



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

HARRY GWALA DISTRICT MUNICIPALITY CONTRACT NUMBER: HGDM776/HGDM/2022	
TENDER AMOUNT:	
TENDER AMOUNT IN WORDS:	
The Municipal Manager Harry Gwala District Municipality 40 Main Street Ixopo 3276	
Tel: 039 834 8700 Fax: 039 834 1701	
NAME OF SERVICE PROVIDER	
CONTACT PERSON	
TELEPHONE	
EMAIL	
ADDRESS	
CSD Registration Number:	
SARS PIN:	
CRS Number:	
TENDER CLOSES: 24 February 2025 @12:00	



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM776HGDM/2022

CONTENT PAGE

NO.	DESCRIPTION
1.	TENDER NOTICE
2.	TERMS OF REFERENCE/SPECIFICATION
3.	EVALUATION CRITERIA
4.	TENDER CONDITIONS
5.	RETURNABLE DOCUMENTS
6.	PROPOSED FEE STRUCTURE
7.	MBD FORMS



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

HARRY GWALA DISTRICT MUNICIPALITY

CONTRACT NUMBER: HGDM856/HGDM/2024

ADVERTISEMENT

1. BID NOTICE

Bids are hereby invited from qualified and experienced Bidders for the provision of the following services for the Harry Gwala District municipality.

PROJECT NAME	TENDER NUMBER	BRIEFING SESSION	CIDB GRADING	CLOSING DATE
APPOINTMENT OF QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT FOR A PERIOD OF 36 MONTHS	Contract No: HGDM 776/HGDM/2022	Compulsory Briefing session on 29 January 2025 (Tenderers must sign the Attendance Register in the name of the tendering entity. Any Addenda will be issued to and tenders will be received only from those tendering entities appearing on the Attendance Register.)	6ME/EP OR HIGHER	24 February 2025 @ 12:00

Invalid or non-submission of the following documents will lead to immediate disqualification.

- Central supplier database CSD
- A signed MBD1,2,3,4,5and 6.1 form must be submitted with all Bids (available on our website or at reception)
- Municipal utility bill for the property rates and services for the company not older than 90 days/valid lease agreement/affidavit when your company operates from home or rural area. Attach a municipal payment arrangement agreement with the municipality for rates and services that are in arrears for more than 90 days.
- JV agreement (if applicable)

The following will apply to all the above bids:

- Valid tax certificate or SARS pin.

Contract no: HGDM776/HGDM/2022



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- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- All tenders must be valid for 90 days after the tender closing date.
- 80/20 Preference point system will be used in Evaluation. Functionality will be calculated first.

SPECIFIC GOALS

1. <u>Ownership</u>	<u>Verification Method</u>	<u>Weighting</u>
<ul style="list-style-type: none"> • Promotion of black-owned enterprises. 100% Black owned. 	ID Copies of directors, Company registration, CSD and shareholder certificates.	6
<ul style="list-style-type: none"> • Promotion of woman-owned enterprises by more than 50 % 	ID Copies of directors, Company registration, CSD and shareholder certificates.	5
<ul style="list-style-type: none"> • Promotion of people with disabilities by more than 50% 	ID Copies of directors, Company registration, CSD and shareholder certificates. Medical certificates.	3
<ul style="list-style-type: none"> • Promotion of youth • 100% youth-owned enterprise. 	ID Copies of directors, Company registration, CSD and shareholder certificates.	6
<ul style="list-style-type: none"> • TOTAL 		20

CLOSING DATE

The closing date for the bid is as per the table above. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the contract number and project name on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipal, 40 Main Street, IXOPO before the closing date and time. Telegraphic, telexed or faxed bids will not be considered, and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the bid.

BID ENQUIRIES

All bid enquiries and other matters shall be directed to the Executive Director Water Services Department: Mr. L. Gwala during working hours on Tel.:039-834 5562.

COLLECTION OF BID DOCUMENTS

Bid documents may be collected from the **24 January 2025 between 09h00 to 16h00** at Harry Gwala District Municipality Offices, Finance Services Department, situated at Ixopo 40 Main
Contract no: HGDM776/HGDM/2022



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Street, Ixopo 3276. Tender documents will be issued upon payment of a non-refundable cash fee of **R 500.00** each. Bid documents can also be downloaded on the municipal website: www.harrygwaladm.gov.za.

.....
GM. Sineke
Municipal Manager

CONTRACT NUMBER: HGDM856/HGDM/2024

2. TERMS OF REFERENCE / SPECIFICATION

INTRODUCTION AND BACKGROUND

Harry Gwala District Municipality acknowledges Chapter 7, section 151 (b) of the Constitution of the Republic of South Africa which states that the objects of Local Government are to ensure the provision of basic services, such as portable drinking water and sanitation to communities in a sustainable manner. The constitution demands that people's needs must be responded to. Batho Pele (people first) policy in which the Municipality shifted its service delivery thinking in public administration to give more priority to citizens.

The following is the relevant legislative framework that guides Harry Gwala District on the maintenance of water infrastructure;

- The constitution of the Republic of South Africa Act, 108 of 1996
- White paper of Local Government of 1995, White paper on the transformation of 1997 section F (Batho Pele Principles
- Promotion of Access to Information Act, no 2 of 2000
- Water Services Act, 108 of (1999)
- National Water Act, 36 (1997)

LOCATION

Maintenance of the Mechanical and Electrical components will be done around the jurisdiction of Harry Gwala District Municipality.

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

OBJECTIVES

- The objective of this project is to appoint a competent Service Provider for the maintenance of infrastructure around Harry Gwala District Municipality.
- To fulfil the Harry Gwala District Municipality's vision by "2030, Harry Gwala will be the leading water services provider in the KZN Province with its communities benefiting from a vibrant Agriculture and Tourism Sector".
- To ensure the communities around Harry Gwala District receive good quality and uninterrupted water supply.
- To ensure that all Municipal officials uphold the Batho Pele Principles as provided in the White paper Transformation of the Public Service and the Public Service Act.
- To ensure that Harry Gwala District Municipality adheres to KPI number 7 of the Institutional Performance Assessment Programme as required by the Water Services Act, one of the municipal priority areas in achieving equity is including water allocation reform, which needs to be done in an inclusive manner that will be striving for customer satisfaction.
- To enhance the performance of Harry Gwala District Municipality regarding water and sanitation provision using the Department of Water and sanitation Institutional Performance Assessment Programme.

PROJECT TIMEFRAME

The project will be contracted over three years.

GENERAL TERMS OF SPECIFICATION

Compulsory briefing : YES
Closing date : 24 FEBRUARY 2025

APPROVAL OF TERMS OF REFERENCE

HOD/ DELEGATED OFFICIAL TO SIGN

Contract no: HGDM776/HGDM/2022



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Signed by and on behalf of the Harry Gwala District Municipality by in her/his capacity as, she/he is being duly authorized thereto and warranting such authority, at on the day of 20.....Signature

CONTRACT NUMBER: HGDM856/HGDM/2024

3. EVALUATION CRITERIA

COMPLIANCE WITH THE PREFERENTIAL PROCUREMENT REGULATION, 2022. EVALUATION WILL BE DONE ON THE FOLLOWING STAGE PROCESS IN TERMS OF NATIONAL TREASURY CIRCULAR NO: 53:

Stage 1: Assessment of Functionality.

Only service providers who achieve a minimum of 60 points of the total points available will qualify for stage two of the Evaluation process. Functionality criteria are as follows:

Key Aspect	Criteria	Basis for allocation	Points	Score	Max Score	Verification Method
Experience of Bidder with respect to similar projects- (Mechanical & Electrical Maintenance support in water and sanitation services)		5 years and above of service		50	50	Appointment letters and letters of reference from the institutions where work was done as requested to be attached with valid contact details.
		3- 4 years of service		25		
		1- 2 years of service.		10		

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

Experience of key personal (Mechanical & Electrical Technicians)	<p>Mechanical Technician with 7 years' experience and above on similar projects and Diploma in Mechanical Engineering.</p> <p>Electrical Technician with 7 years' experience and above on similar projects and Diploma in Electrical Engineering.</p> <p>Millwright Technician with 7 years' experience and above on similar projects and Certificate in Electromechanical.</p>	15	15	Certified Qualification certificates and Curriculum Vitae to be attached with traceable references. Experience must be on mechanical & electrical maintenance
	<p>Mechanical Technician with 3-6 years' experience and above on similar projects and Diploma in Mechanical Engineering.</p> <p>Electrical Technician with 3-6 years' experience and above on similar projects and Diploma in Electrical Engineering.</p> <p>Millwright Technician with 3-6 years' experience and above on similar projects and Certificate in Electromechanical.</p>	10		
Accreditation with Department of Labour	Registered with department of labour (Category- Mechanical & Electrical)	15	15	Attach proof of registration with department of labour



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Financial Capacity	Undoubted for the amount of your enquiry	A = 20	20	Rating by bank where account is held
	Good for tender amount quoted	B = 15		
	Average to good for the amount of tender enquiry, if strictly in the way of business	C = 10		
	Rating below good (D)	E-F = 8		

Stage 2: Specific Goals

The 80/20 preferential point system will be applied, where 80 points will be allocated for price and 20 points for specific goals that is on **Ownership Goals**. Bidders must submit the required documentation to claim preference points.

4. Ownership	Verification Method	Weighting
<ul style="list-style-type: none"> Promotion of black-owned enterprises. 100% Black owned. 	ID Copies of directors, Company_registration, CSD and shareholder certificates.	6
<ul style="list-style-type: none"> Promotion of woman-owned enterprises by more than 50 % 	ID Copies of directors, Company_registration, CSD and shareholder certificates.	5
<ul style="list-style-type: none"> Promotion of people with disabilities by more than 50% 	ID Copies of directors, Company_registration, CSD and shareholder certificates. Medical certificates.	3
<ul style="list-style-type: none"> Promotion of youth 100% youth-owned enterprise. 	ID Copies of directors, Company_registration, CSD and shareholder certificates.	6
<ul style="list-style-type: none"> TOTAL 		20

80/20 Preferential points system

80 Price

20 Specific Goals

Price

Contract no: HGDM776/HGDM/2022



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$$P_s = 80 \left(1 - \frac{(P_t - P_{min})}{P_{min}} \right)$$

TOTAL POINTS: 100

CONTRACT NUMBER: HGDM856/HGDM/2024

4. TENDER CONDITIONS

- Duration of the project – 3 years
- Tendered amount must be firm and inclusive of vat.
- Requirements (specified on the specification)
- Price must be Validity for **90** days.



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CONTRACT NUMBER: HGDM856/HGDM/2024

5. RETURNABLE DOCUMENTS

1. Submission of Harry Gwala District Municipality original or downloaded tender document.
2. The suppliers must submit a CSD Registration Number & SARS PIN
3. MBD Forms (relevant)
4. Municipal utility bill for municipal rates and services for all directors of the company (owners, shareholders. Executive directors / non-executive directors) in case a company doesn't have offices AND for the company to confirm that Municipal rates are not in arrears for more than 90 days.
5. Certificate of Authority" to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed, and dated, shall be provided by the Board of Directors of the firm, and shall be attached and must be on a Company letterhead example is provided on the document.
6. Joint venture agreement duly signed by both parties. (If applicable).
7. Fully filled in and signed declaration of supply chain management past practices.
8. Fully filled in and signed the compulsory questionnaire.
9. Fully filled in and signed certificate of independence.
10. Fully filled in and signed form of offer.
11. Fully filled in and signed pricing schedule.
12. Fully filled in and signed declarations of procurement above R10 million. (If applicable).

NB: In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each alteration. The municipality reserves the right to reject the tender if corrections are not made in accordance with the statement above. (Usage of correction pen is not permitted)

Contract no: HGDM776/HGDM/2022



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CONTRACT NUMBER: HGDM856/HGDM/2024

6. PROPOSED FEE STRUCTURE

BILL OF QUANTITIES

PART A

Work Package 1 - Mechanical Pump Repairs

ITEM	DESCRIPTION	Rate per hour
1.	<u>Maintenance of Mechanical Equipment</u>	
	<u>Objectives:</u> To maintain mechanical equipment to function as per original design	
	<u>Team</u>	
1.1	<u>Call Outs</u>	
1.2	Technician	R
1.3	Trade Tested Fitter	R
1.4	Semi-skilled Fitter	R
1.5	Assistant	R
1.6	Supervisor	R
	Total Rates Carried forward to summary	

PART B

Centrifugal Pumps – 70m³/h to 250m³/h

ITEM	DESCRIPTION	Rate per hour
2.	Pump Repairs	
2.1	STRIP AND CLEAN	R
2.2	REPLACE BEARINGS	R
2.3	REPAIR BEARING HOUSING	R
2.4	REPLACE BEARING HOUSING	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

2.5	REPLACE BEARING DE	R
2.6	REPLACE BEARING NDE	R
2.6	MACHINING	R
2.7	REPLACE MECHANICAL SEAL DE	R
2.8	REPLACE MECHANICAL SEAL NDE	R
2.9	REPLACE GLAND FOLLOWER	R
2.10	REPLACE SHAFT SLEEVE	R
2.11	ASSEMBLE	R
	Procurement of pump components (Average Prices for Pumps Ranging from 70 to 250m³/h)	Sum
2.12	REPAIR IMPELLER	R
2.13	REPLACE IMPELLER	R
2.14	REPAIR WEAR RING	R
2.15	REPLACE WEAR RING	R
2.16	REPLACE DEFUSERS	R
2.17	REPLACE SHAFT	R
2.18	REPAIR / REPLACE SUCTION CASING	R
2.19	REPAIR/ REPLACE DELIVERY CASING	R
2.20	REPAIR/REPLACE STAGE CASING	R
2.21	SERVICE KIT INCLUDING ALL O-RINGS/GASKETS	R
2.22	BOLTS, NUTS, WASHERS	R
2.23	IMPELLER LOCK NUTS /SLEEVES	R
2.24	SHAFT STAGE SLEEVES / SPACERS	R
2.25	CONSUMABLES	R
2.26	PRESSURE TEST	R
2.27	LASER ALIGNMENT	R
2.28	SANDBLAST AND PAINT	R
	Total rate carried forward to summary	

The rate will be applicable per stage on multistage centrifugal pumps, where necessary.

PART C

Multistage Centrifugal Pumps

Item	DESCRIPTION	Sum
3.	Multistage Centrifugal pumps supply	
3.1	0.75kW Pump	R
3.2	1.1 kW Pump	R
3.3	1.5 kW Pump	R
3.4	2.2 kW Pump	R
3.5	3 kW Pump	R
3.6	3.7 kW Pump	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

3.7	4 kW Pump	R
3.8	5.5 kW Pump	R
3.9	7.5 kW Pump	R
3.10	11 kW Pump	R
3.11	15 kW Pump	R
3.12	20 kW Pump	R
3.13	25 kW Pump	R
3.14	30 kW Pump	R
3.15	40 kW Pump	R
3.16	50 kW Pump	R
3.17	60 kW Pump	R
3.18	75 kW Pump	R
3.19	100 kW Pump	R
3.20	125 kW Pump	R
3.21	150 kW Pump	R
3.22	175 kW Pump	R
3.23	200 kW Pump	R
3.24	225 kW Pump	R
3.25	250 kW Pump	R
3.26	300 kW Pump	R
	Total carried forward to summary	

PART D

Mono-Pumps – 50m³/h to 200m³/h

ITEM	DESCRIPTION	Rate per hour
4.	Pump Repairs	
4.1	STRIP AND CLEAN	R
4.2	REPLACE BEARINGS	R
4.3	REPAIR BEARING HOUSING	R
4.4	REPLACE BEARING HOUSING	R
4.5	REPLACE BEARING DE	R
4.6	REPLACE BEARING NDE	R
4.7	REPLACE MECHANICAL SEAL DE	R
4.8	REPLACE MECHANICAL SEAL NDE	R
4.9	REPLACE GLAND FOLLOWER	R
4.10	REPLACE SHAFT SLEEVE	R
4.11	ASSEMBLE	R
	Procurement of pump components (Average Prices for Pumps Ranging from 50 to 200m³/h)	Sum
4.12	REPAIR IMPELLER	R
4.13	REPLACE IMPELLER	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

4.14	REPLACE SHAFT	R
4.15	REPAIR/REPLACE STAGE CASING	R
4.16	SERVICE KIT INCLUDING ALL O-RINGS/GASKETS	R
4.17	BOLTS, NUTS, WASHERS	R
4.18	IMPELLER LOCK NUTS /SLEEVES	R
4.19	SHAFT STAGE SLEEVES / SPACERS	R
4.20	CONSUMABLES	R
4.21	PRESSURE TEST	R
4.22	LASER ALIGNMENT	R
4.23	SANDBLAST AND PAINT	R
	Total rate carried forward to summary	

PART E

Mono Pumps

Item	DESCRIPTION	Sum
5.	Mono pumps supply	
5.1	0.75kW Pump	R
5.2	1.1 kW Pump	R
5.3	1.5 kW Pump	R
5.4	2.2 kW Pump	R
5.5	3 kW Pump	R
5.6	3.7 kW Pump	R
5.7	4 kW Pump	R
5.8	5.5 kW Pump	R
5.9	7.5 kW Pump	R
5.10	11 kW Pump	R
5.11	15 kW Pump	R
5.12	20 kW Pump	R
5.13	25 kW Pump	R
5.14	30 kW Pump	R
5.15	40 kW Pump	R
5.16	50 kW Pump	R
5.17	60 kW Pump	R
5.18	75 kW Pump	R
5.19	100 kW Pump	R
5.20	125 kW Pump	R
5.21	150 kW Pump	R
5.22	175 kW Pump	R
5.23	200 kW Pump	R
5.24	225 kW Pump	R
5.25	250 kW Pump	R
5.26	300 kW Pump	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

	Total carried forward to summary	
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PART F

Borehole Pumps – 20m³/h to 150m³/h

ITEM	DESCRIPTION	Rate per hour
6.	Pump Repairs	
6.1	STRIP AND CLEAN	R
6.2	REPLACE BEARINGS	R
6.3	REPAIR BEARING HOUSING	R
6.4	REPLACE BEARING HOUSING	R
6.5	REPLACE BEARING DE	R
6.6	REPLACE BEARING NDE	R
6.7	MACHINING	R
6.8	REPLACE MECHANICAL SEAL DE	R
6.9	REPLACE MECHANICAL SEAL NDE	R
6.10	REPLACE SHAFT SLEEVE	R
6.11	ASSEMBLE	R
	Procurement of pump components (Average Prices for Pumps Raging from 20 to 150m³/h)	Sum
6.12	REPLACE IMPELLER (S)	R
6.13	REPLACE DEFUSERS	R
6.14	REPLACE SHAFT	R
6.15	SERVICE KIT INCLUDING ALL O-RINGS/GASKETS	R
6.16	BOLTS, NUTS, WASHERS	R
6.17	IMPELLER LOCK NUTS /SLEEVES	R
6.18	SHAFT STAGE SLEEVES / SPACERS	R
6.19	CONSUMABLES	R
6.20	SANDBLAST AND PAINT	R
	Total rate carried forward to summary	

PART G

Borehole Pumps

Item	DESCRIPTION	Sum
7.	Borehole pumps supply	
7.1	0.75kW Pump	R
7.2	1.1 kW Pump	R
7.3	1.5 kW Pump	R
7.4	2.2 kW Pump	R
7.5	3 kW Pump	R
7.6	3.7 kW Pump	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

7.7	4 kW Pump	R
7.8	5.5 kW Pump	R
7.9	7.5 kW Pump	R
7.10	11 kW Pump	R
7.11	15 kW Pump	R
7.12	20 kW Pump	R
7.13	25 kW Pump	R
7.14	30 kW Pump	R
7.15	40 kW Pump	R
7.16	50 kW Pump	R
7.17	60 kW Pump	R
7.18	75 kW Pump	R
7.19	100 kW Pump	R
7.20	125 kW Pump	R
7.21	150 kW Pump	R
7.22	175 kW Pump	R
7.23	200 kW Pump	R
7.24	225 kW Pump	R
7.25	250 kW Pump	R
7.26	300 kW Pump	R
	Total carried forward to summary	

PART A1

Work Package 2 - Electrical Services:

ITEM	DESCRIPTION	Rate per hour
	<u>Maintenance of Electrical Equipment</u>	
1.	<u>Objectives:</u> To maintain electrical equipment to function as per original design Medium Voltage	
	<u>Team</u>	
1.1	<u>Call Outs</u>	
1.2	Master Electrician per hour	R
1.3	Trade Tested Electrician per hour	R
1.4	Semi-skilled Electrician per hour	R
1.5	Assistant per hour	R
1.6	Supervisor per hour	R
2.	<u>Service</u>	
2.1	Strip ,clean and servicing for LV breaker	R
2.2	Strip, clean and service of LV breaker	R
2.3	Testing and cleaning of bus buzz	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

2.4	Consumables	R
3.	Cables	
3.1	10mm ² per meter	R
3.2	16mm ² per meter	R
3.3	25mm ² per meter	R
3.4	35mm ² per meter	R
3.5	40mm ² per meter	R
3.6	50mm ² per meter	R
3.7	70mm ² per meter	R
3.8	95mm ² per meter	R
3.9	120mm ² per meter	R
3.10	150mm ² per meter	R
3.11	185mm ² per meter	R
3.12	240mm ² per meter	R
3.13	300mm ² per meter	R
3.14	400mm ² per meter	R
3.15	500mm ² per meter	R
3.16	630mm ² per meter	R
3.17	800mm ² per meter	R
3.18	1000mm ² per meter	R
	Cable Kits	Sum
3.14	Splicing kit sets (50mm ² - 95 mm ²)	R
3.15	Splicing kit sets (120mm ² - 500 mm ²)	R
3.16	Splicing kit sets (630m ² - 1000 mm ²)	R
4.	Disbursements	
4.1	Rate per kilometer not exceeding 3.2L (D/P) engine (based on Department of Transport rates).	R
	Total rate carried forward to summary	

PART B1

Electrical Motor Repairs

Motors below 15kW to be replaced in case of windings failure.

Item	DESCRIPTION	Sum
5.	Electrical Motors supply	
5.1	0.75kW Motor	R
5.2	1.1 kW Motor	R
5.3	1.5 kW Motor	R
5.4	2.2 kW Motor	R
5.5	3 kW Motor	R
5.6	3.7 kW Motor	R
5.7	4 kW Motor	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

5.8	5.5 kW Motor	R
5.9	7.5 kW Motor	R
5.10	11 kW Motor	R
5.11	15 kW Motor	R
5.12	20 kW Motor	R
5.13	25 kW Motor	R
5.14	30 kW Motor	R
5.15	40 kW Motor	R
5.16	50 kW Motor	R
5.17	60 kW Motor	R
5.18	75 kW Motor	R
5.19	100 kW Motor	R
5.20	125 kW Motor	R
5.21	150 kW Motor	R
5.22	175 kW Motor	R
5.23	200 kW Motor	R
5.24	225 kW Motor	R
5.25	250 kW Motor	R
5.26	300 kW Motor	R
	Total carried forward to summary	

PART C1

Repairs to Motor Sizes (15kW – 50kW)

ITEM	DESCRIPTION	Rate per hour
6.	Electrical Motor Repairs	
6.1	STRIP AND CLEAN	R
6.2	REWIND	R
6.3	WASH AND BAKE	R
6.4	REPAIR STATOR FLY LEADS	R
6.5	REPLACE CONNECTOR BLOCK	R
6.6	BALANCE ROTOR	R
6.7	REPLACE HEATERS	R
6.8	REPLACE THERMISTORS	R
6.9	REPLACE BEARING DE	R
6.10	REPLACE BEARING NDE	R
6.11	REPLACE COOLING FAN	R
6.12	REPLACE COOLING FAN COWLING	R
6.13	REPLACE COOLING PIPING	R
6.14	MEASURE AND VERIFY SHAFT TOLERANCES	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

6.15	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION: DE	R
6.16	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION: NDE	R
6.17	MACHINING AND RE -WORK	R
6.18	BOLTS, NUTS, WASHERS	R
6.19	ASSEMBLE	R
6.20	CONSUMABLES	Sum
6.21	SANDBLAST AND PAINT	Sum
6.22	TEST RUN	Sum
6.23	TEST CERTIFICATE	Sum
	Total Carried Forward to summary	

PART D1

Repairs to Motor Sizes (60kW – 125kW)

ITEM	DESCRIPTION	Rate per hour
7.	Electrical Motor Repairs	
7.1	STRIP AND CLEAN	R
7.2	REWIND	R
7.3	WASH AND BAKE	R
7.4	REPAIR STATOR FLY LEADS	R
7.5	REPLACE CONNECTOR BLOCK	R
7.6	BALANCE ROTOR	R
7.7	REPLACE HEATERS	R
7.8	REPLACE THERMISTORS	R
7.9	REPLACE BEARING DE	R
7.10	REPLACE BEARING NDE	R
7.11	REPLACE COOLING FAN	R
7.12	REPLACE COOLING FAN COWLING	R
7.13	REPLACE COOLING PIPING	R
7.14	MEASURE AND VERIFY SHAFT TOLERANCES	R
7.15	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION: DE	R
7.16	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION: NDE	R
7.17	MACHINING AND RE -WORK	R
7.18	BOLTS, NUTS, WASHERS	R
7.19	ASSEMBLE	R
7.20	CONSUMABLES	Sum
7.21	SANDBLAST AND PAINT	Sum

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

7.22	TEST RUN	Sum
7.23	TEST CERTIFICATE	Sum
	Total Carried Forward to summary	

PART E1

Repairs to Motor Sizes (150kW – 300kW)

ITEM	DESCRIPTION	Rate per hour
8.	Electrical Motor Repairs	
8.1	STRIP AND CLEAN	R
8.2	REWIND	R
8.3	WASH AND BAKE	R
8.4	REPAIR STATOR FLY LEADS	R
8.5	REPLACE CONNECTOR BLOCK	R
8.6	BALANCE ROTOR	R
8.7	REPLACE HEATERS	R
8.8	REPLACE THERMISTORS	R
8.9	REPLACE BEARING DE	R
8.10	REPLACE BEARING NDE	R
8.11	REPLACE COOLING FAN	R
8.12	REPLACE COOLING FAN COWLING	R
8.13	REPLACE COOLING PIPING	R
8.14	MEASURE AND VERIFY SHAFT TOLERANCES	R
8.15	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION	R
8.16	MEASURE AND VERIFY END SHIELD TOLERANCES AND BEARING INSULATION: NDE	R
8.17	MACHINING AND RE -WORK	R
8.18	BOLTS, NUTS, WASHERS	R
8.19	ASSEMBLE	R
8.20	CONSUMABLES	Sum
8.21	SANDBLAST AND PAINT	Sum
8.22	TEST RUN	Sum
8.23	TEST CERTIFICATE	Sum
	Total carried to summary	

PART F1

Plant and Equipment hire

ITEM	DESCRIPTION	Rate per hour
9.1	4x4 LDV	R

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

9.2	2x2 LDV	R
9.3	TLB	R
9.4	Excavator	R
9.5	Low-Bed	R
	Total carried to summary	

PART G1

Drilling and testing of boreholes

ITEM	DESCRIPTION	Rate per hour
10.1	Testing of borehole yield	R
10.2	Normal drilling (0 – 200m)	R
10.3	Symmetric drilling (0 – 200m)	R
	Total carried to summary	

SUMMARY TENDERED RATES – WORK PACKAGE (MECHANICAL & ELECTRICAL SERVICES)

Item	Description	Amount (R)
-------------	--------------------	-------------------



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

SUMMARY OF TENDER VALUE		
1	TOTAL FOR PART A
2	TOTAL FOR PART B
3	TOTAL FOR PART C
4	TOTAL FOR PART D
5	TOTAL FOR PART E
6	TOTAL FOR PART F
7	TOTAL FOR PART G
8	TOTAL FOR PART A1
9	TOTAL FOR PART B1
10	TOTAL FOR PART C1
11	TOTAL FOR PART D1
12	TOTAL FOR PART E1
13	TOTAL FOR PART F1
14	TOTAL FOR PART G1
	SUB TOTAL	
	ADD 15% VAT	
TOTAL RATES		

Signed:

Date:

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

7. MBD FORMS

SCM COMPLIANCE ANNEXURE: A

- Attach Central Suppliers Database registration (CSD) copy / CSD registration number



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

SCM COMPLIANCE ANNEXURE: B

- Specific goals (attach required documents for points allocation)



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

SCM COMPLIANCE ANNEXURE: C

1. Sign MBD 1, 3.1,4, 6.1, 8 & 9 (MBD 5 for tenders above R10M)

Failure to fully declare, fill in and sign the MBD documents will render the service provider non-responsive (CSD verification will be conducted for false declaration)



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

SCM COMPLIANCE ANNEXURE: D

-Attach updated municipal utility bill for the property rates and services for the company not in arrears for more than 90 days / Valid lease Agreement/affidavit when you operate at Home or in rural areas.

The preferred address on CSD will be utilised to verify if the information provided is correct.

Based on the protection of personal information ACT 4 of 2013, came into effect on the 1st of July 2021. Service providers must attach recent municipal rates and tax statements for the company.

For further verification of the submitted documents, bidders may be requested to submit the most recent updated **SCM COMPLIANCE ANNEXURE: D** as part of the evaluation process.



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

SCM COMPLIANCE ANNEXURE: E

- Attach municipal utility bills for property rates and services for the directors not in arrears for more than 90 days. Attach a municipal payment arrangement agreement with the municipality for rates and services that are in arrears for more than 90 days.
or
- attach a valid lease agreement if the director is leasing residential property.
or
- attach an affidavit confirming the director is not responsible for the utility bill for the address of residence and it must be accompanied by the utility bill for property rates and services of the person responsible
or
- attach a copy of a marriage certificate if the utility bill for property rates and services is under your spouse.

The preferred address on CSD will be utilised to verify if the information provided is correct.

Based on the protection of personal information ACT 4 of 2013, came into effect on the 1st of July 2021. Service providers must attach recent municipal rates and tax statements for their directors.

For further verification of the submitted documents, bidders may be requested to submit the most recent updated SCM COMPLIANCE ANNEXURE: E as part of the evaluation process.

Contract no: HGDM776/HGDM/2022



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

SCM COMPLIANCE ANNEXURE: F

Attach Certificate of Authority” to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Directors of the firm and shall be attached and must be on a Company letter head.

(Example is provided on Form B)



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

Tender Conditions

- The Municipality may request clarity pertaining to the Proposal/response if it's not clear.
- Presentation may be required for Clarity purposes,
- The Municipality may request a price negotiation when necessary.
- Use of correction pen is prohibited.
- The Municipality may request price confirmation on goods/materials that have price fluctuation and service providers must respond within the stipulated time.
- The municipality may request an extension of the validity period.
- Unconfirmed extension of validity within the specified timeframe will render service providers non-responsive.
- Communication method for extension on validity/addendums or any other information may be through emails/newspaper / municipal website.



APPOINTMENT OF A QUALIFIED AND EXPERIENCED ELECTRICAL AND MECHANICAL REPAIRS AND MAINTENANCE SERVICE PROVIDER FOR WATER SERVICES DEPARTMENT WITHIN THE HARRY GWALA DISTRICT MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

CONTRACT NUMBER: HGDM856/HGDM/2024

ANNEXURE E

RETUNABLE DOCUMENT



RETURNABLE

DOCUMENTS

FORMS TO BE COMPLETED BY THE BIDDER:

Bidders shall note that completed Forms A, B, C, D, E & F must be included in the proposal.

The information contained on these forms, plus the supporting documentation will be used in the evaluation of the proposals.



CONTRACT NUMBER:

HGDM856/HGDM/2024

FORM A:

CERTIFICATE OF ATTENDANCE AT THE CLARIFICATION MEETING

This is to certify that
.....Representative of
(Service Provider)

.....of
(address)
.....

.....

.....

..

.....

...

telephone number
.....(.....)

fax number
.....(.....)

e-mail
.....

attended the clarification meeting on (date)
.....

I CERTIFY that I am satisfied with the description of the work and explanations given by the said Employer's Representative and that I understand perfectly what is required in compiling my proposal.

CONSULTANT'S REPRESENTATIVE: (Signature)

EMPLOYER'S REPRESENTATIVE: (Signature).....



CONTRACT NUMBER: HGDM856/HGDM/2024

FORM B:

CERTIFICATE OF AUTHORITY FOR SIGNATURE

(do not sign the examples)

The Tenderer must indicate the enterprise status by ticking the appropriate box hereunder.

(I) SOLE PROPRIETOR	(II) CLOSE CORPORATION	(III) PARTNERSHIP	(IV) COMPANY	(V) JOINT VENTURE / CONSORTIUM	
				Incorporated	
				Unincorporated	

The Tenderer must provide a certificate in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise(s) **and such resolution shall include a specimen signature of the signatory.**

Failure to provide the certificate(s) in the form of a resolution as described above shall result in the tender being considered non-responsive and rejected.

NB: Certificate of Authority” to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Director(s) of the firm and shall be attached and must be on a Company letter head (signature of signatory is required) example (s) is provided below.



(I) CERTIFICATE FOR SOLE PROPRIETOR (example)

I....., hereby confirm that I am the sole owner
of the business trading as:
.....

Specimen Signature of Sole Owner:

Date:



(II) CERTIFICATE FOR CLOSE CORPORATION (example)

I / We, the undersigned, being the key members in the business trading as..... hereby authorise Mr/Ms acting in the capacity of to sign all documents in connection with the tender for Contract No. and any contract resulting from it on our behalf.

Signatures of Members:

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.

Specimen Signature of Signatory:

Date:



(III) CERTIFICATE FOR PARTNERSHIP (example)

We, the undersigned, being the key partners in the business trading as

.....

hereby authorise Mr/Ms

.....

acting in the capacity of, to sign all documents in connection with the

tender for Contract No. and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.

Specimen Signature of Signatory:
.....



Date:

(IV) CERTIFICATE FOR COMPANY (example)

I, chairperson of the Board of Directors

of, hereby confirm that by resolution of the Board

(Copy attached) taken on 20.....,

Mr/Ms, acting in the capacity of

....., was authorised to sign all documents in connection with this tender and any contract resulting from it on behalf of the company.

Signature of Chairman:

.....

Specimen Signature of Signatory:

Date:



(V) CERTIFICATE FOR JOINT VENTURE / CONSORTIUM (example)

[This Returnable Schedule is to be completed by a Joint Venture / Consortium]

We, the undersigned, are submitting this tender offer in Joint Venture / Consortium and hereby authorise Mr/Ms....., authorised signatory of the company, acting in the capacity of Lead Partner, to sign all documents in connection with the tender offer and any contract resulting therefrom on our behalf.

NAME OF COMPANY	ADDRESS	DULY AUTHORISED SIGNATORY
Lead Partner		Signature..... Name..... Designation..... Date.....
		Signature..... Name..... Designation..... Date.....
		Signature..... Name..... Designation..... Date.....



In addition to this Certificate of Authority on behalf of the JV or Consortium, separate Certificates of Authority are also required from each parent company to the Joint Venture or Consortium. These must be in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise to sign the JV or Consortium Certificate of Authority.

For example, if a joint venture partner is a limited liability company, then a resolution of the board of directors for that company is required to demonstrate that the person signing on behalf of the JV has the authority to do so from the parent company. The tenderer must do this either by using the relevant pro forma certificate (I), (II), (III) or (IV), as provided in this Returnable Form B, for that particular type of parent organisation, or by providing a certificate in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise **and such resolution shall include a specimen signature of the signatory.**



CONTRACT NUMBER: HGDM856/HGDM/2024

FORM C:

RELEVANT EXPERIENCE

Employer (Name, Tel. No. or Fax No.)	Details of Project	Value of Work (fees)	Year

Continued overleaf... - /



FORM C: RELEVANT EXPERIENCE (Continued)

Employer (Name, Tel. No. or Fax No.)	Details of Project	Value of Work (fees)	Year

Failure to provide the necessary information will compromise the proposal.

SIGNED ON BEHALF OF THE BIDDER

.....



CONTRACT NUMBER: HGDM856/HGDM/2024

FORM D:

BANK DETAILS

The Consultant shall provide details of banking details which shall be applicable to this contract. In the case of a joint venture, a collective joint venture account shall be provided and details provided below shall be of the joint venture account.

Bank Details - Bank Name:

Address:

Account Number:.....

Contact Person:

Tel No.:

Fax No.:

Auditor Details - Firm Name:

Address:

Firm Number:

Contact Person:

Tel No.:

Fax No.:

SIGNED ON BEHALF OF THE BIDDER:

.....



CONTRACT NUMBER: HGDM856/HGDM/2024

Form E:

PROPOSED FEE STRUCTURE
(To be prepared and attached by Bidder)



MBD 1
INVITATION TO BID

MBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ENTITY)

BID NUMBER: CLOSING DATE: CLOSING TIME:

DESCRIPTION.....

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

BID DOCUMENTS MAY BE POSTED TO:

.....
.....

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

.....
.....

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)



NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODE..... NUMBER.....
CELLPHONE NUMBER
FACSIMILE NUMBER CODE NUMBER.....
E-MAIL ADDRESS
VAT REGISTRATION NUMBER

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2) YES/NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1) YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS)
A REGISTERED AUDITOR
(Tick applicable box)

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)

ARE YOU THE ACCREDITED REPRESENTATIVE
IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERED ?

YES/NO
(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE..... TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Municipality / Municipal Entity:

Department:

Contact Person:

Tel:

Fax:

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person:

Tel:

Fax:



CONTRACT NUMBER: HGDM856/HGDM/2024

MBD 2

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.



MBD 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.....	Bid Number.....
Closing Time	Closing Date

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

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

- Required by:
- At:
- Brand and Model
- Country of Origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- Delivery 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



**MBD 3.2
PRICING SCHEDULE – NON-FIRM PRICES
(PURCHASES)**

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

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

Name of Bidder.....	Bid number.....
Closing Time	Closing Date

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

QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
----------	-------------	--

ed by:

.....

and model

y of origin

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

o specification, indicate deviation(s)

required for delivery

y: *Firm/Not firm

able taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund s and skills development levies.

ot applicable



MBD 3.2

PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

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

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

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

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



PRICING SCHEDULE
(Professional Services)

Name of Bidder:.....	Bid Number:
Closing Time:	Closing Date

OFFER TO BE VALID FORDAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
---------	-------------	--

1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project. R.....
3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION	HOURLY RATE	DAILY RATE
.....	R.....
.....	R.....
.....	R.....
.....	R.....
.....	R.....

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

.....	R..... days
.....	R..... days
.....	R..... days
.....	R..... days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R.....
.....	R.....
.....	R.....
.....	R.....

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



5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R.....
.....	R.....
.....	R.....
.....	R.....
TOTAL: R.....			

- 6. Period required for commencement with project after acceptance of bid
- 7. Estimated man-days for completion of project
- 8. Are the rates quoted firm for the full period of contract?*YES/ NO.
- 9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.....
.....
.....
.....

*Delete if not applicable



ANNEXURE C

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.





MBD 5

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

- 1 Are you by law required to prepare annual financial statements for auditing?
 - 1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.
.....
.....
- 2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?
 - 2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.
 - 2.2 If yes, provide particulars.
.....
.....
.....
.....

* Delete if not applicable

***YES / NO**



3.1 If yes, furnish particulars

.....
.....

***YES / NO**

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

***YES / NO**

4.1 If yes, furnish particulars

.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE

FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder



1.1. A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

- 2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;
- 2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);
- 2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour and intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**



CONTRACT NUMBER: HGDM856/HGDM/2024

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c)The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;



Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____



- 1.1 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.
- 1.2 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:

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

80/20
or
90/10

Where

- Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmin = Price of lowest acceptable tender



3.1. 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:

$$Ps = 80 \left(1 + \frac{80/20}{P_{max}} (Pt - P_{max}) \right) \text{ or } Ps = 90 \left(1 + \frac{90/10}{P_{max} \times} (Pt - P_{max}) \right)$$



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 bidder)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.1. Name of company/firm.....

4.2. Company registration number:

4.3. TYPE OF COMPANY/ FIRM

- Y Partnership/Joint Venture / Consortium
 - Y One-person business/sole propriety
 - Y Close corporation
 - Y Public Company
 - Y Personal Liability Company
 - Y (Pty) Limited
 - Y Non-Profit Company
 - Y State Owned Company
- [TICK APPLICABLE BOX]

4.4. 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;

- i) 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:



CONTRACT NUMBER: HGDM856/HGDM/2024

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

- a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
 - 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder



MBD 9

1. 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 consortium³ will not be construed as collusive bidding.
2. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
3. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
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 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.



MBD 9

10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:
.....
.....



4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder