



**sanedi**

South African National Energy  
Development Institute.

**Request for quotation**

**Supply and Installation of Borehole Water Treatment System at Sibonile  
Primary School for the Visually Impaired**

NAME OF BIDDER.....

POSTAL ADDRESS .....

STREET ADDRESS .....

CONTACT PERSON .....

TELEPHONE NUMBER Code ..... Number .....

CELL PHONE NUMBER Code ..... Number .....

FACSIMILE NUMBER Code .....Number .....

E-MAIL ADDRESS .....

**Signature of Bidder** .....

**Date** .....

<b>RFQ Number</b>	229a
<b>Date of RFQ</b>	23 <sup>rd</sup> February 2022
<b>SANEDI Contact</b>	All enquiries and RFQ submissions must be directed to :  Name: Ms. Nondumiso Buthelezi e-mail address: <a href="mailto:enquiries.procurement@sanedi.org.za">enquiries.procurement@sanedi.org.za</a> Website address: <a href="http://www.sanedi.org.za">www.sanedi.org.za</a>
<b>Required response date and time for quotation</b>	09 <sup>th</sup> March 2022 at 11:00 am
<b>A compulsory site Inspection</b>	01 <sup>st</sup> March 2022 at 10:00 am
<b>Submission e-mail</b>	<a href="mailto:quotes.procurement@sanedi.org.za">quotes.procurement@sanedi.org.za</a> . Only electronic submissions sent on this email will be considered. No manual submission will be accepted.
<b>Work specification (and Technical specifications)</b>	<p><b>Project Background</b></p> <p>The South African Energy Efficiency Appliance Standard and Labelling (S &amp; L) Project was originally jointly funded by the South African Department of Mineral Resources and Energy (DMRE) and the Global Environmental Facility (GEF), and the first developmental phase of the project was implemented by the DMRE, in collaboration with the United Nations Development Programme (UNDP), the South African Bureau of Standards (SABS) and National Regulator for Compulsory Specifications, (NRCS). The South African National Energy Development Institute (SANEDI), also contributed to this project, through participation in the Project Steering Committees and in other areas.</p> <p>SANEDI is an agency of the DMRE, established in terms of the Energy Act (2008), and has now been officially mandated through a formal Memorandum of understanding (MoU) between the department and SANEDI, to continue with the implementation, monitoring and evaluation of this national programme. The DMRE however, will continue to monitor and expand the programme as it is a priority initiative to save electricity, improve lives and reduce harmful Greenhouse Gas Emissions, (GHG). In this regard, SANEDI will continue to report regularly to the department on progress and gain their valuable policy insight to sustain this project in the country.</p> <p>A comprehensive marketing and communications campaign has been implemented to introduce the project to the South African consumer and public. The communication channels to date have included print, television, billboards, radio, online advertising, social media, website, in-store campaigns, mobile app and advocacy. The programme would like to consolidate and build on the work done to date by enhancing the existing social media efforts.</p>

## SCOPE OF WORKS

Renewable Energies Programme is a sub-programme of the Applied Energy Research Programme at SANEDI and it focuses on clean energy interventions that can benefit low income communities in South Africa. The notion of clean energy interventions that can benefit low income communities should not be confused with cheap, but rather simplified labour intensive (with special emphasis on sustainability and empowering youth, women and people with disabilities), interventions that can be easily adapted, operated and maintained in areas that are most needy.

In order to implement its mandate of promoting the development and deployment of clean energy access, SANEDI is working in partnership with relevant bodies enhance clean energy access to selected beneficiaries, the Gauteng Department of Infrastructure Development (GDID). SANEDI has partnered with the Green Technology Unit component of the Gauteng Department of infrastructure Development (GDID). This partnership has been in existence since 2014 and has involved in the Greening of the Sharpeville Schools. SANEDI seeks to replicate the successes of this Greening Project under different types of facilities to complement the work done by GDID.

In this project the Sibonile Primary School for the Visually Impaired has been selected for Greening within the Gauteng Province and the focus is on the Installation of borehole water treatment System. This school has installed solar water geyser that have a backup electricity element. The hard water that is produced by the borehole calcifies and causes damage to the heating elements thereby defeating the purpose of the solar water heaters. We therefore need to purify the water as it comes out of the borehole before it reaches the jojo tank. The objective of this project is therefore to conduct tests on the hard water, supply and install a suitable borehole water purification system.

## PROJECT OBJECTIVES

The key objectives of this project are as follows:

- Test the borehole water for a suitable water treatment purification system
- Supply and install a suitable water purification system

## PROJECT SITE DETAILS

Water purification system shall be supplied and installed at the facility listed below.

No	Name of the Facility Selected	Physical Address
1	Sibonile Primary School for the Visually Impaired,	Plot 33, Garthview Road, Kliprivier, Meyerton, Midvaal, South Africa

## **SPECIFICATIONS FOR BOREHOLE WATER TREATMENT SYSTEM**

Mostly the underground water contains heavy metals that can be harmful to one's health and might damage the plumbing equipment. In order to avoid these challenges, the underground water quality need to be tested and analysed.

- Service provider to conduct full water analysis of the borehole/groundwater supply which will give a clear indication of what water contaminants are present.
- Service Provider to collect water samples and send to a reputable, independent and SANAS accredited laboratory. Water quality analysis requirements include microbiological, chemical and physical properties of the water. For microbial samples, sterile sample bottle and cooler box are a requirement.
- Based on the results of the test, water purification method needs to be recommended and implemented. The purification system to produce potable water.
- In case of faecal contamination, Ultra violet (UV) disinfection to be used not chlorine
- Service provider to take water quality analyses to be conducted on purified water samples 3 three times in 3 months, for external laboratories analysis and report back to Project Manager.
- Service Provider to compile 3 (three) monitoring reports and to be submitted to Project Manager monthly.
- The purified ground water to meet the minimum requirements for potable water as stated in South African National Standards (SANS) 241: Drinking Water specifications.
- conduct three
- Service Provider to train a maximum of 3 (three) individuals nominated by the school and 10 (teen) project managers on how to operate and maintain the water purification system.
- Service Provider to provide 3 (three) detailed instruction manual and maintenance plan for the system.
- Provide written instructions in the local language to the trained individuals on how to operate and maintain the water purification system.
- Provide spare parts, especially for equipment vital to the operation of the plant including water filters to last for the period of 6 (six) months.
- Provide a list of supplier (s) or repairer available in the area for more complex or emergency repairs.
- The water treatment system must be solar powered with the electricity back-up facility.

## **MINIMUM INFORMATION REQUIRED**

- SABS approval documentation
- Detailed component guarantee period.
- Expected life span of the equipment.
- Delivery period.

- Information relating to the Bid Company's Installation experience and the extent of the installed base. This should be brief and will be verified during the procurement evaluation process.
- The bidder is required to submit a COIDA certification

#### **OCCUPATIONAL HEALTH AND SAFETY**

- Suppliers are always to comply with the relevant national occupational health and safety requirements. The bidders is required to submit a plan to indicate how they plan to comply with the Occupational Health and Safety requirements.
- All Water Treatment System installation must be issued with certificate of compliance

#### **PROJECT MANAGEMENT**

A suitable Service Provider is sought to undertake the Project Management of this task and supply the following deliverables:

#### **DELIVERABLES REQUIRED OF THE PROJECT MANAGER**

- Provide a detailed project timeline, (Gant chart preferred)
- Produce a detailed labour plan, outlining the time and number of labour required and aligned to the Expanded Public Works Programme (EPWP) requirements
- Provide a risk management and indemnity plan for security of product, equipment and labourers
- Ensure the health and safety of all labour, including contracted local community labour, employed in accordance with applicable legislation and consultation with community leaders
- Procure necessary Personal Protection Equipment (PPE) for all involved in the execution of the project
- Provide SANEDI with weekly progress updates that include a write up and photographic evidence in an electronic format and sent via e-mail:
  - Update to include relevant challenges and progress and solutions applied, to resolve any such challenges;
  - Record with certified copies of Identity Documents, everyone involved in the execution of the project;
  - Records of labourers' attendance, conduct, disciplinary processes, etc.
  - Detailed reports on project process, delays, contingencies.
  - Any challenges with community members to be communicated with SANEDI and local Ward Councilor/ project representatives, for resolution.
- All project meetings held must be supported by written minutes sent to SANEDI and GDID via email
- Facilitate a project close-out meeting between the contractors, SANEDI, the School Headmasters and local Ward Councilors
- Provide a detailed final Technical Report including assumptions, metrics, repairs and any other relevant technical information.

### **SITE INSPECTION**

A Compulsory site inspection will be arranged for interested bidders. Interested bidders must send their **RSVPs** to enquiries.procurement@sanedi.org.za **By the 28th of February 2022 before 15:00.**

**Site Inspection : 01<sup>st</sup> March 2022 at 10:00 (project site as per RFQ document )**

### **PROJECT MANAGEMENT FROM SANEDI**

The project shall be managed through SANEDI by a Renewable Energies Project Manager and shall include a Project Oversight Committee as follows:

- a) Chaired by Renewable Energies Project Manager.
- b) Representatives from GDID/ Sibonile Primary School for the blind/Local Community.
- c) A representative or more from the successful contractor.
- d) A representative from the community (optional and subject to availability, without remuneration for attendance at any meeting/s).
- e) A representative from each of the beneficiaries.
- f) A quorum shall be deemed when one member from each entity is present

Any project related decisions raised by any party associated with the project compliance and physical installation of the system must be addressed through the SANEDI project manager directly, as the contracting party.

The Project Oversight Committee shall meet as follows:

- a) On-site inception meeting, to initiate the Project
- b) Thereafter, progress meetings as deemed necessary
- c) A final closure meeting after project completion
- d) Project closeout meeting.

### **PROJECT SCHEDULE**

The project shall be completed within a month from the last date of signature to the contract. Any deviations from this will need a written motivation to SANEDI.

**Required qualifications and experience (Technical Evaluation Criteria)**

The bids received will be evaluated in two stages. The first stage will be the pre-condition compliance and technical evaluation, the second the financial/BEE evaluation. The following are the evaluation criteria that all bids will be assessed against:

Criteria	Scoring Guidelines (1-10)	Weighting
Company experience in supply and installation of Water Treatment Systems	<ul style="list-style-type: none"> <li>• More than 7 years experience in supply and installation of Water Treatment Systems = 10</li> <li>• More than 5 years experience but less than 7 years experience in supply and installation of Water Treatment Systems = 5</li> <li>• Up to 5 years experience in supply and installation of Water Treatment Systems = 3</li> </ul>	15%
Profile of project team, qualifications, experience in Borehole Water Treatment System project management.  <b><i>NB: CVs of the project team must be attached and failure to do so will forfeit points</i></b>	<ul style="list-style-type: none"> <li>• More than 7 years' experience in supply and installation of Water Treatment Systems = 10</li> <li>• More than 5 years but less than 7 years' experience in supply and installation of Water Treatment Systems = 5</li> <li>• Up to 5 years' experience in supply and installation of Water Treatment Systems = 3</li> </ul>	20%
Track record of Installation of Borehole Water Treatment Systems which must be demonstrated by reference letters. Reference letters must include the following: <ul style="list-style-type: none"> <li>• Must be in client's letterhead</li> <li>• Name of the project</li> <li>Duration of the project, contact person and duly signed and dated</li> </ul>	<ul style="list-style-type: none"> <li>• 5 reference letters in supply and installation of Water Treatment Systems = 10</li> <li>• 3 reference letters in supply and installation of Water Treatment Systems = 5</li> <li>• Up to 2 reference letters in supply and installation of Water Treatment Systems = 2</li> </ul>	30%
Project Plan: Detail of proposed installation project plan, logistical arrangements, Activities linked with timelines, suppliers, and project management, control, and oversight.	<ul style="list-style-type: none"> <li>• A plan with logistical arrangements, activities linked to timelines, suppliers, project management, control and oversight = 10</li> <li>• An average plan with some of the identified key areas = 5</li> <li>• A poor and unclear plan = 1</li> </ul>	25%

	Local Content	<ul style="list-style-type: none"> <li>There must be a verifiable minimum of 50% local content of labour and or hardware</li> </ul>	10%
	Threshold		70%
	Total		100%
Total points available 100 = <b>Minimum threshold 70 points</b>			
<b>Terms and Conditions</b>	<p>The RFQ shall be subjected to the SANEDI procurement terms and conditions which can be found on <a href="http://www.sanedi.org.za">www.sanedi.org.za</a>.</p> <p>New suppliers are requested to apply for registration as suppliers on the database as no RFQs will be considered without suppliers firstly being registered on the supplier database.</p>		
<b>Quoted Price excluding Disbursements VAT inclusive</b>	<p>(Attach a formal quotation on company official letterhead to this RFQ)</p> <p>R</p>		
<b>Discounted amounts</b>	R		
<b>Disbursements VAT inclusive</b>	R		
<b>Total Amount VAT inclusive</b>	R		
<b>Other Requirements</b>	<p>The supplier must submit the following returnable schedules:</p> <p>Pricing schedule          Attach SBD9, SBD 4 and BBBEE Bid Declaration          Attach valid tax clearance          Certified BBBEE certificate          Forms are available on <a href="http://www.sanedi.org.za">www.sanedi.org.za</a>          CSD report</p>		



**SBD 4: Bidder’s Declaration of Interest**

	<p>Any legal person, including persons employed by the state, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where</p> <ul style="list-style-type: none"> <li>- the bidder is employed by the state; and/or</li> <li>- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.</li> </ul>
	<p><b>In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.</b></p>

<b>COMPANY &amp; REPRESENTATIVE DETAILS</b>	
Full Name of bidder or his or her representative	
Identity Number	
Position occupied in the Company (director, trustee, shareholder, member):	
Registration number of company, enterprise, close corporation, partnership agreement or trust	
Tax Reference Number	
VAT Registration Number	

	<b>DECLARATIONS</b>	<b>YES</b>	<b>NO</b>
	Are you or any person connected with the bidder presently employed by the state?		
	If so, furnish the following particulars: Name of person / director / trustee / shareholder/ member		
	Name of state institution at which you or the person connected to the bidder is employed :		
	Position occupied in the state institution		
	Any other particulars:		
	If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?		
	If yes, did you attach proof of such authority to the bid document? <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.</u>		
	If no, furnish reasons for non-submission of such proof:		
	Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?		

	If so, furnish particulars:		
	Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?		
	If so, furnish particulars:		
	Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies  Wither or not they are bidding for this contract?		
	If so, furnish particulars:		

<b>Full details of directors / trustees / members / shareholders.</b>			
The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in the table below.			
<b>Full Name</b>	<b>Identity Number</b>	<b>Personal Income Tax Reference Number</b>	<b>State Employee Number / Persal Number</b>


“State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

**DECLARATION OF INTEREST**

I, the undersigned (name).....

Certify that the information furnished in this declaration is correct and I accept that SANEDI may reject the bid or act against me should this declaration prove to be false.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....

**SBD 9: Certificate of Independent Bid Determination**

I, the undersigned, in submitting the accompanying bid for .....

in response to the invitation for the bid made by SANEDI do hereby make the following statements that I certify to be true and complete in every respect:

I therefore certify, on behalf of ..... that I have read and I understand the contents of this Certificate;

1. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
2. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
3. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
4. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
5. 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 will not be construed as collusive bidding.
6. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;

- (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
  8. 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.
  9. 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.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....

**B-BBEE Bid Declaration**

Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:		
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED</b> (Points claimed for BBEE must be substantiated by means of a certified B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).		<b>Points Claimed</b>  .....
<b>SUB-CONTRACTING</b>	<b>YES</b>	<b>NO</b>
Will any portion of the contract be sub-contracted?		
If yes, indicate: what percentage of the contract will be subcontracted?	%	
the name of the sub-contractor?		
the B-BBEE status level of the sub-contractor?		
is the sub-contractor an EME?		

I, the undersigned (full name).....

Certify that the B-BBEE information furnished on this declaration form is true and correct and attach a current broad-based black economic empowerment certificate as verified by an accredited agency.

i accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of Enterprise Bidding: .....

Name of Authorised Representative .....

Signature of Authorised Bidder .....

Date .....