

# AMAJUBA DISTRICT MUNICIPALITY

P2023/11

## INVITATION TO REGISTER ON THE DATABASE FOR PANEL OF HIGH-PRESSURE JETTING MACHINE SERVICES FOR A PERIOD OF 3 YEARS AS AND WHEN REQUIRED

The Amajuba District Municipality hereby invites service providers to be registered on the database of Amajuba District High Pressure Jetting machine services panel as and when required. The database will assist the municipality in cleaning of sewer pipelines including manholes, and cleaning of blocked sewers using high pressure water jetting equipment on an “as and when” required basis within Amajuba DM areas. The service providers must be registered on the Central Supplier Database (CSD).

Bid documents will be emailed to the bidder upon producing proof of payment of a non-refundable fee of R500.00 per document. Deposits must be made into the Amajuba District Municipality bank account: Standard Bank Account N° 062156624 with the reference number 0000000002309. Bidders are required to email proof of payment, name of bidding company and its contact details before **12h00, 08 December 2023** to [khethiwem@amajuba.gov.za](mailto:khethiwem@amajuba.gov.za). Evaluation of applications will be done on bid companies that submitted their proof of payment before the closing date 12h00, 08 December 2023. Cash payments are not accepted at the Amajuba District Municipality office.

Bidders are required to submit an original tax clearance or income tax reference number, security pin and TCC number. Bids will be evaluated on price and functionality according to ADM SCM policy where 80/20 points system will be applied wherein 80 points are for price and 20 for specific goals.

| The specific goals allocated points in terms of this tender           | Number of points allocated (80/20 system) | Verification documents                                                                                                                                                           |
|-----------------------------------------------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>HDI Points:</u>                                                    |                                           |                                                                                                                                                                                  |
| 1. Business owned more than 50% by black person.                      | 5                                         | 1. CSD Report/ company registration certificate                                                                                                                                  |
| 2. Gender = Female                                                    | 5                                         | 2. ID copies/CSD report                                                                                                                                                          |
| 3. Youth                                                              | 2                                         | 3. ID copies/CSD report                                                                                                                                                          |
| 4. Disability                                                         | 3                                         | Attached municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is not older than 3 months |
| <u>Specific goals:</u>                                                |                                           |                                                                                                                                                                                  |
| 5. Promotion of business located within Amajuba District Municipality | 5                                         |                                                                                                                                                                                  |

Completed applications in sealed envelopes endorsed “**P2023/11: Database for panel of High-Pressure Jetting Machine Services**” must be deposited in the Municipality’s tender box located at the Reception of the Amajuba District Municipality, B9356 Amajuba Road, Section1, Madadeni, 2951 on or before the closing date, whereby applications will be opened in public. Applications that are not clearly marked, received after the due date and time will not be considered. All technical enquiries must be directed to **Innocent Ramaota** on 034 329 7200 or by email: [innocentr@amajuba.gov.za](mailto:innocentr@amajuba.gov.za) and for enquiries regarding the Supply Chain Management procedures, kindly contact **Sabelo Zulu** on 0343297200 or by email: [sabeloz@amajuba.gov.za](mailto:sabeloz@amajuba.gov.za)

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**Closing date: Wednesday, 13 December 2023 @12h00 noon**

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**Mr. PM MANQELE**  
**MUNICIPAL MANAGER**





**TERMS OF REFERENCE FOR PANEL OF SERVICE PROVIDERS FOR HIGH PRESSURE JETTING MACHINE SERVICES AS AND WHEN REQUIRED.**

**1. BACKGROUND**

Amajuba District Municipality is looking for service providers with High Pressure Jetting Machine to register on Amajuba District Municipality's panel for service providers for provision of High-Pressure Jetting Machine within Amajuba District areas as and when required. The validity of the service providers' existence on the panel of service providers shall be for the period of three (3) years. The request is hereby made for the submission of service provider profile for registration in the Amajuba Jetting Machine Service panel.

**2. OBJECTIVES**

Amajuba District Municipality intends to act urgently on sewer lines blocked to avoid sewer spillages in the Amajuba District.

**3. PRICING**

**Area A: Dannhauser local Municipality and eMadlangeni Local Municipality.**

| <b><u>TEM<br/>NO</u></b> | <b><u>ITEM<br/>DESCRIPTION</u></b> | <b>YEAR 1</b> | <b>YEAR 2</b> | <b>YEAR 3</b> |
|--------------------------|------------------------------------|---------------|---------------|---------------|
| 1                        | Hourly Rate<br>(Wet)               |               |               |               |
|                          | <b>TOTAL (VAT<br/>INCLUDED)</b>    |               |               |               |

#### **4. REQUIREMENTS**

Copies of proof of licensing and the ownership should be submitted along with your tender document.

#### **5. CONDITIONS OF PANEL.**

##### **5.1. BID DOCUMENT LAYOUT.**

This tender document is divided into several sections. Please read through all the sections. In particular, the Conditions of Tender are most important, as they contain several new clauses in the light of the procurement policy and please take note of the conditions of tender and the list of required documents to be handed in, seeing that non-adherence to these requirements can lead to non-responsiveness of tender.

##### **5.2. SUBMISSION**

Your completed tender document must be placed in a sealed envelope, and the contract number and name of the contract written clearly on the outside. The envelope must be deposited, In accordance with the instructions in the Tender Advertisement. It is the Service Provider's responsibility to ensure that their bid is deposited in the correct tender box. No bid document delivered at any other venue or tender box than the mentioned one will be considered.

##### **5.3. SCOPE OF CONTRACT**

High-pressure Jetting Machine for cleaning of sewer lines and storm water pipelines for Dannhauser and eMadlangeni Local Municipality's

##### **5.4. PANEL VALIDITY PERIOD.**

The panel listing validity period is valid for 36 months.

##### **5.5. ACQUAINTANCE WITH TENDER DOCUMENTS**

By submission of a tender, the Tenderer will be deemed to have acquainted himself/herself fully with the tender documents, local requirements and the laws prior to pricing and submission of tender.

## **6. CLEANING OF SEWER PIPELINES**

### **6.1. SCOPE**

This specification and covers the requirements for the routine and emergency cleaning of sewer pipelines including manholes, and cleaning of blocked sewers using high pressure water jetting equipment on an “as and when” required basis.

### **6.2. SERVICING SPECIFICATIONS FOR CLEANING OF SEWER PIPELINES**

#### **6.2.1. Cleaning Operation**

**6.2.1.1.** The sewer cleaning includes the cleaning, unblocking and removal of sand, sediment, grit, fatty deposits, slime, sludge, tree roots and other foreign matter. All silt, debris deposits on pipe walls, etc. must be removed completely.

**6.2.1.2.** The Service Provider shall consider all, circumstances, type of sewers, age and working environment appropriately and select the appropriate jetting nozzle and flow rate.

**6.2.1.3.** Care shall be taken to avoid excessive pressures when using jetting equipment in corroded or damaged pipelines to avoid further damage. The minimum pressure necessary to clean the sewers must be used to avoid any structural damage to the sewer.

**6.2.1.4.** All foreign material such as rags, fats, bacteriological slimes, roots, soft encrustations, and grease shall be removed. The Service Provider shall continuously inspect the removed debris to ensure the correct machine and nozzles are used. A record of the type of debris shall be kept allowing the

Engineer and Employer to consider certain sewers for proactive cleaning programme.

**6.2.1.5.** The Service Provider shall specifically record sewers containing sediment, fat, oil, and grease build-up.

**6.2.1.6.** All material shall be collected by means of a sand-trap, weir, dam, elbow or blocking device in the downstream manhole and the debris shall be removed from the pipeline.

**6.2.1.7.** The Service Provider shall not allow cleaning material to pass further than the downstream manhole.

**6.2.1.8.** The Service Provider shall implement all the necessary safety measures and provide the lights, guards, fencing and watching necessary for the safety and convenience of the public.

**6.2.1.9.** Manholes covers, and frames are to be cleaned before closing and the cover properly seated in the frame.

**6.2.1.10.** The stationary time of a nozzle shall under no circumstances exceed one minute and where blockages in a single location are problematic, the nozzle shall be moved forwards and backwards to ensure that the stationary time at a fixed point does not exceed one minute.

**6.2.2. Disposal of Material**

The waste material shall be removed and transported to the Wastewater Treatment Works in the case of sewer pipelines.

### **6.3. HEALTH AND SAFETY**

#### **6.3.1. Occupational Health and Safety Act 1994 (Act No. 85 of 1993)**

- 6.3.1.1.** The Service Provider shall comply with the Occupational Health and Safety 1994(Act no. 85 of 1993) and with its Construction Regulations of 2014.
- 6.3.1.2.** All the works included in this Contract shall, for the purpose of complying with the OHS Act and the Construction regulation, be deemed to be “construction work”.
- 6.3.1.3.** It should be noted that, with a few exceptions, the Standard Specifications and the Project Specifications are “product specifications” and not “method specifications”. As the method of construction to be used are generally determined by the Service Provider, detailed safety requirements applicable to all the operations to be carried out on Site are not provided in the project documentation. The Service Provider shall apply all the relevant safety requirements to the work methods and materials used.

#### **6.3.2. Protective Equipment**

The Service Provider shall always provide all his/her workers with all necessary protective clothing for use when in direct contact with the sewage debris/silt material.

#### **6.3.3. Hazardous gasses**

All Service Providers who will be working with live sewers shall be required to observe those sections of the OHS Act and Regulations which deal with working in confined spaces and dealing with hazardous gasses. All manholes and sewers shall be tested for hazardous gasses on a continuous basis to ensure worker safety. The Service Provider shall ensure that the necessary

functional gas testing equipment is always available on site. Breathing apparatus shall be available as and required.

#### **6.3.4. Vaccination certificates**

The successful Bidder will be required to provide proof of applicable vaccination certificates on request to ensure the health and safety of all field employees.

#### **6.3.5. Personnel**

- 6.3.5.1.** The Service Provider's approved representative for cleaning shall be in attendance during all cleaning operations.
- 6.3.5.2.** The attention of service providers is particularly drawn to the high standard of workmanship applicable to this contract.

### **6.4. VEHICLES, PLANT and EQUIPMENT**

#### **6.4.1. Roadworthy, license and identification**

- 6.4.1.1.** All vehicles to be used for this contract are to be roadworthy and always licensed for use on public roads and must make provisions for the safe and lawful transportation of workers. Those vehicles used to transport debris removed from sewers must be able to do so in a safe and non-offensive manner and must have the Service Providers name and telephone number prominently displayed. All vehicles to be used for this contract must conform to the Road Traffic Act RTA, Act 93 of 1996.
- 6.4.1.2.** All vehicles, plant, machinery, equipment, and containers used on this contract must be in a serviceable condition and must be readily available for inspection to ensure that it is to specification and must meet with the approval of the employer.
- 6.4.1.3.** Extreme care must be taken to prevent any spillage and suitable tools shall be available to immediately clean up any spillage.

- 6.4.1.4.** A combination Jetting Machine and Vacuum Tanker must be provided.
- 6.4.1.5.** The jetting machine shall be capable of providing a variable jetting pressure of at least 150 bar at a flow rate of at least 220 liters per minutes, measures at the pump.
- 6.4.1.6.** The jetting machine hose shall be a minimum of 19mm nominal in diameter with a minimum length of 120 meters. The jetting hose shall be wound onto a hose reel, which is power driven in both directions.
- 6.4.1.7.** The unit must carry a full range of nozzles, including forward blasters for breaking blockages and route cutting equipment.
- 6.4.1.8.** The jetting machine water tank must be filled through an approved pressure break, which shall be a minimum of twice the feed in diameter above the spillover level.
- 6.4.1.9.** The vacuum unit shall have Airflow or Roots type blowers providing suction via a 100mm minimum diameter suction pipe that shall effectively pick up wet and dry materials from a depth up to 5 meters.
- 6.4.1.10.** The combination unit must have separate debris and water tanks with a minimum 5 m<sup>3</sup> and 4 m<sup>3</sup> capacities respectively.
- 6.4.1.11.** Debris tanks must be tightly sealed to avoid liquid leaking out of the vehicle onto roads during transportation.
- 6.4.1.12.** The debris tank shall have hydraulically operated door and shall discharge the solids by means of tipping or a hydraulic ran.

**6.4.1.12.1.** Each combination unit shall carry the following minimum equipment apart from the tanks, pumps, hoses, and jetting equipment required above:

- Safety/first aid kit
- Manhole lifter
- Pick, Space, Sledge, hammer, broom
- Retro-jet
- Pointed or penetrating nozzle (forward blaster)
- Rotating nozzle or chains flail
- 10m minimum lay flat hose for the water tank
- 10m minimum lay flat house for decanting the liquid from the debris tank 1.4.1.14.9.  
Elbow or similar blocking device to prevent material being washed downstream.
- Metered standpipe
- Traffic cones and delineators
- Traffic accommodation signs
- Gas detector
- Torches and mirrors for inspecting sewers.
- A notice will be issued to prospective bidders to present vehicles for verification /identification before tenders are awarded.

## **6.5. AVAILABLE FACILITIES**

### **6.5.1. Facilities**

No toilet, water, electricity, or storage facilities are available, and the Service Provider is to make his own arrangements with regard thereto.

### **6.5.2. Water Supply**

The Service Provider shall make his/her own arrangements for the supply of water for the operation. Only Council metered standpipes shall be used, and these can be obtained from the municipality against a deposit. Normal charges will be levied for water consumption.

## **6.6. SPECIAL CONDITIONS.**

### **6.6.1. Rotation Plan**

The rotational appointment of service providers from the approved panel will be based on:

- The functionality points scored from the highest point score to the least points score.
- Period of Appointment Rotation will be for 4 months.
- The listing on the approved panel of service providers does not guarantee the appointment.
- The municipality is not obliged to award the bid with the lowest bid price.

### **6.6.2. Supply all equipment.**

Service Providers are to supply all equipment required to undertake and complete the work as specified and no additional payments will be made.

### **6.6.3. Damage to infrastructure**

The apparatus and methods used shall not cause any damage to pipes, manholes, property or fixtures and any damage as may be caused will be repaired by the Council at the Service Provider's expense.

### **6.6.4. Cease work.**

The Council's representative may instruct the Service Provider to cease work if the desilting method is deemed to be unsatisfactory, a danger or inconvenience to the public.

### **6.6.5. Communication**

The Service Provider is to provide his supervisory and operational staff with cellular phone for communication and contact purposes for the duration of the contract.

### 6.6.6. Office Hours

Site office hours are 07h30-16h15 on weekdays for administration purposes.

### 6.6.7. Subcontract

No subcontracting will be allowed.

### 6.6.8. Signing off- of task

The Service Provider shall, prior to departure from site, advise the relevant Council representative of completion of the task. The Council representative will have sole discretion if the work has been completed satisfactorily and will be required to sign off the worksheet for the task.

## 7. PANEL EVALUATION

The panel submissions will be evaluated on functionality based on the criteria indicated in the table below.

| DETAILED BREAKDOWN OF QUALITY POINTS |            |                                                                                                                                                                    |                      |  |
|--------------------------------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--|
| Criteria                             | Max Points | Sub-criteria                                                                                                                                                       | Allocation of points |  |
| Demonstrated relevant experience     | 20         | 1. Relevant experience on similar work / project within the past 10 years. Appointment letters / Reference letters to be attached as proof with traceable details. |                      |  |
|                                      |            | 1.1 Above five projects (5+)                                                                                                                                       | 20                   |  |
|                                      |            | 1.2 Between three and five projects (3-5)                                                                                                                          | 15                   |  |

## **8. LISTING CRITERIA**

Bids that score less than 15 points will not be listed on the approved panel of high-pressure jetting machine services.

Appointment letters will be issued to all qualifying panel members and this appointment does not guarantee an appointment for procurement.

## **9. RETURNABLE DOCUMENTS.**

Service providers are required to submit the following:

- Certified ID copies of all members/directors of company or sole proprietor
- Bank details (together with an original cancelled cheque/ bank stamp or original letter from financial institution)
- Specification sheet for honey sucker.
- Certified copies of proof of licensing and ownership.
- All Municipal Bid Documents (MBD) must be completed and returned, where applicable.
- Copy of CSD (Central Supplier Database).
- Copy of company registration documents.
- For Joint Venture Agreements, attach the CK's of each of the joint venture members (if applicable)
- ID(s) copies of company director(s).
- Copy of current municipal account for all Director/s and Company, not owing more than 90 days or copy of lease agreement from the relevant leasing authority. If the business is operated from the residence of one of the Director/s, an original affidavit, certified, must be submitted stating the address of the premises from your local SAPS office. In a case where the directors are not liable for the payment of rates/taxes, an affidavit commissioned by SAPS stating that the director is not liable for the payment of rates must be submitted. In case the director does not own property/is a tenant, leasing agreement should be submitted to confirm the place of residence. Tenders who are not registered with any municipality for the payment of rates and services due to their location may submit proof of residence / business address certified by a Municipal Councillor, but only if the residence is the same address as the business address, accompanied by an affidavit commissioned by SAPS.
- If the bidder's place of work or the address is in rural settlement under traditional council, the bidder must submit the proof of resident certified by the traditional council leader and proof of resident certified by ward councillor.
- Printed copy of SARS Tax Pin for further verification.

- Completed and signed Municipal Bidding Document attached to the tender document.
- Bids will be adjudicated in terms of the Council Supply Chain Management Policy on the 80/20 Preferential Point System. It is therefore compulsory that the municipal tender document be used. Amajuba District Municipality is not bound to accept the lowest or any quote.

**TERMS OF REFERENCE APPROVED BY**

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**MUNICIPAL MANAGER**

**MR P. M MANQELE**