

LEPELLE NORTHERN WATER



TENDER NO: LNW 16/24/25

PROJECT NAME: SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING OF AN AUTOMATED ION DISCREET ANALYZER, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3 YEARS.

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

ISSUED BY:

LEPELLE NORTHERN WATER

Physical address: 01 Landros Mare Street
Polokwane
0700

Postal address: Private Bag X9522
Polokwane
0700

Tel: 015 295 1800

Fax: 015 295 1931

E-mail: information@lepelle.co.za

NAME OF TENDERER: _____

TOTAL AMOUNT: _____ (incl. VAT)

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE LEPELLE NORTHERN WATER					
BID NUMBER:	LNW 16/24/25	CLOSING DATE: 13 TH December 2024	@11h00	CLOSING TIME:	11h00
DESCRIPTION	SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING OF AN AUTOMATED ION DISCREET ANALYZER, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3 YEARS.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT 01 LANDROS MARE STREET POLOKWANE					
LEPELLE NORTHERN WATER HEAD OFFICE					
01 LANDROS MARE STREET					
POLOKWANE					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Tinyiko Maluleke		CONTACT PERSON	Mankopodi Chuene	
TELEPHONE NUMBER	015 2951872		TELEPHONE NUMBER	0790292114	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	tinyikom@lepelle.co.za		E-MAIL ADDRESS	mankopodim@lepelle.co.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

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

DATE:

TAX CLEARANCE CERTIFICATE REQUIREMENTS

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

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



Application for a Tax Clearance Certificate

Purpose

Select the applicable optionTenders Good standing

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

Two empty text input boxes for stating the purpose of the application.

Particulars of applicant

Name/Legal name (Initials & Surname or registered name)

Trading name (if applicable)

ID/Passport no Company/Close Corp. registered no

Income Tax ref no PAYE ref no

VAT registration no SDL ref no

Customs code UIF ref no

Telephone no Fax no

E-mail address

Physical address

Postal address

Particulars of representative (Public Officer/Trustee/Partner)

Surname

First names

ID/Passport no Income Tax ref no

Telephone no Fax no

E-mail address

Physical address

Particulars of tender (If applicable)

Tender number

Estimated Tender amount R ,

Expected duration of the tender year(s)

Particulars of the 3 largest contracts previously awarded

Date started	Date finalised	Principal	Contact person	Telephone number	Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Audit

Are you currently aware of any Audit investigation against you/the company? YES NO

If "YES" provide details

Appointment of representative/agent (Power of Attorney)

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

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

Signature of representative/agent

CCYY - MM - DD

Date

Name of representative/agent

agent

Declaration

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

Signature of applicant/Public Officer

CCYY - MM - DD

Date

Name of applicant/Public Officer

Notes:

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

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

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

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

Name of bidder.....	Bid number: 16/24/25
Closing Time 11:00	Closing date: 13 th December 2024

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

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

- At:

.....

- Brand and model

- Country of origin

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

- If not to specification, indicate deviation(s)

- Period required for delivery

*Delivery: Firm/not firm

- Delivery basis

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

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

*Delete if not applicable



PROJECT NAME: ADVERT FOR SUPPLYING, DELIVERY, INSTALLATION AND COMMISSIONING OF AN AUTOMATED ION DISCREET ANALYZER, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF 3 YEARS.

PROJECT NO: *LNW 16/24/25*

USER DEPARTMENT: Operations and Maintenance

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1. PURPOSE

The purpose of this submission is to recommend the approval of bids specifications to proceed with tendering and implementation process to appoint a specialized service provider to supply, deliver, install, and commission an automated ion discreet analyzer instrument, including service and maintenance for a period of 3 years.

2. BACKGROUND

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

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

3. SPECIFICATION

Bids are hereby invited from qualified and experienced service providers for supply, delivery, installation, and commissioning automated ion discreet analyzer instrument, including service and maintenance for a period of 3 years at Lepelle Northern Water Central Laboratory, situated at Ebenezer plant.

4. SCOPE OF WORK

The scope of work for the project entails the following:

4.1 Automated Ion Discrete Analyzer features simultaneous analysis of several parameters from one sample and real-time reagent monitoring and automated dilutions. Easy to operate and with a broad menu of industrial and environmental system applications, it performs highly specific colorimetric, enzymatic and electrochemical measurements, accelerating analysis and quality control.

SPECIFICATIONS FOR AN AUTOMATED ION DISCRETE ANALYSER

ITEM	CONTENT
4.1.1	The Analyser must be a fully automated benchtop model that offers a high degree of analysis flexibility for Wastewater, Surface Water, Ground and Potable Water with automatic start up and shutdown protocols
4.1.2	The analyser must have the ability for many different applications to be run simultaneously from a single sample
4.1.3	The analyser must clearly display real-time reagent volume and remaining test capacity. Up to four reagent additions per test
4.1.4	The analyzer must be easy to operate and with a broad menu of industrial and environmental system applications
4.1.5	Complicated spiking, calibration sequences, and quality control procedures can be fully automated.
4.1.6	The analyser must employ colorimetric endpoint and kinetic as well as turbidimetric and biochromatic reactions with or without sample blanking.
4.1.7	<p>Quality Control:</p> <p>Real-time QC program with multiple, user-definable Westgard rules. Control frequency user definable. Out-of-specification control results flagged. QC chart printouts, daily and cumulative reports.</p>
4.1.8	<p>Samples and Reagents:</p> <p>Continuous access to samples and reagents without interrupting test processing. Automatic identification via internal barcode reader</p> <p>On-Board Capacity:</p> <ul style="list-style-type: none"> - Up to 108 samples, 9- or 18-position sample rack, max. 6 racks - 42 reagent positions in the cooled disk

	<p>Sample Volumes: 2 - 120 μL - possibility to extend up to 240 μL</p> <p>Sample Containers: 0.5 mL, 2.0 mL, 4.0 mL cups and sample tubes (diameter 12 - 16 mm, length 75 - 100 mm)</p> <p>Sample Barcodes: Code 128 and barcodes USS Codabar, Interleaved 2 of 5 and Code 39 with a check digit</p> <p>Reagent Volumes: 2 - 240 μL</p> <p>Reagent Containers: 10 mL and 20 mL vials</p> <p>Sample and Reagent Dispensing: CV \leq2% for volumes \geq2 μL</p>
4.1.9	<p>Sample Dilution:</p> <p>Automatic sample pre-dilution. Automatic dilution of over-range tests with automatic rerun. Addition of manual pre-dilution value for result calculation.</p>
4.1.11	<p>Power Requirements:</p> <p>100 - 240 VAC \pm10%, 50-60 Hz \pm5%, 300 W</p>
4.1.11	<p>Reaction vessels:</p> <p>Discrete disposable cuvette. Continuous access to cuvettes without interrupting test processing</p> <p>On-Board Capacity:</p> <ul style="list-style-type: none"> - 360 measurement cells - 36 cuvettes with 10 reaction cells - 1 to 3 hours walk-away time depending on workload <p>Reaction End Volume: 120-300μL</p>
4.1.12	<p>Measurement:</p> <p>Single channel interference filter photometer with beam splitting reference, 12 filter positions.</p> <p>Filter range: 340 - 880 nm</p> <p>Incubation temperature: Controlled at 25 - 60 $^{\circ}$C, no cooling - preset to 37 $^{\circ}$C</p> <p>Light source: Xenon flash lamp</p> <p>Absorbance range: 0 - 3.5 A - resolution of 0.001 A - reproducibility of SD <0.005 A at 2 A</p>
4.1.13	The analyzer must utilize a zero-carryover measurement system.
4.1.14	The System must not employ flow through or cuvette washing routines.
4.1.15	Calibration:

	Factor, bias, linear, logit-log, spline, second order and point-to-point calibration. Method-dependent use of individual calibrators or automatically diluted series from a stock calibrator. Previous curve comparison available
4.1.16	Capacity: Up to 350 tests/hour with one-reagent method.
4.1.17	Environmental Conditions: Operating temperature range of 18 - 30 °C, humidity 40-80% (non-condensing)
4.1.18	Deionized Water Consumption: 2.5 liters/ hour The system must have a self-contained water tank and there must be no need for an external source of water
4.1.19	Result Reports: Collated by sample, manual entry of off-line results allowing for fully collated result reports, results calculated from both measured and off-line results. Spreadsheet reporting for further calculations possible
4.1.20	Traceability: Full traceability with long term storage of results including associated calibrations and reagent lot data.
4.1.21	Noise level: <60 dB(A) at 1 meter
4.1.22	Regulatory: Conforms to CAN/CSA-C22.2 No.61010-1-12, 61010-2-081:15, 61010-2-010:15 UL Std. No. 61010-1:2012, 61010-2-081:2015, 61010-2-010:2015 FCC CFR 47 Part 15, subpart B 2011/65/EU RoHS Directive 2006/42/EC Machinery Directive 2014/30/EU Electromagnetic Compatibility (EMC) Directive
4.1.23	The bidder must be able to offer a trade-in on the existing equipment (Aquakem 250)

4.1.24	For the lab to validate test methods on the new discrete analyzer, the bidder must be able to permit the lab to keep the Aquakem 250 for a duration of six to twelve months.
UPS SPECIFICATION	
Phase	Single phase with ground
Capacity	2000VA / 1600W
INPUT	
Nominal	200/208/220/230/240VAC
Input voltage range	110-300 VAC at 50% load / 160-280V AC at 100% load
Frequency Range	40 Hz ~ 70 Hz
Power factor (at 100% load)	100 - 240 VAC \pm 10%, 50-60 Hz \pm 5%, 300 W
OUTPUT	
Output Voltage	200/208/220/230/240VAC
Voltage regulation	\pm 1%
Frequency Range (Synchronized Range)	50 Hz \pm 0.25 Hz
Current Crest Ratio	3:1
Harmonic Distortion	\leq 3 % THD (Linear Load) \leq 6 % THD (Non-linear Load)
Transfer time: AC to DC	Zero
Transfer time: Inverter to Bypass	4 ms (Typical)
Waveform (Batt. Mode)	Pure Sinewave
EFFICIENCY	
To AC Mode	88%
To Battery Mode	85%
BATTERY	
Standard Model	
Battery Type	12 V / 9 Ah

Numbers	4
Typical Recharge Time	4 hours recover to 90% capacity
Charging Current (max.)	1.0 A
Charging Voltage	54.7 VDC \pm 1%
Battery Numbers	Depending on the capacity of external batteries
Charging Current (max.)	1A-6A (Adjustable)
Charging Voltage	54.7 VDC \pm 1%
LCD	Load level, Battery level, AC mode, Battery mode and Fault indicators
ALARM	
Battery Mode	Sounding every 4 seconds
Alarm relays	Sounding every second
Remote EPO input	Sounding twice every second
Operating temperature	Continuously sounding
PHYSICAL	
Standard Model	
Dimension s DxWxH (mm)	397 x 145 x 220
Net Weight (Kgs)	17
ENVIRONMENT	
Humidity	20-90 % RH @ 0- 40°C (Non-condensing)
Noise Level	Less than 50dBA @ 1 Meter
MANAGEMENT	
Smart RS232 / USB	Supports Windows® 2000/2003/XP/Vista/2008, Windows® 7/8, Linux, Unix, and MAC
Optional SNMP	Power management from SNMP manager and web browser

5. OUTPUT AND / OUTCOMES

Supplied, Delivered, Installed and Commissioned automated ion discreet analyser instrument at Lepelle Northern Water Central Laboratory, Ebenezer plant, and provide an approved installation report, OEM manuals and certificate of conformance (COC) or letter to indicate completion of work

6. PRICE SCHEDULE

PRICE /RATES FOR SERVICES

Table 1: Trade-in value on the existing equipment (Aquakem 250)

ACTIVITIES		FIXED RATE OFFERED
A	Trade-in value on the existing equipment (Aquakem 250 S/N: 22220)	R
B	VAT	R
	Total including VAT	R

Table 2: supply, delivery, installation of an Automated ion discreet analyser.

ACTIVITIES		FIXED RATE OFFERED
A	supply, delivery, installation of an Automated ion discreet analyser	R
B	VAT	R
C	Total including VAT	R

Table 3: Service, Maintenance and Training of Automated ion discreet analyser

ACTIVITIES		Year 1	Year 2	Year 3
A	Technician rate p/h			
B	Assistant Technician rate p/h			
C	Call out (if applicable)			
D	Cost per Km			
E	Courier cost (IF ANY)			
F	Accommodation (reimburse actual cost as per government standard rates)			

G	Mark up % for any cost of replacement parts/consumables or any other material that may be required for repairs			
H	Training (ad hoc basis)			
I	Total			
J	VAT			
K	Total Including VAT			

Table 4. Grand total

Supply, delivery, installation, commissioning, Service and Maintenance of an Automated ion disreet analyzer.	
Grand total: Table 1,2 and 3 totals (including vat)	

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

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

7. PROCUREMENT PROCESS

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

Validity of Tender	: 150 Days
Contract Period	: Purchase (once off) and Maintenance (3 years)
Date advert published	: 20 November 2024
Tender document available	: 26 November 2024
Non-compulsory Briefing Session	: 03 December 2024 @ 10h00 Ebenezer Plant
Closing date of Advert	: 13 December 2024 @ 11h00

8. EVALUATION CRITERIA

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

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

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

Mandatory requirements (Pre-qualification)

- Approved distribution letter by the equipment manufacturer to supply and install the automated ion discreet analyzer be attached, if not original equipment manufacturer.
- Proof of registration on the Central Suppliers Database (CSD) (verification will be done online).
- The JV agreement for JV partners is to be submitted indicating percentage split up to 100% for partners to render the agreement valid. **(Only applicable to JV Bidders)**.
- The pricing schedule must be completed in full to render the bid responsive or a supplier can attach pricing schedule in line with the tender pricing schedule to render the bid responsive. Any different pricing format shall render your bid nonresponsive, therefore will be disqualified. Where pricing is not applicable, -clearly Indicate on the pricing schedule.

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

9. BID EVALUATION METHOD

Stage 1: Evaluation on Functionality as a prequalifying requirement

Stage 1: Evaluation on Functionality

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

Functionality will be evaluated as indicated in the below table:

EVALUATION PROCESS.	Points
All submissions duly lodged will be evaluated on functionality as Pre-qualifying criteria. The evaluation criteria and points for measuring functionality are indicated.	
Maximum Points for Functionality	30
Experience	20
Company Experience Attach proof of successfully completed traceable service record on the provision of supply, delivery, installation, and commissioning of automated ion discreet analyzer. (Maximum 20 points). One (1) reference letter – 5 (five) points Two (2) reference letters – 10 (ten) points	

<p>Three (3) reference letters – 15 (fifteen) points ≥ Four reference letter – 20 (twenty) points</p> <p>Attach proof of signed and dated reference letters or certificate of completion on client’s official letterhead indicating service rendered.</p>	
Scope of work	10
<p>Attach detailed CV of key personnel (Service technician/Competent personnel by manufacturer to install commission, and train). Include CV’s and Certificates of at least 2 certified technicians.</p> <p>Certified technician:</p> <ul style="list-style-type: none"> • One (1) certified technician/Competent personnel = Five (5) points • ≥Two (2) certified technician/Competent personnel = Ten (10) points <p>No points will be allocated for no certified engineer</p>	
Total Points	30

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

Stage 2: Evaluation on Price and Preference Points Allocation

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

Financial offer and Preference Points Allocation

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

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

Scoring Financial Offers

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

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

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

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

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

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

where:

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

P = the comparative offer of tender offer under consideration.

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

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

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

4	Black Youth (Minimum of 1 shareholder Black youth ownership in the company)	CSD Report	5	2.5
	Total Points		20	10

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

10. **ADMINISTRATIVE COMPLIANCE**

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

NOTE:

- a) ***All the above administrative compliance documents will be requested from the preferred bidder if not submitted with the tender document and failure to submit within 48 hrs will lead to disqualification.***
- b) ***The JV agreement for JV partners to be submitted indicating percentage split up to 100% for partners to render agreement valid (Point will be allocated as per pro***

rata(proportional) JV percentage split). This is only applicable to company experience under functionality.

- c) The JV partners must submit both mandatory documents for each Company.**
- d) Preferred JV bidder will be required to submit a JV bank account and VAT number.**
- e) The bidders must comply with all terms and condition including requirements as stipulated in the Tender Documents to be evaluated further.**
- f) LNW reserves the right to reduce the scope of works due to budget constraints.**
- g) LNW is not compelled to accept the lowest or any bid.**
- h) CV's to be submitted in the format that is provided in the tender document.**
- i) Documents submitted will be subjected to verification and state security vetting.**
- j) Bidders must also submit one soft copy in a form of a USB containing all the bid document.**

11. **CONTRACT CONDITIONS**

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

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

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

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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

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

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

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

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

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

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

.....
Signature Date

.....
Position Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. Disability (Minimum of one shareholder ownership in the company)	2.5	5		
2. Black women (100% Black women ownership in the company)	2.5	5		
3. Black ownership (100% black ownership in the company)	2.5	5		
4. Black Youth (Minimum of one shareholder black youth ownership in the company)	2.5	5		
Total	10	20		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety

- Close corporation
 - Public Company
 - Personal Liability Company
 - (Pty) Limited
 - Non-Profit Company
 - State Owned Company
- [TICK APPLICABLE BOX]

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

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

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p>
<p>SURNAME AND NAME:</p> <p>DATE:</p> <p>ADDRESS:</p> <p>.....</p> <p>.....</p> <p>.....</p>

SUMMARY CV FORMAT:

ROLE:

Full Name(s)	
Surname	
ID Number	

Employment History (Summary)	Tertiary Qualifications (Highest order)			
1. ..	1. ..			
2. ..	2. ..			
3. ..	3. ..			
4. ..	4. ...			
5. ..				
6. ..				
	Professional Affiliation (Most relevant)			
	Category	Organization	Reg. No.	Date

Relevant Projects Completed Recently					
No.	Description Name of Project	Type:	Name of Client	Start and End dates	Position or role (on the project)
1.					
2.					
3.					
4.					

Certification:

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

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

.....
Date



DECLARATION FOR PROJECT REFERENCE FORM

Project Name:.....

Project Number:.....

Project amount:.....

Name of Service Provider

Name of Organisation/Employer:

.....

Start Date: **Completion Date:**

Project Description/Brief:

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

Clients Details:

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

Head Office

Lepelle House, 1 Landdros Mare, Private Bag x9522, Polokwane, 0699
Tel: (015) 295 1800, Fax: (015) 295 1931
Website: www.lepellewater.com, Email: information@lepelle.co.za



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

Certification:

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

.....

.....

Name and Signature of service provider/bidder

Date

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