



# agriculture & rural development

Department:  
agriculture  
& 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/N/1819/439	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: <del>                    </del> 21/09/2018	CLOSING TIME:11H00
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: <b>SUPPLY , DELIVER AND INSTALL 10HA IRRIGATION SYSTEM SIVELAKUDE PROJECT AT UMLALAZI MUNICIPALITY</b>	COMPANY NAME:  TEL NO: FAX NO:  CONTACT PERSON:  <b>CSD REG NUMBER MAAA.....</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
NUMBER OF PAGES SUBMITTED BACK TO THE DEPARTMENT BY THE SUPPLIER	.....( Supplier to complete)

**NB:** QUOTATION FOR THE ATTENTION OF: Bonnie Nzimande  
TELEPHONE NUMBER: 033 355 9568

**NB:**  
THE ATTACHED SBD4 & SBD9 FORMS MUST BE COMPLETED IN FULL.  
THIS REQUEST FOR QUOTATION (RFQ) MUST BE COMPLETED AND RETURNED WITH ALL YOUR QUOTATION DOCUMENTS.

**QUOTATIONS MUST BE DEPOSITED IN THE BID BOX SITUATED AT: THE DEPARTMENT OF AGRICULTURE & RURAL DEVELOPMENT: LOT 11634 , ALOE LOOP STREET, VELDENVLEI, RICHARD BAY , OPPOSITE UMHLATHUZE SPORT GROUND**

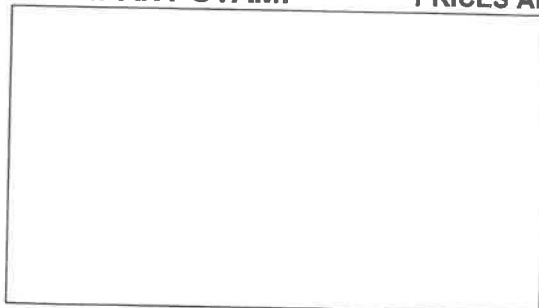
COMPANY NAME :  
 ADDRESS :  
 CONTACT PERSON :  
 CONTACT NUMBER :  
 FAX NUMBER :

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 10ha irrigation system for Sivelakude Community Garden in uMlalazi King Cetshwayo					
2.						
* LABOUR (IF APPLICABLE)						
*DELIVERY (IF APPLICABLE)						
TOTAL						
*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS			14% VAT			
TOTAL PRICE						

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

When Required (Requester): September 2018  
 Where Required (Requester): Mpumazi under uMlalazi L/M  
 Contact details of requester: S.L. Makhanya  
 TEL : 082 085 2774

**(COMPULSORY)**  
 COMPANY STAMP



PRICES ARE VALID FOR  30  60  90 DAYS

Mark one Box (X)

SIGNATURE .....

DATE .....



agriculture  
& rural development

Department:  
agriculture  
& rural development  
PROVINCE OF KWAZULU-NATAL

**BID DOCUMENT FOR THE *COMPLETION OF THE PROJECT 10HA*  
*SUPPLY, DELIVERY AND INSTALLATION/FIX WHERE*  
*APPLICABLE - IRRIGATION FOR A 10HA SPRINKLER*  
*IRRIGATION SCHEME-SVELAKUDE PROJECT***

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 Engineering Services Directorate (ESD) takes no responsibility for an implemented project on the basis of this document alone without any prior involvement of ESD before (partial) completion. This involvement consists of, but is not necessarily restricted to:
  - Signing off of the bid/quote document and Drawings by ESD;
  - Presence of ESD at the handover of the site to the contractor and at the commencement of the work. The contractor is to make sure that ESD is informed of his/her intention to commence the work so that ESD presence can be assured.
  - Regular site inspections by ESD and the processing of invoices on the basis of achieved progress.
3. District managers and other departmental end users are therefore required to involve ESD 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	4 - 6	Read
5	ANNEXURE A: Generic Irrigation Layout	7	Read
6	ANNEXURE B: Bill of quantities/Pricing Schedule	8	Complete
7	ANNEXURE C: Previous Experience	10	Complete
9	ANNEXURE D: Preference point system & Evaluation of bids	11 - 12	Read



## BID SPECIFICATIONS FOR 10HA IRRIGATION SCHEME



June 2018

### A) PROJECT PARTICULARS

*Please note these are the bid specifications for a standard 2.0ha 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, and pump/motor combination and full installation of irrigation system for this project.

#### 2) ACCESS TO SITE

Refer to attached report and map locality. 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 bid, 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 bid.

#### 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 bid 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 bid on all items, his/her bid 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 bid price page 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) WARRANTY



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

## 7) APPLICABLE STANDARDISED SPECIFICATIONS

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

## 8) PAYMENTS

- 8.1 All deliveries are to be checked by a departmental representative prior to installation and certified accordingly. A single payment will only be made after the work has been completed and inspected by the Engineer.

## 9) SERVICE LEVEL AGREEMENT

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

## 10) SITE FACILITIES AVAILABLE

### 10.1 WATER AND SERVICES

Generally no telephone connection, power or water are 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.

### 10.2 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.

### 10.3 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.

### 10.4 SAFETY

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

## 11) DELIVERY OF MATERIALS

- 11.1 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.

## 12) ABNORMAL RAINFALL

- 12.1 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.

**13) 'AS BUILT' DETAILS**

- 13.1 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.

**14) PROGRAMME**

- 14.1 The work is to be completed **within 2 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 TECHNICAL SPECIFICATIONS

### 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 a generic irrigation scheme of 200m x 100m. However, the actual dimensions of the scheme for which this bid is invited may differ. **Any deviation from the generic 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 confirm 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 field layout must conform to the design (see Annexure A). However, the Bill of Quantities (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.1.2 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 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.1.6 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.1.7 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.4.1).**
- C.1.8 The tenderer should have a **minimum CIDB grading of Level 2 SH/CE/ME.**

## C.2) PIPING

- C.2.1 All piping must be SABS approved and of the correct class and the service provider to make sure all necessary piping and valves needed to complete the project are quoted and included during site visit.
- 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) 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.4) LABOUR AND TRAINING

- C.4.1 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.4.2 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 of pump and engine, including operating motor at correct idle speed.
  - Basic maintenance including service intervals, what to change (and when), checking of oil and water and bleeding of pump.
  - Operation of the mobile elements of the system (hooking up of the suction pipes and dragline hoses)
  - identification of leaks and basic repairs:



- of leaks in underground piping with duct tape (temporary);  
by replacing the broken section with a coupling and/or new piping
- Management and operation of system.

### C.5) SAFETY

C.5.1 All safety equipment required to construct the facility are for the contractor's responsibility and provisioning. Examples include: safety and protective clothing; sound scaffolding; falsework 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.6) 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 fully completed.		
● Annexure C fully completed.		
● Proof of CIDB grade.		
● All other necessary documents.		

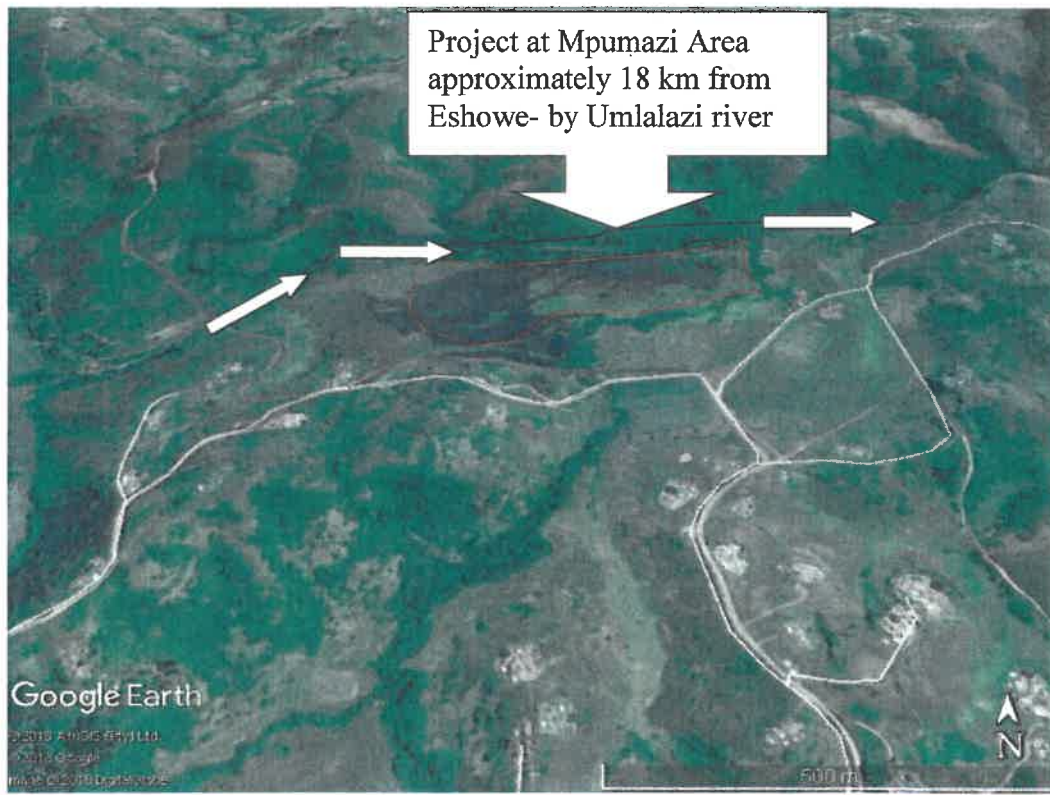




**ANNEXURE A –Locality Map and A3 size drawing/ layout of Irrigation Scheme**

**Also Refer to the attached drawing in A3 size**

**Locality Map**





## **ANNEXURE B – BILL OF QUANTITIES/PRICING SCHEDULE**

NB- The drawing above does not show the Galvenised Stand and jojo tanks as it is the ideal situation but for this project specifically Jojo tanks and Galvenised Stand is compulsory. Water to gravitate back to Sprinklers installed.

Please note that material and all pipes, fittings, pumps, valves etc to be SABS approved and verified before payments issued. Reports to be signed with relevant officers for responsibility *(An Engineer/Eng. Tech in charge of the project).*

### **Annexure B**

<b><u>Item No.&amp; Ref</u></b>	<b><u>Description</u></b>	<b><u>Unit</u></b>	<b><u>Qty</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
<b><u>1.1</u></b>	<b><u>Section 1-Fixed Charges Items- SABS1200A</u></b>				
<b>1.1.1</b>	This to include all contractual requirements, site establishment, setting out security of the material, site facilities and water or electricity	<b>Sum</b>	<b>1</b>		
<b><u>1.2</u></b>	<b><u>Time Related Items- SABS1200A</u></b>				
<b>1.2.1</b>	All general obligations, site supervision and employee remuneration. This to include all contractual requirements for a complete and fully commissioned work	<b>Sum</b>	<b>1</b>		
<b><u>Subtotal Section 1 Carried to Summary</u></b>					
<b><u>2.1</u></b>	<b><u>Section 2-Trenching, Bedding &amp; Backfilling- SABS 1200DB</u></b>				
<b>2.1.1</b>	<b><u>Trenching-</u></b> Excavate for Sub main and mainline for pipes to join on existing laterals/submarine on soft material and stockpile for backfilling 300m of Length	<b>Sum</b>	<b>1</b>		
<b>2.1.2</b>	Over and above items 2.1.1 and 2.1.2 Excavate on hard/rocky material This to include for the use of any electrical tool/machinery m <sup>3</sup>	<b>Sum</b>	<b>1</b>		
<b><u>2.2-Bedding</u></b>	<b><u>Bedding- SABS 1200DB</u></b>				
<b>2.2.1</b>	Supply and place bedding of locally sourced soft material on selections where the base of the trench is of hard material	<b>Sum</b>	<b>1</b>		
<b><u>2.3</u></b>	<b><u>Backfilling- SABS 1200DB</u></b>				



<b>2.3.1</b>	Backfill using selected stockpile material and compact in layers to 90% MOD AASHTO density	Sum	1		
<b>Subtotal Section 2 Carried to Summary</b>					
<b>3.</b>	<b><i>Pipe Lay and Join- SABS 1200 L</i></b>				
<b>3.2.1</b>	125mm, Upvc class 10 pipes- From Pump to sub mains - 250m	Sum	1		
<b>3.2.2</b>	90mm, Upvc class 10 pipes- From Pump to sub mains - 250m	Sum	1		
<b>3.2.3</b>	Any other necessary pipe to extend to main line/submains/laterals /broken pipe/leaks to pipes in system	Sum	1		
<b>3.2.4</b>	Flanged adaptors, PVS T pieces, Reducers, elbows and end caps including glue and any necessary fittings to operate the system	Sum	1		
<b>Sub-Total Carried to Summary</b>					
<b>4.</b>	<b>Supply and Fit – Sprinklers, Saddlers, Dragline Horses, Clamps, Accessories, Valves and Fittings</b>				
<b>4.1.1</b>	Supply and Fit 125mm valves and fittings	Sum	1		
<b>4.1.2</b>	Supply and Fit 90mm valves and fittings	Sum	1		
<b>4.1.3</b>	Any Necessary isolating valve, gate valve or couplers to join on pipes or sprinklers, and replacing worn pipes	Sum	1		
<b>4.1.4</b>	Supply and Fit Sprinklers, hose pipes, saddlers, saddlers with reinforcing ring, nipples, hose clamps, spring loaded hydromatic valves, riser pipes where applicable and fittings including pressure regulators, and moreover to fix and add items not on site to operate at least 55 sprinklers	Sum	1		
<b>5.</b>	Testing of pressure for all the sprinklers and checking leaks. If any leaks identified to be fix and any pipe/valve to be replaced	Sum	1		
<b>Sub-Total Carried to Summary</b>					
<b>6.</b>	<b>Supply and Fit Pump, Pump mounted to Trailer with tires and Accessories &amp; testing of the system</b>				
<b>6.0</b>	Prepare a site, a road and Construct a concrete base for pumping 5mx4m to pump house – for transporting pump and prepare foundation Slab for pump (25Mpa)	Sum	1		
<b>6.1.1</b>	Supply and Fit Suitable sized pump about 15kw at least 66m duty point, diesel engine and to be mounted on trailer base plate and trailer to have 14' tires with a spare tire. And Pump engine to be filled with diesel (Tank to be full)	Sum	1		



<b>6.1.2</b>	Diesel tank 100 L tank Galvenised steel and extra oil, with spanners and kits for service, fill the Galv. Tank with Diesel	Sum	1		
<b>6.1.3</b>	Provide all suction and valves from Pump to foot strainer using Perrot type valves or easy couplings to join and move the pump include butterfly valves, pressure gauge and priming mechanism and to include concrete on the stand pipe	Sum	1		
<b>6.1.3.1</b>	Supply pipes from Pump to the system including galvanized pipes, concrete and control valve of the system after priming	Sum	1		
<b>6.1.4</b>	All other unforeseen valves, tapes, anchor blocks and fittings like No- return, control valves, steel supply pipes to system	Sum	1		
<b>Sub-Total Carried to Summary</b>					
<b>7.</b>	Commissioning of the project and test of all equipment using available pumping Unit. To include supply of diesel for the pump, checking oils and operations. All stakeholders to be present to testing commissioning	Sum			
<b>7.1.1.</b>	Training and Testing of the irrigation system of at least 3 operators and to sign a form to confirm that they can operate the system and this to include leaks and replacing of any couplers, valves by operators/beneficiaries of the project	Sum			
<b>Sub-Total Carried to Summary</b>					

## Section 9 - Summary

Section 1- Fixed charges	
Section 2- Trench- Bedding-Backfill (added)	
Section 3- Supply/Fix broken, Pipe lay where Applicable	
Section 4-5 Supply and fit sprinklers, valves, couplers, bends, joins and any fittings and Testing of sprinklers-pressure gauge	
Section 6- Pump and Accessories, Saddlers, Dragline horses, clamps and Accessories	
Section 7- Commissioning, training and testing	
Section 8- Labour and Transport	





<b>Subtotal (All Sections)</b>	
<b>Add 5% Contingencies</b>	
<b>Total</b>	
<b>Add Vat 15%</b>	
<b>Total Sum</b>	

**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 & 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 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.

**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. Qualifying for preferential points is entirely based on the B-BBEE status of the bidder as explained below.
- (ii) The calculation of points for attaining the B-BBEE status level will be done in accordance with the "PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 05 OF 2000 AND REGULATION OF 2011". Points will be awarded to a bidder for attaining the B-BBEE status level contributor. Below is the table illustrating points to be allocated at different levels.

B-BBEE Status Level of contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant bidder	0	0

**PLEASE NOTE:** Bidders are required to, together with their bids, submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof to substantiate their B-BBEE rating claims. Bidders who do not submit B-BBEE Status Level Verification Certificates do not qualify for preference points for B-BBEE but will not be disqualified from the bidding process for non-compliance in this regard.





**TABLE 1: MINIMUM REQUIRED CIDB DESIGNATIONS PER TYPE OF INFRASTRUCTURE\***

**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:**

#	Infrastructure type	No. of structures to be constructed simultaneously by one SP	Minimum Grading designations
1	Animal handling facilities	< R 200,000	2GB/CE
2	Animal handling facilities	R 200,000 - R 650,000	3GB/CE
3	Animal handling facilities	≥ R 650,000	4GB/CE
4	Dairy parlour of any size	1 or more	4GB/CE
5	Diptanks (New and Rehabilitation)	1	2CE/GB
6	Diptanks (New and Rehabilitation)	2-3	3CE/GB
7	Diptanks (New and Rehabilitation)	4 and more	4CE/GB
8	Feedlots	< R 650,000	2CE/GB
9	Feedlots	≥ R 650,000	3CE/GB
10	Fencing: Farm fencing (barbed/razor wire/hinge joint)	< R 200,000	1SQ/CE/GB
11	Fencing: Farm fencing (barbed/razor wire/hinge joint)	R 200,000 - R 650,000	2SQ/CE/GB
12	Fencing: Farm fencing (barbed/razor wire/hinge joint)	≥ R 650,000	3SQ/CE/GB
13	Fencing: Security Fencing	< R 600,000	2SQ/CE/GB
14	Fencing: Security Fencing	≥ R 600,000	3SQ/CE/GB
15	Goat shed 75-100 animals	1-3	2GC/CE/SM
16	Goat shed 75-100 animals	4 and more	3GC/CE/SM
<b>17</b>	<b>Irrigation schemes New</b>	<b>Up to 10 ha</b>	<b>2SH/CE/ME</b>
18	Irrigation schemes New	10-50ha	3SH/CE/ME
19	Irrigation schemes New	More than 50ha	4SH/CE/ME
20	Mechanisation Service Centre 24 x 20m	1 or more	4GB/CE
21	Nursery (shade cloth + poles) + irrigation equipment	1-2	2GB/CE/SH
22	Nursery (shade cloth + poles) + irrigation equipment	3 and more	3GB/CE/SH
23	Piggery: 10 Sows	1	3GB/CE
24	Piggery: 10 Sows	2 and more	4GB/CE
25	Piggery: 50 Sows	1 or more	4GB/CE
26	Poultry units: 500 broilers/300 layers	1-3	2GB/CE
27	Poultry sheds: 500 broilers/300 layers & less	4 and more	3GB/CE
28	Poultry sheds: 1500 broilers/1000 layers	1-2	2GB/CE
29	Poultry sheds: 1500 broilers/1000 layers	3 and more	3GB/CE
30	Poultry sheds: 5000 broilers/2500 layers	1	3GB/CE
31	Poultry sheds: 5000 broilers/2500 layers	2 and more	4GB/CE
32	Roads (Farm roads)	Requirements as per DoT database	
33	Sheep shed (75-100 animals)	1-3	2GB/CE/SM
34	Sheep shed (75-100 animals)	4 and more	3GB/CE/SM
35	Storage /Processing shed ≤ 120m <sup>2</sup>	1	2GB/CE
36	Storage /Processing shed ≤ 120m <sup>2</sup> with cold room	1 - 2	3GB/CE
37	Storage /Processing shed/ Pack house ≤ 120m <sup>2</sup>	2 - 4	3GB/CE
38	Storage /Processing shed ≤ 120m <sup>2</sup> with cold room	3 - 5	4GB/CE
39	Storage /Processing shed ≤ 120m <sup>2</sup>	5 and more	4GB/CE
40	Storage /Processing shed ≤ 120m <sup>2</sup> with cold room	6 and more	5GB/CE
41	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup>	1	3GB/CE
42	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup> with cold	1	3GB/CE
43	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup>	2 and more	4GB/CE
44	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup> with cold	2 & 3	4GB/CE
45	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup> with cold	4 & more	5GB/CE
46	Storage /Processing shed > 240m <sup>2</sup>	1 - 2	4GB/CE
47	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup> with cold	1 - 2	4GB/CE
48	Storage /Processing shed > 240m <sup>2</sup>	3 and more	5GB/CE
49	Storage /Processing shed 120m <sup>2</sup> - 240m <sup>2</sup> with cold	3 and more	5GB/CE
50	Tunnel (plastic) 30 x 8m + irrigation equipment	1-4	2SH/GB/CE
51	Tunnel (plastic) 30 x 8m + irrigation equipment	5 and more	3SH/GB/CE

\* In case too few or no Service Providers are registered for a minimum required level for a certain type of infrastructure, registrations with a lower qualifying level, but from the same class, will be considered.



**(iii) 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
<b>ABILITY</b> Capacity	Implement the design & specifications to the standard as directed in the technical specifications.
<b>CAPABILITY</b> <ul style="list-style-type: none"> <li>✚ Competency</li> <li>✚ Experience</li> </ul>	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. 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.
<b>METHODOLOGY</b>	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	<ul style="list-style-type: none"> <li>• Demonstration of competency to render the required service (e.g. CIDB registration certificates),</li> </ul>	20
	<ul style="list-style-type: none"> <li>• Proof of compliance with Labour legislation (enrolment of staff for Workman's compensation/UIF, Occupational Health &amp; Safety Act).</li> </ul>	10
2	Demonstrable experience of the prospective service provider's engagement in similar work: <ul style="list-style-type: none"> <li>• Submission of list of 2 - 5 projects in the last 5 years with values and extent of involvement and contact details of referees.</li> </ul>	35
	<ul style="list-style-type: none"> <li>• Documentary proof such as reference letters/CIDB assessments indicating value and period of the contract(s).</li> </ul>	25
3	Submission of a short description of the intended implementation methodology indicating time frames to complete work.	10
<b>TOTAL</b>		<b>100%</b>



KZN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

UMNYANGO: WEZOLIMO NOKUTHUTHUKISWA KWEZINDAWO ZASEMAKHAYA  
ISIFUNDAZWE SAKWAZULU-NATALI

## DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of 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, shareholder<sup>2</sup>, member):  
 .....
    - 2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:  
 .....
    - 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.

**Please clearly indicate, with an 'X' only one box that is applicable to your business or firm**

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:

Name of person / director / trustee / shareholder/member:

.....

Name of state institution at which you or the person connected to the bidder is employed

.....

Position occupied in the state institution:

.....

Any other particulars:

.....

2.7.2 If you are presently employed by the state, did you obtain

YES	NO
-----	----

the appropriate authority to undertake remunerative work outside employment in the public sector?

If yes, did you attach proof of such authority to the bid document?

YES	NO
-----	----

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

2.7.2.1 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 Income 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.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Name of bidder

.....  
Position

.....  
Signature

.....  
Date

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> 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).<sup>2</sup> Collusive bidding is a *per 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. disregard 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:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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 consortium<sup>3</sup> 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