position

Name of bidder

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PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 (SBD 6.1)

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

The applicable preference point system for this tender is the **80/20** preference point system.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

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

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state

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2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20	or	90/10
$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$

Where

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

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20	or	90/10
$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$	or	$P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$

Where

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

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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 the 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)
An entity which is 51% owned by black people.	7	
An entity which is 51% owned by women	7	
The promotion of entities located in KZN.	6	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm _____

4.4. Company registration number:

TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

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

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- 4.5. 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:	_____

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SBD 7.2 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 uMngeni-Uthukela Water in accordance with the requirements and task directives / proposals specifications stipulated in above mentioned RFQ Number 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 fulfilment 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 TENDERER _____

DATE _____

WITNESSES	
1.	_____
2.	_____
DATE:	_____

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CONTRACT FORM - RENDERING OF SERVICES (SBD 7.2)

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as _____
accept your quotation under reference number _____ 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.

DESCRIPTION OF SERVICE	
PRICE (ALL APPLICABLE TAXES INCLUDED)	
CONTRACT TERM / COMPLETION DATE	
TOTAL PREFERENCE POINTS CLAIMED	
POINTS CLAIMED FOR SPECIFIC GOAL: An entity that is 51% owned by black people.	
POINTS CLAIMED FOR SPECIFIC GOAL: An entity that is 51% owned by women.	
POINTS CLAIMED FOR SPECIFIC GOAL: The promotion of entities located in KZN.	

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

SIGNED AT _____

ON: _____

NAME (PRINT): _____

SIGNATURE: _____

OFFICIAL STAMP

WITNESSES

1. _____

2. _____

DATE: _____