


Requesting Office: Magalies Water Head Office	 <p>REQUEST FOR QUOTATION 10013704</p>
Contact Person: Hezekiel Lukele	
Contact Numbers: 014 597 4636	
E-mail address: hezekiell@magalieswater.co.za	

DATE ISSUED: 07/12/2020

CLOSING DATE: 14/12/2020

PLACE OF DELIVERY: Vaalkop Plant

For More information/query email hezekiell@magalieswater.co.za call 014 597 4636

Item No.	Description/Specification
1	<p>1. Introduction</p> <p>Magalies Water Board seeks to employ a Professional Service Provider to carry out Planning, Studies, Investigations and Assessments phase to precede the other “Normal Services” as set out in the Engineering Professions Act of 2000 (Act No. 46 of 2000).</p> <p>Vaalkop Water Treatment Works supplies water through the Bospoort Pipeline to Rustenburg Local Municipality and Royal Bafokeng Authority. This asset is jointly owned by Rand Water and Magalies Water, with Magalies Water carrying the sole responsibility for the operational and maintenance cost of a portion of the scheme.</p> <p>At the point of sale there are two Magalies Water ultrasonic meters installed on the 1100mm steel pipe. An isolation valve is installed downstream of the ultrasonic meter installations. The pipe size then reduces to 800mm pipeline downstream of the isolation valve. Rand water has a 800mm battery operated Magflow Meter installed on the pipeline which serves as a check meter. The two meter readings are correlated and used to bill Rand Water. Meter Readings are taken on a weekly and monthly bases.</p>

2. Objectives

The objective of the project is to replace the existing meters. Magalies Water has noted that the ultrasonic meters has numerous problems, especially during water demand management restrictions; while the Rand water magflow has proved to be more reliable. The ultrasonic meters are safely installed in a meter house however the local community vandalises the electrical cables which supply the meter housing. As a result the meters experience constant periods of non-measurement.

3. Scope of Work

The scope of work is as follows:

- Design for the Installation of two (2) new Magnetic flow Meter (800mm to 1100mm) size based on the best accuracy for the flow through meter
- Design for the Installation of alternative power supply to the meter units
- Design for the upgrade of the current meter house, installation of cranes, pipe fittings

4. Deliverables

Stage 1 –Inception

- I. Agreed services and scope of work.
- II. Signed agreement.
- III. Report on project, site and functional requirements.
- IV. Schedule of required surveys, tests, analyses, site and other investigations.
- V. Schedule of consents and approvals and related lead times.

Stage 2 – Concept and Viability (also termed Preliminary Design)

- I. Concept design.
- II. Schedule of required surveys, tests and other investigations and related reports.
- III. Process design.
- IV. Preliminary design.

V. Cost estimates as required

Stage 3 – Design Development (also termed Detail Design)

- I. Design development drawings.
- II. Outline specifications.
- III. Local and other authority submission drawings and reports.
- IV. Detailed estimates of construction costs.

Stage 4 – Documentation and Procurement

- I. Specifications.
- II. Services co-ordination.
- III. Working drawings.
- IV. Budget construction cost.
- V. Tender documentation.
- VI. Tender evaluation report.
- VII. Tender recommendations.
- VIII. Priced contract documentation

Stage 5 – Contract Administration and Inspection

- I. Schedules of predicted cash flow.
- II. Construction documentation.
- III. Drawings register.
- IV. Estimates for proposed variations.
- V. Contract instructions.
- VI. Financial control reports.
- VII. Valuations for payment certificates.
- VIII. Progressive and draft final account(s)
- IX. Practical completion and defects list
- X. All statutory certification and certificates of compliance as required by the Local and other Statutory Authorities

Level 2: Part-time Construction Monitoring: PSP to conduct Regular site visit once a week, or according to the demands of the project.

Stage 6 – Close-Out

- I. Valuations for payment certificates
- II. Works and final completion lists
- III. Operations and maintenance manuals, guarantees and warranties
- IV. As-built drawings and documentation

V. Final accounts

5. Price Proposal

No.	ITEM	AMOUNT
A	Professional fees	
1	Inception	R
2	Concept and Viability	R
3	Detail design	R
4	Tender documentation.	R
5	Construction Administration	R
6	Close-out Report	R
B	Disbursements	
1	Utilisation of specialised Equipment (Specify):	R
2	Outsourced Specialist Studies (Specify):	R
3	Traveling	R
4	Site supervisory staff (Level 2 Monitoring)	R
5	Disbursements (printing, copying, scanning) Including 30 Tender Documents	R
	VAT 15%(A+B)	R
	Total Cost Estimate	R

5.1 Project Payments

The project components will be completed progressively, the milestones against which project progress can be monitored will be paid upon completion of such milestones from Stage 1 to Stage 6.

6. Project Timelines

The project from Inception up to Commissioning of Refurbishment Works should be completed within months (8) months.

7. Project Contract

The contract to be used for this RFQ will be the MAGALIES WATER Service Level Agreement (SLA), which will be a binding contract between MAGALIES WATER and the successful PSP. All penalties for non-performance will be set out in the Service level agreement.

8. RFQ Evaluation

Submitted RFQ's will be assessed based on the following:

The RFQ evaluation method for the evaluation of all responsive Quotation offers will be Method 2: Functionality, Price and preference.

8.1 Mandatory Requirements

8.1.1 Bidder attended the compulsory briefing

8.1.2 Submit a Valid certified B-BBEE Certificate/ Certified Sworn Affidavit

8.1.3 Completed and signed, Local Content and Declaration of Interest Form (SBD4)

8.1.4 State CSD Vendor number on the quotation

8.1.6 Quotation should state the physical address & contact details

8.1.6 The quotations will be evaluated in terms of the PPPFA using the 80:20 Preference point systems.

8.1.7 PM should have Pr. Eng/Tech –Civil, ECSA.

8.2 Functionality Criteria

No.	Technical / Functional Requirements	Weight						
1.	<p>Previous experience of similar task / Company proven track record of quality on design, construction bulk (300mm diameter pipe) water meter installations or bulk (300mm diameter pipe) PRV chamber installations completed.</p> <ul style="list-style-type: none"> ✓ Previously designed and supervised projects of value R 250 000 per project or more shall be considered. ✓ Schedule of Company experience to be attached together with appointment letters or practical completion letters or final completion letters of previous projects as evidence from clients, failure to submit such will result in zero (0) points allocated. <table border="1" data-bbox="507 1081 1337 1227"> <tr> <td>◦ 3 or more similar assignments / projects</td> <td>30 points</td> </tr> <tr> <td>◦ 1 - 2 similar assignments / projects</td> <td>15 points</td> </tr> <tr> <td>◦ 0 projects</td> <td>0 points</td> </tr> </table>	◦ 3 or more similar assignments / projects	30 points	◦ 1 - 2 similar assignments / projects	15 points	◦ 0 projects	0 points	30 Points
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◦ 1 - 2 similar assignments / projects	15 points							
◦ 0 projects	0 points							
2.	<p>Qualifications and experience of Key Personnel</p> <p>Professional qualification of Lead Engineer.</p> <ul style="list-style-type: none"> ✓ A Lead Engineer with a Bachelor of Science Degree in Civil Engineering or Bachelor of Technology Degree in Civil Engineering. ✓ An Active Professional registration with Engineering Council of South Africa (ECSA) as Pr. Eng. or Pr. Tech Eng. ✓ Please attach Copies of Certificates and Qualification. <p>Evaluation of Lead Engineer Qualification</p> <table border="1" data-bbox="507 1653 1337 1832"> <tr> <td>Proof of Qualifications and Professional Registration for Lead Engineer attached</td> <td>10 points</td> </tr> <tr> <td>No Proof of Qualifications and/or Professional Registration attached.</td> <td>0 points</td> </tr> </table> <p>Lead Engineer experience.</p> <ul style="list-style-type: none"> ✓ Should demonstrate capacity in terms of experience on similar projects related to bulk (300mm diameter pipe) water meter 	Proof of Qualifications and Professional Registration for Lead Engineer attached	10 points	No Proof of Qualifications and/or Professional Registration attached.	0 points	35 Points		
Proof of Qualifications and Professional Registration for Lead Engineer attached	10 points							
No Proof of Qualifications and/or Professional Registration attached.	0 points							
	<p>Lead Engineer experience.</p> <ul style="list-style-type: none"> ✓ Should demonstrate capacity in terms of experience on similar projects related to bulk (300mm diameter pipe) water meter 	10 Points						

		<p>installations or bulk (300mm diameter pipe) PRV chamber installations completed.</p> <p>✓ Comprehensive CV to be attached.</p> <p>Evaluation of Lead Engineer Experience</p> <table border="1"> <tr> <td>◦ No CV attached</td> <td>0 points</td> </tr> <tr> <td>◦ 1 - 4 Years</td> <td>5 points</td> </tr> <tr> <td>◦ 5 - 9 and above</td> <td>10 points</td> </tr> </table>	◦ No CV attached	0 points	◦ 1 - 4 Years	5 points	◦ 5 - 9 and above	10 points	
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◦ 5 - 9 and above	10 points								
		<p>Professional qualification of Mechanical Engineer.</p> <p>✓ A Lead Engineer with a Bachelor of Science Degree in Mechanical Engineering or Bachelor of Technology Degree in Mechanical Engineering.</p> <p>✓ An Active Professional registration with Engineering Council of South Africa (ECSA) as Pr. Eng. or Pr. Tech Eng.</p> <p>✓ Please attach Copies of Certificates and Qualification.</p> <p>Evaluation of Mechanical Engineer.</p> <table border="1"> <tr> <td>Proof of Qualifications and Professional Registration for Mechanical Engineer to be attached</td> <td>10 points</td> </tr> <tr> <td>No Proof of Qualifications and/or Professional Registration</td> <td>0 points</td> </tr> </table>	Proof of Qualifications and Professional Registration for Mechanical Engineer to be attached	10 points	No Proof of Qualifications and/or Professional Registration	0 points	10 Points		
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		<p>Mechanical Engineer Experience</p> <p>✓ Should demonstrate capacity in terms of experience on similar projects related to bulk (300mm diameter pipe) water meter installations or bulk (300mm diameter pipe) PRV chamber installations completed.</p> <p>✓ Comprehensive CV to be attached.</p> <p>Evaluation of Mechanical Engineer Experience</p> <table border="1"> <tr> <td>◦ No CV attached</td> <td>0 points</td> </tr> <tr> <td>◦ 1 - 4 Years</td> <td>5 points</td> </tr> <tr> <td>◦ 5 - 9 and above</td> <td>10 points</td> </tr> </table>	◦ No CV attached	0 points	◦ 1 - 4 Years	5 points	◦ 5 - 9 and above	10 points	10 Points
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◦ 5 - 9 and above	10 points								
4.		<p>Proposed Schedule/ Programme</p> <p>✓ Bidder to attach a high level schedule in Microsoft Project format or similar to demonstrate capacity to plan project activities within stipulated timeframes from appointment to commissioning.</p> <table border="1"> <tr> <td>◦ No Gants Chart attached</td> <td>0 points</td> </tr> <tr> <td>◦ Proposed schedule is not within (8 months) client's expectations</td> <td>0 points</td> </tr> </table>	◦ No Gants Chart attached	0 points	◦ Proposed schedule is not within (8 months) client's expectations	0 points	15 Points		
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	o Proposed schedule is within (8 months) client's expectations. Schedule indicates project critical path, resources utilisation.	15 points	
5.	Method Statement		15 Points
	No method statement attached	0 points	
	Method statement not detailed indicating processes relating to bulk (300mm diameter pipe) water meter installations or bulk (300mm diameter pipe) PRV chamber installations	5 points	
	Method statement detailed indicating processes relating to bulk (300mm diameter pipe) water meter installations or bulk (300mm diameter pipe) PRV chamber installations	15 points	
	Total points		100

A minimum Functionality Score of **60%** shall be scored in order for bidder to be further evaluated.

8.3 Functionality Criteria

The following preference point systems are applicable:

The 80/20 system for requirements with a Rand value of up to R50 000 000

Points for this bid shall be awarded for:

- (a) Price
- (b) B-BBEE Status Level of Contributor.

The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1. SUBMISSION OF QUOTATIONS

RFQ Number must always be stated on the quotation.

Quotations should be submitted on or before the Request for Quotation Deadline Date @12H00 to the email below:

Email:hezekiell@magalieswater.co.za

2. SELECTION OF QUALIFYING QUOTATION

The selection of the qualifying quotation will be at Magalies water's sole discretion. Magalies Water is under no obligation to accept any particular Quotation

3. EVALUATION

The quotation shall be evaluated for responsiveness as follows:-

3.1 REQUIREMENTS:

- 3.1.1 Submit a Valid certified B-BBEE Certificate/ Certified Sworn Affidavit
- 3.1.2 Completed and signed Declaration of Interest Form (SBD4)
- 3.1.3 State CSD Vendor number on the quotation
- 3.1.4 Quotation should state the physical address, contact details & Banking Details
- 3.1.5 The quotations will be evaluated in terms of the PPPFA using the 80:20 Preference point systems.

4. SPECIAL TERMS & CONDITIONS

- 4.1 Quotations received after the closing date will not be accepted.
- 4.2 All costs to be included in the quotation.
- 4.3 Delivery must take place at the specified place.
- 4.4 Quotations validity should be clearly stated on the quotation.

***NB** Suppliers must be Tax Compliant on National Treasury Central Supplier Database at the time of the submission .**Non- Tax compliant suppliers will not be considered**

GENERAL TERMS AND CONDITIONS OF PURCHASE FOR DIRECT PURCHASE ORDERS

- 1. Magalies Water must be notified in writing immediately if part or the whole of the order cannot be executed by the date stated in the order or any agreed variation thereof.
- 2. Delivery/Advice Notes quoting the relevant Magalies Water order number must accompany the goods/services.

3. An invoice in accordance with the order shall be delivered/posted to the address indicated in the order.
4. The word "Order" and the number allocated to the order 45.....by Magalies Water shall be quoted by the supplier on all correspondence, documents and packaging.
5. The risk of the goods shall remain with the supplier and shall only pass to Magalies Water after official written Magalies Water acceptance of the relevant Delivery Note.
6. Goods will only be received as regards to number and condition of packages. Inspection for compliance with Magalies Water requirements of the goods will take place within ten (10) days of delivery after which it will be accepted or rejected the risk and expense of the supplier until removal thereof.
7. Payment will be made within 30 days of date of statement and the acceptance of the goods by Magalies Water.
8. If the supplier fails to deliver the goods or render the service on or before the dates stated in the order, Magalies Water may reject such goods or service provided that ten (10) days' notice by telephone (to be confirmed in writing) has been given to the supplier.
9. Should the supplier fail to remedy the defective goods or service within ten (10) days Magalies Water may elect to cancel the order, return the defective goods and purchase the goods or acquire the service from another source. The supplier shall be liable for any additional cost
10. Only change in Value- Added Tax subsequent to the order date shall be for Magalies Water's account. No other variation in cost shall be for Magalies Water's account unless provided for in the quotation or tender and accepted by Magalies Water in writing
11. The order shall in all respect be construed in accordance with the laws of the Republic of South Africa and any competent South African court shall have jurisdiction in all disputes arising between the parties in regards thereto.
12. The supplier shall not assign or cede the order or any part thereof to any other person/organization without the written agreement of Magalies Water
13. The supplier undertakes to comply with the provisions of Section 10and 22 of the Occupational Health and Safety Act. 85 of 1993, insofar as they may be applicable.
14. **THESE CONDITIONS OF PURCHASE ARE THE ONLY CONDITIONS APPLICABLE TO THIS ORDER UNLESS OTHERWISE STATED AND REDUCED TO WRITING**

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:

 - 2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder²):

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

2.7 Are you or any person connected with the bidder **YES / NO**
presently employed by the state?

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person
connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

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

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

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.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

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

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

2.9.1 If so, furnish particulars.

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

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? YES/NO

2.10.1 If so, furnish particulars.

.....
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.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES/NO

2.11.1 If so, furnish particulars:

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

I, THE UNDERSIGNED (NAME).....

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

May 2011