



<b>BID DOCUMENT</b>
<b>RFQ NO. 143-25/26</b>

<b>BID DESCRIPTION</b>
<b>CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW &amp; MASINCEDANE WTW</b>
<b>SITE CLARIFICATION MEETING</b>
<b>NONE</b>

<b>CLOSING DATE</b>
<b>THURSDAY, 26 MARCH 2026 AT 11H00AM</b>

**NO EMAILED SUBMISSION WILL BE ACCEPTED**

<b>BIDDER TO COMPLETE</b>	
<b>COMPANY NAME</b>	
<b>CSD NUMBER</b>	

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

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# **SECTION A**

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

**COMPANY DETAILS**

RFQ NUMBER:	<b>143-25/26</b>		
DESCRIPTION	<b>CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW &amp; MASINCEDANE WTW</b>		
CLOSING DATE & TIME	<b>26 MARCH 2026 &amp; 11:00am</b>		
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>			
<b>Reception area of Amatola House</b>			
<b>6 Lancaster Road</b>			
<b>Vincent</b>			
<b>East London</b>			
<b>ENQUIRIES MAY BE DIRECTED TO</b>		<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>	
CONTACT PERSON	<b>Them bani Mampe</b>	CONTACT PERSON	<b>Dumisani Mtimkulu</b>
TELEPHONE NUMBER	<b>043 707 3700</b>	TELEPHONE NUMBER	<b>043 709 3711</b>
FACSIMILE NUMBER	<b>n/a</b>	FACSIMILE NUMBER	<b>n/a</b>
E-MAIL ADDRESS	<a href="mailto:tmampe@amatolawater.co.za">tmampe@amatolawater.co.za</a>	E-MAIL ADDRESS	<a href="mailto:dmtimkulu@amatolawater.co.za">dmtimkulu@amatolawater.co.za</a>
<b>SUPPLIER INFORMATION</b>			
NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER			
CELLPHONE NUMBER			
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER (IF APPLICABLE)			
CENTRAL SUPPLIER DATABASE No:	MAAA		

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

## **TENDER CONDITIONS**

### **1. DEFINITIONS**

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

### **1. BID PUBLICATION**

RFQ document will be available from **19 March 2026** at Amatola Water website at [www.amatolawater.co.za](http://www.amatolawater.co.za)

Only tenderers who are registered with the CIDB or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading of 2CE or higher and those who satisfy the criteria stated in the tender data, will be eligible to tender.

### **2. 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 company details form of this bid.

### **3. RFQ Evaluation Criteria**

**This bid will be evaluated in Three (3) phases:**

**Phase One: Mandatory requirements**

**Phase Two: Capability Requirement & Compliance Assessment**

**Phase Three: Bidders passing all stages above will thereafter be evaluated on PPPFA and specific goals.**

#### **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 in a sealed envelope in the bid 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/ The Letter of Resolution by the Board of Directors.
- FORM B: SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY COMPLETED.
- SBD4: BIDDERS DISCLOSURE - must be completed and signed,  
**NB: Bidder must ensure that 2.3 of SBD 4 is fully completed in all aspects including all 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.**
- Form Of Offer must be completed and signed.
- BOQ must be fully completed and signed, and all line items must be priced.

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.

**Phase Two: Capability Requirement & Compliance Assessment**

No	Criteria	Compliant/ non-compliant	Attached
1.	<p><b>COMPANY EXPERIENCE:</b> The service provider must provide Amatola Water with <b>two (2)</b> successfully completed Projects/ Services for <b>CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS</b>. Attach <b>FORM B.1 and B.2: CONFIRMATION OF REFERENCE TO AMATOLA WATER</b> - for similar projects previously completed by the bidding company. Form must be completed and stamped. <b>No letters will be accepted only attached forms considered.</b></p>		
2.	<p><b>COMPANY CERTIFICATION:</b></p> <ul style="list-style-type: none"> <li>Bidder must be registered and active on CIDB – CIDB grading of <b>2CE</b> or higher, with experience in <b>Earthworks and Water Purification Work Systems</b>.</li> </ul>		
3.	<p><b>KEY PERSONNEL:</b></p> <ul style="list-style-type: none"> <li><b>Site Foreman Earthworks:</b> Proof of Qualifications (NQF Level 4) with minimum three (03) years’ experience. <b>CV</b> indicating relevant experience minimum three (03) years’ experience and <b>National Diploma Certificate/Higher</b> from Technical College/University of Technology must be provided.</li> <li><b>Safety Officer:</b> Proof of Qualifications and a minimum of five (5) years’ experience. Must provide CV and Certificates.</li> </ul>		

**Phase Three: EVALUATION ON PPPFA AND SPECIFIC GOALS**

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

<b>POINTS FOR PRICE</b>	<b>80 POINTS</b>
<b>SPECIFIC GOALS</b>	<b>20 POINTS</b>
<b>TOTAL POINTS</b>	<b>100 POINTS</b>

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

- The bidders must be registered on Central Supplier Database (CSD) prior to the award.
- Bidders tax matters must be in order prior award.
- SBD 6.1 must be completed and signed in order to claim points for specific goals. Failure will lead in non-awarding of points for specific goals (attach certified ID document)
- CIPC CK document
- JOINT VENTURE AGREEMENT (If Applicable).

- The successful Bidder will be required to sign 37 (2) agreement and submit safety file as per the requirements of Health and Safety ACT and Performance agreements and submission of Safety File.
- Evaluation of the workshop equipment and verification of the location.
- BBEE Certificate / sworn affidavit.

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

- The bid document must be completed in all respects in non-erasable ink.
- Bids must be submitted on original bid documents.
- No tippex or correctional fluid must be used.

Bid documents must be submitted in a sealed envelope marked “**RFQ 143-25/26**” **CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW & MASINCEDANE WTW.**

- Failure to submit your bid in a sealed envelope will render your bid non-responsive.

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

All Bids must remain valid for a period of 120 (one hundred and twenty) days from the closing date as stipulated in the Bid document.

#### **5. 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 board of directors or under the articles of the entity.

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

#### **6. 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 into 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.

#### **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

## **7. 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. Amatola Water reserves the right to negotiate offers to be market related as and when required.
- V. Failure to comply with the above requirements will result in submitted proposals being disqualified.

### **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**

Amatola Water invites quotations from suitably qualified and experienced service providers for the **CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW & MASINCEDANE WTW.**

### **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. PROJECT OVERVIEW**

Clean recycling lagoons at Debe & Masincedane Water Treatment Works to restore capacity, improve recycled water quality, and ensure compliance with discharge permits.

### **2. SCOPE OF WORK**

#### **Isolation & Dewatering:**

- Isolate lagoon, pump out water (coordinate with ops)
- Remove scum vegetation

#### **Sludge Removal**

- Mechanically dredge sludge (Hydraulic dredging, Mechanical buckets, Amphibious dredgers) to remove sludge from lagoons.
- Transport sludge off-site (Permit-compliant)

#### **Reinstatement:**

- Refill lagoon, check weirs, valves aerators
- Take capacity measurements (Update O&M manual)

### **3. SAFETY & COMPLIANCE**

- PPE, SHEQ logs.
- Meet SANS/National Water Act standards

### **4. DELIVERABLES**

- Cleaned lagoons (photos)
- Completion report.

# **SECTION B**

## **RETURNABLE DOCUMENTS**

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

- SBD 4: BIDDERS DISCLOSURE
- FORM A: AUTHORITY TO SIGN
- FORM B: SCHEDULE OF PREVIOUS SIMILAR CONTRACTS SATISFACTORILY COMPLETED.

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

- SBD 6.1: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022
- 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. All fields to be completed.

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 by providing details of **comparable contracts** within the last 5 years relating to the **CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW & MASINCEDANE WTW.**

Comparable supply contracts of the 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**

<b>NAME OF BIDDING COMPANY:</b>	
<b>PREVIOUS CLIENT/EMPLOYER NAME:</b>	
<b>TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT</b>	
<b>DESCRIPTION OF CONTRACT/ PROJECT PREVIOUSLY COMPLETED</b>	
<b>VALUE OF WORK COMPLETED</b>	
<b>DURATION AND DATE COMPLETED:</b>	
<p>The above-mentioned Bidding Company is in the process of submitting a Bid/RFQ to Amatola Water as per detailed Specification to Confirm that the Bidder had completed Similar or Relevant Contract with your Company within the past 5 years. 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>	
<p>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>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.....

**\*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 this form is considered.*



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

<b>NAME OF BIDDING COMPANY:</b>	
<b>PREVIOUS CLIENT/EMPLOYER NAME:</b>	
<b>TENDER/BID NUMBER OF COMPLETED CONTRACT/PROJECT</b>	
<b>DESCRIPTION OF CONTRACT/ PROJECT COMPLETED</b>	
<b>VALUE OF WORK COMPLETED</b>	
<b>DURATION AND DATE COMPLETED:</b>	
<p>The above-mentioned Bidding Company is in the process of submitting a Bid/RFQ to Amatola Water as per detailed Specification to Confirm that the Bidder had completed Similar or Relevant Contract with your Company within the past 5 years. 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>	
<p>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>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.....

**\*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 this form is 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 institution	State

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**

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<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.

2.3.1 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.



## 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

#### 1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The lowest 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:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<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.

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

## 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

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

Where

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

### 3.2. 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:

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

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.)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDI (51% or more black ownership)	8	
Black women (51% or more women ownership)	4	
Black youth (51% or more youth ownership)	4	
People with disability (20% or more disabled people ownership)	4	

**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 authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- 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>	..... ..... .....

# **SECTION (PART) C: CONTRACT**

## **PART C1**

### **AGREEMENT AND CONTRACT DATA**

- C1.1 Form of Offer and Acceptance
- C1.2 Contract Data

**C1.1 FORM OF OFFER AND ACCEPTANCE**

**1 OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a Contract in respect of the following services: **CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS 40M X 40M X 5M DEEP FOR DEBE WTW & MASINCEDANE WTW RFQ 143-25/26.**

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the Returnable Schedules, and by submitting this offer has accepted the tender conditions.

By the representative of the Tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data..

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:**

**[Rand]**.....  
..... (in words);  
**[R]**..... (in figures)

This offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this Form of Offer and Acceptance document including the Schedule of Deviations (if any) to the Tenderer before the end of the period of validity stated in the tender data or other period as agreed, whereupon the Tenderer becomes the party named as the Contractor in terms of the Conditions of Contract identified in the Contract Data.

**OFFER SIGNATURE BLOCK**

Signature(s) .....  
Name(s) .....  
Capacity .....

for the **Tenderer** .....  
.....  
.....  
(Name and address of organization)

Name and signature  
of witness ..... (name)  
..... (sign) Date .....

**SCHEDULE OF DEVIATIONS**

**Notes:**

1. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
2. A Tenderer's covering letter shall not be included in the final contract document. Should any matter in such, letter, which constitutes a deviation as aforesaid become the subject of agreements reached during the process of, offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

No	Subject	Details

By the duly authorised representatives signing this Schedule of Deviations, the Employer and the Tenderer agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, as well as any confirmation, clarification or change to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

for the **Tenderer**

Signature(s) .....

Name(s) .....

Capacity ..... Date .....

Name and address : .....

.....

Name and signature of witness ..... Date .....

for the **Employer**

Signature(s) .....

Name(s) .....

Capacity .....

Name and address : Amatola Water  
Private Bag X3, Vincent, East London, 5217

Name and signature of witness ..... Date .....

**ACCEPTANCE**

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data.

Acceptance of the Tenderer's Offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the Contract are contained in

**Part C1:** Agreements and Contract Data (which includes this agreement)

**Part C2:** Pricing data

**Part C3:** Scope of Work

**Part C4:** Site Information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C4 above as well as the Appendices.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto, as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of Offer and Acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be duly signed by the authorised representative(s) of both parties.

The tenderer shall, within two weeks after receiving a completed copy of this agreement including the Schedule of Deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed copy of this Form of Offer and Acceptance including the Schedule of Deviations (if any). Unless the tenderer (now contractor), within five (5) working days of the date of such receipt, notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

**OFFER SIGNATURE BLOCK**

**PROCUREMENT OF .....**

Signature(s) .....  
Name(s) .....  
Capacity .....

for the **Employer**

Name and address : Amatola Water  
Private Bag X3, Vincent,  
East London,  
5217 or  
  
Amatola Water House, 6 Lancaster Road,  
Vincent, East London,  
5217

Name and signature  
of witness .....

Date .....

**CONFIRMATION OF RECEIPT**

The Tenderer, (now the Contractor), identified in the Offer part of this Agreement hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this Agreement including the Schedule of Deviations (if any):

on the.....(day) of .....(month).....(year) at .....

**On behalf of (by) the Contractor**

Capacity .....

Witness

Name of person .....

.....

Signature .....

.....

Date .....

.....

## **Contract Data**

General Conditions of Contract for Construction Works (2015) 3<sup>rd</sup> Edition 2015 as published by (SAICE) South African Institution of Civil Engineering.

**PART C2**  
**PRICING DATA**

- C2.1 Pricing Instructions
- C2.2 Pricing Schedule

## **C2.1 Pricing Assumptions**

Pricing assumptions mean the criteria as set out below, read together with all parts of this contract document, which it will be assumed in the contract that the tenderer has considered when developing his/her prices.

## C2.2 Bill of Quantity

### PRICING GUIDLINES

- Plant Machinery prices must be per item description in the pricing schedule below and rated with transportation separately.
- Rollback return trip travel claim not to exceed 200km from its Depo.
- Only firm prices will be accepted, non-firm prices (including prices subject to rates of exchanged variations) will not be considered.

### SCHEDULE NO 1: PRELIMINARY & GENERAL COST:

CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS. DEBE WTW & MASINCEDANE WTW.					
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
<b>SCHEDULE NO. 1</b>					
	<b>COMPLIANCE WITH HEALTH AND SAFETY REQUIREMENT</b>				
A1	PREPARATION OF RISK ASSESSMENTS, SAFE WORK PROCEDURES, THE PROJECT H&S FILE, THE H&S PLAN, THE PROVISION OF PPE AND PROTECTIVE CLOTHING, AND ALL OTHER FIXED CHARGE H&S MATTERS THAT THE CONTRACTOR DEEMS NECESSARY	SUM	1		
A2	COMPLETING AND CHECKING THE PROJECT H&S FILE AND HANDING OVER THE CLIENT ON COMPLETION OF THE WORKS	SUM	1		
<b>TOTAL SUB</b>					<b>R</b>

### SCHEDULE NO 2: TRANSPORT & MACHINERY COSTS:

NOTE: RATE/KM & TOTAL AMOUNTS PRICE TO BE THE SAME.

CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS. DEBE WTW & MASINCEDANE WTW.					
ITEM	TYPE OF VEHICLE	RATE/KM	TOTAL DISTANCE	TOTAL AMOUNT	
E					
E1	2500CC 4x2 LDV TRAVEL TO SITE OR COMMISSION EQUIPMENT (PER KM)		XXXXXXXXXX		
E2	MEDIUM EXCAVATOR (RATE PER HR)		XXXXXXXXXX		
E3	TLB MACHINE (RATE PER HR)		XXXXXXXXXX		
E5	TIPPER TRUCK 10 TON (PER HR)		XXXXXXXXXX		
E6	ROLLBACK (PER KM)		XXXXXXXXXX		
E7	LOWBED (PER KM)		XXXXXXXXXX		
E8	SMOOTH ROLLER (PER HR)		XXXXXXXXXX		
E9	SUPPER SUCKER / VACUUM		XXXXXXXXXX		
<b>SUB TOTAL</b>					<b>R</b>

**SCHEDULE NO 3: LABOUR RATES:  
NORMAL WORKING HOURS:**

<b>CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS. DEBE WTW &amp; MASINCEDANE WTW.</b>				
<b>ITEM</b>	<b>DESCRIPTION</b>	<b>RATE PER HOUR</b>	<b>OVERHEADS</b>	<b>TOTAL AMOUNT</b>
<b>F</b>	<b>LABOUR RATES: NORMAL WORKING HOURS</b>			
<b>F2</b>	<b>FOREMAN</b>	<b>HR</b>	<b>1</b>	
<b>F5</b>	<b>LABOUR/ ASSISTANT</b>	<b>HR</b>	<b>1</b>	
<b>SUB TOTAL COSTS</b>				<b>R</b>

## BILL OF QUANTITIES – SUMMARY

CLEANING OF WATER TREATMENT WORKS RECYCLING LAGOONS. DEBE WTW & MASINCEDANE WTW		
SECTION	DESCRIPTION	SUMMARY
SCHEDULE NO 1	PRELIMINARY AND GENERAL	R
SCHEDULE NO 2	TRANSPORT & MACHINERY COST	R
SCHEDULE NO 3	LABOUR RATES: NORMAL WORKING HOURS	R
<b>TOTAL OF SCHEDULE OF QUANTITIES</b>		<b>R</b>
<b>NET TOTAL OF TENDER</b>		<b>R</b>
<b>ADD 15% OF SUB TOTAL FOR VALUE ADDED TAX</b>		<b>R</b>
<b>WORKS ORDER RATES TOTAL</b>		<b>R</b>

Name of Tenderer .....

Date .....

Signature .....

Company Stamp: .....

**CONTRACT FORM - RENDERING OF SERVICES**

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

**PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)**

- 1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in RFQ No **143-25/26** 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 date of the bid **26 March 2026**.
- 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;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Bidder's Disclosure form;
    - 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 services 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	.....

**CONTRACT FORM - RENDERING OF SERVICES**

**PART 2 (TO BE FILLED IN BY AMATOLA WATER)**

1. I..... in my capacity as..... accept your bid under reference number .....dated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE APPLICABLE (ALL TAXES INCLUDED)	COMPLETION DATE	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

**WITNESSES**

1 .....

....

2 .....