

	REQUEST FOR QUOTATION	Form No: UW-RFQ-2 Version No: 3/2023 Effective Date: Jul 2023
	RFQ Number: Q24/629/MM(B)	

Description	Supply, Install and commission a loading bay pump at uMhlathuzana Wastewater Works
Advert Date	30/10/2024
Closing Date and Time	11/11/2024 at 15:00 pm
Compulsory Briefing Session	Date: 04/11/2024 Time: 11h00 Venue: uMhlathuzana Wastewater Works Boardroom Latitude: -29.879215, Longitude: 30.883882
SCM Enquiries	Mandisa Madlala Tel: 033 341 1325 Email: mandisa.madlala@umgeni.co.za
Technical Enquiries	Nikiwe Hlabisa Tel: 076 858 6197 Email: Nikiwe.Hlabisa@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. Briefing session certificate 11. Contract Form [SBD 7.1 or SBD 7.2]

Quotation Submission:	Tip-Offs Anonymous Hotline:
Quotations clearly marked, <i>'RFQ Number and description of the required goods/services' must be hand delivered to;</i> uMngeni-uThukela Water (Head Office) Supply Chain Management Unit 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: Freepost 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 Water 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 initialed.
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 Umgeni 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. 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) :

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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.
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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SPECIFICATIONS OF GOODS REQUIRED

1. Background

UMngeni-uThukela Water has entered into a wastewater operation and maintenance Service Level Agreement with eThekweni Municipality.

2. Description of goods and services required

A service provider is needed to supply, install and commission a new pump for our wastewater works. The scope includes

Tanker loading bay

- Supply, deliver, install and commission one (1) submersible pump with a capacity of 18.5 kW, a flow rate of 31.4 liters per second, and a head of 30 meters. The pump should be chemical resistant, complete with guide rails, duck foot and a one (1) Ton chain block. The sump level is assumed to be 10 m deep.
- Supply, deliver and install delivery line pipework (stainless steel 316) from pump to discharge flange.
- Supply, deliver, install and commission one (1) control panel with star-delta starter for pumps complete with weatherproof canopy and welding socket plug. Note to use the existing MCC sheet metal.
- Supply, deliver and install one (1) fiberglass grating 38mm x 38mm (2m x 1.5m).
- Supply, deliver, install and commission 20m x 10mm² x 4c ECC cabling for pump
- Supply, deliver, install and commission one (1) sump level controller MultiRanger 100/200 complete with transducer

Commissioning and hand over

Quality System

The Contractor shall maintain an effective quality management system in accordance with the requirements so as to ensure and demonstrate that goods and services conform to the specified requirements.

Delivery

- a) The delivery process will be under the supervision of Project Leader.
- b) The Contractor shall therefore inform the Project Leader of the date and time of the delivery of the equipment through e-mail.
- c) All other related activities of this delivery work shall be covered in the contract.

3. Deliverables/Key Outcomes.

All the mechanical and electrical installation shall be done as per uMngeni-uThukela Water Specifications

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Description	Delivery Period after issue of PO	Indicative date for delivery after receipt of PO
The installation shall be done as per uMngeni-uThukela water Specifications	Three Months	

4. Contract term

The Contract will commence November 2024.

5. Other information

- a) Payment will be in 30 days after submission and approval of the invoice
[on successful delivery of milestones / at the end of the Contract / monthly on invoice].

6. Special conditions

Equipment Performance Test and Acceptance Criteria

In accordance to the uMngeni-uThukela Water Electrical/Mechanical Technical Specifications, the following shall be noted and complied with:

- Equipment hand over procedures as stipulated by the suppliers of equipment shall at all times be strictly adhered to;
- The handover of specialised equipment shall be undertaken by the supplier or an approved specialist;
- All components or parts of the equipment shall be thoroughly checked for normal operation before equipment shall be allowed to run for hand over trial purposes;
 - Following the running of the equipment to test it, the equipment shall be allowed to run for a period not less than seven working days prior to hand over to uMngeni-uThukela Water Project Team;
 - The responsible hand over Contractor's Personnel shall be present to supervise the operation of the equipment during the entire hand over test trial;

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- Where the uMngeni-uThukela Water personnel are to witness any tests, the Contractor shall ensure that the Project Leader receives one week's prior notice in writing via e-mail before such tests commence;
- Tests to demonstrate the operation of all apparatus shall be arranged with the Project Leader who will avail the following personnel from uMngeni-uThukela Water: Maintenance Engineers, Plant Superintended, Maintenance Foremen, and Maintenance Personnel;
- The Contractor shall submit detailed test procedures for approval to the uMngeni-uThukela Water Maintenance Engineer prior to testing;
- The Contractor shall carry out site performance tests on the equipment after installation to demonstrate the equipment being in compliance with the requirements of the Specification;
- Following completion as whole, equipment shall be subjected to performance acceptance tests by the Contractor & Project Leader with the readings being continuously recorded and documented as portfolio of evidence for at least a minimum seven days. The tests shall include, but not limited to, the following:
 - a) All the appropriate performance test(s);
- The Contractor must allow for reasonable assistance to the uMngeni-uThukela Water Maintenance Engineers during the following inspections:-
 - a) First Physical and Acceptance Inspection: The completeness and correctness of the equipment will be checked, all workmanship and materials will be checked for compliance with the specification.
 - b) Final Physical and Acceptance Inspection: The remedial work pointed out in (a) above will be checked. Any new items noticed will also be pointed out to the Contractor.
 - c) First Performance Acceptance Inspection:
 - d) Final Performance Acceptance Inspection: The remedial work pointed out in (c) above will be checked. Any new items noticed will also be pointed out to the Contractor.
 - e) Handover Inspection: The outstanding items in (a) and (c) will again be inspected. The Contractor will be given time for remedial work and re-inspection.
- Handover will be accepted after the final performance acceptance inspection process is completed and, if both parties are satisfied that everything is according to the specification.
- Immediately after the handover of the equipment, the Umgeni Water Project leader will issue the Certificate of Practical Completion to the Contractor;
- The guarantee period will come into effect after the Final Performance Acceptance Inspection is completed, on the condition that the Contractor does not have outstanding remedial work.
- The guarantee period will start immediately after the completion of any outstanding remedial work.
- Certificates confirming inspections and listing faults will be issued by the Project Leader for every inspection held.

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- The Contractor must ensure that the equipment is correct, complete and to specification before calling for a Final Performance Acceptance Inspection.
- All additional costs relating to abortive Final Performance Acceptance Inspection, where the Project Leader is called to site, but finds the Contractor ill prepared for it, shall be borne by Contractor.
- The Contractor shall provide a competent person to accompany the Project Leader or his Representative during inspections.
- This representative shall know the equipment, shall be in a position to accept and carry out instructions and shall take notes during the inspections, so that the inspection work can continue smoothly.
- The Contractor must replace any portion of the equipment that does not meet with the requirements of this specification as may be imposed thereon by test or inspection and, such replacements shall be done at his own costs.
- The Contractor must keep an inspection register of all tests to be witnessed and all inspections to be held by the Project Leader.
- The times and dates for tests and inspections must be agreed to by all parties after the receipt by the Project Leader of the Contractor's written application for such tests to be witnessed or inspections to be held.
- The Contractor shall carry out all reasonable tests requested by the Project Leader to demonstrate that the equipment or parts thereof comply with the specification document.
- The Project Leader can request that any part of the equipment or the part thereof be re-tested, as part of the acceptance inspections if reasonable doubt exists about the performance of the equipment or part thereof during the test.

Training on Operation and Maintenance of equipment

- The Contractor shall make provision for the observational presence of the installation process for the equipment by the uMngeni-uThukela Water Maintenance Personnel in the disciplines of mechanical; electrical and instrumentation at the relevant sites.
- The Contractor shall make provision for the training of, uMngeni-uThukela Water Maintenance Personnel in the disciplines of mechanical; electrical and instrumentation, on both the routine planned maintenance and breakdown / reactive maintenance i.e. trouble shooting on the equipment at the relevant sites.
- The Contractor shall make provision for the training of, uMngeni-uThukela Water Operations Personnel on the safe operation of the equipment.

SHEQ

Security

- a) The Contractor shall ensure that all tools and materials are kept under lock and key.
- b) uMngeni-uThukela Water is not responsible for the loss of the Contractor's equipment as a result of any cause whatsoever.

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- c) UMngeni-uThukela Water reserves the right for security guards to search persons or vehicles entering or leaving the premises.

Permits

The Contractor shall not perform work for which the issuing of a permit is required prior to the obtaining of a duly completed and approved permit. The following are included as hazardous tasks and may not be carried out by the Contractor unless a work permit has been duly authorized by Umgeni Water:

- a) Cutting or welding in any risk area.
- b) Working at a height of more than two meters.
- c) Working with hazardous substances (e.g. toxic chemicals and flammable liquids).
- d) Working inside confined spaces (e.g. vessels, chambers and pipelines).
- e) Working in electrical lockouts installations.
- f) Breaking in any live water main.

Housekeeping

- a) After the completion of each day work the Contractor must make good and clean up the site area where work was performed, and also at the completion of the contract.
- b) Sites must be kept reasonable tidy during work operations.

Alcohol or intoxicating Substances

- a) The Contractor shall ensure that no alcohol or intoxicating substances are on their possession while on site. Anyone suspected to be intoxicated or under ***influence*** of Alcohol shall not be allowed on site.

Safety

- a) UMngeni-uThukela Water has a strict attitude when it comes to personal safety of all on site. The Contractor is expected to provide a Health and Safety File to meet the minimum requirements of the Construction Regulations 2014.
- b) The **Health & Safety file must be submitted to the SHEQ co-ordinator prior to any work execution. The Contractor and sub-contractors have to attend a Compulsory Induction before starting the project.**
- c) Unsafe activities, equipment and procedures shall not be tolerated. It should be noted that if this work requires people to work in elevated positions and confined areas, compliance to the OHS Act is mandatory. The Contractor will be required to submit together with the quotation a schedule of all his activities and as to how he intends to carry them, to the Umgeni Water Project Manager and Safety Officer for approval.

Safety file index

- a) Organogram (Site Structure)
- b) Section 37 (signed by uMngeni-uThukela Water representative as well as the contractor) (To be provided by Umgeni Water)
- c) Rules for contractors on site (signed by contractor supervisor) (To be provided by uMngeni-uThukela Water)
- d) Appointments (As well as proof of training)
- e) Medical fitness test certificated with copies of IDs
- f) Letter of good standing with Labour Department COID
- g) Company safety Policy
- h) Method Statements

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- i) Risk assessments
- j) Safe working Procedures / SHE Plan (to include confined space as well as a fall protection plan if work is to be done at heights exceeding 1.5M)
- k) Equipment certification (as per legislative requirements depending on the equipment to be used during the project as well as proof of training to operate equipment as may be required by legislation also depending on equipment / machinery used during the project)
- l) Registers (PPE, Equipment Checklist, First aid box etc.)
- m) Emergency Numbers
- n) Environmental Management Plan (covering bad weather conditions as well)

6.1. SITE INFORMATION

- a) UMhlathuzana Wastewater Works coordinates are Latitude: -29.879215, Longitude: 30.883882

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GENERAL

- Various standard and project specifications refer to equipment being equivalent to a certain brand article. This should be read as equipment that would normally meet the requirements of the uMngeni-uThukela Water Maintenance Engineer, but as brand articles are always subject to changes by the manufacturers, it remains the Tenderer's responsibility to ensure that such brand article will also meet the performance and other technical requirements of the project specification.
- Such requirements shall be read as being in addition to that which the brand article can provide. If the brand article cannot be offered by the Supplier, to meet such requirements, then the Tenderer must allow for the adjustment of the brand article to comply with such requirements.
- In preparing the installation and fitting work, the uMngeni-uThukela Water Maintenance Engineer will have contact with Suppliers of equipment, to allow for such normal requirements with regard to equipment size, access for installation, access for maintenance, mass, electrical supply, safety precautions, etc., that Suppliers might have, in order to ensure proper installation and future safety and optimum operation of such equipment.
- As the final selection of equipment is, however, in the hands of the successful Tenderer, and the contract for the supply of the equipment, is between the Contractor and the Supplier, it shall be the Contractor's responsibility to ensure that the equipment ordered will be suitable for the spaces in which it will be installed and that other influences shall not interfere with the safe, and optimum future operation of such equipment.
- Particular attention must be given to the aspects of easy accessibility for maintenance and adjustment and specific safety requirements of particular suppliers.
- Preference will be given to equipment and materials of local manufacture where such equipment and materials meet with the requirements of the standard and project specifications.
- Tenderers shall only offer equipment and materials of a well-known recognised make, unless prior approval has been obtained from the uMngeni-uThukela Water Maintenance Engineer.
- The continuous successful operation of the system is dependent on good maintenance and the availability of spares. It is therefore important that Tenderers only include for equipment with good local representation, who are able to provide after-sales service.
- Installation fit is an engineering function and not a system design function.
- Tenderers shall price in their contract for the required engineering undertaken during the preparation of shop drawings in coordinating services to suit service spaces provided.
- Such engineering to include co-ordination with other Contractors and shall take into account the Civil Contractor's preferred services installation sequence program.
- It shall be a condition of this contract that in submitting a tender, the Tenderer will be deemed to have visited the site and to have considered all factors relating thereto which could influence his tender.
- No claims for additional payment on the grounds of insufficient and or inaccurate information will be entertained.
- The Contractor shall nominate the "responsible person" who shall be responsible for the contract delivery work, and who shall ensure that training is provided to the uMngeni-uThukela Water Personnel on the operation, handling and maintenance of the new equipment to be delivered on site.

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- The Contractor shall study the documentation supplied and comment on the bill of materials. All travelling and subsistence costs involved in execution of this work shall be included in the price.
- This is firm and fixed price contract and the Contractor to bear in mind that no additional work will be paid for unless it is at the request of uMngeni-uThukela Water.
- All people working on site shall not use water from the channel or from the tap which has a warning sign on it. Usage of this un-sanitised water will result to exposure to severe diseases.
- The Contractor's obligations under the Contract comprise the provision of all labour, materials, transport and supervision for the supply, delivery, installation and commissioning of four RAS pumps and four WAS pumps for Hawick Waste Water Treatment plant.
- The Umgeni Water Rules for Contractors on Site guided by, SHE Guideline 5-43-1 Rules for Contractors on Site shall apply and a copy of this document will be attached.

Note: The above general specifications shall form part of the contract document.

- The Tenderer is required to submit a 'bona fide' Tender, intended to be competitive and not to fix or adjust the amount of the Tender by or under or in accordance with any agreement or arrangement with any third party. The Tenderer is also obliged to ensure that it has not and will not at any time before the hour and date for the lodgment of this Tender do any of the following acts:
 - a) Communicate to any person the amount or approximate amount of the proposed Tender except where the disclosure, in confidence, of the amount of this Tender was necessary for the preparation of the Tender.
 - b) Enter into any agreement or arrangement with any third party that we shall refrain from submitting a Tender or regarding the amount of any tender to be submitted.
 - c) Offer, pay or give or agree to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to this or any other Tender or proposed Tender for the Works any act or deed of the sort described above; and
 - d) Commit any act or omission that would be contrary to the Maintenance and Promotion of Competition Act 96 of 1979 and notices and regulations published in terms of that Act, or contrary to the Harmful Business Practices Act 71 of 1988.
- In the aforementioned context the word "person" includes any person or anybody or association, corporate or otherwise; and any "agreement or arrangement" includes any transaction, formal or informal, and whether legally binding or not.
- The Contractor shall use suitably qualified and experienced rigging personnel for lifting and handling all items for this supply, delivery, installation and commissioning work.
- The plant and rigging equipment used for the handling of this equipment shall be such that no components shall be damaged in the entire process. In the event any components get damaged, the contractor shall timeously replace it.

Guarantee

Contractor shall provide twelve-month guarantee for all equipment supplied in terms of the contract.

The guarantee period shall commence upon handover of the project.

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REFERENCE DOCUMENTS AND STANDARDS

- All work carried out shall fully comply with the requirements of the Machinery and Occupational Safety Act N° 6 of 1983.
- The equipment detailed in this Specification shall be made in accordance with the Occupational Health and Safety Act and Regulations (Act 85 of 1993).
- The Contractor shall pay special attention to and abide by uMngeni-uThukela Water's rules for Contractors on site.

7. Pricing

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

8. Evaluation Process

The RFQ will be evaluated using a two (02)-evaluation approach:

8.1 First stage: Mandatory Requirements

1. SBD 4 – Bidders disclosure
2. Bidder attended compulsory briefing session
3. CIDB grading of 2ME or higher

8.2 Price and Preference goals

1. 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.
2. Tenderer is tax compliant
3. In compliance with the Preferential Procurement Regulations 2022, the 80/20 preference point system is applicable: points for this bid shall be awarded for:
 - a) Price; and (80) and Preference as defined in SBD 6.1 (20)
4. The Preference Goals that have been identified for this bid is stipulated in SBD 6.1
5. 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
RDP	South African Owned Enterprises	20	CIPC Company registration documents
Total points for preferential goals		20	

6. 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.
7. UW reserves the right to require of a bidder, either before a bid is adjudicated or at any time

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subsequently, to substantiate any claim in regard to preferences, in any manner required by UW.

8. 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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SBD 3.1 PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE:

ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

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

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

Item no.	QUANTIY	DESCRIPTION	UNIT PRICE	TOTAL
Transfer Totals from Bill of Quantities				
SUB TOTAL				
VAT @ 15%				
GRAND TOTAL (price SA Rands with all applicable taxes included)				
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: _____	

Price Declaration

Please indicate your total RFQ price in words below (compulsory):

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NB: It is mandatory to indicate your total RFQ price as requested above. This price must be the same as the total RFQ price you submit in your pricing schedule. Should the total RFQ prices differ, the one indicated above shall be considered the correct price.

Item No.	Material / Description of item	Qty (A)	Unit Measure	Unit Price Excl. (B)	Quoted Price (A x B) Excl. Vat
1.	PRELIMINARY AND GENERAL				
1.1.	FIXED CHARGE ITEMS				
1.1.1.	Prepare and submit safety file and provision for Safety Compliance. Compliance with OHSA of 1993 and Construction Regulations and Provision of personal protective equipment, clothing for all the contractor's staff, including sub-contractors.	1	sum	R	R
2.	Tanker loading Bay				
2.1	Supply, deliver, install and commission one (1) submersible pump with a capacity of 18.5 kW, a flow rate of 31.4 liters per second, and a head of 30 meters. The pump should be chemical resistant, complete with guide rails, duck foot and a one (1) Ton chain block	1	each	R	R
2.2	Supply, deliver and install delivery line pipework (stainless steel 316) from pump to discharge flange	1	each	R	R
2.3	Supply, deliver, install and commission one (1) control panel with star-delta starter for pumps complete with weatherproof canopy and welding socket plug. Note to use the existing MCC sheet metal.	1	sum	R	R
2.4	Supply, deliver and install one (1) fiberglass grating 38mm x 38mm (2m x 1.5m)	1	each	R	R
2.5	Supply, deliver, install and commission 20m x 10mm ² x 4c ECC cabling for pump	1	sum	R	R
2.6	Supply, deliver, install and commission one (1) sump level controller MultiRanger 100/200 complete with transducer	1	sum	R	R
A SUBTOTAL					R
B CONTINGENCIES (Add 10% of Subtotal A)					R
C SUBTOTAL (A + B)					R
D VALUE ADDED TAX (Add 15 % of Subtotal C)					R
TOTAL (C+D)					R

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Required by _____

Delivered to: _____

Brand and model _____ N/A _____

Country of origin _____

Does the offer comply with the specification(s)? YES/NO

If not to specification, indicate deviation(s) _____

Period required for delivery _____

Delivery: Firm/not firm

Delivery basis _____

Note:

All delivery costs must be included in the bid price, for delivery at the prescribed destination.

All applicable taxes” includes value added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

***Delete if not applicable**

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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**

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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2.2.1 If so, furnish particulars:

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

2.3.1 If so, furnish particulars:

3 DECLARATION

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

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

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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the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

Signature

Date

Position

Name of bidder

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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.

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

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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

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

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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)
South African Owned Enterprises	20	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm _____

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

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- 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 7.1 CONTRACT FORM - PURCHASE OF GOODS/WORKS

This form must be filled in duplicate by both the successful bidder (part 1) and the purchaser (part 2). Both forms must be signed in the original so that the successful bidder and the purchaser would be in possession of originally signed contracts for their respective records.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to uMngeni-uThukela Water in accordance with the requirements and specifications stipulated in the above mentioned RFQ number Q23-538NM 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 time of 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);
 - Technical Specification(s);
 - 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 goods and/or works 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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SBD 7.1 CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as _____ accept your quotation under reference number _____ dated _____ for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	
PRICE (ALL APPLICABLE TAXES INCLUDED)	
BRAND	
DELIVERY PERIOD	
TOTAL PREFERENCE POINTS CLAIMED	
POINTS CLAIMED FOR SPECIFIC GOAL 1: South African Owned Enterprises	

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

SIGNED AT _____ ON: _____

NAME (PRINT): _____ SIGNATURE

WITNESSES

1. _____

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