

TENDER NOTICE AND INVITATION TO TENDER



BID NO: AW 2021/22/14

PROVISION OF AN AUTOMATED TITRATION INSTRUMENT (AUTO-TITRATOR) FOR WATER ANALYSIS

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Amatola Water Board is a state-owned, South African water utility established in November 1997 and is mandated to render water services to water sector institutions, to local government and other customers in the Eastern Cape.

INVITATION AND SCOPE OF WORK

Suitably experienced and qualified Contractors are invited to respond to this bid invitation for the PROVISION OF AN AUTOMATED TITRATION INSTRUMENT (AUTO-TITRATOR) FOR WATER ANALYSIS

Bid Number	Bid Description	Scope of Work	Bid Closing Date and Time
AW2021/22/14	PROVISION OF AN AUTOMATED TITRATION INSTRUMENT (AUTO-TITRATOR) FOR WATER ANALYSIS	Supply an Automated titration System for the analysis of the pH, Alkalinity, Conductivity and Fluoride in water samples. The Tenderer shall supply, deliver, install, commission, and train the laboratory staff to operate the instrument. The instrument and any accessories supplied should be fully automated	09 December 2021 at 11:00 am

Only tenderers who meet the 3 stage Evaluation Criteria will be eligible to tender.

1. EVALUATION CRITERIAS-DISQUALIFYING FACTORS

The received bid proposals will be evaluated in different phases to arrive to the final phase of bid award, and the phases will be as follows:

STAGE 1 – COMPLIANCE SCREENING/ADMINSTRATIVE COMPLIANCE

In this phase All bids received will be verified for compliance and completeness of the submitted proposal per the below set of requirements. Bidders who fail to comply with the below requirements WILL be eliminated and bidders who comply with the below progresses to the next phase.

- Bid documents must be properly received on the bid closing date and time specified on the invitation. (Bid closing date,09 December 2021 @11 am)
- Bid documents must be properly fully completed, dated, signed in ink
- Submission of the bid document must be binded and is without tearing any pages off.
- The bid document must be completed in all respects in non-erasable ink.
- Bids must be submitted on original bid documents.
- Bid documents must remain intact and no portion may be detached

The following declaration forms must be completed and signed in full:

SBD 1: Invitation to Bid

SBD 4: Declaration of Interest

SBD6.1: Preference points claim form in terms of Preferential Procurement Regulations 2017

SBD 8: Declaration of Bidder's Past SCM Practices
 SBD 9: Certificate of Independent Bid Determination

FORM A: AUTHORITY TO SIGN

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

The Bidders are encouraged to submit the following documents:

- B-BBEE VERIFICATION CERTIFICATE/SWORN AFFIDAVIT for EMEs and QSEs where applicable
- JOINT VENTURE AGREEMENT (IF APPLICABLE)

STAGE 2 – FUNCTIONALITY

No.	EVALUATION CRITERIA	WEIGHT
1	Tendering Company's Experience: Number of years of relevant Industry experience (Supply of Auto-Titration Instruments)	25
	• 10 and more years	25
	• 5-9 years	15
	• 1-4 years	5
2	Key Staff Qualification & Experience: Key Staff Responsible for: Supply, Installation, Commissioning, Repair and Service of the Auto-Titrator Instruments must possess the following attributes (as per CV's and Degree in Electronic Engineering provided):	30
	• 5-year and above proven experience of Supply, Installation, commissioning, Repair and Maintenance of the Auto-Titration Systems instruments. • Degree in Electronic Engineering.	30
	• 3-4-year proven experience of Installation, commissioning, Repair and Maintenance of the Auto-Titration instruments. • Degree in Electronic Engineering.	20
	• 1-2-year proven experience of Installation, commissioning, Repair and Maintenance of the Auto-Titration Systems instruments. • Degree in Electronic Engineering.	10
3	Tendering Company's Past Performance: Performance on previous supply and maintenance of the Auto-Titration instruments (quality of service, managing Auto-Titration instruments, etc.)	25
	• 5 or more positive testimonial/s that indicate that tenderer has required skills and capacity in supplying, maintenance of the Auto-Titration Systems instruments.	25
	• Between 3-4 positive testimonial/s that indicate that tenderer has required skills and capacity in supplying, maintenance of the Auto-Titration Instruments assessment and development).	15
	• 1-2 positive testimonial/s that indicate that tenderer has required skills and capacity in supplying, maintenance of the Auto-Titration Instruments assessment and development).	5
4	Delivery Time Upon Placing an order:	20
	• delivery within 4-5 Weeks	20
	• delivery within 6-8 Weeks	10
	• delivery within 9-10 Weeks	5
Maximum possible score		100
Minimum number of total evaluation points required for functionality		70

STAGE 3 – PRICE AND PREFERENCE 80/20

Bidders are required to complete the preference claim form (SBD 6.1) and must submit their valid BBBEE status level verification certificate or certified copy of sworn affidavit at the closing date and time of the bid in order to claim the BBBEE status level points.

Only bidders who have completed and signed the declaration part of the preference claim form and who have submitted a BBBEE status level certificate from an accredited verification agency or sworn affidavit will be considered for preference points, failure on the part of the bidder to comply with the above will be deemed that preference points for BBBEE status level are not claimed and therefore be allocated zero (0)

PRICE AND PREFERENCE (BBEE)	
Price	80%
BBBEE	20%
Total Points for price and BBBEE	100

All forms and declarations must be signed and completed and returned with the Bid Document as a whole.

Failure to sign and / or complete the forms and declarations will result in the bid being disqualified.

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

2. COMPULSORY BID CLARIFICATION MEETING

No physical briefing session will be held. Questions can however be emailed to pmelani@amatolawater.co.za for technical questions sbiyela@amatolawater.co.za for SCM related questions and answers will be communicated.

3. BID PUBLICATION

Bid documents are to be downloaded free of charge from **12 November 2021** at on the Amatola Water Website (www.amatolawater.co.za) on the Tender page.

4. BID SUBMISSION

The original completed bid documents and supporting documents, must be submitted in a sealed envelope or parcel 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 Rd, Vincent, East London, prior to the time and date indicated in the bid notice and the Tender Data. No public opening of tenders will be allowed due to the resurgence of Covid 19 pandemic, however Tender offer results will be published onto Amatola Water Website within 30 days from the closing date.

5. BID ENQUIRIES

No telephonic enquiries relating to this tender will be entertained. All enquiries regarding this tender must be in writing only and must be directed to: Mr. S Biyela at sbiyela@amatolawater.co.za (for SCM enquiries) and Ms P Melani at pmelani@amatolawater.co.za (for technical enquiries).

Mr S Qweleka

Acting Chief Executive