



**REQUEST FOR PROPOSAL:**

SUPPLY AND DELIVERY OF MAINTENANCE MATERIAL AND CONSUMABLES TO OVERBERG WATER BOARD FOR A PERIOD OF 36 MONTHS

**BID NUMBER  
RFP OW-016/2023/24**

*Issue Date: 05 November 2023*

**DOCUMENT INFORMATION SHEET**

<b>Title of Document</b>	<b>SUPPLY AND DELIVERY OF MAINTENANCE MATERIAL AND CONSUMABLES TO OVERBERG WATER BOARD FOR A PERIOD OF 36 MONTHS</b>
<b>Type of Document</b>	<b>Request for Proposal</b>
<b>Document Number</b>	<b>RFP OW-016/2023/24</b>
<b>Technical Specifications</b>	<b>Mr Anthony Lotz</b>
<b>Department</b>	<b>Operations</b>
<b>Prepared for</b>	<b>Overberg Water Board</b>
<b>Date of Issue</b>	<b>05 November 2023</b>

**DOCUMENT CONTROL SHEET**

We, the undersigned, accept this document as a stable work product.

<b>ORIGINAL</b>	<b>Technical Specifications Prepared by</b>	<b>Technical Specifications Reviewed by</b>	<b>Technical Specifications Approved by</b>
Date:	Name:	Name: <b>Anthony Lotz</b>	Name: <b>Phakamani Buthelezi</b>
	Signature:	Signature:	Signature:

<b>Distribution:</b>	<b><i>Potential Bidders</i></b>
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## REQUEST FOR PROPOSAL

Supply And Delivery Of Maintenance Material And Consumables To Overberg Water Board For A Period Of 36 Months

**Procurement Number: RFP OW-016/2023/24**

Overberg Water Board is a Schedule 3B Public Entity established in terms accordance with the Water Services Act, Act No 108 of 1997 and owns several Water treatment schemes within the Overberg Region covering the areas of Caledon, Swelledam, Heidelberg and Head Office which is situated in Somerset West.

### **INVITATION AND SCOPE OF SERVICES**

Overberg Water (OW) is inviting Professional Service Providers for the Supply And Delivery Of Maintenance Material And Consumables To Overberg Water Board For A Period Of 36 Months.

### **CONDITIONS**

- (a) Preference will be given to respondents who comply with the Overberg Water Supply Chain Management Policy & Procedures.
- (b) Preferential Procurement Policy Framework Act (PPPFA) principles and its Regulations, as updated, shall apply, whereby submissions will be evaluated according to the provisions of that Act, its Regulations and the Public Finance Management Act (PFMA).
- (c) Bidders must submit a valid BBBEE Verification Certificate from SANAS Accredited Verification Agency in order to be eligible for empowerment points. The Exempted Micro Enterprises (EME) may submit a sworn affidavit from the Commissioner of Oath confirming its and turnover and black shareholding.
- (d) The following scores will be applied:
  - (e) Price - 80,
  - (f) BBBEE Status - 20.

Request for Proposal (RFP) documents can be downloaded on e-Tender Portal and Overbergwater Board website ([www.overbergwater.co.za](http://www.overbergwater.co.za)). Documents will be available from **12H00 on the 20<sup>th</sup> of November 2023.**

One original completed bid document shall be placed in a sealed envelope clearly marked: **“RFP OW – 048/2020/21** the Supply and delivery of maintenance material, consumables & tools on an as and when required basis to overberg water board schemes for the period of 36 months

The closing date and time for the receipt of completed bids is **11 December 2023 at 12h00** at the reception desk of the **Overberg Water Board’s Corporate Office, Trident Park 3, 1st Floor, 1 Niblick Way, Somerset West, Cape Town.** Bids will not be opened in public and no late submissions will be considered.

Failure to provide any mandatory information required in this Bid will result in the submissions being deemed null and void and shall be considered non-responsive. Respondents must include their Tax Compliance Pin Number and/ or CSD Registration printout with their submissions in order to be considered.

Telegraphic, telexed, facsimiled or e-mail submissions will not be accepted.

**All enquiries regarding this bid must be in writing only, and must be directed to:**

Mr Anthony Lotz (technical) at 028 – 214 3511 or email [alotz@overbergwater.co.za](mailto:alotz@overbergwater.co.za), or Edward Nwamafela (SCM official) at 021 – 850 0372 or email [enwamafela@overbergwater.co.za](mailto:enwamafela@overbergwater.co.za).

*The OW reserves the right not to accept the lowest proposal in part or in whole or any proposal.*

## **1.BACKGROUND**

The Overberg Water Board was established in 1993 with the amalgamation of Duivenhoks and Ruensveld Water Boards. The Overberg Water Board is one of the national water public entities under the Department of Water and Sanitation (DWS). It exists to complement the work of the department and primarily supports the Minister as the shareholder. It is a water board providing bulk water services in terms of the Water Services Act 108 of 1997 and is subjected to a number of applicable laws such as the Constitution, the National Water Act 36 of 1998, Public Finance Management Act 1 of 1999. Overberg Water discharges its services by placing its customers ahead of the delivery menu. It has a long history of service delivery and placing customers in the forefront since its inception. Overberg Water has been a pillar of hope to its customers in terms of the quality of drinking water. The Head Office of OW is situated in Somerset West which is approximately 40 km from the Cape Town CBD and 30 km from Cape Town International Airport. It also has three water schemes functioning as satellite offices and these are Ruensveld West, Caledon; Reunesveld East Swellendam and Duivenhoks in Heildeberg.

The Overberg Water's area of jurisdiction is the south-western Cape in the west to the Heildeberg/Riversdale districts in the east and bounded by the Langeberg Mountains in the north and by the Indian Ocean in the south. Its area includes the following towns: Caledon, Napier, Bredasdorp, Riviersonderend, Swellendam, Heildeberg, Riversdale and a number of other smaller areas. It is situated in one of the water management areas, namely, the Breede-Gouritz Water Management Area (BGCMA) which measures approximately 72 000 square kilometres. The BGCMA is the sole water resource authority in the catchment. The BGCMA "gives effect to its function to investigate and advise water users on the protection, conservation, management and control of water resources in a cooperative manner" (BGCMA, 2015).

The Water Board is also responsible for the waste water treatment plant for the various prison in the Western Cape.

## **2.PURPOSE**

The primary function of Overberg Water is mainly the provision of bulk drinking water to its customers. Viewing the location of OW schemes within the BGCMA area of jurisdiction naturally creates a symbiotic relation with the BGCMA in managing the water use. The following map shows and facilitates cooperative governance of water resources through the linking of National, Provincial and Local Government as well as a host of sector partners and stakeholders.

## **3.VISION**

To become the leading regional water utility providing sustainable and competitive water and sanitation services for the region

## **4.MISSION**

To supply and maintain reliable, affordable and good quality water and sanitation services for the region.

## **5.SCOPE OF THE REQUIRED SERVICE**

- a) Overberg Water Board is a Water Services Institution in accordance with the Water Services Act, Act No 108 of 1997 and owns several Water treatment schemes.
- b) Rûensveld West , Rûensveld-East and Duivenhoks WTW are three schemes requiring supply and delivery of maintenance material, consumables & tools on an as and when required basis to Overberg Water Board for the period of 36 Months as per price schedule and specifications below.

- c) All Maintenance Material, Consumables & Tools to be delivered should conform to most recent SABS standards or applicable South African legislation and guidelines.
- d) Comply with local content requirements for all supplies made.
- e) All Maintenance Material, Consumables & Tools will be ordered from the Supplier on as and when required basis for the period of 36 Months.

### **9.Period of Performance**

The period of performance of the contract resulting from this solicitation is expected to commence as soon as the process of evaluating the tender is concluded.

### **10.Advance Payments**

Please note that Overberg Water Board will not be making any advance payments to the potential service provider.

### **ADMINISTRATIVE MANDATORY REQUIREMENTS**

The information contained in the Table below is mandatory and will be used in assessing the responsiveness of bidders. Failure to submit and complete all mandatory information will result in submissions being deemed null and void and shall be considered “non – responsive” and therefore not considered.

DESCRIPTION	MINIMUM PROOF REQUIRED	TICK SUPPLIED	
		YES	NO
Central Supplier Database Registration	Proof of CSD registration number/CSD Report		
SBD 1	Completed and signed		
SBD 4	Completed and signed		
SBD 3.2	The bid will be awarded to one service provider that will be able to supply all the listed items. Failure to quote on all items will be deemed non-responsive.		
SBD 6.1	Completed and signed, To claim preference points bidders must submit copy of their BBEE		
SBD 6.2 Declaration certificate for local production and content for designated sectors	Completed and signed <b>Failure to complete in full will be disqualified.</b>		
Local Content Annexures C, D and E (Where not applicable supplier must indicate and sign)	Completed and signed <b>Failure to complete in full will be disqualified.</b>		
SBD 6.2	Completed and signed		
COIDA	Valid COIDA certificate		
Certified copy of B-BBEE rating certificate issued by a SANAS recognized entity / affidavit.	To claim preference points bidders must submit copy of their BBEE		
Company profile with a description of past experience	Company Profile		
Company's registration certificate from CIPRO	CIPRO registration Documents		

**N.B : Failure of bidders to meet all the above mandatory requirements will result in submissions being deemed null and void and shall be considered “non – responsive” and therefore not considered.**



Evaluation Method 2, which entails the balance between Functionality, Financial offer and Price & Preferences 80/20 points system, will be adopted as follows; Functionality Points = max 100 points (Minimum threshold=65%)  
 Price=80 points (tenders will be awarded a maximum of 80 points for price)  
 Preference (B-BBEE) = 20 points

### Evaluation criteria

The 80/20 preference points system as prescribed in the Preferential Procurement Regulations, 2022 Pertaining to the Preferential Procurement Policy Framework Act, (ACT NO 5 OF 2000) (PPPFA) will be applied to evaluate this bid. The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution. Bids received will be evaluated on the three (3) phases namely **Mandatory Requirements, Functionality Compliance and Price and Preference.**

#### Phase 2: Functionality Compliance.

Bidders must score at least 65 out of 100 in respect of functionality in order to qualify for advancement to Phase 3. A bidder that scores less than 65 out of 100 will be regarded as submitting a non-responsive bid and will be disqualified. Bidders who fail to obtain a minimum score for each criterion will be disqualified.

The weight that will be allocated to each functionality criterion is as follows:

**1 = poor, 2 = average, 3 = good, 4 = very good, and 5 = excellent**

**A bidder must meet 65 out of 100 on technical mandatory requirements.**

**Functionality evaluation will be based on the following criteria:**

NO	CRITERIA	Points (1-5)	Weight Criterion	Individual Scoring %
1	<b>Capability</b> The bidder should be able to demonstrate experience in supply, delivery of general supplies (maintenance material, consumables and tools etc.) <b>Substantial evidence:</b>		50	
	5 or more reference letters	5		
	4- reference letters	4		
	3- reference letters	3		
	2- reference letters	2		
	1-reference letter	1		
2	<b>The bidder must demonstrate or provide a gantt chart that shows they can be able to deliver within a minimum of 2 working days to either of the following Schemes:</b> <ul style="list-style-type: none"> <li>• Caledon</li> <li>• Swellendam</li> <li>• Heidelberg</li> </ul>		30	
	1-2 working days	5		
	3-4 working days	4		
	5-6 working days	3		
	7-8 working days	2		
	9 or more working days	1		

<b>3</b>	<b>Company Experience</b>		<b>20</b>	
	The bidder must demonstrate their number of years of experience within the Supply and Delivery of Maintenance Equipment. The submitted reference letters <b>must state the contract period</b> and years will be calculated consecutively, not cumulatively.			
	Reference Letter indicating 4-years or more experience in supply and delivery of fittings ,consumables and tools	5		
	Reference Letter indicating 3-years or more experience in supply and delivery of fittings ,consumables and tools	4		
	Reference Letter indicating 2-years or more experience in supply and delivery of fittings ,consumables and tools	3		
	Reference Letter indicating 1-year or more experience in supply and delivery of fittings ,consumables and tools	2		
	Non-submission of refence letters	1		

**The service Provider who fail to meet 65 out of 100 will automatically be disqualified**

### **Quantitative Assessment**

Bids that achieve the minimum technical requirement will be further adjudicated on Price and BEE

status. The method of scoring Financial Proposals and the BEE Verification Certificate is described in the attached Preference Points Claim document (SBD 6.1).  
The allocation of tender adjudication points for this Contract shall be as follows:

<b>Area of Adjudication</b>	<b>Maximum Points</b>
Tendered Price (S <sub>P</sub> )	80
Empowerment Objectives (S <sub>E</sub> )	20
<b>Total Points (S)</b>	<b>100</b>

### **SPECIFIC CONDITIONS**

Respondents should complete all the returnable SCHEDULEs/SBD forms listed below.

### **RETURNABLE SCHEDULES**

(All ANNEXUREs must be completed and returned by the supplier when submitting the bid.)

<b>RETURNABLE SCHEDULE 1:</b> Invitation to Bid (SBD 1)
<b>RETURNABLE SCHEDULE 2:</b> Pricing Schedule (SBD 3.2)
<b>RETURNABLE SCHEDULE 3:</b> Declaration of Interest (SBD 4)
<b>RETURNABLE SCHEDULE 4:</b> Preference Points Claim Form (SBD 6.1)
<b>RETURNABLE SCHEDULE 6:</b> (Local Content SBD 6.2)
<b>RETURNABLE SCHEDULE 7:</b> Declaration of Supplier's Past Supply Chain Management Practices (SBD 8)
<b>RETURNABLE SCHEDULE 8:</b> Certificate of Independent Bid Determination (SBD 9)

### **TERMS AND GENERAL CONDITIONS**

- (i) All submissions must be received by the OVERBERG WATER no later than **12h00, 11<sup>th</sup> of December 2023**. Respondents must submit their proposals before the closing date and time. No late submissions will be considered;
- (j) All submissions and subsequent information received will become the property of the Overberg Water and will not be returned;
- (k) Failure to complete all supplementary information will result in submissions being deemed null and void and shall be considered "non-responsive" and therefore not considered;
- (l) Telegraphic, telexed, faxed or e-mailed submissions will not be accepted;
- (m) One original document shall be placed in sealed envelopes clearly marked.  
**"RFP OW 016/2023/24 – Supply And Delivery Of Maintenance Material And Consumables To Overberg Water Board For A Period Of 36 Months –"** at the Reception desk of Overberg Water

Board's Corporate Office, Trident Park 3, Ground Floor, 1 Niblick Way, Somerset West, Cape Town;

(n) Respondents or their representatives (including the courier services) must ensure that they register their submissions in the Lodging Sheet at the Reception Desk of the above-mentioned Overberg All Water offices, wherein they will indicate the name of the person delivering the submission, the number of copies submitted, the time and date of submission and sign the document;

(o) enquiries and submissions regarding this Request for Tender (RFT) must be directed to: -

Mr Edward Nwamafela: Supply Chain Management Unit Contact Number: 021 – 851 2155; Email: [enwamafela@overbergwater.co.za](mailto:enwamafela@overbergwater.co.za) and/or Mr Anthony Lotz (Technical Queries) Contact Number: 028 – 214 3511; Email: [alotz@overbergwater.co.za](mailto:alotz@overbergwater.co.za);

(p) The contact persons reflected above shall be the only point of contact for this contract. Failure to observe this requirement might lead to immediate disqualification of the respondent;

(q) The Overberg Water reserves the right not to accept any submission.

(r) Bidders must comply with Regulation 13(c) of the Public Service Regulations, 2016 which states that “an employee in the public service shall not conduct business with any organ of state or be a director of a public or private company conducting business with an organ of state, unless such employee is in an official capacity a director of a company listed in ANNEXURE 2 and 3 of the PFMA”.

(s) Submission of a Request for Proposal and its subsequent receipt by the Overberg Water does not represent a commitment on the part of the Overberg Water to proceed further with any Respondent or any project;

(t) No costs incurred by the Respondents in the preparation of their submission will be reimbursed;

(u) Public Liability - Overberg Water shall not be liable in respect of any claims, damages, accidents, etc. to persons, properties, vehicle rights, etc. that may arise from the carrying out of this contract.

(v) Tender prices must remain valid for a period of 90 days (calculated from closing date of the bid).

## DISQUALIFICATION

(a) It must be stressed that any queries relating to this request must be addressed only to **Mr Edward Nwamafela and/or Mr Anthony Lotz** who are identified as a contact person for this contract; Mr Edward Nwamafela: Supply Chain Management Unit Contact Number: 021 851 2155; Email: [enwamafela@overbergwater.co.za](mailto:enwamafela@overbergwater.co.za) and/or Mr Anthony Lotz (Technical Queries) Contact Number: 028 – 214 3511; Email: [alotz@overbergwater.co.za](mailto:alotz@overbergwater.co.za). The queries must be in writing addressed to the above mentioned officials.

- (b) Respondents are not to communicate in any manner or form whatsoever with members of Overberg Water personnel about the RFT until the preferred Service Provider has been selected and the procurement process completed;
- (c) Respondents are advised that should there be any contact with Overberg Water staff and the Adjudication Team which could in any way be seen or deemed to constitute a conflict of interest, bribe or otherwise influence the process and the outcome thereof, will result in immediate disqualification;
- (d) Misrepresentation of information presented to the Overberg Water, be it on capability statement or empowerment credentials will also lead to disqualification of the respondent.

<b>RETURNABLE SCHEDULE 1: INVITATION TO BID AND THE TERMS AND CONDITIONS OF BIDDING (SBD 1)</b>
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**PART A  
INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE OVERBERG WATER</b>
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BID NUMBER:	RFP OW-016/2023/24	CLOSING DATE:	11 <sup>th</sup> of December 2023	CLOSING TIME:	12H00
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DESCRIPTION	Supply And Delivery Of Maintenance Material And Consumables To Overberg Water Board For A Period Of 36 Months
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<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
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BID RESPONSE DOCUMENTS BE DEPOSITED IN THE BID  
BOX SITUATED AT

Overberg Water Board's Corporate Office
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Trident Park 3, Ground Floor
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1 Niblick Way, Somerset West
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Cape Town.
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<b>SUPPLIER INFORMATION</b>
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NAME OF BIDDER	
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POSTAL ADDRESS	
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STREET ADDRESS	
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TELEPHONE NUMBER	CODE		NUMBER	
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CELLPHONE NUMBER	
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FACSIMILE NUMBER	CODE		NUMBER	
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E-MAIL ADDRESS	
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VAT REGISTRATION NUMBER	
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	TCS PIN:		<b>OR</b>	CSD No:	
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B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	Yes	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes
	<input type="checkbox"/> No		<input type="checkbox"/> No

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?	
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AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)
	<input type="checkbox"/>	A REGISTERED AUDITOR NAME:

<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs&amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>
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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER PART B:3 BELOW ]
<b>SIGNATURE OF BIDDER</b> .....	<b>DATE</b>		
<b>CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)</b>			
<b>TOTAL NUMBER OF ITEMS OFFERED</b>		<b>TOTAL BID PRICE (ALL INCLUSIVE)</b>	
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>		<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>	
DEPARTMENT/ PUBLIC ENTITY		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

**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 ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: ( BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

**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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

**3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?  YES  NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.**

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID**



<b>RETURNABLE SCHEDULE 2 – PRICE SCHEDULE (SBD3.2)</b>
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BIDDER: \_\_\_\_\_

Validity period: 120 days

The preferred service provider to supply and deliver material and consumables as listed below.

All rates must be exclusive of VAT.

All rates should be inclusive of delivery cost to sites

ITEM	DESCRIPTION	unit	QUANTITY	PRICE (R)
<b>GALVANISED PRODUCTS</b>				
1	25mm x 1000mm pipe threaded both sides	ea	1	
2	25mm Sockets	ea	1	
3	50mm Socket	ea	1	
4	80mm Socket	ea	1	
5	25mm Nipples	ea	1	
6	50mm Nipples	ea	1	
7	80mm Nipples	ea	1	
8	25 x 50mm Reducer	ea	1	
9	50 x 80mm Reducer	ea	1	
10	80 x 50mm Male x Female Reducer	ea	1	
11	25mm Universal Union	ea	1	
12	50mm Universal Union	ea	1	
13	80mm Universal Union	ea	1	
14	25mm Ball Valve	ea	1	
15	25mm 90Degree Elbow	ea	1	
16	50mm 90degree Elbow	ea	1	
17	80mm 90degree Elbow	ea	1	
<b>THREADED PVC FITTINGS – PN 16</b>				
18	25 x 15mm Reducer	ea	1	
19	25mm Nipple	ea	1	
20	25mm T-Piece F x F	ea	1	
21	25mm Socket F X F	ea	1	

22	25mm 90-degree Elbow F x F	ea	1	
23	25mm Union	ea	1	
24	25mm Ball Valve F x F	ea	1	

25	15mm Plug	ea	1	
26	15 x 25 Reducing Nipple	ea	1	
27	20 x 25 Reducing Nipple	ea	1	
<b>BRASS PRODUCTS</b>				
28	25mm Cobra Brass Gate valve PN 16 1002 - 125SANS	ea	1	
29	20mm Running Nipple (100mm)	ea	1	
<b>HDPE FITTINGS PN16</b>				
30	25mm Male adaptor	ea	1	
31	25mm Coupling	ea	1	
32	25 x 32mm Reducing Coupling	ea	1	
33	32mm Male Adaptor	ea	1	
34	32mm Coupling	ea	1	
35	25 x 32mm Male adaptor	ea	1	
36	25mm/16 HDPE Pipe 50m roll	roll	1	
37	32mm/16 HDPE Pipe 50m roll	roll	1	
<b>PVC PRODUCTS SOLVENT WELD ON – PN 10</b>				
38	20mm coupling	ea	1	
39	20mm union	ea	1	
40	20mm ball valve	ea	1	
41	20mm Elbow	ea	1	
42	20mm T-Piece	ea	1	
43	25mm coupling	ea	1	
44	25mm union	ea	1	
45	25mm ball valve	ea	1	
46	25mm 90-degree Elbow	ea	1	
47	25mm T-Piece	ea	1	
48	32mm 90-degree Elbow	ea	1	
49	32mm T-Piece	ea	1	
50	32mm coupling	ea	1	

51	32mm union	ea	1	
52	25 Male x 20 Solvent Weld Reducing bush	ea	1	
53	40mm coupling	ea	1	
<b>OTHER: CONSUMABLES &amp; TOOLS</b>				
54	Welding Rods Afrox Vitemax 2,5mm (5kg) pack	ea	1	
55	Hacksaw Blades (24 teeth)	ea	1	
56	PVC Glue Tangit (500ml)	ea	1	
57	Q20 All Penetrating 300g	ea	1	
58	Hand Cleaner 5L	ea	1	
59	Thread Tape 12m x 12mm x 0,1mm	ea	1	
60	Rubber Insertion 3mm (1000mm wide)	m	1	
61	Cutting Discs Steel 115 x 3,0 x 22,23mm	ea	1	
62	Cutting Discs Stone 115 x 3,0 x 22,23mm	ea	1	
63	Cutting Disc Steel 230 x 3,2 x 22,23mm	ea	1	
64	Cutting Disc Stone 230 x 3,2 x 22,23mm	ea	1	
65	Professional Diamond Blade 230mm	ea	1	
66	Pipe lubricant for PVC pipes 200ml	ea	1	
67	Short handle brooms	ea	1	
68	Drill Bits Set Stainless Steel 1,0mm to 6,0mm (0,1mm increments)	set	1	
69	Drill Bits Set Steel 7mm to 22mm (1mm increments)	set	1	
70	Drill Bits set Concrete 6mm to 10mm (1mm increments)	set	1	
71	Wire Hand brush with handle	ea	1	
<b>BOLTS &amp; NUTS SETS</b>				
72	M10 x 75mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
73	M10 x 100mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
74	M12 x 100mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
75	M16 x 65mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
76	M16 x 75mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
77	M24 x 75mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
78	M24 x 100mm Galvanized bolts, nuts & washer set Full Threaded	set	1	
79	M8 x 50mm stainless steel bolts, nuts & washer set Full Threaded	set	1	

ITEM	DESCRIPTION	UNIT	RATE (R/Unit)	PRICE (R)
80	uPVC Pressure pipe 50/16 x 6m Socketed	ea		
81	uPVC Pressure pipe 63/16 x 6m Socketed	ea		
82	uPVC Pressure pipe 75/16 x 6m Socketed	ea		
83	uPVC Pressure pipe 90/16 x 6m Socketed	ea		
84	uPVC Pressure pipe 110/16 x 6m Socketed	ea		
85	uPVC Pressure pipe 125/16 x 6m Socketed	ea		
86	uPVC Pressure pipe 140/16 x 6m Socketed	ea		
87	uPVC Pressure pipe 160/16 x 6m Socketed	ea		
88	uPVC Pressure pipe 200/16 x 6m Socketed	ea		
89	uPVC Pressure pipe 250/16 x 6m Socketed	ea		
90	uPVC Pressure pipe 315/16 x 6m Socketed	ea		
91	uPVC Pressure pipe 355/16 x 6m Socketed	ea		
92	uPVC Pressure pipe 400/16 x 6m Socketed	ea		
93	uPVC Pressure pipe 450/16 x 6m Socketed	ea		
94	uPVC Pressure pipe 50/16 x 6m Socketed	ea		
95	uPVC Repair Coupling 50/16 x 450mm	ea		
96	uPVC Repair Coupling 63/16 x 450mm	ea		
97	uPVC Repair Coupling 75/16 x 450mm	ea		
98	uPVC Repair Coupling 90/16 x 450mm	ea		
99	uPVC Repair Coupling 110/16 x 450mm	ea		
100	uPVC Repair Coupling 125/16 x 450mm	ea		
101	uPVC Repair Coupling 140/16 x 450mm	ea		
102	uPVC Repair Coupling 160/16 x 450mm	ea		
103	uPVC Repair Coupling 200/16 x 450mm	ea		
104	uPVC Repair Coupling 250/16 x 450mm	ea		
105	Saddle 50/16 uPVC Drilled 25mm	ea		
106	Saddle 63/16 uPVC Drilled 25mm	ea		
107	Saddle 75/16 uPVC Drilled 25mm	ea		
108	Saddle 90/16 uPVC Drilled 25mm	ea		
109	Saddle 110/16 uPVC Drilled 25mm	ea		

110	Saddle 125/16 uPVC Drilled 25mm	ea		
111	Saddle 140/16 uPVC Drilled 25mm	ea		
112	Saddle 160/16 uPVC Drilled 25mm	ea		
113	Saddle 200/16 uPVC Drilled 25mm	ea		
114	Saddle 250/16 uPVC Drilled 25mm	ea		
115	MPVC Pressure pipe 450/6 x 6m plain ended	ea		
116	MPVC Pressure Pipe 75/25 x 6m socketed	ea		
117	MPVC Pressure Pipe 90/20 x 6m socketed	ea		
118	MPVC Pressure Pipe 110/20 x 6m socketed	ea		
119	MPVC Pressure Pipe 140/20 x 6m socketed	ea		
120	MPVC Pressure Pipe 160/20 x 6m socketed	ea		
121	MPVC Pressure Pipe 200/20 x 6m socketed	ea		
122	MPVC Pressure Pipe 250/20 x 6m socketed	ea		
123	MPVC Pressure Pipe 315/20 x 6m socketed	ea		
124	MPVC Pressure Pipe 355/20 x 6m socketed	ea		
125	HDG MS pipe 80mm x 3m threaded both ends	ea		
126	HDG MS pipe 50mm x 3m threaded both ends	ea		
127	HDG MS pipe 80mm x 3m table 16 flanged	ea		
128	HDG MS pipe 50mm x 3m table 16 flanged	ea		
129	HDG MS pipe 100mm x 3m plain ended	ea		
130	HDG MS Pipe 150mm x 3m plain ended	ea		
131	HDG MS pipe 200mm x 3m plain ended	ea		
132	HDG MS pipe 250mm x 3m plain ended	ea		
133	HDG MS pipe 300mm x 3m plain ended	ea		
134	HDG MS Pipe 25mm T16 Screwed Flanges	ea		
135	HDG MS Pipe 50mm T16 Screwed Flanges	ea		
136	HDG MS Pipe 80mm T16 Screwed Flanges	ea		
137	HDG MS Pipe 100mm T16 Screwed Flanges	ea		
138	DN 400 PN 25 SN5000 Plain ended GRP Pipe 6m lengths	ea		
139	Ranger Coupling 48 – 58	ea		
140	Ranger Couplings 74- 83	ea		
141	Ranger Couplings 88 - 103	ea		

142	Ranger Couplings 138 - 153	ea		
143	Ranger Coupling 159 -182	ea		
144	Ranger Coupling 150-170	ea		
145	Ranger Coupling 180-194	ea		
146	Ranger Coupling 192-209	ea		
147	Ranger Coupling 218-235	ea		
148	Ranger Coupling 235-252	ea		
149	Ranger Coupling 250 - 267	ea		
150	Ranger Coupling 271-289	ea		
151	Ranger Coupling 286-304	ea		
152	Ranger Coupling 302-318	ea		
153	Ranger Coupling 344 - 360	ea		
154	Ranger Coupling 390 - 407	ea		
155	Ranger Coupling 401 - 417	ea		
156	Ranger Coupling 417 - 437	ea		
157	Ranger Coupling 444 - 460	ea		
158	Ranger Coupling 458 - 474	ea		
159	Ranger Coupling 477 - 493	ea		
160	Ranger Coupling 494 - 510	ea		
161	Ranger Coupling 205 - 222	ea		
162	Ranger Coupling 315 - 328	ea		
163	219mm Dedicated VJ Coupling – FBE Coated	ea		
164	324mm Dedicated VJ Coupling FBE Coated	ea		
165	Pressure Gauges 0- 1600kPa	ea		
166	Pressure Gauges 0 – 2500kPa	ea		
167	Pressure Gauges 0 – 4000kPa	ea		
168	Pressure Reducing Valve 6 – 25B (15mm)	ea		
169	Pressure Reducing Valve 6 – 25B (20mm)	ea		
170	Water meters KSM 15mm	ea		
171	Ranger Step 132-154 x 150-170	ea		

172	Ranger Step 159-182 x 192-209	ea		
173	Ranger Step 180-194 x 192-209	ea		
174	Ranger Step 218-235 x 235-252	ea		
175	Ranger Step 235-252 x 250-267	ea		
176	Ranger Step 271-289 x 302-318	ea		
177	Ranger Step 286-304 x 302-318	ea		
178	Ranger Step 302-318 x 315-332	ea		
179	Ranger Step 390-407 x 417-437	ea		
180	Ranger Step 344-360 x 417-437	ea		
181	Ranger Step 444-460 x 458-474	ea		
182	Ranger Step 401-417 x 458-474	ea		
183	Ranger Step 401-417 x 477-493	ea		
184	Ranger Step 401-417 x 494-510	ea		
185	Ranger Step 401-417 x 417-434	ea		
186	Ranger Step 430-446 x 444-460	ea		
187	RANGER FLANGE ADAPTER 48 - 58	ea		
188	RANGER FLANGE ADAPTER 89 - 103	ea		
189	RANGER FLANGE ADAPTER 98 - 118	ea		
190	RANGER FLANGE ADAPTER 132 - 154	ea		
191	RANGER FLANGE ADAPTER 218 - 235	ea		
192	GATE VALVE 50MM PN16	ea		
193	GATE VALVE 50MM PN25	ea		
194	GATE VALVE 80MM PN 25	ea		
195	GATE VALVE 100MM PN 25	ea		
<b>TOTAL PRICE (EXCL. VAT) CARRIED FORWARD TO FORM OF OFFER</b>				<b>R</b>
<b>VAT @ 15%</b>				<b>R</b>
<b>TOTAL PRICE (INCL VAT)</b>				<b>R</b>



Escalation Year 2 = CPI + \_\_\_\_\_ %

Escalation Year 3 = CPI + \_\_\_\_\_ %

**NOTE:** Any additional items not listed: Quotation + \_\_\_\_\_ % Mark-up

**NB: The appointed service provider will be required to supply any other tools and /or material provided by a general dealer that might be needed from time to time.**

**Pricing Instructions:**

All prices must be exclusive of VAT. All costs to include travel costs and accommodation if applicable.

By signing the Price Schedule, a bidder warrants that:

- 2.1.1 the relevant quotation is correct;
- 2.1.2 the rates(s) and prices(s) quoted cover all the work/item(s) specified in the quotation document;
- 2.1.3 the rate(s) and price(s) cover all the supplier's obligations under a resulting contract, including all disbursements;
- 2.1.4 any mistakes and/or omissions regarding rate(s) and price(s) or errors in calculation shall be at the supplier's risk.
- 2.1.5 Bidders must show VAT payable separately on the Price Schedule.

**SIGNED at \_\_\_\_\_ (place) on the \_\_\_\_\_ day of \_\_\_\_\_ (month), 20\_\_\_\_.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Print name: \_\_\_\_\_  
On behalf of the Supplier (duly authorised)

# PART A – SPECIFICATIONS

## Scope of Work

1. Overberg Water Board is a Water Services Institution in accordance with the Water Services Act, Act No 108 of 1997 and owns several Water treatment schemes.
2. Rûensveld West , Rûensveld-East and Duivenhoks WTW are three schemes requiring supply and delivery of pipes and couplings as per price schedule and specifications below.
3. All equipment installed and work done should conform to most recent SABS standards or applicable South African legislation and guidelines.

All equipment installed and work done should conform to most recent SABS standards or applicable South African legislation and guidelines.

### Galvanised fittings

Standard Application

Working Temperature: Minimum -20°C to Maximum 300°C

Max working pressure: Standard fittings  
25 Bar

Specifications

Standard Application

Materials: ASTM/ASME A197, EN 1562, ISO 5922, ASTM A47

Dimensions: SANS 14, ISO (49), BS143/1562, EN10242

Jointing thread: ISO 7/1, (EN10226-2) Taper= External thread, Parallel=Internal thread  
(Equivalent to BS 21, DN 2999)

Fastening thread: ISO 228-1

Galvanising: Zinc Hot Dip Galvanised to minimum of 500gr/m<sup>2</sup>, with minimum average thickness of 70 micron

Grade of material: W400-05 or B350-10

Design Test Pressure: 6mm-100mm (100Bar), 125mm-150mm (64Bar)

### Compression Brass Fittings

Standards: BS EN 1254 (BS 864/2); BS EN 1057:1996; BS4127:1994

Material: Brass

Fitting Type: As specified

Connection Pipe diameter: As specified

### PVC Fittings

Material: PVC

Pressure Rating: As specified

Diameter: As specified

Thread: Threaded or Butt weld (as specified)

<b>DUROFLO PVC-U Specifications</b>	
Material	Unplasticized Polyvinyl Chloride
Pipe	Conforming to SANS 966 Part 1
Seal Rings	Conforming to SANS 4633
Factories	ISO 9001 certified

Length	6m Socketed
<b>ULTRAFLO PVC-M Specifications</b>	
Material	Modified Polyvinyl Chloride
Pipe	Conforming to SANS 966 Part 2
Seal Rings	Conforming to SANS 4633
Factories	ISO 9001 certified
Length	6m Socketed
<b>RANGER COUPLINGS Specifications</b>	
Coupling End Ring	Ductile Iron BS2789 Grade 420/12
Coupling Centre Sleeve or Barrel	Mild Steel to SANS 1431 Grade 300WA
Bolts	Steel to SANS 1143 Grade 8.8 for M12
Bolt Coating	Hot Dipped Gavanizing to SANS 763
Nut Cap	Polypropylene Plastic
Steel Coating	Fusion Bonded Epoxy to SANS 1217
Rubber Seal	EPDM SANS 974 Related ISO 4633
Length	Standard length (200mm-320mm)
Standard Working Pressure (WP)	1600kPa (16Bar)
Test Pressure	1.5 x WP
<b>PRESSURE GAUGES Specification</b>	
Model	Bourdon tube Pressure gauge,model 213.53.100 lower mount
Nominal size	63mm
Design	EN 837-1
Accuracy Class	1.6
Scale Ranges	6 -1600kPa & 6-2500kPa
Filling Liquid	Glycerine 99.7%
Case	Stainless Steel with pressure relief at 12 o'clock O-Ring Seal between case and Connection
Process Connection	Cu-alloy, lower mount G 1/4B(male) 14mm Flats
Pointer	Plastic Black
Bezel Ring	Crimp ring,glossy finish stainless steel,triangular bezel
Window	Crystal Clear
<b>SADDLES Specification</b>	
Application	For uPVC & MPVC Pressure Pipes
Pressure Rating	As specified in "Price Schedule"
<b>REPAIR COUPLINGS Specification</b>	
Pressure rating	As specified in "Price Schedule"
Application	For uPVC & MPVC Pressure Pipes

Socketed	Both Sides with rubber ring
Length	300mm
<b>JUNIOR COUPLINGS Specifications</b>	
End Nuts	Ductile Iron to BS2789 Grade 420/12
Sleeve	Ductile Iron to BS2789 grade 420/12
Corrosion Protection Coating	Hot Dipped Galvanizing SANS763
Rubber Seal	EPDM SANS974 Related ISO4633
<b>PRESSURE REDUCING VALVES Specifications</b>	
Medium	Drinking water
Connection Size	As specified in "Price Schedule"
Max Inlet Pressure	As specified in "Price Schedule"
Oulet Pressure	1.5 – 12B
Min Pressure drop	1 Bar
Spring bonnet with adjustable knob & settings	High Quality synthetic material
Housing with pressure gauge connections on both sides	Dezincification-resistant brass
Threaded male connection	Brass
Filter Bowl	Brass
<b>GALVANISED STEEL PIPE Specifications</b>	
Pipe Coating	Hot Dipped Gavanizing to SANS 763
Wall Thickness (50mm)	3.9mm
Wall thickness (80mm)	4.7mm
Wall thickness (100mm)	4.7mm
Wall Thickness (150mm)	4.7mm
Wall thickness (200mm & 250mm)	6.0mm
Length	3m
Ends	As specified in "Price Schedule"
Pressure Rating	Grade B (SANS 719 & SANS 62)
<b>WATERMETER Specifications</b>	
Class	Class C
Pressure Rating	PN 1600kPa
Length	114mm overall length
Size	15mm KSM
QP	1.5m <sup>3</sup> /h
ΔP	100kPa

# RETURNABLE SCHEDULE 3: DECLARATION OF INTEREST (SBD 4)

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:  
.....  
.....

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:  
.....  
.....

---

<sup>1</sup> 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.

**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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to 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. **AT 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

<sup>2</sup> 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.

# RETURNABLE SCHEDULE 4: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017 (SBD 6.1)

## SBD 6.1

### 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	80
SPECIFIC GOALS	10
BEE POINTS	10
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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.

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 regarding 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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)}
 \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

**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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)}
 \end{array}$$



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.)***

**Regarding paragraph 4.2(a) 50% of the 20/10 points will be allocated to promote this goal and points will be allocated in terms of the B-BBEE scorecard as follows**

B-BBEE Status Level of Contributor	Number of Points for Preference (80/20)	Number of Points for Preference (90/10)
1	10	5
2	9	4.5
3	7	3
4	6	2.5
5	4	2
6	3	1.5
7	2	1
8	1	0.5
Non-compliant contributor	0	0

**Regarding paragraph 4.2(b) 50% of the 20/10 points will be allocated to promote this goal. Points will be allocated as follows:**

*A tenderer failing to submit proof of required evidence to claim preferences for other specified goals, which is in line with section 2 (1) (d) (ii) of the Act, may only score in terms of the 80/90-point formula for price; and scores 0 points for the relevant specific goals where the supplier or service provider did not stipulate locality.*

Specific Goal	Number of Points for Preference (80/20)	Number of Points for Preference (90/10)
100% Women Groupowned	5	2.5
100% Black DesignatedGroup owned	3	1.5
Within the boundaries of the Western Cape	2	1

**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 authorized 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/ firmfor 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.

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

# SBD 6.2

## DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

### 1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

- x is the imported content in Rand  
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. 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:

Description of services, works or goods	Components	Stipulated minimum threshold
Steel Products and Components for Construction	Steel Products and Components for Construction	100%
Plastic Pipes & Fittings	Plastic Pipes & Fittings	100%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.resbank.co.za](http://www.resbank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

# **LOCAL CONTENT DECLARATION (REFER TO ANNEX B OF SATS 1286:2011)**

**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 Institution):  
..... 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](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
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 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 3.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution 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 / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Annex C

Local Content Declaration - Summary Schedule

(C1)	Tender No.						
(C2)	Tender description:						
(C3)	Designated product(s)						
(C4)	Tender Authority:						
(C5)	Tendering Entity name:						
(C6)	Tender Exchange Rate:	Pula		EU		GBP	
(C7)	Specified local content %						

Note: VAT to be excluded from all calculations

Calculation of local content

Tender summary

Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
								<b>(C20) Total tender value</b>		<b>R 0</b>	
<b>Signature of tenderer from Annex B</b>								<b>(C21) Total Exempt imported content</b>		<b>R 0</b>	
								<b>(C22) Total Tender value net of exempt imported content</b>		<b>R 0</b>	
								<b>(C23) Total Imported content</b>		<b>R 0</b>	
								<b>(C24) Total local content</b>		<b>R 0</b>	
<b>Date:</b>								<b>(C25) Average local content % of tender</b>			



# Annex D

## Imported Content Declaration - Supporting Schedule to Annex C

<i>(D1)</i>	Tender No.					Note: VAT to be excluded from all calculations
<i>(D2)</i>	Tender description:					
<i>(D3)</i>	Designated Products:					
<i>(D4)</i>	Tender Authority:					
<i>(D5)</i>	Tendering Entity name:					
<i>(D6)</i>	Tender Exchange Rate:	Pula		EU R 9.00	GBP R 12.00	

### A. Exempted imported content

#### Calculation of imported content

#### Summary

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
<i>(D7)</i>	<i>(D8)</i>	<i>(D9)</i>	<i>(D10)</i>	<i>(D11)</i>	<i>(D12)</i>	<i>(D13)</i>	<i>(D14)</i>	<i>(D15)</i>	<i>(D16)</i>	<i>(D17)</i>	<i>(D18)</i>
<i>(D19)</i> Total exempt imported value											R 0
This total must correspond with Annex C - C 21											

### B. Imported directly by the Tenderer

#### Calculation of imported content

#### Summary

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
<i>(D20)</i>	<i>(D21)</i>	<i>(D22)</i>	<i>(D23)</i>	<i>(D24)</i>	<i>(D25)</i>	<i>(D26)</i>	<i>(D27)</i>	<i>(D28)</i>	<i>(D29)</i>	<i>(D30)</i>	<i>(D31)</i>
<i>(D32)</i> Total imported value by tenderer											R 0

## Annex D - Continued

### Imported Content Declaration - Supporting Schedule to Annex C

#### C. Imported by a 3rd party and supplied to the Tenderer

#### Calculation of imported content

#### Summary

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
<i>(D33)</i>	<i>(D34)</i>	<i>(D35)</i>	<i>(D36)</i>	<i>(D37)</i>	<i>(D38)</i>	<i>(D39)</i>	<i>(D40)</i>	<i>(D41)</i>	<i>(D42)</i>	<i>(D43)</i>	<i>(D44)</i>
<b><i>(D45)</i> Total imported value by 3rd party</b>											R 0

#### D. Other foreign currency payments

#### Calculation of foreign currency payments

#### Summary of payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange							Local value of payments
<i>(D46)</i>	<i>(D47)</i>	<i>(D48)</i>	<i>(D49)</i>	<i>(D50)</i>							<i>(D51)</i>

***(D52)* Total of foreign currency payments declared by tenderer and/or 3rd party**

Signature of tenderer from Annex B

***(D53)* Total of imported content & foreign currency payments - *(D32)*, *(D45)* & *(D52)* above**

#REF!

Date:

This total must correspond with Annex C - C 23

## Annex E

### Local Content Declaration - Supporting Schedule to Annex C

(E1)	<b>Tender No.</b>		
(E2)	<b>Tender description:</b>		<b>Note: VAT to be excluded from all calculations</b>
(E3)	<b>Designated products:</b>		
(E4)	<b>Tender Authority:</b>		
(E5)	<b>Tendering Entity name:</b>		

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
	<b>(E9) Total local products (Goods, Services and Works)</b>		R 0
(E10)	<b>Manpower costs</b>	( Tenderer's manpower cost)	R 0
(E11)	<b>Factory overheads</b>	(Rental, depreciation & amortisation, utility costs, consumables etc.)	R 0
(E12)	<b>Administration overheads and mark-up</b>	(Marketing, insurance, financing, interest etc.)	R 0
		<b>(E13) Total local content</b>	R 0
		<b>This total must correspond with Annex C - C24</b>	

**Signature of tenderer from Annex B**

Date:

## PART B: QUOTATION CONDITIONS

### ALL QUOTATION CONDITIONS MUST BE STRICTLY ADHERED TO, FAILING WHICH THE QUOTATION MAYBE REJECTED OR DECLARED NON-RESPONSIVE.

1. No quotation will be considered unless submitted on the official Contract Form together with all Returnable Schedules duly completed and signed.
2. Quotations can deposited in the tender box on or before the stipulated closing date and before the closing time at the Overberg Water Board's Corporate Office, situated at Ground Floor, Trident Park 3, 1 Niblick Street, Somerset West, 7137, Cape Town.
3. Overberg Water reserves the right to accept the whole quotation or part thereof, or any item or part of any item, or to accept more than one quotation (in the event of a number of items being offered).
4. Overberg Water reserves the right to accept a quotation which is not substantially or materially different from the Specification.
5. Overberg Water is not obliged to accept the lowest or any quotation.
6. Overberg Water shall not consider quotations which are received after the closing date and time for such quotations.
7. Overberg Water will not be held responsible for any expenses incurred by suppliers in preparing and submitting quotations.
8. Overberg Water may, after the closing date, request additional information or clarification from suppliers, in writing.  
All enquiries regarding this bid must be in writing only, and must be directed to Edward Nwamafela – Supply Chain Management Unit, e-mail address :[enwamafela@overbergwater.co.za](mailto:enwamafela@overbergwater.co.za)
9. Any quotation submitted shall remain valid, irrevocable and open for acceptance by Overberg Water for a period of four (4) month from the closing date.
10. A supplier may request in writing, and after the closing date, that his or her quotation be withdrawn, which withdrawal will be permitted or refused at the sole discretion of Overberg Water after consideration of the reasons for the withdrawal, which shall be set out by the supplier in such a written request for withdrawal.
11. All suppliers submitting quotations must be registered on National Treasury Central Supplier Database (CSD) as Overberg Water will not award any bid for price quotation to a bidder(s) not registered on the CSD. For more information of the Central Supplier Database please contact the helpdesk at 012 – 4069222 or email [csd@treasury.gov.za](mailto:csd@treasury.gov.za)
12. If the supplier is an employer as defined in the Compensation for Occupational Injuries and Diseases Act, Act 130 of 1993 (COIDA), the supplier shall submit either a Letter of Good Standing issued by the Compensation Commissioner in terms of the COIDA, confirming that the supplier is registered as an employer in terms of the COIDA; or confirmation of cover with a licenced compensation insurer for the full extent of the supplier's potential liability as contemplated in terms of Section 84 of the COIDA.
13. No person who is a provider or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed of or to be disposed of may directly or indirectly influence or interfere with the work of any Overberg Water officials involved in the procurement process in order, *inter alia*, to:
  - a) influence the process and/or outcome of a bid;
  - b) incite breach of confidentiality and/or the offering of bribes;

- c) cause over-or under-invoicing;
  - d) influence the choice of procurement method or technical standards;
  - e) influence any Overberg Water Official in any way which may secure an unfair advantage during or at any stage of the procurement process.
14. Abuse of the supply chain management system is not permitted and may result in the quotation being rejected, cancellation of the contract, 'blacklisting', and/or any such remedies as set out in Overberg Water's SCM Policy.
15. Suppliers are required to complete all declarations in the Returnable Schedules attached hereto, failing which the quotation may be declared non-responsive.
16. An 80/20 price/preference points system will be applied to the evaluation of responsive quotations, whereby the order(s) will be placed with the supplier(s) scoring the highest total number of adjudication points.

16.1 Price shall be scored as follows:

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

Where: P<sub>s</sub> is the number of points scored for price;  
 P<sub>t</sub> is the comparative price of the quotation under consideration;  
 P<sub>min</sub> is the comparative price of the lowest responsive quotation.

16.2 Preference points shall be scored as follows:

- a) Points will be awarded to tenderers who are eligible for preferences in respect of B-BBEE contribution in terms of Returnable Schedule 3: Preferencing Schedule.
- b) The terms and conditions of Schedule 3 shall apply in all respects to the quotation evaluation process and to any subsequent contract.
- c) A maximum of 20 quotation evaluation points will be awarded for preference to suppliers with responsive quotations who are eligible for such preference, in accordance with the criteria listed below.

**Exempted Micro Enterprise or B-BBEE Status Level of Contributor**

The Tenderer shall indicate on Schedule 3 his or her company/firm/entity's B-BBEE status level of contributor, in accordance with one of the following:

- Exempted Micro Enterprise (>50% black-owned)
- Exempted Micro Enterprise (≤50% black-owned)
- Verified B-BBEE status level of contributor in terms of the Construction Sector Charter on Black Economic Empowerment (Board Notice 111 of 2007 published in Government Gazette No. 29616 of 9 February 2007)
- Non-compliant contributor<sup>1</sup>

Up to **20** tender evaluation points (N<sub>p</sub>) will be awarded for the level of B-BBEE contribution, in accordance with the tables below:

B-BBEE Status Level of Contributor	Number of Points for Preference
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

<sup>1</sup>

A non-compliant contributor is one who does not meet the minimum score for a level 8 contributor, or who is not verified in terms of the Construction Sector Charter.

## PART C: GENERAL & SPECIAL CONDITIONS OF CONTRACT

THESE SPECIAL CONDITIONS OF CONTRACT (SCC) SUPPLEMENT AND MUST BE READ WITH THE CORRESPONDING PROVISIONS OF THE GENERAL CONDITIONS OF CONTRACT (GCC) (download at <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions>) WHICH SHALL CONSTITUTE THE AGREEMENT BETWEEN OVERBERG WATER AND THE SUPPLIER.

### **1. Acceptance/Contract Commencement and purchase orders**

The supplier's offer will be accepted by Overberg Water when a purchase order and/or letter of appointment is issued to the supplier. The date of issue of the purchase order and/or letter of appointment shall be the commencement date of the contract. The supplier undertakes work and incurs expenses prior to the issuing of a purchase order and/or letter of appointment entirely at its own risk. Overberg Water shall only incur liability for payment in terms of this contract if a valid purchase order and/or letter of appointment has been issued to the supplier.

### **2. Standards**

Failure to comply with the Specification and standards as set out in the quotation document shall constitute a material breach, and Overberg Water reserves the right to cancel the contract in terms of Clause 23 of the GCC.

### **3. Payment – Clause 16 of the GCC**

3.1 A monthly payment cycle will be the norm. All invoices received for goods and services dated on or before the 20th of a particular month will typically be paid between the 23rd and the 26th of the ensuing month.

3.2 More frequent payment to suppliers is not a right. Requests for such payments will be considered at the sole discretion of Overberg Water.

3.3 In order to give effect to a more frequent payment cycle (if approved), an additional mid-month payment run will be effected as necessary. The additional payment run dates will be between the 10th and the 13th of the month.

3.4 The actual payment run dates will be dependent on the number of days of the month and the influence of public holidays. Suppliers on a 14-day cycle who submit invoices by the 25th of a particular month will be paid between the 10th and the 13th of the next month.

### **4. Applicable Law – Clause 30 of GCC**

4.1 The supplier must comply with the Basic Conditions of Employment Act, Act 75 of 1997 and Amendments including all laws relating to wages and conditions governing the employment of labour and Bargaining Council agreements.

### **5. Insurance – Clause 11 of GCC**

5.1 Without limiting the obligations of the supplier in terms of this contract, the supplier shall effect and maintain the following insurances:

a) Any goods supplied to Overberg Water by the supplier in terms of this Agreement shall be fully and adequately insured by the supplier against any loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

5.2 The supplier shall be obliged to furnish Overberg Water with proof of such insurance.