



agriculture & rural development

Department:
Agriculture and Rural Development
PROVINCE OF KWAZULU-NATAL

INVITATION OF QUOTATION ABOVE R30,000.00

THIS FORM SHOULD BE COMPLETED IN DETAIL AND SHOULD BE ACCOMPANIED BY A **VALID TAX COMPLIANCE STATUS PIN AND VALID BBBEE VERIFICATION CERTIFICATE/AFFIDAVIT**

QUOTATION NUMBER: R/S/1819/1237	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: 14/08/2018	CLOSING TIME: 11H00
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: SUPPLY, DELIVER AND INSTALL IRRIGATION TO THE PROJECTS AS PER ATTACHED SPECIFICATION- NGCOLOSI & FISOKUHLE	COMPANY NAME: TEL NO: FAX NO: CONTACT PERSON: CSD REG NUMBER MAAA.....
DOES OFFER COMPLY WITH SPECIFICATION?	YES/NO (DELETE WHICH EVER IS NOT APPLICABLE)
DOES ARTICLE COMPLY WITH SABS SPECIFICATION? HAS IT BEEN INSPECTED BY SABS?	YES/NO YES/NO (DELETE WHICH EVER IS NOT APPLICABLE)
DELIVERY PERIOD AFTER INITIAL ORDER?	
IS THE PRICE FIRM	
WHERE ARE THE STOCK HELD? (PHYSICAL ADDRESS , PLEASE)	
QUOTATION PRICE INCLUDING VAT (VAT TO BE ADDED BY REGISTERED VAT VENDORS ONLY)	TOTAL: R
COMPANY OFFICIAL STAMP (COMPULSORY) SIGNATURE OF BIDDER DATE
NUMBER OF PAGES FAXED BACK TO THE DEPARTMENT BY THE SUPPLIER(Supplier to complete)

Quotation for the attention of: Mrs N. Mlaba

Tel. Contact no :033 343 8186

Quotation must be deposited in the bid box situated at Department of Agriculture and Rural Development, Supply Chain Management,

NB: THE ATTACHED SBD4, SBD9 and SBD10 FORMS MUST BE COMPLETED IN FULL. THIS QUOTATION PAGE MUST BE COMPLETED AND RETURN WITH ALL YOUR QUOTATION

ANNEXURE A

COMPANY NAME -----

ADDRESS -----

CONTACT PERSON -----

CONTACT NUMBER -----

FAX NUMBER -----

LINE NO.	DESCRIPTION OR SPECIFICATION OF ITEM (Please be very specific and clear)	REQUIRED QUANTITY	UNIT PRICE EXCL. VAT		TOTAL PRICE	
			R	C	R	C
1.	Supply, deliver and Install irrigation to the project as per attached specification. Ngcolosi & Fisokuhle -Maphumulo	02				
*LABOUR (IF APPLICABLE)						
*DELIVERY (IF APPLICABLE)						
TOTAL						
*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT						
TOTAL PRICE						

*VAT Registration No. (Supplier) -----

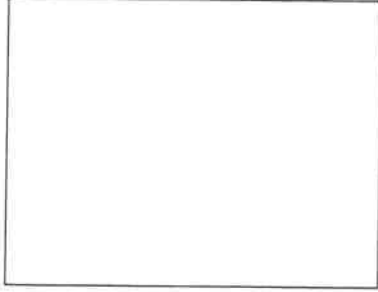
When Required (Requester) – SEPTEMBER 2018

Where Required (Requester) – Maphumulo Local Office- Food Security

Contact details of requester: P.K Hadebe
TEL: 0324812008/0795062070

R/S/1819/1237

**(COMPULSORY)
COMPANY STAMP**



PRICES ARE VALID FOR..... DAYS

SIGNATURE

DATE



agriculture & rural development

Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL

BID DOCUMENT FOR THE SUPPLY, DELIVERY AND INSTALLATION OF 0.57HA SIFISOKUHLE COMMUNITY GARDEN

1. This document must be read in conjunction with Drawings (See Table of Contents). If the contractor has the impression that the information provided in the drawing(s) and the technical specifications/Schedule of quantities contradict each other or are perceived to be ambiguous, (s)he should point this out to the Engineer and ask for clarification at an early stage, but not later than before the commencement of any construction. The same applies for purported differences between the technical specifications and schedule of quantities.
2. The TSS/Engineering Section (TES) takes no responsibility for projects implemented on the basis of this document alone without any prior involvement of TES before (partial) completion. This involvement consists of, but is not necessarily restricted to:
 - a. Signing off of the bid/quote document and Drawings by TES;
 - b. Presence of TES at the handover of the site to the contractor and at the commencement of the work. The contractor is to make sure that TES is informed of his/her intention to commence the work so that TES presence can be assured.
 - c. Supply to the contractor by TES of A3 and A4 sized plans. The drawings supplied with this document are for quoting/bidding purposes only and no construction should take place before the contractor has received the bigger sized building plans.
 - d. Regular site inspections by TES and the processing of invoices on the basis of achieved progress.
3. District managers and other departmental end users are therefore required to involve TES at the earliest possible stage, i.e. during PPC meetings or before submission of the request memo is submitted.

Table of Contents:

No.	Section	Pages	Read/ Complete
1	Cover Page	1	Read
2	A - Project Particulars	2	Read
3	B - General Conditions of Contract	2 - 4	Read
4	C - Project Technical Specifications	5 - 6	Read
5	ANNEXURE A.1: Irrigation Layout		Read
6	ANNEXURE A.2 : Pump house drawing	N/A	Read
7	ANNEXURE B.1 : Bill of quantity/pricing schedule		Complete
9	ANNEXURE B.1 : Bill of quantity/pricing schedule		Complete
10	ANNEXURE C : Previous experience	7	Complete
11	ANNEXURE D : Preference point system & Evaluation of bids	8-10	Read

BID SPECIFICATIONS FOR 0.57 HA COMMUNITY GARDEN



March 2015

A) PROJECT PARTICULARS

1) SCOPE

The contract covers the supply of all irrigation material including piping, fittings, pump/motor combination and full installation of irrigation system for this project.

2) ACCESS TO SITE

The exact location will be established at the bid/site briefing.
Site coordinates: S 29° 01' 56.6" and E 31° 07' 57.5"

B) GENERAL CONDITIONS OF CONTRACT

1) BIDDERS TO CHECK COMPLETENESS OF DOCUMENT

1.1 The bidder is required to check the number of consecutively numbered pages and should any found to be missing or in duplicate, or the text of figures indistinct, or should there be any doubt or obscurity as to the meaning of any part of these documents, the bidder must ascertain the true meaning or intent of the same prior to the submission of his/her tender, as no claims arising from any incorrect interpretation will be admitted.

2) VALIDITY

2.1 All prices must be valid for a period of **four months (120 days)** from the closing date of the tender.

3) FIXED PRICE CONTRACT

3.1 The contract shall not be subject to contract price adjustment. Bidders must therefore allow for any price increases during the contract duration, including possible delays in awarding the tender in accordance with the validity period.

4) PRICING (SEE ANNEXURE A – PRICING SCHEDULE)

- 4.1 All items as described in the project specification are to be priced in full. If a bidder does not tender on all items, his/her tender may be rejected.
- 4.2 Per item prices to exclude VAT.
- 4.3 Transport/Delivery costs must be included in the pricing. It must **not** be a separate item.
- 4.5 The tendered price must have your company stamp, date and be signed by an authorised person.

5) PENALTY CLAUSE

5.1 Refer to the breach of contract and penalty clauses in ZNT 6, condition 4, section B.

6) GENERAL

6.1 An amount of **N/A** excluding VAT has been allocated for the purpose of any ancillary work and for any material that may have been omitted but is required to implement the project (*See Pricing schedule item 4.1*). As there may be surplus material due to possible adjustments in the design,

- these items will be credited prior to the use of this amount. Please note that any un-scoped work or unlisted materials must be motivated for and is for the written approval of the Regional Engineer.
- 6.2 This amount is for reimbursement for additional works only and is based on supporting documentation including the original supplier's invoices which must be supplied to substantiate the claims (A 10% markup will be allowed). This amount is thus **not** automatically part of the contract amount but will only be available for **works and/or materials** that are not in the specification but are necessary for contract completion.

7) WARRANTY

- 7.1 All workmanship must carry a warranty of one year from the date of completion and handover of the works.

8) APPLICABLE STANDARDISED SPECIFICATIONS

- 8.1 For the purpose of this Contract the relevant SABS/SANS specifications shall apply. All materials to be SABS approved and installed to applicable standards specified by SABS or the manufacturer.

9) PAYMENTS

- 9.1 All deliveries are to be checked by a departmental representative prior to installation and certified accordingly. No payment will be made separately for the supply and delivery of materials only. Payments will only be made after the relevant phase has been completed and inspected by the Engineer. The maximum number of payments will be 5.

10) RETENTION

- 10.1 A 15% retention will be withheld on payment for the first two construction phases. The Department will pay out two-thirds of this retention, or 10% of tender value, as part of the third payment, at **practical completion** of the works. The remainder, viz 5%, will be paid out at **final completion** after expiry of the defect liability period (90 days after practical completion), the bidder having eliminated all defects.

11) SERVICE LEVEL AGREEMENT

- 11.1 The successful bidder and the Department will sign a Service Level Agreement prior to commencement of works.

11) SITE FACILITIES AVAILABLE

11.1 WATER AND SERVICES

There is no telephone connection, power or water available on site. The Contractor shall make the necessary arrangements for the provision of water and services required at the contractors own cost.

For unskilled work, the assistance of community members can be utilized at the contractor's costs and all negotiations with the community members will be the contractor's responsibility and not the Departments. The contractor will **not** be permitted to employ local skilled labour. He shall provide his own skilled labour.

11.2 LOCATION OF CAMP

The Contractor's camp may be erected on the site of the works. No persons other than a night watchman may sleep in the camp without the approval of the school principal.

11.3 HOUSING OF CONTRACTOR'S EMPLOYEES

No housing is available for the Contractor's employees and the Contractor shall make his own arrangement for housing his employees and transporting them to and from the site. However it may be possible to arrange temporary local accommodation for the contractor's staff with the school principal.

The Contractor is in all respects responsible for the housing and transporting of his employees, and for the arrangement thereof, and no extension of time due to any delays resulting from this, will be granted.

11.4 SAFETY

All safety measures including the provision of the Machinery and Occupational Safety Act (Act 6 of 1983) are to be adhered to.

12) DELIVERY OF MATERIALS

12.1 Material must be delivered **within three weeks** of receiving an official order, unless the Department indicates that delivery within this period is not desirable due to delays in the project.

13) ABNORMAL RAINFALL

13.1 The Contractor shall keep daily rainfall records and submit it to the Department's representative at every site meeting. No additional payment shall be made for the supply and installation of the rain gauge or for the keeping of the rainfall records and all costs must be included in the scheduled items.

14) 'AS BUILT' DETAILS

14.1 As the work progresses, the Contractor shall keep full records of all amendments to and deviations from the specifications as issued to the Contractor at the start of the contract. These details will, where appropriate, be noted on the supplied drawing. No alterations may be made without the written approval of the Regional Engineer.

15) PROGRAMME

15.1 The work is to be completed **within 3 months of the award of the bid**. The contractor is to supply a work schedule with the proposed times of completion of each phase.

C) PROJECT SPECIFICATION

C.1) DETAILS OF CONTRACT

C.1.1 The site has not been visited, assessed or surveyed by an engineering representative and the specifications may have to be altered depending on the prevailing site conditions such as:-

- The volume of water available - should the water be insufficient to irrigate 8.3ha, a smaller area may be irrigated in relation to the amount of water available. The contractor will be paid a pro rata rate should a smaller system be implemented.
- The static lift (difference in elevation between the abstraction point and the highest point to be irrigated in the project) - this will have to be checked (difference on site to supplied specification) and the CLASS of pipe for the mainline will have to be altered accordingly as well as the PUMP.
- The length of the mainline - a longer mainline if required to be added as well as confirming PUMP suitability where the mainline length is increased.
- The terrain of the project - the supplied design is based on a project where the land has a minimal slope and a rectangular shape. Depending on the actual terrain of this project, the layout may be extended or reduced which will have design implications.

- C.1.2 The field layout must conform to the design (see Annexure A). However, the Bill of Quantity (Annexure B) attached must be checked and verified by the tenderer. The contractor may, after approval by the departmental representative, make adaptations to the original design if these are deemed to constitute an improvement to the design *and* will not increase the overall cost of the scheme. These proposed changes must be accepted by the Regional Engineer and be confirmed in writing.
- C.1.3 The irrigation layout must be pegged out by contractor and will be checked by departmental representative. Trenches to be dug using suitable plant or local labour. Minimum trench depth must be 600mm. **The sub-laterals (drag lines) will remain on the surface.**
- C.1.4 All material to be supplied and delivered to site. Proper security measures must be implemented in consultation with the beneficiaries to safeguard it prior to installation. Alternatively material can be delivered in batches, as and when required. It is the contractor's responsibility to ensure the correct material is delivered and measures are taken to safeguard it until the project is handed over.
- C.1.5 The supply and installation of all irrigation material including pump, motor and pump house.
- C.1.6 Surplus material will be retained by the department and should any surplus material be taken by the contractor or material not supplied, payment will be made based on what has been actually used/put in the scheme. All material must be checked by a departmental representative prior to installation and testing. All joints are to be left uncovered for inspection purposes and to be covered after it has been inspected by departmental engineering representative and he/she is satisfied that there are no leaks.
- C.1.7 The scheme must be fully tested and commissioned in the presence of a representative of the Department. **The contractor will remain responsible for the scheme including all materials, and the official hand over and final payment will not take place, until such time that the entire scheme is fully functional and all leaks etc have been repaired.**
- C.1.8 All necessary concrete thrust blocks are required for the scheme.
- C.1.9 The Tenderer will be required to satisfy the Department that a sufficient and experienced skilled and semi skilled labour force is employed or that sufficient experienced labour can be acquired to complete the services and produce a fair quality of workmanship. **The Tenderer will be required to submit a list of references/ projects (ANNEXURE C: References) to enable the Department to inspect previously completed work and assess the capacity of the Tenderer. Furthermore the tenderer will be required to source local subcontractors and labour (see C.6.1).**
- C.1.10 The tenderer should have a minimum CIDB grading of Level 1CE or 1ME.

C.2) PIPING

- C.2.1 All piping must be SABS or SANS approved and of the correct class.
- C.2.2 All appropriate fittings are to be supplied including any additional material for unforeseen events.
- C.2.3 Equipment, pipes and other materials which are damaged before or during delivery, or during the testing of the scheme before commissioning, are to be replaced by the contractor *at no extra cost to the Department.*

C.3) FITTINGS AND DRAGLINE HOSE

- C.3.1 If the required fitting is not standard, it must be made up but, if consisting of more than one part, priced as one item.
- C.3.2 Dragline hose to be cut to the required length and only hose guaranteed for five years will be accepted.

C.4) PUMP AND MOTOR

- C.3.1 The proposed pump performance specification including NPSH curves **must be supplied with the tender. The tender will not be considered if this information is not attached to the tender.**
- C.3.2 The unit must be mounted on a suitable trolley fitted with pneumatic wheels and a handle bar that is able to swivel.
- C.3.3 All necessary fittings, adaptors, reticulation, reducers, priming funnels, tools etc should be supplied with the unit.



C.3.4 The pump must be a twin stage type and both the pump and motor combination must be a reputable brand with sound backing in terms of warranty and support

C.6) LABOUR AND TRAINING

C.6.1 It is required that the trenching, pipe laying and block laying for pump house be subcontracted to local contractors in order to develop local BEE contractors. In the situation where this is not possible local labor must be used (50% of the total labor value). It is required that the subcontractor be paid every two weeks.

C.6.2 During pipe laying and installation the community must be intensively involved and trained on all aspects of the reticulation especially with respect to maintenance. The following **extensive** training in the operation and maintenance of the scheme **must** be provided before hand over of the scheme to the beneficiaries:

- o of leaks in above ground sub-laterals with duct tape (temporary);
by replacing the broken section with a coupling and/or new piping
- o of leaks in laterals around saddles and through breakage.

C.7) SAFETY

C.7.1 All safety equipment required to construct the facility are for the contractor's responsibility and provisioning. Examples include: safety and protective clothing; sound scaffolding; false work and bracing; ladders etc... all equipment, tools, offloading and safety equipment are to be in a safe operating condition and all necessary safety procedures are to be adopted where appropriate.

C.8) COMPULSORY INFORMATION REQUIRED:

The tenderer is to attach the following information with their tender:

INFORMATION AND DOCUMENTATION	FOR OFFICE USE ONLY	
	YES	NO
• Pump performance specifications and NPSH curves.		
• Motor specifications.		
• Drawing indicating the proposed layout of the pump, motor, pipes and fittings and electrical layout of the works.		
• Annexure B.1 fully completed.		
• Annexure B.2 fully completed.		
• Annexure C fully completed.		
• Proof of CIDB grade.		
• All other necessary documents.		

ANNEXURE C:**REFERENCES**

Please provide an indication of your experience and expertise by completing the table below (minimum 2, maximum 5 projects in the past 5 years).

No	Name of project + Period	Project description	Role (self or sub-contracted)	Project value	Name and contact number of referee
1					
2					
3					
4					
5					



ANNEXURE D: PREFERENCE POINT SYSTEM AND EVALUATION OF BIDS

1. COMPLIANCE: QUALIFYING AND DISQUALIFYING FACTORS

- (i) Submission of all information and documentation as listed in the Terms of Reference or Specifications- of the bid document for this particular project. In case this project concerns one of the infrastructure types covered by the Infrastructure Service Provider (ISP) database, bidders would only have to send in updates or additions.

The following documents for the assessment of the capacity and capability are required and non-submission will reduce the bidder's chances of appointment:

- List of experience with similar projects or farm infrastructure in general, with references;
- Short CV's of key staff (may be contracted in);
- In the case of a Joint Venture: Official legal documentation stating the extent of the co-operation;

The following items are compulsory. Non-submission will invalidate the bidder's submission:

- In the case of **contractors**: proof of registration with the Construction Industry Development Board (CIDB) database under the category and grade required for this project (see Table 1: Minimum required CIDB designations per type of infrastructure)
 - In case of Engineering consultants, Project Managers and other non-implementing companies: proof of registration with Consulting Engineers South Africa (CESA), Engineering Council of South Africa (ECSA) or other representative professional bodies;
 - Certified Company Registration Documents;
 - An original and valid Tax certificate.
- (ii) All information required in the bid document must be accurate and duly completed including all the appropriate signatures. This includes the submission of required / requested documentation e.g. valid tax certificate, ZNT 30, etc.
- (iii) Failure to comply with any of the requirements will invalidate your bid.

Please Note: Only contractors with the minimum CIDB (Construction Industry Development Board) grading designation (as defined in the regulations (June 2004), in terms of the CIDB Act No 38 of 2000) as listed in the table below be eligible to bid for this project:

2 THE 90/10 AND 80/20 PREFERENCE POINT SYSTEM:

- (i) Depending on the bid value either the **80/20** (for bids up to R 1,000,000) or the **90/10** point preference point system (for bids of R 1,000,000 and more) shall be applied.

The points will be allocated as follows in case the **90/10 point system** will be applied :

	Goals	10 points
	Price	90 points
(iiA)	Goals	Points
	No franchise	5 points
Women		3 points
Youth		2 points

In case the **80/20 point system** will be applied, the points are allocated as follows:

	Goals	20 points
	Price	80 points
(iiB)	Goals	Points
	No franchise	10 points
Women		6 points
Youth		4 points

(ii) FUNCTIONALITY

Functionality will be assessed separately from the 90/10 or 80/20 formula. The first stage will be the assessment of functionality upon which the Bidders who score less than 65% for functionality will not be considered further.

The second stage will be the assessment and evaluation of Bidders in terms of 90/10 or 80/20, where 90 (80) points shall be used for pricing scores only and the 10 (20) points for HDI status.

See Tables 2 and 3 on next page for Evaluation Guidelines and Criteria respectively.

TABLE 2: GUIDELINES FOR EVALUATION

CRITERIA	GUIDELINES FOR EVALUATION
ABILITY	Bidders to provide proof of current capacity and ability to:
• Capacity	Implement the design and specifications to the standard as directed in the technical specifications.
CAPABILITY	Demonstration of competency to render the required service & providing proof of registration with the CIDB or membership of professional bodies such as ECSA, CESA etc.
• Competency	Bidders to provide evidence of similar projects completed recently i.e. not less than 2 projects and not more than 5 projects in the past 5 years.
• Experience	
METHODOLOGY	Provide a short description of your intended implementation methodology indicating time frames to complete the work.
NOTE: In order to ensure meaningful evaluation, bidders must submit detailed information in substantiation of the evaluation criteria mentioned.	

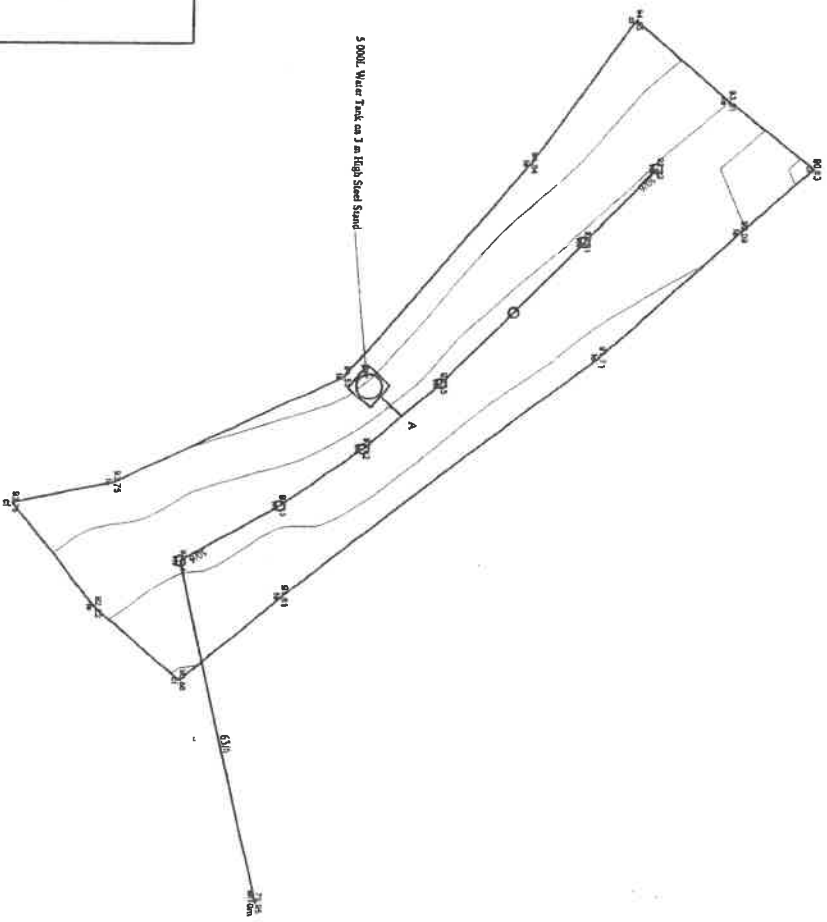
Submissions will be scored using the below scoring table. This bid will be evaluated on functionality which will determine the capability, ability and capacity of the prospective bidders to provide the required goods or services for the department. A minimum score of 65% must be obtained by the bidder in order to qualify to be evaluated further for price.

TABLE 3: ASSESSMENT CRITERIA FOR THE EVALUATION OF THE FUNCTIONALITY

EVALUATION MATRIX		Points %	Score
1	Financial viability of the bidder: Submission of a letter of good standing from a recognized financial institution	10	
2	Submission of short CV's of key personnel.	25	
3	Demonstration of competency to render the required service and providing proof of Insurances, and compliance with Labour legislation (enrolment of staff for Workman's compensation/UIF, Occupational Health & Safety Act.	10	
4	Demonstrable experience of the prospective service provider's engagement in similar work: <ul style="list-style-type: none"> Submission of list of 2 - 5 projects in the last 5 years with values and extent of involvement and contact details of referees. Documentary proof such as reference letters/CIDB assessments indicating value and period of the contract. 	30 15	
5	Submission of a short description of the intended implementation methodology indicating time frames to complete work.	10	
TOTAL		100%	

Sifisokuhle
BILL OF QUANTITIES

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	63 mm C6 HDPE	m	100		
2	63 mm * 50 mm Compression Reducer	no	1		
3	50 mm Equal Tee	no	1		
4	50 mm x 1.5" Male Adaptor	no	2		
5	1" Hydromatic Valve (Spring Loaded)	no	1		
6	1" Plastic Risers (600 mm Length)	no	1		
7	20 mm Plastic Pipelets	no	7		
8	20 mm Dragline Hose (36 m Length)	no	7		
9	20 mm Hose Clamps	no	14		
10	VYR-36AF Sprinklers (3.2bar with 4mm nozzle)	no	7		
11	500 mm Sprinkler Stand	no	7		
12	2" Gate valve	no	1		
13	63 mm x 1.5" Male Bend	no	2		
14	63 mm x 2" Male Adaptor	no	3		
15	63 mm x 90° Equal Bend	no	1		
16	63 mm Equal Tee	no	1		
17	Hondo Normac Twin Stage pump 51.09 m @ 6.09 m³/hr	no	1		
18	Pump and all accessories mounted on frame pneumatic wheels and swivel handlebar	no	1		
19	2" Heavy duty suction pipe , green (10m Length)	no	1		
20	2" Delivery pipe dunlop heavy duty (5 m)	no	1		
21	2 1/2" Heavy duty clamps	no	1		
22	Camlock Coupling Female x 2"	no	3		
23	Camlock 50 mm Hosetail x 2"	no	3		
24	2" x 800 mm Steel pipe	no	1		
25	2" Steel bend Equal	no	2		
26	2" Barrel Nipple	no	1		
27	2" Non return valve	no	1		
28	Steel Stands 3 m High for Jojo	no	1		
29	5 000 L Jojo Tank	no	1		
30	Extra reducers on pipework to suit pump installation	no	sum		
31	Concrete to anchor stand pipe and tank stand	no	sum		
32	Digging of trench to 600 mm depth (300 mm wide)	m	100		
33	Backfilling of trenches after pipelay and inspection	m	100		
34	Pipelay and installation	no	sum		
35	All other labour incl off loading of material	no	sum		
36	All transport incl delivery of materials, site visits, transport of labour etc	no	sum		
	Total (excluding VAT)				
	VAT (for VAT vendor)		14%		
	TOTAL				



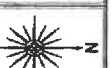
NOTES

- 1) AREA OF THE GARDEN 0.57 HECTARES
- 2) PERIMETER OF THE GARDEN 414.23 m NOT FENCED
- 3) PIPING DETAILS
 - a) 7 No. OF HYDROMATIC VALVES
 - b) MAIN LINE FROM PUMP TO A 80 m x ϕ 63 mm C6 HDPE
 - c) LATERALS 120 m x ϕ 50 mm C6 HDPE
 - A TO IJIO TANK 8 m x ϕ 50 mm C6 HDPE
 - d) DRAGLINE HOSE 216 m x ϕ 20 mm (36 m LENGTH)
- 4) PUMPING DETAILS
 - a) HEAD = 51.09 m
 - b) Q = 6.09 m³/hr

agriculture & rural development

Department: Agriculture and Rural Development
PROVINCE OF KWAZULU-NATAL



CLIENT South Region P/Box 6005 Hilton 3245	 SCALE 1:1 000	SURVEYED BY: Eugene Thushini DRAWN BY: Eugene Thushini APPROVED BY: COORDINATE SYSTEM Central Meridian 31° East	TITLE SIFISOKUHLE COMMUNITY GARDEN
DRAWING NUMBER: 2018	CAD FILE NAME: Sifisokuhle.dwg DATE: 23 March 2018		

**agriculture
& rural development**Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL**BID SPECIFICATION FOR THE
SUPPLY, DELIVERY AND INSTALLATION OF
IRRIGATION FOR 5HA COMMUNITY GARDEN****Project Particulars**

Name of Irrigation Scheme:.....

Location:.....

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3. *District managers and other departmental end users are therefore required to involve TES at the earliest possible stage, i.e. during PPC meetings or before submission of the request memo is submitted.*

A) PROJECT PARTICULARS

*Please note these are the bid specifications for a standard 5.0ha Irrigation scheme.
The as-built layout and specifications may therefore vary from site to site.
See Section C (Project Specifications) for details.*

1) SCOPE

The contract covers the supply of all irrigation material including piping, fittings, pump/motor combination and full installation of irrigation system for this project.

2) ACCESS TO SITE

The exact location will be established at the bid/site briefing.

B) GENERAL CONDITIONS OF CONTRACT

1) BIDDERS TO CHECK COMPLETENESS OF DOCUMENT

- 1.1 The bidder is required to check the number of consecutively numbered pages and should any found to be missing or in duplicate, or the text of figures indistinct, or should there be any doubt or obscurity as to the meaning of any part of these documents, the bidder must ascertain the true meaning or intent of the same prior to the submission of his/her tender, as no claims arising from any incorrect interpretation will be admitted.

2) VALIDITY

- 2.1 All prices must be valid for a period of four months (120 days) from the closing date of the tender.



3) FIXED PRICE CONTRACT

3.1 The contract shall not be subject to contract price adjustment. Bidders must therefore allow for any price increases during the contract duration, including possible delays in awarding the tender in accordance with the validity period.

4) PRICING (SEE ANNEXURE B – PRICING SCHEDULE)

- 4.1 All items as described in the project specification are to be priced in full. If a bidder does not tender on all items, his/her tender may be rejected.
- 4.2 Per item prices to exclude VAT.
- 4.3 Transport/Delivery costs must be included in the pricing. It must not be a separate item.
- 4.5 The tendered price must have your company stamp, date and be signed by an authorised person.

5) PENALTY CLAUSE

- 5.1 Refer to the breach of contract and penalty clauses in ZNT 6, condition 4, section B.

6) GENERAL

- 6.1 An amount of R20,000 excluding VAT has been allocated for the purpose of any ancillary work and for any material that may have been omitted but is required to implement the project (*See Pricing schedule item 4.1*). As there may be surplus material due to possible adjustments in the design, these items will be credited prior to the use of this amount. Please note that any un-scoped work or unlisted materials must be motivated for and is for the written approval of the Regional Engineer.
- 6.2 This amount is for reimbursement for additional works only and is based on supporting documentation including the original supplier's invoices which must be supplied to substantiate the claims (A 10% markup will be allowed). This amount is thus **not** automatically part of the contract amount but will only be available for **works and/or materials** that are not in the specification but are necessary for contract completion.

7) WARRANTY

- 7.1 All workmanship must carry a warranty of one year from the date of completion and handover of the works.

8) APPLICABLE STANDARDISED SPECIFICATIONS

- 8.1 For the purpose of this Contract the relevant SABS/SANS specifications shall apply. All materials to be SABS approved and installed to applicable standards specified by SABS or the manufacturer.

9) PAYMENTS

- 9.1 All deliveries are to be checked by a departmental representative prior to installation and certified accordingly. No payment will be made separately for the supply and delivery of materials only. Payments will only be made after the relevant phase has been completed and inspected by the Engineer. The maximum number of payments will be 5.

10) RETENTION

- 10.1 A 15% retention will be withheld on payment for the first two construction phases. The Department will pay out two-thirds of this retention, or 10% of tender value, as part of the third payment, at **practical completion** of the works. The remainder, viz 5%, will be paid out at **final completion** after expiry of the defect liability period (90 days after practical completion), the bidder having eliminated all defects.



11) SERVICE LEVEL AGREEMENT

- 11.1 The successful bidder and the Department will sign a Service Level Agreement prior to commencement of works.

12) SITE FACILITIES AVAILABLE

12.1 WATER AND SERVICES

There is no telephone connection, power or water available on site. The Contractor shall make the necessary arrangements for the provision of water and services required at the contractors own cost.

For unskilled work, the assistance of community members can be utilized at the contractor's costs and all negotiations with the community members will be the contractor's responsibility and not the Departments. The contractor will not be permitted to employ local skilled labour. He shall provide his own skilled labour.

12.2 LOCATION OF CAMP

The Contractor's camp may be erected on the site of the works. No persons other than a night watchman may sleep in the camp without the approval of the local Nkosi.

12.3 HOUSING OF CONTRACTOR'S EMPLOYEES

No housing is available for the Contractor's employees and the Contractor shall make his own arrangement for housing his employees and transporting them to and from the site. However it may be possible to arrange temporary local accommodation for the contractor's staff with the local Nkosi.

The Contractor is in all respects responsible for the housing and transporting of his employees, and for the arrangement thereof, and no extension of time due to any delays resulting from this, will be granted.

12.4 SAFETY

All safety measures including the provision of the Machinery and Occupational Safety Act (Act 6 of 1983) are to be adhered to.

13) DELIVERY OF MATERIALS

- 13.1 Material must be delivered within three weeks of receiving an official order, unless the Department indicates that delivery within this period is not desirable due to delays in the project.

14) ABNORMAL RAINFALL

- 14.1 The Contractor shall keep daily rainfall records and submit it to the Department's representative at every site meeting. No additional payment shall be made for the supply and installation of the rain gauge or for the keeping of the rainfall records and all costs must be included in the scheduled items.

15) 'AS BUILT' DETAILS

- 15.1 As the work progresses, the Contractor shall keep full records of all amendments to and deviations from the specifications as issued to the Contractor at the start of the contract. These details will, where appropriate, be noted on the supplied drawing. No alterations may be made without the written approval of the Regional Engineer.

16) PROGRAMME



- 16.1 The work is to be completed within 3 months of the award of the bid. The contractor is to supply a work schedule with the proposed times of completion of each phase.

C) PROJECT SPECIFICATION

SPECIAL CONDITIONS FOR THIS PROJECT

- It is important to note that the supplied technical specifications (design, drawing and bill of quantities) are merely a guide as they pertain to the preferred Option, a standard irrigation scheme of 250m x 200m. However, the actual dimensions of the scheme for which this bid is invited may differ. Any deviation will first have to be discussed with a Departmental Engineering representative before the start of any work or ordering of any material.
- Site specific circumstances will determine the actual specifications and it is suggested that the attached documents be priced with the understanding that the final specifications may have to be adapted to reflect the on-site conditions. Terrain slope, the shape of the lands, static lift and actual length of the mainline (the BoQ assumes a length of 500m) are some of the factors the service provider will have to investigate and compare with the supplied specifications. In most cases an adjustment will have to be made in order for the irrigation scheme to be successful.
- In case of the presence of limiting factors for (parts of) the project area (e.g. insufficient water availability, slopes greater than 12% or poor soils) the design size and quantities of material required must be reduced to suit the situation on site. A pro rata amount will then be paid based on the implemented system. It is envisaged that this will be conducted in consultation with the Department and in a professional manner in order not to jeopardize future dealings with this Department.
- The onus is on the service provider to ensure that the final product is a system that will operate in an efficient and effective manner and which will conform to all irrigation (SABI) norms and standards.
- Furthermore, as it is expected to be a system the local community should be able to manage, the system users should be trained in operation and maintenance procedures and principles (see also Clause C.4.2).

C.1) DETAILS OF CONTRACT

- C.1.1 The scheme layout must conform to the generic design as presented in Annexure A. However, the attached Bill of Quantities (Annexure B) must be checked and verified by the Bidder. The contractor may, after approval by the departmental representative, make adaptations to the original design if:
- site conditions require so and/or
 - these are deemed to constitute an improvement to the design and
 - they will not increase the overall cost of the scheme.

All proposed changes must be accepted by the Regional Engineer prior to the ordering of materials/ installation and be confirmed in writing.

- C.1.2 The layout must be pegged out by contractor and will be checked by departmental representative. Trenches to be dug using suitable plant or local labour. Minimum trench depth must be 600mm.
- C.1.3 All material to be supplied and delivered to site. Proper security measures must be implemented in consultation with the beneficiaries to safeguard it prior to installation. Alternatively material can be delivered in batches, as and when required. It is the contractor's responsibility to ensure the correct material is delivered and measures are taken to safeguard it until the project is handed over.
- C.1.4 The supply and installation of all required material including piping, pump, motor.
- C.1.5 Surplus material will be retained by the Department. Should any surplus material be taken by the contractor or any material not be supplied, payment will be made based on what has been actually supplied/used/put in the scheme.
- C.1.6 All material must be checked by a departmental representative prior to installation and testing. All joints are to be left uncovered for inspection purposes and are only to be covered after inspection by departmental engineering representative and after he/she is satisfied that there are no leaks or other faults.
- C.1.7 The scheme must be fully tested and commissioned in the presence of an Engineering representative of the Department. **The contractor will remain responsible for the scheme**



- Including all materials, and the official hand over and final payment will not take place, until such time that the entire scheme is fully functional and all leaks etc have been repaired.**
- C.1.8 The Bidder will be required to satisfy the Department that a sufficient and experienced skilled and semi skilled labour force is employed or that sufficient experienced labour can be acquired to complete the services and produce a fair quality of workmanship. The Bidder will be required to submit a list of references/ projects (**ANNEXURE C: References**) to enable the Department to inspect previously completed work and assess the capacity of the Bidder. Furthermore the Bidder will be required to source local subcontractors and labour (see C.6.1).
- C.1.9 The Bidder should have a minimum CIDB designation of 3SH.

C.2) PIPING

- C.2.1 All piping must be SABS or SANS approved and of the correct class.
- C.2.2 All appropriate fittings are to be supplied including any additional material for unforeseen events.
- C.2.3 Equipment, pipes and other materials which are damaged before or during delivery, or during the testing of the scheme before commissioning, are to be replaced by the contractor *at no extra cost to the Department*.

C.3) FITTINGS AND DRAGLINE HOSE

- C.3.1 If the required fitting is not standard, it must be made up but, if consisting of more than one part, priced as one item.
- C.3.2 Dragline hose to be cut to the required length and only hose guaranteed for five years will be accepted.

C.4) PUMP AND MOTOR

- C.4.1 The pump delivery required is 35m³/h and the total pumping head is 70m for the unit. The proposed pump performance specification including NPSH curves must be supplied with the tender. The tender will not be considered if this information is not attached to the tender.
- C.4.2 The unit must include a suitable diesel motor (*Lister, Hatz, Perkins or Yanmar*) and be direct coupled to the pump (*KSB or Grundfos*). Please state make and model of motor on Annexure B. The pump and engine unit should be securely mounted on a suitable galvanized steel frame and suitably fixed (bolted) to the pump house floor slab using raw bolts.
- C.4.3 The contractor is responsible for the correct alignment of both pump and motor unit.
- C.4.4 All necessary fittings, adaptors, reticulation, reducers, pressure gauge, priming funnels, tools etc should be supplied with the unit.
- C.4.5 A neat and accurate drawing indicating the proposed layout of both pumps, motors, pipes and fittings and layout of the works must be provided with the tender.

C.5) PUMP HOUSE

- C.5.1 A suitable block pump house is to be constructed away from the flood zone. The position of the pump house will be indicated by a departmental representative and the bank level will have to be adjusted and checked to match the suction head of the pumps. The suction head is not to exceed 2,5m and this is to be checked prior to construction of pump house. The pump unit must be mounted on a concrete slab using suitable anchor bolts.
- C.5.2 Suitable thrust blocks must also be constructed to anchor suction and delivery pipes.

C.6) LABOUR AND TRAINING

- C.6.1 It is required that the trenching, pipe laying and block laying for pump house be subcontracted to local contractors in order to develop local BEE contractors: In the situation where this is not possible local labor must be used (50% of the total labor value). It is required that the subcontractor be paid every two weeks.



C.6.2 During pipe laying and installation the community must be intensively involved and trained on all aspects of the reticulation especially with respect to maintenance. The following extensive training in the operation and maintenance of the scheme must be provided before hand over of the scheme to the beneficiaries:

- Priming of the pump;
- Operation and basic maintenance of pump, engine reservoir and scheme,
- Achieving of the required sprinkler throws (diameters) and operational pressures through (1) the regulation of fuel quantities in the engine (where applicable) and (2) by regulating the flow-rates with the various valves at various levels (mains and laterals);
- assembling and disassembling of the main parts of the sprinklers;
- operation of the mobile elements of the system (hooking up of the suction pipes)
- identification of leaks and basic repairs:
 - of leaks in above ground sub-laterals with duct tape (temporary);
by replacing the broken section with a coupling and/or new piping
 - of leaks in laterals around saddles and through breakage.

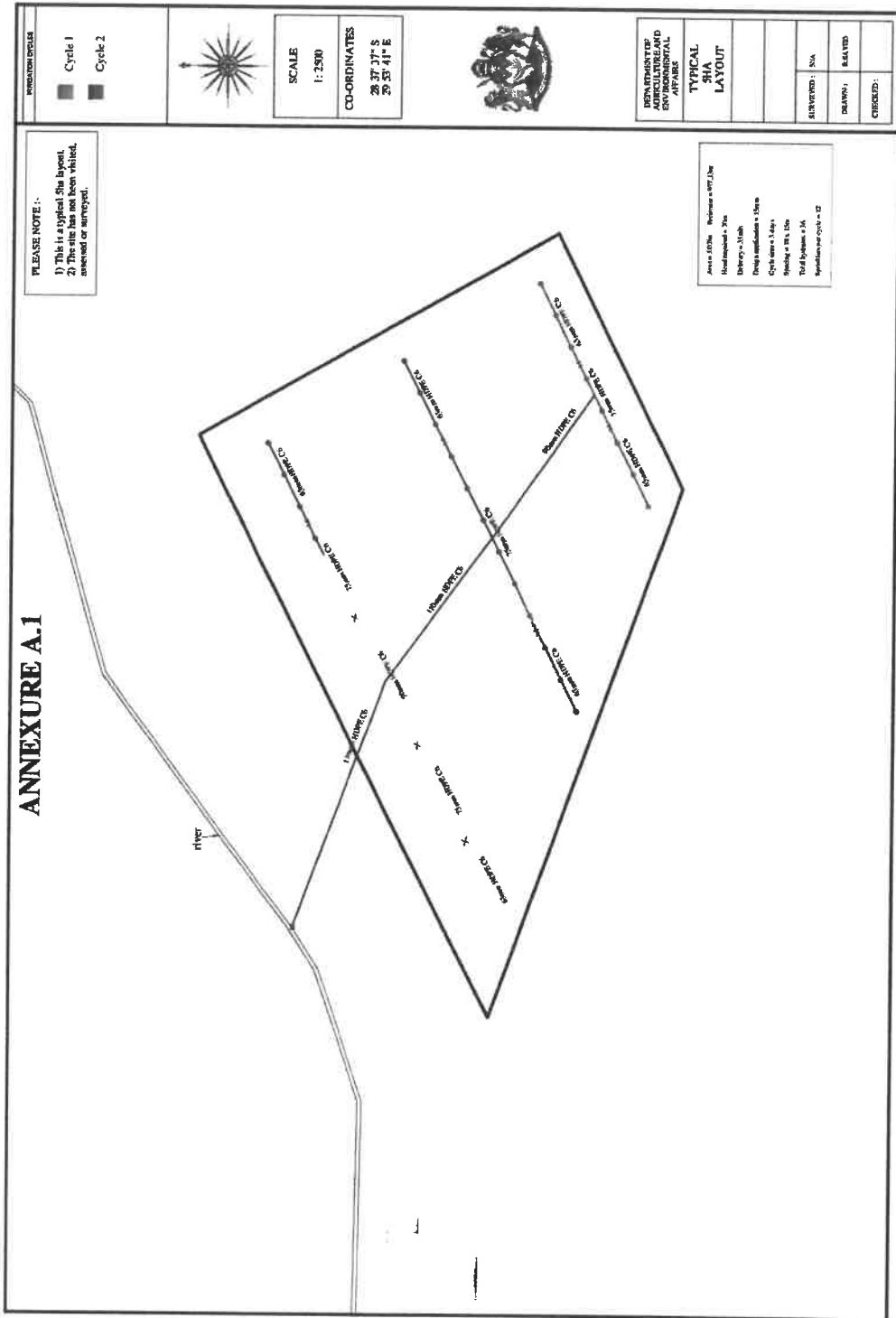
C.7) SAFETY

C.7.1 All safety equipment required to construct the facility are for the contractor's responsibility and provisioning. Examples include: safety and protective clothing; sound scaffolding; false work and bracing; ladders etc... all equipment, tools, offloading and safety equipment are to be in a safe operating condition and all necessary safety procedures are to be adopted where appropriate.

C.8) COMPULSORY INFORMATION REQUIRED:

The tenderer is to attach the following information with their tender:

INFORMATION AND DOCUMENTATION	FOR OFFICE USE ONLY	
	YES	NO
• Pump performance specifications and NPSH curves.		
• Annexure B.1 fully completed.		
• Annexure B.2 fully completed.		
• Annexure C fully completed.		
• Proof of CIDB grade.		
• All other necessary documents.		



ANNEXURE A.1

PLEASE NOTE:
 1) This is a typical 5ha layout.
 2) The actual layout will be provided or accepted.

REVISIONS:
 Cycle 1
 Cycle 2



SCALE
 1: 2500

COORDINATES
 28 27 17' S
 29 37 41' E

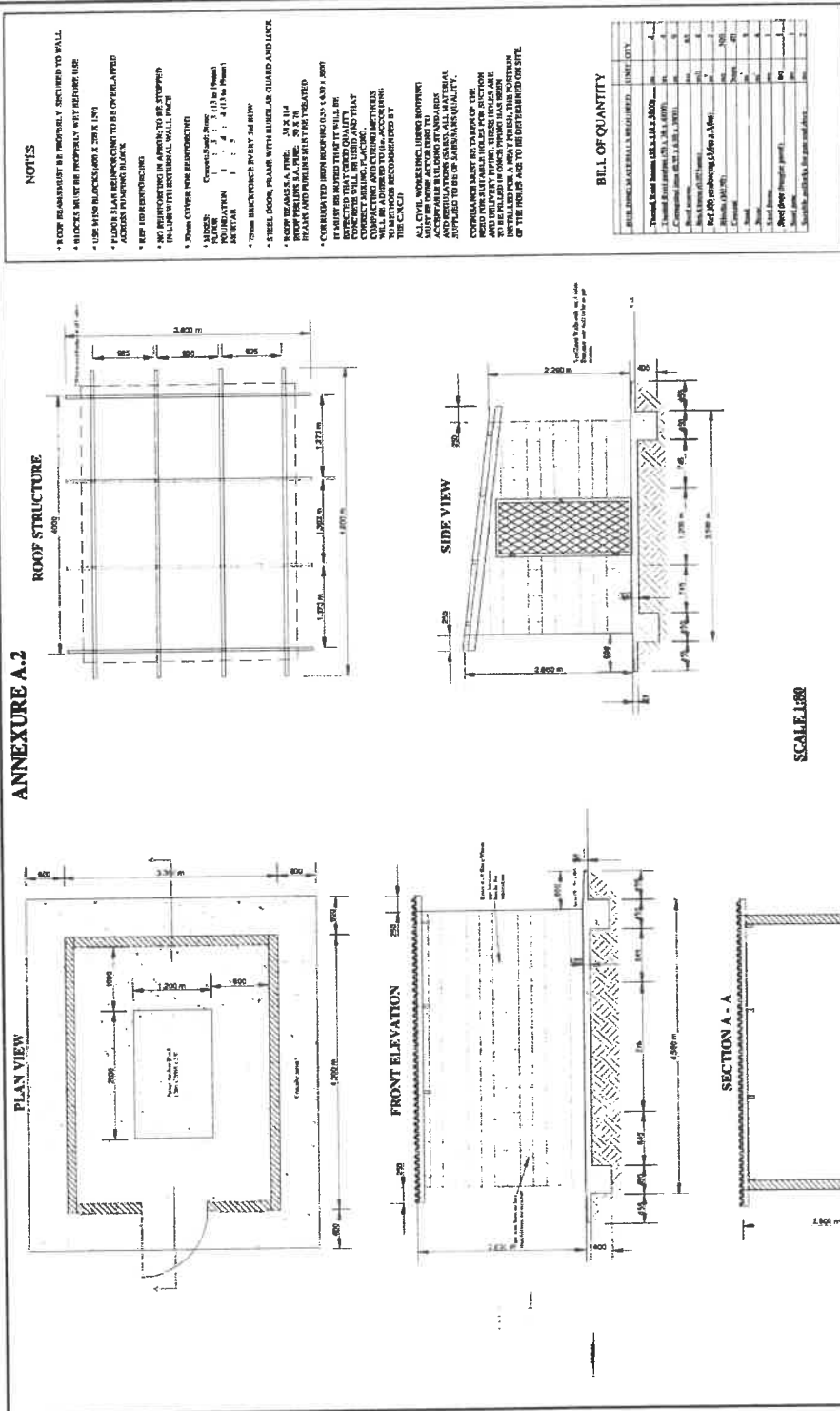


KZN DEPARTMENT OF AGRICULTURE AND ENVIRONMENTAL AFFAIRS	
TYPICAL 5HA LAYOUT	
SUPERVISOR: SJA	DRAWN: B.SAYED
CHECKED:	

Area of 5.00ha Perimeter = 607.11m
 Road required = 2ha
 Delivery = 1.5m/s
 Depth of installation = 1.5m
 Cycle time = 1.5m
 Working = 20% 20m
 Total System = 2ha
 Installation cost = R 2



ANNEXURE A.2



**DEPARTMENT OF AGRICULTURE AND ENVIRONMENTAL AFFAIRS
UMNYANGO WEZILIMO NEZEMVELO
KWAZULU - NATAL**

DRAWING NO. _____

ENGINEERING AND SER. CONSULTANTS: SETHI REGION
PROPOSED PUMP HOUSE DESIGN

DATE: _____

SCALE: 1:200



Annexure B.1 : Price of irrigation material, pump unit and pump house.					
ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Piping				
1.1	110mm HDPE C9 piping (50m lengths)	roll	7		
1.2	90mm HDPE C6 piping (50m lengths)	roll	4		
1.3	75mm HDPE C6 piping (50m lengths)	roll	6		
1.4	63mm HDPE C6 piping (100m lengths)	roll	3		
2	Fittings and connections				
2.1	110x90mm reducer coupling	no	1		
2.2	90x75mm reducer coupling	no	3		
2.3	75x63mm reducer coupling	no	6		
2.4	110mm HDPE compression couplings	no	6		
2.5	90mm HDPE compression couplings	no	4		
2.6	75mm HDPE compression couplings	no	5		
2.7	63mm HDPE compression couplings	no	4		
2.8	63mm endcap	no	6		
2.9	110x 90mm reducer tee	no	2		
2.10	110x 75mm reducer tee	no	2		
2.11	75mm equal tee	no	1		
2.12	90mm x 1" saddles	no	4		
2.13	75mm x 1" saddles	no	14		
2.14	63mm x 1" saddles	no	18		
2.15	VYR-36AF sprinkler (1,8bar with 4.8 x 3.2mm nozzles)	no	12		
2.16	500mm sprinkler stands	no	12		
2.17	20mm dragline hoses (36m length)	no	12		
2.18	20mm hose clamps	no	12		
2.19	1" hydromatic valve (spring loaded)	no	36		
2.20	1" plastic risers (600mm length)	no	36		
2.21	20mm piplets	no	12		
3	Pump house, unit and fittings				
3.1	Suitable pump (70m@35m ³ /h) + diesel motor with all accessories incl hand throttle	no	1		
3.2	Suitable steel base plate and bolts to mount pump	no	1		
3.3	Suitable exhaust silencer/extension, pressure gauge, air valve and hour meter for above unit	no	1		
3.4	All tools required for bleeding, servicing, battery etc	no	1		
3.5	Service kit (oil, filters) for first service	no	1		
3.6	Suitable diesel tank (20 litre) on stand with accessories incl reinforced pipes to connect to pump unit	no	1		
3.7	Suitable pump house to accommodate above unit (see Annexure F)	no	1		
3.8	Suitable steel door with steel frame	no	1		
3.9	Suitable burglar guard for entrance	no	1		
3.10	Padlock, hasp and staple or equivalent	no	2		
Total (excluding VAT)carry over to next page					



Annexure B.2 : Price of irrigation material, pump unit and pump house.					
ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
Total (excluding VAT)brought forward from previous page					
3.11	Treated Roof beams (38 x 114 x 3800) (in metres)	no	4		
3.12	Treated Roof perkins (50 x 76 x 4800) (in metres)	no	4		
3.13	Corrugated iron (0,32 x 630 x 3800) (in metres)	no	9		
3.14	Roof screws	no	65		
3.15	Brickforce (0,075mm) (in rolls)	no	4		
3.16	Ref 100 reinforcing (3,6m x 3,6m) (in square metres)	no	2		
3.17	M150 Blocks	no	500		
3.18	Cement (50kg pockets)	no	40		
3.19	Sand (cubic metres)	no	5		
3.20	Stone (19mm) (cubic metres)	no	4		
3.21	4" Galvanised steel pipe, 3m length with sockets/connectors	length	6		
3.22	4" Galvanised steel bend, 45 degree	length	2		
3.23	4" Galvanised steel pipe, 3m length with welded flanged end	length	1		
3.24	110mm x 4" flanged adaptor	no	1		
3.25	4" non-return valve (swing-check valve)	no	1		
3.26	Concrete (m3) for anchor and thrust blocks	no	1		
3.27	Flomax footvalve/strainer	no	1		
3.28	All nuts, bolts and washers including flange gaskets, priming funnel etc	sum	sum		
3.29	Additional accessories required not listed above	no	1		
4	Miscellaneous				
4.1	Ancillary support structures, fittings & couplings (inclusive of 10% markup)	sum	sum	R 22 000	R 22 000
4.2	Professional fees for modification (site visit, assessment, survey and design adjustment)	sum	sum		
5	Trenching and backfilling				
5.1	Digging of trench to 600mm depth (300mm wide)	metre	1200		
5.2	Backfilling of trenches after pipelay and inspection	metre	1200		
6	Labor				
6.1	Pipelay and installation	no	sum		
6.2	All other labor incl off loading of material	no	sum		
7	Transport				
7.1	All transport incl delivery of materials, site visits, transport of labor etc	no	sum		
Total (excluding VAT)					
VAT (for VAT vendors)					
TOTAL					



ANNEXURE C: PREFERENCE POINT SYSTEM AND EVALUATION OF BIDS

**Please Note: It is compulsory to fill this form in and return it with your bid.
Failure to do so will result in your bid being disqualified!**

A) Previous work experience:

Have you completed projects of a similar nature in the past 5 years? YES NO

Preference will be given to contractors with previous irrigation experience. It is therefore in your own interest to provide relevant information as requested below.

B) List no more than 5 previous irrigation projects installed:

Name of Project	Project Value	Reference/Contact	Contact Number	Project size
1				
2				
3				
4				
5				

C) Indicate the [number of] and appropriate type of irrigation systems installed in the past 5 years:

Community garden (1-5ha) Irrigation scheme (5-50ha) Irrigation scheme rehabilitation
 No of ha's No of ha's No of ha's
 Drip irrigation (specialist) Centre pivot(s) Portable systems Other
 No of ha's No of ha's No of ha's No of ha's

D) In what capacity were you involved in the irrigation projects? (Tick the appropriate box)

Contractor	Sub-contractor	Employee	Material supply only	Other:
------------	----------------	----------	----------------------	--------

E) What was your role in the irrigation projects (Tick the appropriate box)

Owner of business	Site Foreman	Skilled labourer	General labourer	Other:
-------------------	--------------	------------------	------------------	--------

F) Capacity to design and install irrigation projects

Which option mostly applies to you?	Yes / No
1) I currently have one or more teams employed by my company that can install irrigation projects	
2) I have access to temporary labourers with irrigation experience which I will employ	
3) I will have to source labourers to install the irrigation system who will require training	
4) I plan to source an experienced irrigation sub-contractor to install the irrigation	

Declaration

I hereby verify that all of the information given above is true.

Signed by: _____

Date _____

Company stamp _____



FOR OFFICE USE ONLY	
CIDB grading	Score
Level 1	2
Level 2	4
Level 3	6
Level 4	8
Level 5 or higher	10
No of previous irrigation projects over the past 5 years	Score
1-2	5
2-5	10
5-10	15
10-15	20
15 or more	25
Total ha's of irrigation installed over the past 5 years	Score
0-20	5
20-50	10
50-100	15
100-200	20
over 200	25
Capacity of involvement	Score
Irrigation contractor or irrigation sub contractor	10
Experienced employee	6
Other type of contractor	4
Irrigation material supply only	2
Role played in irrigation contract	Score
Specialist or bona fida irrigation company	10
Irrigation installer	8
Skilled labour/Foreman	6
General labour	2
Capacity to design and install irrigation	Score
Specialist irrigation company that can survey, design and install irrigation projects	20
Specialist or bona fida irrigation company covering drip, centre pivots, portable etc	20
Currently have one or more teams employed by my company that can install irrigation	16
Access to temporary labourers with irrigation experience which I will employ	12
I will have to source labourers to install the irrigation who will require training	8
I plan to source an experienced irrigation sub-contractor to install the irrigation	4
NB Category parameters may be adjusted if the number of qualifying contractors in a particular category are either too high or too low	
Guide to determine level of irrigation contractor	
Level 1 contractor score 1 to 25	
Level 2 contractor score 25 to 40	
Level 3 contractor score 40 to 70	
Level 4 contractor score more than 70	
Guide to determine level of contractor required for project	Level
0- 1ha	1
1 - 5ha	2
5 - 50ha	3
more than 50ha	4

Bid specification for the supply and installation of irrigation for 5ha community garden

SELECTION CRITERIA : TYPE : DETAIL

FUND : ALL
RESPONSIBILITY : ALL
REGIONAL IDENTIFIER : ALL
OBJECTIVE : ALL
INFRASTRUCTURE : ALL
ASSETS : ALL
PROJECT : ALL
ITEM : ALL

SORT CRITERIA : F R M O S A P I

TOTALS : F0008 R0007 C0007 S0006 A0008 P0007 I0003 I0009

PAGE BREAK : NONE

PROFILE : SECURITY

ECONOMIC CLASS : ALL

TOT ON ECON CLASS : NO

LAST CLOSED MONTH : 06/2018

TYPE LEVEL	DESCRIPTION	EXPENSES	COMMITMENTS	BUDGET	AVAILABLE BUDGET
F 005	VOTED FUNDS				
R 006	MEMBER AGRIC SERVICES				
O 007	FARMER- SETTLEMENT & DEVELOPMENT				
S 006	CONSTRUCTION - OTH FIXED STRUCT				
A 005	FENCE				
P 006	COMMUNAL ESTATES - EQUITABLE SHA				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:NEW OTHER FIXED STRUCT	0.00	114,581.78	0.00	114,581.78-
I 003	BUILDINGS & OTHER FIX STRUCT	0.00	114,581.78	0.00	114,581.78-
TOTAL I 003		0.00	114,581.78	0.00	114,581.78-
TOTAL P 006	COMMUNAL ESTATES - EQUITABLE SHA	0.00	114,581.78	0.00	114,581.78-
TOTAL A 005	FENCE	0.00	114,581.78	0.00	114,581.78-
TOTAL S 006	CONSTRUCTION - OTH FIXED STRUCT	0.00	114,581.78	0.00	114,581.78-
TOTAL S 005	NON INFRA/ST ALONE:CURRENT				
A 002	NON-ASSETS RELATED				
P 006	COMMUNAL ESTATES - EQUITABLE SHA				
I 003	GOODS AND SERVICES				
I 005	INV FARM SUP:SEEDS&SEDLN	0.00	393,750.00	0.00	393,750.00-
TOTAL I 003	GOODS AND SERVICES	0.00	393,750.00	0.00	393,750.00-
TOTAL P 006	COMMUNAL ESTATES - EQUITABLE SHA	0.00	393,750.00	0.00	393,750.00-
TOTAL A 002	NON-ASSETS RELATED	0.00	393,750.00	0.00	393,750.00-
TOTAL S 005	NON INFRA/ST ALONE:CURRENT	0.00	393,750.00	0.00	393,750.00-

TYPE LEVEL	DESCRIPTION	EXPENSES	COMMITMENTS	BUDGET	AVAILABLE BUDGET
A 006	WATER DAMS				
P 002	NO PROJECTS				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:REPAIRS&M OTHER FIXED STR	0.00	0.00	700,000.00	700,000.00
TOTAL	BUILDINGS & OTHER FIX STRUCT	0.00	0.00	700,000.00	700,000.00
TOTAL	NO PROJECTS	0.00	0.00	700,000.00	700,000.00
TOTAL	WATER DAMS	0.00	0.00	700,000.00	700,000.00
TOTAL	EX INFRA:REPAIRS&M OTH FIX STRUCT	0.00	0.00	700,000.00	700,000.00
TOTAL	CONSTRUCTION - BUILDINGS				
S 006	DIPPING FACILITY				
A 006	NO PROJECTS				
P 002	NO PROJECTS				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:NEW BUILDINGS	0.00	0.00	500,000.00	500,000.00
TOTAL	BUILDINGS & OTHER FIX STRUCT	0.00	0.00	500,000.00	500,000.00
TOTAL	NO PROJECTS	0.00	0.00	500,000.00	500,000.00
TOTAL	DIPPING FACILITY	0.00	0.00	500,000.00	500,000.00
TOTAL	CONSTRUCTION - BUILDINGS	0.00	0.00	500,000.00	500,000.00
TOTAL	CONSTRUCTION - OTH FIXED STRUCT				
S 006	FENCE				
A 005	NO PROJECTS				
P 002	NO PROJECTS				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:NEW OTHER FIXED STRUCT	0.00	0.00	675,000.00	675,000.00
TOTAL	BUILDINGS & OTHER FIX STRUCT	0.00	0.00	675,000.00	675,000.00
TOTAL	NO PROJECTS	0.00	0.00	675,000.00	675,000.00
TOTAL	FENCE	0.00	0.00	675,000.00	675,000.00
TOTAL	BOREHOLES				
A 006	NO PROJECTS				
P 002	NO PROJECTS				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:NEW OTHER FIXED STRUCT	0.00	0.00	960,000.00	960,000.00
TOTAL	BUILDINGS & OTHER FIX STRUCT	0.00	0.00	960,000.00	960,000.00
TOTAL	NO PROJECTS	0.00	0.00	960,000.00	960,000.00
TOTAL	BOREHOLES	0.00	0.00	960,000.00	960,000.00
TOTAL	IRRIGATION SCHEMES				
A 008	NO PROJECTS				
P 002	NO PROJECTS				
I 003	BUILDINGS & OTHER FIX STRUCT				
I 007	CONTRCTR:NEW OTHER FIXED STRUCT	231,276.47	262,904.03	888,000.00	393,819.50
TOTAL	BUILDINGS & OTHER FIX STRUCT	231,276.47	262,904.03	888,000.00	393,819.50
TOTAL	NO PROJECTS	231,276.47	262,904.03	888,000.00	393,819.50
TOTAL	IRRIGATION SCHEMES	231,276.47	262,904.03	888,000.00	393,819.50
TOTAL	CONSTRUCTION - OTH FIXED STRUCT				
S 006	NON INFRA/ST ALONE:CURRENT	231,276.47	262,904.03	2,523,000.00	2,028,819.50
S 005	NON-ASSETS RELATED				
A 002	NO PROJECTS				
P 002	NO PROJECTS				
I 003	GOODS AND SERVICES				
I 004	CATERING:DEPARTMNTL ACTIVITIES	0.00	0.00	70,000.00	70,000.00

CHECKLIST FOR DEMAND AND ACQUISITIONS

CHIEF USER NUMBER: 7007
QUOTATION NUMBER: R/S/18/19/1037

Please mark the appropriate box by a tick or cross	YES	NO	N/A
1. Date, time and venue of delivery has been specified	/		
2. Estimated price of goods/ service has been indicated	/		
3. Chief user number has been indicated	/		
4. Budget availability was confirmed by the Budget Section and current budget report is attached.	/		
5. Specifications/ TOR was checked for correctness and compliance	/		
6. Has the Goods & Services Requisition been completed correctly including the Standard Chart of Accounts (SCOA) allocations and authorised by the delegated authority?	/		
7. Was the procurement urgent (where early delivery is critical and bids impossible/ impractical or Emergency to avoid a risky situation/ misery)? Was the request approved by the Head of the Department?		/	
8. Goods/services listed on Cost Cutting Circular: Is the approval by the A/O or his/her delegate attached ?		/	
9. Is the request in terms of the procurement plan?	/		
10. If the answer to the above is no, has the item been included in the revised Procurement plan?			

Checked by:

Receiving official: Demand Management

Initials and Surname: S. Moseley
 Date: 27/07/18

Verified by:

Assistant Manager: Demand Management or his/her Delegate

Initials and Surname: P. Nataru
 Signature: P. Nataru
 Date: 30/07/2018.

Please mark the appropriate box by a tick or cross	YES	NO	N/A
1. All quotations considered were received before the closing date and time			
2. The quotations closing register has been updated accordingly			
3. All price quotations are in the official Request-For-Quotation (RFQ) Form			
4. All Email/fax transmissions for RFQ's have been attached			
5. VAT registration numbers have been clearly indicated for VAT Vendors where quotations are inclusive of VAT			
6. Quotations must be in accordance with the specifications (no deviations)			
7. Were the quotations sourced from service providers registered on the Central Supplier Database (CSD)?			
8. A proof of a valid B-BBEE certificate / sworn affidavit has been attached for preference points to be allocated			
9. Is the awarded Service Provider Tax Compliant as verified on CSD?			
10. All the pages of SBD 4 and SBD 9 forms are attached and fully completed (Above R10 000)			
11. Calculations have been checked and corrected for arithmetic errors. Use tick marks. (Corrected amounts to be agreed by the service provider).			
12. Is the acceptance letter from the end user attached (if quote is above estimated cost)			

Verified by:

Assistant Manager: Acquisition Management or his/her Delegate

Initials and Surname:
 Signature:
 Date:

DECLARATION OF INTEREST

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

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:
 - 2.2 Identity Number :.....
 - 2.3 Position occupied in the Company (director, trustee, shareholder²):
 - 2.4 Company Registration Number:
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:

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

¹"State" means –

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

²"Shareholder" means a person who owns shares in the company and is actively involved in the

management of the enterprise or business and exercises control over the enterprise.

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

2.7.1 If so, furnish the following particulars:

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

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

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

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

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

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

2.8.1 If so, furnish particulars:

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

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

2.9.1 If so, furnish particulars.

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

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

2.10.1 If so, furnish particulars

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

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES/NO

2.11.1 If so, furnish particulars.....
.....
.....

3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature

Date

Position

Name of bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregards the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf

of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. 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;
5. 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

6. 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 consortium³ will not be construed as collusive bidding.
7. 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.
8. 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.
9. 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.
10. 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.

Signature

Date

Position

Name of Bidder

SECTION J

OFFICIAL BRIEFING SESSION/SITE INSPECTION CERTIFICATE

N. B.: THIS FORM IS ONLY TO BE INCLUDED AND COMPLETED WHEN APPLICABLE TO THE BID.

Site/building/institution involved:

Quotation No:

Service:

THIS IS TO CERTIFY THAT (NAME):

ON BEHALF OF:

VISITED AND INSPECTED THE SITE ON..... (DATE)

AND IS THEREFORE FAMILIAR WITH THE CIRCUMSTANCES AND THE SCOPE OF THE SERVICE TO BE RENDERED.

.....
SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE
(PRINT NAME)

DATE:

.....
SIGNATURE OF DEPARTMENTAL REPRESENTATIVE
(PRINT NAME)

.....
DEPARTMENTAL STAMP:
(OPTIONAL)

DATE: