



## REQUEST FOR QUOTATION (RFQ)

**RFQ NO. 2198**

### BID DESCRIPTION

**SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY**

### CLOSING DATE

**21 DECEMBER 2022 AT 11H00AM**

**NO EMAILED SUBMISSION WILL BE ACCEPTED**

### BIDDER TO COMPLETE

<b>COMPANY NAME</b>	
<b>CSD NUMBER</b>	

ISSUED AND PREPARED BY: AMATOLA WATER  
PRIVATE BAG X3  
VINCENT  
5217  
Tel: +27 43 707 3700

<b>TABLE OF CONTENTS</b>	
<b>SECTION A: TENDER INVITATION, CONDITIONS OF TENDER AND SPECIFICATION</b>	<b>PAGE NO</b>
INVITATION TO BID (SBD 1)	4
TENDER CONDITIONS	7
SPECIFICATION	11
<b>SECTION B: RETURNABLE DOCUMENTS</b>	<b>PAGE NO</b>
FORM A: AUTHORITY TO SIGN	13
FORM B: SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY	14
FORM B.1: CONFIRMATION OF REFERENCES TO AMATOLA WATER	15
FORM B.2: CONFIRMATION OF REFERENCES TO AMATOLA WATER	16
SBD 4 DECLARATION: CONFLICT OF INTEREST	17
SBD 6.1 PREFERENCE POINTS CLAIM FORM	20
<b>SECTION C: PRICING INSTRUCTIONS, PRICING SCHEDULE AND CONTRACT</b>	<b>PAGE NO</b>
PRICING INSTRUCTIONS	
SBD 3.1 PRICING SCHEDULE - FIRM PRICES (PURCHASES)	26
SBD 3.2 PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)	27
SBD 7.1 CONTRACT FORM – GOODS/ WORKS	29
GENERAL CONDITIONS OF CONTRACT	30

## **SECTION A**

# **TENDERING INVITATION, CONDITIONS OF TENDER AND SPECIFICATION**

## INVITATION TO BID

**YOU ARE HEREBY INVITED TO BID FOR THE SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY**

BID NUMBER:	RFQ: <b>2198</b>	CLOSING DATE:	<b>21 DECEMBER 2022</b>	CLOSING TIME:	<b>11:00am</b>
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**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

**BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX LISTED BELOW**

**Reception area of Amatola House**

**6 Lancaster Road**

**Vincent**

**East London**

**THE RFQ BOX IS AVAILABLE FOR BIDS TO BE DEPOSITED BETWEEN 08:00AM – 16:00PM FROM MONDAY TO FRIDAY.**

**SUPPLIER INFORMATION**

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes  <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes  <input type="checkbox"/> No
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
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:		

**[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]**

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<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]
SIGNATURE OF BIDDER	.....	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED			
TOTAL BID PRICE (ALL INCLUSIVE)			
BIDDING PROCEDURE AND SCM ENQUIRIES MAY BE DIRECTED TO: M. Jayiya		TECHNICAL INFORMATION MAY BE DIRECTED TO: A. Ngwalangwala	
ONLY WRITTEN QUERIES VIA EMAIL WILL BE ATTENDED TO			
PUBLIC ENTITY	AMATOLA WATER		
CONTACT PERSON	M. Jayiya – Senior Buyer	CONTACT PERSON	A. Ngwalangwala – SHEQ Officer
E-MAIL ADDRESS		E-MAIL ADDRESS	
<a href="mailto:mjayya@amatolawater.co.za">mjayya@amatolawater.co.za</a>		<a href="mailto:angwalangwala@amatolawater.co.za">angwalangwala@amatolawater.co.za</a>	

**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](http://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.**

## **TENDER CONDITIONS**

### **1. DEFINITIONS**

The word "Bidder/Tenderer" in these conditions shall mean and include any firm of Contractors, Suppliers, Service Providers or any company or body incorporated or unincorporated.

### **2. BID PUBLICATION**

RFQ document will be available from **14 December 2022** at Amatola Water website at [www.amatolawater.co.za](http://www.amatolawater.co.za).

### **3. BID SUBMISSION**

The original completed bid documents must be submitted in a sealed envelope endorsed with the Bid Number and Bid Description as detailed in the Tender Data. The sealed envelope must be deposited in the Bid/Tender Box, located in the reception area of Amatola House, 6 Lancaster Road, Vincent, East London, not later than the time and date specified on the cover page and SBD 1 of this bid.

### **4. RFQ Evaluation Criteria**

**This bid will be evaluated in Two (2) phases:**

Phase One: Mandatory requirements

Phase Two: Bidders passing all stages above will thereafter be evaluated on PPPFA

#### **Phase One: Mandatory Requirements**

- Bidders' proposals must meet the following minimum requirements and the required supporting documents must be submitted with the completed quotation document, non-erasable ink, no tippex or correctional fluid used.
- Bid documents must be submitted in a sealed envelope in the RFQ box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration:
- Bids must be submitted in its original format and bids which are late or submitted by facsimile will not be accepted.
- FORM A: AUTHORITY TO SIGN - must be fully completed and signed
- FORM B: SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY COMPLETED
- FORM B.1: CONFIRMATION OF REFERENCE TO AMATOLA WATER – for similar projects previously completed by the bidding company, Form must be completed and stamped. No letters will be accepted only attached forms will be considered.
- FORM B.2: CONFIRMATION OF REFERENCE TO AMATOLA WATER - for similar projects previously completed by the bidding company, Form must be completed and stamped. No letters will be accepted only attached forms will be considered.
- SBD1: INVITATION TO BID – must be completed and signed.
- SBD4: BIDDERS DISCLOSURE - must be completed and signed.
- SBD 3.1: PRICING SCHEDULE - Firm Prices – must be completed.
- If the Bid Sum (amount in words) as per the SBD.1 differs from the SBD 3.1, it will automatically invalidate the offer submitted
- Company Registration with SAQCC
- Certificate from Supplier for Portable Fire Extinguisher
- Confirmation Letters of Appointment with ID for employees (2) Technicians



## Phase Two: EVALUATION ON PPPFA

**THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT WILL BE APPLIED AND 80/20 BBBEE POINTS SYSTEM WILL BE APPLICABLE**

POINTS FOR PRICE	- 80 POINTS
MAXIMUM POINTS FOR BBBEE	- 20 POINTS
TOTAL POINTS	- 100 POINTS

### **OTHER CONDITIONS OF THE BID (Non- eliminating)**

- The bidders must be registered on Central Supplier Database (CSD) prior the award.
- Bidders tax matters must be in order prior award.
- A valid original or certified copy of **B-BEEE Certificate** from a verification agency accredited by SANAS must be submitted with the bid or a valid original or certified copy of **Sworn Affidavit** attested by a commissioner of Oaths prepared and issued in terms of the amended B-BBEE Construction Sector Codes. Failure to comply, will automatically results in non-awarding of points for B-BBEE.
- JOINT VENTURE AGREEMENT (If Applicable).
- SBD 6.1 should be completed and signed.

***The lowest or any bid will not necessarily be accepted, and your bid may be accepted in part or as a whole.***

Bid documents must be submitted in a sealed envelope marked “**RFQ 2198**” – **SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY**. Failure to submit your bid in a sealed envelope will render your bid non-responsive.

### **5. PERIOD OF VALIDITY FOR BIDS AND WITHDRAWAL OF BID AFTER CLOSING DATE**

All Bids must remain valid for a period of 90 (ninety) days from the closing date as stipulated in the Bid document.

### **6. AUTHORITY TO SIGN BID DOCUMENTS**

In the case of a Bid being submitted on behalf of a company, close corporation or partnership, evidence must be submitted to the Amatola Water at the time of submission of the Bid that the Bid has been signed by persons properly authorised thereto by resolution of the directors or under the articles of the entity.

**Form A must be completed. Failure to complete Form A will invalidate your bid.**

### **7. JOINT VENTURE REQUIREMENTS**

**DEFINITION:-** “**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.

Should a group of companies/firms and/or interested parties wish to enter a joint venture / consortium agreement the following minimum requirements must be met: -

- a. A properly signed copy of the joint venture/consortium agreement must be attached.
- b. Each member of the joint venture/consortium's taxes must be in order.
- c. After the award of a contract to a joint venture/consortium, the successful joint venture group or consortium must provide a combined joint venture/consortium Tax Clearance Certificate.
- d. After the award of a contract to a joint venture/consortium, the successful joint venture group or consortium must provide the details of the joint venture / consortium banking details.
- e. A trust, consortium or joint venture will qualify for points of their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- f. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

**THE JOINT VENTURE/CONSORTIUM AGREEMENT MUST CONTAIN THE FOLLOWING: -**

- a. Who the managing member will be.
- b. Who the signatory of authority will be.
- c. How the joint venture/consortium share of profit will be split.
- d. The bank account details where payments will be deposited into.
- e. The agreement must be signed by all parties.
- f. The agreement must be certified by a Commissioner of Oaths.
- g. The postal and physical address where all correspondence will be sent to

**8. CONDITIONS OF TENDER**

- I. Submission of this proposal signifies the applicant's acceptance of the conditions as laid down in this document, unless clearly stated otherwise.
- II. Any expense incurred by the applicant in preparing and submitting this proposal will be for the applicant's account.
- III. Amatola Water reserves the right not to accept any proposal and cancel the bid as and when the need arises.
- IV. The contractor must provide references on Form B that the company has undertaken projects of a similar nature.
- V. Failure to comply with the above requirements will result in submitted proposals being disqualified.
- VI.

**Additional Bid/RFQ Condition**

Bid/ RFQ documents must be submitted intact, and no portion of the document may be detached, loose submissions will be rejected, and the bidder will be disqualified.

## **BID SPECIFICATION**

### **BACKGROUND**

*Amatola Water is an Eastern Cape based state-owned water services utility (water board), established in 1997, in terms of the Water Services Act. Its prime function is to provide bulk water and sanitation services to water sector institutions, water service authorities and other customers as provided for in the South African water services legislation. Amatola Water's service area includes Buffalo City, the Amathole District and portions of adjoining districts in the central Eastern Cape.*

#### **1. SCOPE OF WORK**

Amatola Water invites quotations from suitably qualified and experienced service providers for the **SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY**

## **TECHNICAL SPECIFICATION**

### **SERVICING OF CO<sup>2</sup> EXTINGUISHERS AS FOLLOWS**

- Check date last pressure tested
- Check extinguisher for rust, dents or other visible damage.
- Remove discharge hose and horn assembly, check for blockages.
- Check operation of head assembly.
- Weigh extinguisher (If underweight – Refill).
- Refit discharge hose and horn assembly.
- Seal extinguisher and make ready for use.
- Wipe extinguisher and affix signed and dated service label and lead seal.

### **SERVICING OF STORED-PRESSURE DRY CHEMICAL POWDER (EXTINGUISHER)**

- Depressurized extinguisher. Open the extinguisher and pour the powder into a clean receptacle.
- Remove the discharge hose (if fitted) from the discharge hose adapter. Using Dry compressed air (or dry gas); remove all traces of powder from the inside and the outside of the container, discharge hose, nozzle, control valve assembly, filler cap and actuating mechanism.
- Sift the powder through a sieve of nominal aperture size 2.0mm and examine the powder.
- Unless it is free from lumps, caking and foreign matter, discard the powder and replace it with a new charge in accordance with the manufacturer's recommendations.
- Refit the discharged hose.
- Before fitting the filler cap, examine and if necessary, replace the sealing washer or "O" – ring, as relevant.
- Pressurize the extinguisher to the correct working pressure, using either dry nitrogen or dry co<sup>2</sup>, as recommended by the manufacturer.

- Note whether the pressure – gauge reading corresponds to the working pressure and if it does not, replace the gauge and re-pressurize the extinguisher. Check the operation and calibration of the pressure gauge.
- Carry out a leakage test.
- Seal unit.
- Clean extinguisher and put a service label on with name and date.

## **SERVICING OF HOSE REELS**

- Check the hose reel mounting bolts for corrosion and physical damage, check whether the frame is mounted in a secure manner and whether the reel operates freely.
- Unwind reel completely and check condition of hose and physical damage.
- Check waterway and the waterway components for corrosion.
- Check operation of hose nozzle.
- Check condition of hose reel frame.
- Close hose nozzle and switch on water supply at stopcock and check whether the hose is in an acceptable condition and is fitted in an acceptable manner and whether it can with stand the pressure in the supply main.
- While hose is under pressure, check for leaks especially at gland.
- Ensure that waterway of the hose reel and the hose reel hose can with stand a test pressure of 2 000kpa for 3 minutes.
- Close stopcock, empty hose and rewind onto reel and ensure all operating parts operate with ease.
- Check operation of draw-off shackle and general condition of pipe work.
- Wipe hose reel and affix signed and dated service label.
- Affix anti tamper seal next to waterway with date on.

## **SERVICING OF HYDRANT**

- Open hydrant and allow water pressure to be release
- Check main washer sealing at normal hand tension.
- Check gland for leaks.
- Check that the hose clip is in correct working order.
- Check condition of lip washer.
- Affix signed service label.

## **NEW EQUIPMENT**

- All new equipment supplied to Amatola Water shall comply with SANS manufacturing standards with all relevant supporting documentation.
- All new fire equipment supplied must first be **approved by Amatola Water Board, Safety Department.**

## **LABELING OF EQUIPMENT AND SITE REGISTER**

- The contractor shall mark all equipment by numbering on the unit and on the wall.
- Each unit shall be indicated on the site registers that shall be handed over to the department on the day of completion.

## REPAIRS AND RECHARGING OF EXTINGUISHERS AFTER USAGE

- Spares and material used to repair / recharge extinguishers after usage will be paid at as spares to the contractor.
- Recharging of fire equipment must first be **approved by Amatola Water Board, Safety Department.**

## REPLACEMENT OF EQUIPMENT

- Replacement of equipment must first be **approved by Amatola Water Board, Safety Department.**

## SIGNS IN BUILDINGS

- Before any additional signs in and around buildings can be installed, the contractor must submit a motivation stipulating the necessity of the additional signs. Only after approval by Amatola Water shall it be allowed that additional sign be installed.

## SERVICE LABELS

- When all the relevant inspection and service procedures have been completed, record, indelibly and on an acceptable, waterproof, adhesive label that is firmly fixed to the fire hose reel, the following information:
- the name, physical address and contact number of the reconditioning organization
- the **date of service**; and
- The **next service due** date.
- **pressure** at time of service
- The handle shall be sealed in a manner that prevents use without breaking using an **acceptable safety seal.**

## SCOPE OF WORK AND PRICE SCHEDULE

No	Descriptions of Items to be Serviced	Units
1	9.0kg DCP Fire Extinguishers	
2	4.5kg DCP Fire Extinguishers	
3	2.5kg DCP Fire Extinguishers	
4	2.5kg CO <sup>2</sup> Fire Extinguishers	
5	5.0kg CO <sup>2</sup> Fire Extinguishers	
No	Recharges, Parts and Materials	Units
1	Discharge nozzle	
2	Instruction label	
3	Service label	
4	Pressure test label	
5	DCPSP head valve	
6	Gauge	
7	Discharge house nozzle	
8	O' ring	
9	Plunger	
10	Plunger o' ring	

11	Relieve valve	
12	Lead / Plastic seal	
13	Nitrogen	
<b>No</b>	<b>CO2 (Carbon dioxide) Extinguisher</b>	<b>Units</b>
1	Spares – Instruction label	
2	Pressure test label	
3	Hose & Horn 5kg	
4	Fixed Horn 2kg	
5	Co2 valve	
6	Plastic / lead seal	
7	Service label	
<b>No</b>	<b>Fire Hose Reel</b>	<b>Units</b>
1	30m PVC plastic house	
2	House reel frame	
3	CP valve	
4	Plastic / Aluminium nozzle	
5	Waste way	
6	Running out guide	
<b>No</b>	<b>Descriptions of Items to be Replaced with New Include Supply and Installation</b>	<b>Units</b>
1	Fire Hose-reel	
2	Fire Exit Signage	
3	Arrow Sign	
4	Fire Extinguishers Sign	
5	Fire Hose-reel Sign	
6	Fire Extinguishers Cabinet	
7	Fire Extinguishers Bracket	
8	Fire Extinguisher (9kg DCP)	
9	Fire Extinguisher(5kgCO2)	

## AREA OF SERVICE

<b>No</b>	<b>Area</b>	<b>No. of Fire Extinguishers (vehicles not included)</b>	<b>Distance</b>
<b>1</b>	Amatola Head Office	<b>14</b>	<b>East London</b>
<b>2</b>	Amatola Water Regional Office Nahoon Dam Complex	<b>60</b>	<b>25km</b>
<b>3</b>	Laing Dam & Pipeline & Pumpstations & Houses and vehicles	<b>25</b>	<b>75km</b>
<b>4</b>	Peddle WTW & Surrounding Plants & Pumpstations & Houses and vehicles	<b>12</b>	<b>175km</b>
<b>5</b>	Sandile WTW & Masincedane WTW & Houses and vehicles	<b>16</b>	<b>150km</b>
<b>6</b>	Debe WTW, Pumpstations & Houses and vehicles	<b>10</b>	<b>95km</b>
<b>7</b>	Binfield WTW, Pumpstations & Houses and vehicles	<b>12</b>	<b>170km</b>
<b>8</b>	Albany Coast & Pumpstations and vehicles	<b>10</b>	<b>170km</b>

**NB: DISTANCES IS APPROXIMATELY AND SINGLE TRIP FROM EAST LONDON**

**REQUIREMENTS REGARDING STAFF**

- The Contractor shall continuously ensure that all staff is suitable, able, and competent for the duties required of them. Staff must have experience in the maintenance of fire extinguishers, fire hose reels and fire hydrants. The Contractor shall continuously ensure that all staff is knowledgeable on all equipment relating to the **Fire Extinguishers, Fire Hose Reels and Fire Hydrants**.

**TECHNICIAN**

- Registered SAQCC Technician
- Must be in permanent employ of the company
- The ability to prepare comprehensive reports, sign off all maintenance records and verify that the equipment are safe and fit for use.
- Experience in the maintenance of fire extinguishers, fire hose reels and fire hydrants.

**ASSISTANT TECHNICIAN**

- Must be in permanent employ of the company.
- Properly trained in category of work that he is required to perform.
- Properly trained and have working experience in the maintenance of fire extinguishers, fire hose reels and fire hydrants.

**COMPLIANCE WITH THE OCCUPATIONAL HEALTH &SAFETY ACT 85 OF 1993**

The Mandatary undertakes to ensure that they and their respective employees will always comply with the following conditions:

- All work performed by the Mandatary on the Client's premises must be performed under the close supervision of the Mandatary's employees who are to be trained to understand the hazards associated with any work that the Mandatary performs on the Client's premises.
- The Mandatary shall be assigned the responsibility in terms of Section 16(1) of the OHS Act 85 of 1993, if the Mandatary assigns any duty in terms of Section 16(2), a copy of such written assignment shall immediately be forwarded to the Client.
- The Mandatary shall ensure that he/she familiarise himself/herself with the requirements of the OHS Act 85 of 1993 and that s/he and his/her employees comply with the requirements.
- The Mandatary shall ensure that a baseline risk assessment is performed by a competent person before commencement of any work in the Client's premises. A baseline risk assessment document will include identification of hazards and risk, analysis and evaluation of the risks and hazards identified, a documented plan and safe work procedures to mitigate, reduce or control the risks identified, and a monitoring and review plan of the risks and hazards.
- The Mandatary shall appoint competent persons who shall be trained on any Occupational Health & Safety aspect pertaining to them or to the work that is to be performed.
- The Mandatary shall ensure that discipline regarding Occupational Health & Safety shall be strictly enforced.
- Any personal protective equipment required shall be issued by the Mandatary to his/her employees and shall be worn at all times.
- Written safe working practices/procedures and precautionary measures shall be made available and enforced and all employees shall be made conversant with the contents of these practises.

- No unsafe equipment/machinery and/or articles shall be used by the Mandatary or contractor on the Client's premises.
- All incidents/accidents referred to in OHS Act shall be reported by the Mandatary to the Provincial Director: Department of Labour as well as to the Client.
- No user shall be made by the Mandatary and/or their employees of the Client's machinery/article/substance/plant/personal protective equipment.
- The Mandatary shall ensure that work for which the issuing of permit is required shall not be performed prior to the obtaining of a duly completed approved permit.
- The Mandatary shall ensure that no alcohol or any other intoxicating substance shall be allowed on the Client's premises. Anyone suspected to be under the influence of alcohol or any other intoxicating substance shall not be allowed on the premises. Anyone found on the premises suspected to be under the influence of alcohol or any other intoxicating substance shall be escorted off the said premises immediately.
- Full participation by the Mandatary shall be given to the employees of the Client if and when they inquire into Occupational Health & Safety.

**For more information, please contact**

**e-mail: [angwalangwala@amatolawater.co.za](mailto:angwalangwala@amatolawater.co.za) or 043 709 3742**



## **SECTION B**

### **RETURNABLE DOCUMENTS**

**THE FOLLOWING DOCUMENTS MUST BE COMPLETED IN FULL AND SUBMITTED WITH THIS BID:**

**SBD 1: INVITATION TO BID**

**SBD 4: DECLARATION OF INTEREST**

**SBD 6.1: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**

**THE FOLLOWING DOCUMENTS MUST BE SUBMITTED WITH THIS BID:**

**FORM A: AUTHORITY TO SIGN**

**FORM B: SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY CARRIED OUT BY THE TENDERER**

**FORM B.1 CONFIRMATION OF REFERENCES TO AMATOLA WATER**

**FORM B.2 CONFIRMATION OF REFERENCES TO AMATOLA WATER**

**B-BBEE VERIFICATION CERTIFICATE**

**JOINT VENTURE AGREEMENT (IF APPLICABLE)**

## **FORM A: AUTHORITY TO SIGN DOCUMENTS**

The person listed below are duly authorised/ delegated to sign all documents in connection with the tender offer and any contract resulting from it on our behalf by virtue of the Articles of Association/Resolution of the Board of Directors.

### **Details of authorised/ delegated person**

**NAME**

**SIGNATURE**

**DATE**

### **WITNESSES:**

1.

**NAME**

**SIGNATURE**

**DATE**

2.

**NAME**

**SIGNATURE**

**DATE**

**FORM B: SCHEDULE OF PREVIOUS RELATED CONTRACTS SATISFACTORILY CARRIED OUT BY THE TENDERER**

Suppliers should very briefly describe their experience in this regard by completing the schedule below thereby providing details of at **least two (2) comparable contracts** within the last 5 years relating to the **SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY**. Please note that Form B.1 and B.2 must be completed and stamped by your previous clients in substantiating the list of references provided below and must be submitted as part of this document, failure to do so will lead to disqualification. Please note that references provided may be verified.

Previous Comparable Contracts of the bidding entity within the last 5 years	Short Description	Contract Value (incl. VAT)	Dates (Commencement; Completion)	Client and contactable reference (include phone no.& email addresses)

**SIGNED ON BEHALF OF TENDERER:** .....

## FORM B.1: CONFIRMATION OF REFERENCES TO AMATOLA WATER

NAME OF BIDDING COMPANY:	
PREVIOUS CLIENT/EMPLOYER NAME:	
TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT	
DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED	
VALUE OF WORK COMPLETED	
DURATION AND DATE COMPLETED:	

The above-mentioned Bidding Company is in the process of submitting a Bid/RFQ for **RFQ NO: 2198 - SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY** for Amatola Water. If your company had prior exposure with the Bidding Company, as part of the evaluation process for this bid, Amatola Water requires your company to confirm goods/services supplied by the above Bidding Company as per below questionnaire.

1. Were the goods/ services supplied according to the required quality as per the description/specification and were delivered on time?	Select applicable rating <input type="checkbox"/> <b>Excellent,</b> <input type="checkbox"/> <b>Good,</b> <input type="checkbox"/> <b>Satisfactory,</b> <input type="checkbox"/> <b>Poor</b>
2. Kindly, indicate their overall performance on the project.	Select applicable rating <input type="checkbox"/> <b>Excellent,</b> <input type="checkbox"/> <b>Good,</b> <input type="checkbox"/> <b>Satisfactory,</b> <input type="checkbox"/> <b>Poor</b>

Full Name of Authorised Signatory .....

Contact Number ..... Email address.....

Signature..... Date.....

### \* PREVIOUS CLIENT (EMPLOYER) STAMP HERE

*\*Incomplete and/or unsigned form will not be accepted and Amatola Water reserves the right to contact any Client Company listed as a reference. Hand-written imprints on the stamp area will not be accepted. No letters will be accepted only attached forms will be considered.*

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## FORM B.2: CONFIRMATION OF REFERENCES TO AMATOLA WATER

NAME OF BIDDING COMPANY:	
PREVIOUS CLIENT/EMPLOYER NAME:	
TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT	
DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED	
VALUE OF WORK COMPLETED	
DURATION AND DATE COMPLETED:	

The above-mentioned Bidding Company is in the process of submitting a Bid/RFQ for **RFQ NO: 2198 - SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY** for Amatola Water. If your company had prior exposure with the Bidding Company, as part of the evaluation process for this bid, Amatola Water requires your company to confirm goods/services supplied by the above Bidding Company as per below questionnaire.

<p>3. Were the goods/ services supplied according to the required quality as per the description/specification and were delivered on time?</p>	<p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p>
<p>4. Kindly, indicate their overall performance on the project.</p>	<p>Select applicable rating</p> <p><input type="checkbox"/> <b>Excellent,</b></p> <p><input type="checkbox"/> <b>Good,</b></p> <p><input type="checkbox"/> <b>Satisfactory,</b></p> <p><input type="checkbox"/> <b>Poor</b></p>

Full Name of Authorised Signatory .....

Contact Number ..... Email address.....

Signature..... Date.....

### \* PREVIOUS CLIENT (EMPLOYER) STAMP HERE

\*Incomplete and/or unsigned form will not be accepted and Amatola Water reserves the right to contact any Client Company listed as a reference. Hand-written imprints on the stamp area will not be accepted. No letters will be accepted only attached forms will be considered.

## 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:

.....  
 .....

---

<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.

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

**YES/NO**

- 2.3.1 If so, furnish particulars:

.....  
.....

### **3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or 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.

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<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.

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

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

.....	.....
Signature	Date

.....	.....
Position	Name of bidder



## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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 a) The value of this bid is estimated to be below R50 000 000 (all applicable taxes included) and therefore the .....**80/20**..... preference point system shall be applicable; or

b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

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

1.4 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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an

organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;

- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

**80/20**

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

Where

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = Price of lowest acceptable bid

### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12

5	8
6	6
7	4
8	2
Non-compliant contributor	0

## 5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: = ..... (maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(***Tick applicable box***)

YES		NO	
-----	--	----	--

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(***Tick applicable box***)

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

**8.1** Name of company/firm: .....

**8.2** VAT registration number: .....

**8.3** Company registration number: .....

**8.4 TYPE OF COMPANY/ FIRM**

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

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

**8.6 COMPANY CLASSIFICATION**

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

**8.7** Total number of years the company/firm has been in business: .....

**8.8** I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1. ....

2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

## **SECTION C:**

# **PRICING INSTRUCTIONS, PRICING SCHEDULE AND CONTRACT**

### **PRICE INSTRUCTIONS AND ESCALATION**

**The following pricing schedules must be completed in full:**

SBD 3.1: Pricing Schedule: Firm prices

SBD 3.2: Pricing Schedule: Non- firm prices

NB: If there are any unconditional discount offers, kindly attach a schedule that will indicate where those discounts are applied from.

Failure to fully complete the pricing instructions will invalidate your bid. All line items should be completed.

No claim in respect of any price escalation will be considered by the Amatola Water unless it is specifically stated in the Pricing

Annexure that the Bid is subject to price escalation. When escalation is claimed for during the contract period, proof of such escalation must be furnished and the calculation itself must be submitted to corroborate such proof. Escalation will only be calculated on the official index figures supplied by the Department of Statistics or the Price Controller, which ever may be applicable. All orders placed will be based on the current Bid prices. It is the responsibility of the Bidder to inform Amatola Water of any escalation prior to implementation of the escalated price. Failure to do so will negate any such claims.

### **VALUE ADDED TAX**

In calculating the cost of the supply and delivery of services and / or material, the supplier will issue a "Tax Invoice" for all services rendered and / or materials supplied, which will reflect the exclusive cost of such services, goods or materials with the relevant Value Added Tax being added to the total.

**VAT must be included in the Bid price but must be shown separately.**

**Non-VAT vendors must not include VAT in their bid price.**

## PRICING SCHEDULE – FIRM PRICES (PURCHASES)

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

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

Name of Bidder.....Bid number...2198.....

Closing Time 11:00 ..... Closing date: ...21 December 2022.....

**OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.**

### PRICING SCHEDULE - IS RATE BASED

#### SECTION A

No	Descriptions of Items to be Serviced	Units	Rate per unit
1	9.0kg DCP Fire Extinguishers	1	
2	4.5kg DCP Fire Extinguishers	1	
3	2.5kg DCP Fire Extinguishers	1	
4	2.0kg CO <sup>2</sup> Fire Extinguishers	1	
5	5.0kg CO <sup>2</sup> Fire Extinguishers	1	
6	6.8 kg CO <sup>2</sup> Fire Extinguishers	1	
7	Hydrants	1	
8	Hose reel	1	
No	Recharges, Parts and Materials	Units	Rate per unit
1	Discharge nozzle	1	
2	Instruction label	1	
3	Service label	1	
4	Pressure test label	1	
5	DCPSP head valve	1	
6	Gauge	1	
7	Discharge house nozzle	1	
8	O' ring	1	
9	Plunger	1	
10	Plunger o' ring	1	
11	Relieve valve	1	
12	Lead / Plastic seal	1	
13	Nitrogen	1	
No	CO <sub>2</sub> (Carbon dioxide) Extinguisher	Units	Rate per unit
1	Spares – Instruction label	1	
2	Pressure test label	1	
3	Hose & Horn 5kg	1	
4	Fixed Horn 2kg	1	
5	Co2 valve	1	
6	Plastic / lead seal	1	

7	Service label	1	
<b>No</b>	<b>Fire Hose Reel</b>	<b>Units</b>	<b>Rate per unit</b>
1	30m PVC plastic house	1	
2	House reel frame	1	
3	CP valve	1	
4	Plastic / Aluminium nozzle	1	
5	Waste way	1	
6	Running out guide	1	
<b>No</b>	<b>Descriptions of Items to be Replaced with New Include Supply and Installation</b>	<b>Units</b>	<b>Rate per unit</b>
1	Fire Hose-reel	1	
2	Fire Exit Signage	1	
3	Arrow Sign	1	
4	Fire Extinguishers Sign	1	
5	Fire Hose-reel Sign	1	
6	Fire Extinguishers Cabinet	1	
7	Fire Extinguishers Bracket	1	
<b>Subtotal Section B</b>			

## AREA OF SERVICE

### SECTION B

No	Area	Distance	Rate per km
1	Amatola Head Office	East London	
2	Amatola Water Regional Office Nahoon Dam Complex, Houses and vehicles	25km	
3	Laing Dam & Pipeline & Pumpstations & Houses and vehicles	75km	
4	Peddle WTW & Surrounding Plants & Pumpstations & Houses and vehicles	175km	
5	Sandile WTW & Masincedane WTW & Houses and vehicles	150km	
6	Debe WTW, Pumpstations & Houses and vehicles	95km	
7	Binfield WTW, Pumpstations & Houses and vehicles	170km	
8	Albany Coast & Pumpstations and vehicles	170km	
<b>Subtotal Section B</b>			
<b>Subtotal (Section A &amp; B)</b>			
<b>Vat</b>			
<b>Total</b>			

**Total must be transferred to SBD 1, failure to do so will lead to the bid/RFQ being disqualified**

Required by:

Amatola Water

- At: .....
- Brand and model .....N/A.....
- Country of origin .....N/A.....
- Does the offer comply with the specification(s)? \*YES/NO



- If not to specification, indicate deviation(s) .....
- Period required for delivery .....
- Delivery: \*Firm/not firm

## PRICE ADJUSTMENTS

### A NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES

IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left( D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

Pa	=	The new escalated price to be calculated.
(1-V) Pt	=	85% of the original bid price. <b>Note that Pt must always be the original bid price and not an escalated price.</b>
D1, D2..	=	Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
R1t, R2t.....	=	Index figure obtained from new index (depends on the number of factors used).
R1o, R2o	=	Index figure at time of bidding.
VPt	=	15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. The following index/indices must be used to calculate your bid price:

Index..... Dated.....	Index..... Dated.....	Index..... Dated.....
Index..... Dated.....	Index..... Dated.....	Index..... Dated.....

2. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. e.g. Labour, transport etc.)	PERCENTAGE OF BID PRICE

**B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS**

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

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

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

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

# **CONTRACT FORM - PURCHASE OF GOODS/WORKS**

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

## **PART 1 (TO BE FILLED IN BY THE SUPPLIER)**

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to **(AMATOLA WATER) SERVICING FIRE EQUIPMENT (FIRE EXTINGUISHERS, FIRE HYDRANTS AND FIRE HOSE REELS) ON ALL AMATOLA WATER BOARD SITES FOR A PERIOD OF 3 YEARS AND RELATED AD HOC SERVICES IN RELATION TO FIRE SAFETY** in accordance with the requirements and specifications stipulated in **RFQ NUMBER 2198** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
  
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017;
    - Declaration of interest;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
  
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
  
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
  
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
  
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

<b>WITNESSES</b>	
1	.....
2.	.....
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## **GENERAL CONDITIONS OF CONTRACT**

The form of Contract to be utilized is the General Conditions of Contract issued by National Treasury.