



**KWAZULU-NATAL PROVINCE**  
**AGRICULTURE AND RURAL DEVELOPMENT**  
 REPUBLIC OF SOUTH AFRICA

**INVITATION OF QUOTATION**

**THIS FORM SHOULD BE COMPLETED IN DETAIL AND SHOULD BE ACCOMPANIED BY VALID TAX COMPLIANCE STATUS PIN /CSD NUMBER**

QUOTATION NUMBER: R/S/2223/68	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: 20/05/2022	CLOSING TIME: <b>11:00</b>
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: <b>Appointment of a Specialist Engineer to Design a weir and Environmental Consultant to undertake Environmental Impact assessment for a weir to be Up-Graded at Ndumo-A</b>	COMPANY NAME: ..... TEL NO: FAX NO: CONTACT PERSON: <b>CSD :MAAA.....</b>
<b>Compulsory briefing meeting: Date: 11/05/2022 Time: 11:00am Venue: Ndumo Village, at the Library</b>	
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
Quotation to be returned to: The tender box at supply chain management offices, 01 Cedara Rd, Pietermaritzburg, 3201  Tel. No: 033 343 8111	
NB: DOCUMENT MUST BE COMPLETED IN FULL THIS QUOTATION COVER PAGE MUST BE COMPLETED AND RETURNED WITH ALL YOUR SUPPORTING DOCUMENTS.	

## ANNEXURE A

COMPANY NAME : \_\_\_\_\_  
 ADDRESS : \_\_\_\_\_  
 CONTACT PERSON : \_\_\_\_\_  
 CONTACT 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.	Appointment of a consultant to design a weir, secure EIA and water use license	01				
* LABOUR (IF APPLICABLE)						
*DELIVERY (IF APPLICABLE)						
<b>TOTAL</b>						
<b>*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT</b>						
<b>TOTAL PRICE</b>						
<b>CIDB Grading (if applicable)</b>					N/A	

**For Enquiry only**

END-USER NAME : Teklit Onkay  
 TELEPHONE NUMBER : 082 330 3647  
 E-MAIL ADDRESS : teklit.onkay@kzndard.gov.za

PROPOSED DELIVERY DATE : 01/06/2022  
 DELIVERY ADDRESS : Ndumo A  
 LOCAL MUNICIPALITY : Jozini Municipality  
 DISTRICT : Umkhanyakude District

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

COMPANY STAMP

PRICES ARE VALID FOR

30

60

90

Mark one Box (X)

DAYS

SIGNATURE.....

DATE.....

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	R/S/2223/68	CLOSING DATE:	20/05/2022	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A SPECIALIST ENGINEER TO DESIGN A WEIR AND ENVIRONMENTAL CONSULTANT TO UNDERTAKE ENVIRONMENTAL IMPACT ASSESSMENT FOR A WEIR TO BE UP-GRADED AT NDUMO-A				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
01 CEDARA RD, PIETERMARITZBURG, 3201					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Sandile Mchunu		CONTACT PERSON	Mr T. Onkay	
TELEPHONE NUMBER	033 343 8111		TELEPHONE NUMBER	082 330 3647	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	Sandileb.mchunu@kzndard.gov.za		E-MAIL ADDRESS	Teklit.onkay@kzndard.gov.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW ]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

**2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

**3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bid

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

CONTRACT FORM - RENDERING OF SERVICES

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

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

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

<b>WITNESSES</b>	
1	.....
	.....
2	.....

**CONTRACT FORM - RENDERING OF SERVICES**

**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

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

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

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

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

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1 .....

2 .....

DATE: .....



Quotation No: R/S/2223/68

**Appointment of a specialist engineer to design a weir and environmental consultant to undertake environmental impact assessment for a weir to be up graded at Ndumo A**

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THIS IS TO CERTIFY THAT (NAME): .....

ON BEHALF OF: .....

ATTENDED THE COMPULSORY BRIEFING SESSION  
ON.....(DATE)

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

.....  
**NAME AND SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE**

**DATE:**.....

.....  
**NAME AND SIGNATURE OF DEPARTMENTAL REPRESENTATIVE**

**DATE:** .....

**DEPARTMENTAL OFFICIAL STAMP:**



## TERMS OF REFERENCE

### ***Appointment of a Specialist Engineer to Design a weir and Environmental Consultant to undertake Environmental Impact assessment for a weir to be Up-Graded at Ndumo-A***

#### **1. BACKGROUND**

The Ndumo-A Irrigation Scheme, situated just outside Ndumo town came into operation in 1961. Water supply to the scheme was designed to abstract water from the Ingwavuma river. An earth off channel canal diverts water from the river to a balancing dam within the scheme. The water level in Ingwavuma river diminished over the years as a result of new irrigation developments in Swaziland. The balancing dam constructed out of a concrete weir as the main structure is not functioning at this stage. The plan is to increase the concrete wall to at least 2m high concrete dam wall. The basin is flat and the through back up-stream will be  $\pm 5$ Kms.

In a wet season when the proposed dam is at its full capacity; about 120ha area will be underwater. The services of an environmental consultant would be required to undertake the required environmental investigations and secure an Environmental authorization for the construction to commence.

#### **2. SPECIFIC OBJECTIVES**

The objective of this appointment is to secure the services of a specialist service provider (SSP) (Civil Engineering Firm with a registered dam designer):

The appointed SSP is required to do the following

- Design upgrade of an existing concrete weir structure from 1m to 2m high.
- Solicit services of an Environmental Assessment Practitioner (EAP) who would Provide environmental studies, compile reports and secure environmental authorization;
- Apply for water use license on behalf of the communities/beneficiaries.

The appointment will be for a period of 12 Months.

#### **3. IMPLEMENTATION PROPOSAL**

*In order to be considered as a SSP for this appointment the bidders will have to submit a **proposal**, providing details on, among others, the following:*

- Type and number of specialists to be required, with qualifications (List of team members with a CV)
- Workload: List of sub tasks, with duration in hours, required for the Engineer and Environmental assessment practitioner.
- Resources allocation detailing who does what, when and at what hourly fee.
- Separate hourly fee for travelling (% of the professional hourly fee)
- The bidder would also need to provide a sound implementation plan with detailed methodology on reporting structures and decision taking models they would be using.

- Demonstration of competency to render the required service by providing individual or corporate registration certificates.
- Registration of the SSP Company with CESA and Registration of the EAP with the statutory or professional body governing Environmental Practitioners.

#### 4. KEY FOCUS AREAS

##### 4.1. STUDIES AND REQUIRED INVESTIGATIONS

###### 4.1. Design Weir up-grade

- The Dam is classified a category-2 dam.
- Presence of a major road 300m below the weir make the dam to be classified as category-2. Services of a specialist dam designer is required.
- The existing weir is 70m long X 1m high X 0.8m wide at the crest.
- The proposed up-grade would be to increase the weir height to 2m.
- The designer would also have to re-configure the wing walls, stealing basin e.t.c
- Detailed survey of the weir and the earth embankment (±3kms) would be required to ascertain the effect of raising the dam wall.
- Present a Detailed drawing, specification and bill of quantities in a form of a tender document to the Department.

###### 4.2. Environmental Impact assessment

- Biodiversity studies;
- Institutional cooperative governance training;
- Consultations with entity who runs the scheme;

NATIONAL ENVIRONMENTAL MANAGEMENT ACT, 1998 (ACT NO. 107 OF 1998) shall be adhered before any infrastructure construction commence.

According to the National listing of activities, which require Environmental Impact Assessment (EIA). Weir construction is a listed activity under Notice 2 and the process is described in regulations 26-35 of NEMA act 107 of 1998. The responsible authority would be KZN Department of Economic Development, tourism and Environmental Affairs and Tourism (EDTEA).

The purpose of this Notice is to identify activities that would require an environmental authorisation prior to the commencement of that activity and to identify competent authorities in terms of sections 24(2) and 24D of the National Environmental Management Act, 1998.

The investigation, assessment and communication of the potential impact of activities must follow the procedure as prescribed in regulations 26 to 35 of the Environmental Impact Assessment Regulations

**Activity 19:** The construction of a dam, where the highest part of the dam wall, as measured from the outside toe of the wall to the highest part of the wall, is 5 metres or higher or where the high-water mark of the dam covers an area of 10 hectares or more

###### 4.3. Application of a water use license on behalf of the beneficiaries

- Undertake a water license application for Ndumo-A irrigation scheme as a new or change of abstraction point for the existing license.
- Engage continuously with stakeholders beneficiaries and Departmental Engineer responsible for the scheme.
- Provide regular feedback with regards to the status of the respective application, as well as the likelihood of its success;

- 4.4. General.
- Where additional costs may be incurred over and above those included in the successful bid, to advise timeously and substantively of these costs associated with the respective activity before these costs are incurred;
  - Ensure the Department is notified of any issues or problems with regards to either activity, what has caused it and what is required to remedy it;
  - Present the completed process or application in a formal report to the Department.

## **5. KEY PROJECT TEAM (Specialist Service Provider Team)**

- 5.1. Civil / Agricultural Engineer (Specialist Dam designer)  
5.2. Environmental Assessment Practitioner (EAP)

## **6. SCOPE OF SERVICES**

This appointment will cover but not limited to the following:

### **6.1. Civil / Agricultural Engineer (Dam Designer)**

#### **6.1.1. Perform the required studies and investigations.**

- Visits project as per his/her proposal to do the required investigation
- The investigations would include: Position of the weir, catchment area and an off channel earth canal)
- Survey the infrastructure (weir, balancing dam and the embankment/road)
- Procure the Services of an Environmental Assessment Practitioner

#### **6.1.2. Design work.**

- Provide different options as preliminary design; indicating cost and capacity of the dam.
- Detailed Design work
- Compile detailed bill of quantities and provide cost estimates
- Compile drawings, specification and Tender Document.
- Provide water holding capacity of the dam before and after upgrade of the weir height.

### **6.2. Environmental Assessment Practitioner**

#### **6.2.1. Perform the required studies and secure Environmental authorization.**

- Visits project as per his/her proposal to do the required investigation/environmental studies.
- Attends Project steering committee meetings once every 6 weeks
- Provides coordinating role.
- Compile Reports to be submitted to KZN DARD
- Apply EIA with Department of Environmental affairs with the relevant reports.

#### **6.2.2. Apply for water use license on be-half of the beneficiaries and secure the required license.**

- Compile the relevant forms to apply for water use license through Department of water and Sanitation.

## 7. COMPETENCY AND EXPERIENCE

### 7.1. Civil / Agricultural Engineer (Dam Designer)

The SSP should have ample experience with:

- Dam deign (Flood calculations, spillway options, concrete works e.t.c)
- Hydrology
- The proposed weir is Category-2 dam, experience and expertise of Category-2 dam designer is required.
- The consulting Engineer should be a registered Professional Engineer with the Engineering Council of South Africa (ECSA)

### 7.2. Environmental assessment Practitioner (EAP)

The SSP should have ample experience with:

- Environmental investigations
- Biodiversity
- Public Participation (Consulting the public who are residing in the area)
- The EAP should be registered with the Environmental assessment practitioners of South Africa (EAPSA).

## 8. PROFESSIONAL FEES

### 8.1 Workload

The estimated **workload** required for the anticipated professional fees provided under table-1 below serves as a guideline for bidding purposes. Only actual hours made can be billed. The rates quoted for professional fees may be used if the appointment were to be extended due to additional work after the estimated completion date. No escalation clause will be applied. Only actual hours worked can be billed. Detailed invoices to be submitted indicating such hours. The weighting of the various work elements is as follows:

No.	Work element	Hours	TOTAL
1	Dam Designer specialist team (surveyor) Surveyor <ul style="list-style-type: none"><li>• <i>Survey of the weir, roads and the dam basin.</i></li></ul>	10 hrs	
2	Dam Designer specialist team (Engineer) Engineer <ul style="list-style-type: none"><li>• <i>Provider Preliminary design options and Cost estimates</i></li><li>• Present preliminary design to Departmental Engineers.</li></ul>	10hrs	

3	<p>Dam Designer specialist team (Engineer)</p> <p>Engineer</p> <ul style="list-style-type: none"> <li>• Detailed design work</li> <li>• Compile drawings, BOQ and tender Documents</li> </ul>	100hrs	
4	<p>Environmental assessment Practitioner (EAP)</p> <ul style="list-style-type: none"> <li>• Detailed investigation of ±150 ha area</li> <li>• Compiling List of indigenous plants</li> <li>• Endangered animal species</li> <li>• Wet lands and water bodies</li> </ul>	120 hrs	
5	<p>EAP</p> <ul style="list-style-type: none"> <li>• Stakeholder Consultations</li> <li>• Houses to house awareness engagements.</li> </ul>	10hrs	
6	<p>EAP</p> <ul style="list-style-type: none"> <li>• Compile detailed reports</li> <li>• Reporting to the relevant Departments</li> <li>• Apply and Secure Environmental authorizations</li> <li>• Apply and Secure water use license</li> </ul>	50hrs	

## 8.2. Disbursements

Accommodation, if required, shall be of 3 Star or equivalent rating. Claims must be supported by an invoice provided by the establishment providing the accommodation. Other disbursements such as telephone, stationery etc. to be claimed at cost. Provide for an amount of R 20,000 (including a 10% handling fee) for this item in your quote. All quotations and claims must include VAT. The Bidders main quote table is presented on page 8.

## 8.3 Ancillary services, materials and equipment

A fixed amount of R 150,000 has been set aside for Ancillary studies: unforeseen additional expenditure not covered in the original contract due to circumstances that have occurred after commencement of the works. Any expenditure against this item must be agreed upon in advance by the Department. Payment will be on the basis of proven cost plus mark up. Service provider to submit his/her mark-up % under item 5 of the main bid table (see next page).

## 8.4 Travelling

Use rates published by the Department of Transport for June 2022 as a guideline for quotation purposes.

**TABLE 2: CALCULATION TABLE FOR TRAVELING COMPONENT (ITEM 2 ON MAIN BID TABLE).**  
*Transfer totals to Table 3 (Main bid table) on page 8.*

<b>Vehicle No.</b>	<b>Staff category</b>	<b>Mileage<sup>1</sup> (km)</b>	<b>Rates (R/km)</b>	<b>TOTAL (transfer to bid table page 8)</b>
<b>Vehicle 1</b>	Design Engineer (3 Trips at 1000Kms)	<b>3000</b>	<b>R</b>	<b>R</b>
<b>Vehicle 2</b>	Surveyor (3 trips at 1000km)	<b>3000</b>	<b>R</b>	<b>R</b>
<b>Vehicle 3</b>	Environmental Assessment practitioner (5 trips at 1000km)	<b>5000</b>	<b>R</b>	<b>R</b>
<b>TOTAL</b>		<b>9000 km</b>		<b>R</b>
<i>1 NO ceiling will be applied to the individual mileages during implementation as long as the total expenditure does not exceed the total bid amount for Traveling.</i>				

Note that the above travelling provision is an estimate for quotation purposes and that claims will be paid based on actual km's travelled and must be supported with copies of the vehicles logbook. Specialists are supposed to share vehicles wherever possible. The claimed mileage may exceed the amount provided for within reason after prior approval by the Department's engineer.

**TABLE 3: MAIN BID TABLE**

ITEM			VALUE (ex VAT)
<b>1) Disbursements</b>	<b>Quantity</b>	<b>Rates</b>	R 50,000
<b>2) Travelling</b> <i>Vehicle 1: Design Engineer</i>	Veh1 .....Kms	R/Kms.....	R.....
<i>Vehicle 2: Surveyor</i>	Veh 2.....Kms	R/kms.....	R.....
<i>Vehicle 3: Environmental Assessment Practitioner</i>	Veh3.....Kms	R/Kms.....	R.....
			<b>Total travelling cost:</b> R.....
<b>3) Professional fees:</b> <i>1) Design Engineer</i>	Hrs.....	R/hr.....	R.....
<b>4) Professional fees:</b> <i>1) Surveyor</i>	Hrs.....	R/hr.....	R.....
<b>Mark up on item 4.....% &gt;&gt;&gt;</b>		%	R.....
<b>5) Professional fees:</b> <i>1) Environmental Assessment Practitioner</i>	Hrs.....	R/hr.....	R.....
<b>Mark up on item 5.....% &gt;&gt;&gt;</b>		%	R.....
<b>6) Ancillary services, materials &amp; equipment</b>			R 150,000
<b>Mark up on item 6.....% &gt;&gt;&gt;</b>		%	R.....
<b>TOTAL EXCLUDING VAT</b>			R.....
<b>VAT</b>			R.....
<b>TOTAL</b>			R.....

*Note that all items must be reflected in your quote. Changes to the format or amounts specified will invalidate your bid*