

# EMALAHLENI LOCAL MUNICIPALITY



## ADDENDUM

### TENDER NO.: 04/2024

**REQUEST FOR A PANEL OF PROFESSIONAL SERVICE PROVIDERS  
TO SUBMIT PROPOSALS FOR DESIGN, BUILT, OPERATE AND  
TRANSFER OF 40 MEGA LITRE PER DAY POTABLE WATER  
PACKAGE PLANTS AT VARIOUS SITES WITHIN EMALAHLENI  
LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS**

NAME OF TENDERER.....

<p><i>EMPLOYER:</i></p> <p><b>Emalahleni Local Municipality</b> P.O Box 3 Witbank 1035</p> <p><b>Municipal Manager</b> Tel No.: +27 (13) 690 6911 Fax No.: +27 (13) 690 6207 E-mail: <a href="mailto:maiselahs@emalahleni.gov.za">maiselahs@emalahleni.gov.za</a></p>	<p><i>QUERIES:</i></p> <p><b>Supply Chain Management</b> Ms Z. Moroku Tel No.: +27 (13) 690 6497 E-mail: <a href="mailto:masangonz@emalahleni.gov.za">masangonz@emalahleni.gov.za</a></p>	<p><i>QUERIES:</i></p> <p><b>Technical Services Department</b> Ms. LW Mchunu Tel No.: 013 653 5721 E-mail: <a href="mailto:s700155@emalahleni.gov.za">s700155@emalahleni.gov.za</a></p>
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**Tender Closing Date:** 11h00 on Friday, 22 March 2024

## ADDENDUM

The amendment is to the **Returnable Schedules required for Tender evaluation purposes:**  
Page 19 of the tender document section:

### T2.1 LIST OF RETURNABLE DOCUMENTS

From

**Returnable Schedules required for Tender evaluation purposes**

Form A	Compulsory Enterprise Questionnaire
Form B	Record of Addenda to Tender Documents
Form C	Authority for Signatory
Form D	Preference Schedule
Form E	Schedule of Previous Experience
Form F	Schedule of Current Projects
Form G	Proposed Key Personnel
Form H	Schedule of Plant and Equipment
Form I	Schedule of Proposed Sub-Contractors
Form J	Financial References
Form K	Certificate of Authority of Joint Ventures/ Close corporations/ Partnership/ Company/ Sole proprietor (Certified Copies of the Identity Documents in the Case of sole proprietor)
Form L	Registration on National Treasury Central Supplier Database
Form M	Municipal Rates and Taxes
Form O	Company profile
Form R	Audited Annual Financial Statement & Funding Implementation plan
Form S	Implementation plan to execute the allocated work
Form T	Funding Implementation Plan

MBD1	Tax compliance requirements
MBD 2	Tax clearance
MBD4	Declaration of Interest
<b>MBD 6.2</b>	<b>Declaration certificate for local production</b>
MBD 7.1	Contract Form – Purchase of Goods
MBD 7.2	Contract Form – Rendering of Services
MBD 7.3	Contract Form – Sale of Goods/Works
MBD8	Declaration of bidder's past supply chain management practices
MBD9	Certificate of Independent bid determination

**Returnable Documents that will be incorporated into the contract**

C1.1	Form of Offer and Acceptance
C1.2	Contract Data (Part 2)
C1.3	Form of Guarantee
C2.2	Bill of Quantities

**To**

**Returnable Schedules required for Tender evaluation purposes**

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MBD 1	Tax compliance requirements
MBD 2	Tax clearance
MBD 4	Declaration of Interest
<b>MBD 6.1</b>	<b>Preference points claim form in terms of the Preferential Procurement Regulations 2022</b>
MBD 7.1	Contract Form – Purchase of Goods
MBD 7.2	Contract Form – Rendering of Services
MBD 7.3	Contract Form – Sale of Goods/Works
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C2.2	Bill of Quantities

The amendment is to the **EVALUATION SCHEDULE1: TENDERER'S EXPERIENCE:**  
Page 13 of the tender document section:

**EVALUATION SCHEDULE1: TENDERER'S EXPERIENCE**

The following is a statement of major works of a similar nature successfully executed by myself/ ourselves (see clause 2.1(3) of the tender data.

The experience of the tenderer in similar projects or nature or similar areas and conditions in relation to the scope of work for **TENDER NO: ELM 04/2024, REQUEST FOR A PANEL OF PROFESSIONAL SERVICE PROVIDERS TO SUBMIT PROPOSALS FOR DESIGN, BUILT, OPERATE AND TRANSFER OF 40 MEGA LITERS PER DAY POTABLE WATER PACKAGE PLANTS AT VARIOUS SITES WITHIN EMALAHLENI LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS** will be evaluated.

Briefly describe company or individual experience in regard to the above scope of work and attach this to this schedule. Experience can either be designing, construction of modular package plant

**NB: Proof of previous work history must be attached e.g. purchase order, appointment or reference letter, completion certificates that indicates the value of work completed etc.**

A summary of the relevant work experience in line with the scope of work should be indicated in the table below: (Any additional information regarding previous work experience can be attached to this schedule).

<b>Employer, contact person and telephone number, where available</b>	<b>Description of work (service)</b>	<b>Value of work (i.e. the service provided) inclusive of VAT (Rand)</b>	<b>Date completed</b>

The scoring of the tenderer's experience will be as follows:

<b>SCHEDULE 1</b>	<b>TENDERS EXPERIENCE:</b>  Proof of previous experience of the company or an individual within the company in either designing, construction/commissioning of a modular package plant (provide appointment letters or completion certificates): <ul style="list-style-type: none"><li>• More than 3 projects of more (30 points)</li><li>• 1 - 3 projects (15 points)</li><li>• 1 project of more (5 points)</li></ul>	30
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**NB: Failure to attach the tenders experience may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **EVALUATION SCHEDULE2: PROPOSED ORGANIZATION, STAFFING & KEY STAFF EXPERIENCE**: Page 14 of the tender document section:

**SCHEDULE 2  
EVALUATION SCHEDULE  
PROPOSED ORGANIZATION, STAFFING & KEY STAFF EXPERIENCE**

The experience of the tenderer in similar projects or nature or similar areas and conditions in relation to the scope of work for **TENDER NO: ELM 04/2024, REQUEST FOR A PANEL OF PROFESSIONAL SERVICE PROVIDERS TO SUBMIT PROPOSALS FOR DESIGN, BUILT, OPERATE, OWN AND TRANSFER (DBOOT) OF 40 MEGA LITRES PER DAY POTABLE WATER PACKAGE PLANTS AT VARIOUS SITES WITHIN EMALAHLENI LOCAL MUNICIPALITY FOR A PERIOD OF 36MONTHS**

The tenderer should indicate the company high level organizational structure and composition of their team responsible for this project. The key staff members involved with their main disciplines and or roles of responsibilities (job descriptions) must be attached to this page as well as the proposed technical and support staff allocated to work on the project to successfully implementation of this tender.

Experience of the key staff (assigned personnel) in relation to the scope of work will be evaluated from three different points of view:

- a) General experience (total duration of professional activity), level of education and training and positions held of each key staff member / expert member.
- b) The education, training and experience of the key staff members / experts, in the specific sector, field, subject, etc. which is directly linked to the scope of work.

In the case of an association / joint venture / consortium, it should, indicate how the duties and responsibilities are to be shared. The organization, staffing and key staff should be based on the implementation of one area as per project scope. Tenderers should provide organization structure for complete scope of work.

**NB: Please attach proof of the following documentation: Curriculum Vitae, etc. Failure to submit the documents will result in no points given**

The scoring of the proposed organization and staffing will be as follows:

<b>SCHEDULE 2</b>	<b>PROPOSED ORGANIZATIONAL, STAFFING&amp; KEY STAFF EXPERIENCE</b>	<b>20</b>
	Project team (provide CV and qualifications): <ul style="list-style-type: none"> <li>• ECSA registered Chemical Engineer / Technologist specializing in the field for at least 5 years (5 points)</li> </ul>	

	<ul style="list-style-type: none"> <li>• ECSA registered Electrical Engineer / Technologist (Control &amp; Instrumentation) specializing in the field for at least 5 years (3 points)</li> <li>• ECSA register Electrical Engineer / Technologist (Heavy Current) specializing in the field for at least 5 years (2 points)</li> <li>• ECSA register Mechanical Engineer / Technologist specializing in the field for at least 5 years (5 points)</li> <li>• Class IV/V process Controllers in water and wastewater treatment for at least 5 years (5 points)</li> </ul>	
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**NB: Failure to attach the proposed organizational, staffing and key experience may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **EVALUATION SCHEDULE 3: CAPACITY TO EXECUTE & IMPLEMENT THE TENDER EVALUATION (PHYSICAL RESOURCES)**: Page 15 of the tender document section:

**SCHEDULE 3**

**EVALUATION SCHEDULE**

**CAPACITY TO EXECUTE & IMPLEMENT THE TENDER EVALUATION  
(PHYSICAL RESOURCES)**

The tenderer needs to indicate the lists of equipment that they presently own or lease or will acquire or hire to successfully implement this contract if the tender. The physical resources should include a list of the main requirements as well as the back-up equipment.

Proof of ownership or lease, or quotation to acquire physical resources for main and back-up equipment must be attached to the document. **Failure to attach may result in no point's allocation.** All physical resources indicated in the below schedule or attached must be roadworthy.

The vehicles specified below must solely be committed to the operations of the maintenance of gravel roads, with the exclusion of weekends, provided the schedule will be completed by Friday. Replacing equipment/ vehicles will only be allowed with the prior authorization of the municipality to ensure the capacity and reliability is the same as committed in the tender on which the award was based.

**(A new 5-day schedule will be implemented).**

**NB: Proof of ownership or lease, or quotation to acquire physical resources for main physical resources, (vehicle & equipment) must be attached to the document.**

**LIST OF MAIN PHYSICAL RESOURCES AND EQUIPMENT TO BE USED ON PROJECT**

<p><b>SCHEDULE 3</b></p>	<p><b>CAPACITY TO EXECUTE &amp; IMPLEMENT THE TENDER EVALUATION (PHYSICAL RESOURCES)</b></p> <p>Resources (provide justifiable proof of ownership):</p> <ul style="list-style-type: none"> <li>• Package plants manufacturing workshop or lease agreement /proof of agreement from manufacturer of plant (5 points)</li> <li>• Proof of credible design software's (5 points)</li> <li>• Proof of credible operation monitoring system (on and off site) - (2 points)</li> <li>• Transport fleet (minimum 3 company owned fleet) - (3 points)</li> <li>• Proof of accredited laboratory to conduct compliance chemical physical and microbiological water analysis. Service Level Agreement with accredited Lab will be accepted (5 points)</li> </ul>	<p>20</p>
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**NB: Failure to attach the proof of capacity to execute & implement the tender may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **EVALUATION SCHEDULE 4: QUALITY ASSURANCE PLAN**: Page 16 of the tender document section:

**SCHEDULE 4**

**EVALUATION SCHEDULE**

**QUALITY ASSURANCE PLAN**

The quality control practices and procedures which ensure compliance with the employer’s requirements will be evaluated.

**The tenderer must provide a copy of the tenderer’s Quality Management System and Procedures**

<b>SCHEDULE 4</b>	<p><b>QUALITY ASSURANCE PLAN</b></p> <ul style="list-style-type: none"> <li>• Non-responsive (score 0) - No information has been provided. The tenderer did not respond or comply with this evaluation schedule. The tenderer does not have a quality assurance system.</li> <li>• Poor (max score 3)- The tenderer’s quality control procedures are unlikely to ensure compliance with the employer’s requirements.</li> <li>• Satisfactory (max score 6) - The tenderer’s quality control procedures are possibly able to ensure compliance with stated employer’s requirements</li> <li>• Good (max score 10) - The tenderer’s quality control procedures meet the quality assurance requirements expected by the employer.</li> </ul>	5
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**NB: Failure to attach the Quality Assurance Plan may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **EVALUATION SCHEDULE 5: IMPLEMENTATION PLAN TO IMPLEMENT THE ALLOCATED WORK**: Page 17 of the tender document section:

**SCHEDULE 5  
EVALUATION SCHEDULE**

**IMPLEMENTATION PLAN TO IMPLEMENT THE ALLOCATED WORK**

Synchronize the activities with key timeframes until completion of the allocated work. The main activities and roles of responsibilities team members must be highlighted and indicate the technical support that will be provided on the project etc. The information must be attached to the tender document.

<b>SCHEDULE 5</b>	<p style="text-align: center;"><b>IMPLEMENTATION PLAN TO IMPLEMENT ALLOCATED WORK</b></p> <ul style="list-style-type: none"> <li>• Non-responsive (score 0) No information has been provided</li> <li>• Poor (max score 3) The implementation plan is sketchy; the key activities are not synchronized. The implementation plan is weak in relation to the project, and inconsistent with the timing of the most important deliverables. There is no clarity in allocation of tasks and responsibilities and lack of experience.</li> <li>• Satisfactory (max score 6) The implementation plan is complete with all tasks and activities clearly indicated and synchronized. The composition of the plan is adequate and indicates the type of equipment used with all activities and consistent with both timing and deliverables.</li> <li>• Good (max score 10) The implementation plan is complete, well balanced i.e. they show good deliverables clear duties, use of equipment, responsibilities, timeframes and staff complement relevant to the project. The allocated work will be executed on time with safety. The methodology indicates good experience to implement the allocated work.</li> </ul>	5
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**NB: Failure to attach the implementation Plan may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **EVALUATION SCHEDULE 6: FUNDING IMPLEMENTATION PLAN**: Page 18 of the tender document section:

**SCHEDULE 6**  
**EVALUATION SCHEDULE**  
**FUNDING IMPLEMENTATION PLAN**

<b>SCHEDULE 6</b>	<p style="text-align: center;"><b>FUNDING IMPLEMENTATION PLAN</b></p> <p>Bidder to provide a detailed funding implementation plan for the implementation of the project:</p> <ul style="list-style-type: none"> <li>• Bidder to provide own funding – 10 (Proof of funding to be attached through bank confirmation letter/guarantee letter stating the funds available)</li> <li>• Bidder to be funded by reputable funding institution- 8 points (Funding agreement to be attached)</li> <li>• Bidder to outsource funding – 5 points (Funding agreement to be attached)</li> </ul> <p>ONLY CERTIFIED AND AUTHENTIC AGREEMENTS/BANK CONFIRMATION LETTERS/GUARANTEE LETTERS FROM ACCREDITED AND APPROVED FINANCIAL INSTITUTIONS WILL BE ACCEPTED</p>	20
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**NB: Failure to attach the Funding Implementation Plan may result in no points allocated.**

Signed .....

Date .....

Name .....

Position .....

The amendment is to the **DESCRIPTION OF THE WORKS**: Page 76 of the tender document section:

### **C3.1 : DESCRIPTION OF THE WORKS**

**PROSPECTIVE BIDDERS ARE HEREBY INVITED TO SUBMIT BIDS: REQUEST FOR A PANEL OF PROFESSIONAL SERVICE PROVIDERS TO SUBMIT PROPOSALS FOR DESIGN, BUILT, OPERATE, OWN AND TRANSFER (DBOOT) OF 40 MEGA LITRES PER DAY POTABLE WATER PACKAGE PLANTS AT VARIOUS SITES WITHIN EMALAHLENI LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS**

#### **SPECIFICATION OF A PROJECT**

Provision of 40 Mega Litres per day modular package plants for potable water supply at various sites. These plants shall operate from the following raw water sources:

- Witbank Dam abstract raw from Point B raw water balancing tank, purification at the agreed upon site and discharge potable water at the identified municipal water reservoir.
- Doornpoort Dam – treat water from Doornpoort Dam, purification at the dam site and pump potable water to the identified municipal water reservoir.

The municipality intends to use modular package plants for effective utilization of available scarce surface water. The municipality have identified the following capacity of the sites

- Site A 20ML/day potable water package plant (Witbank Dam)
- Site B 10ML/day – potable water package plant (Witbank Dam)
- Site C 10 ML/day – Potable water package plant (Doornpoort dam)

Potable water treatment plants shall be membrane based with high treatment efficiency for water with high manganese content, increasing sulphate content and overall total dissolved solids. The plants must be capable of handling high deteriorating water quality during floods. The plants must be equipped with adequate protection for membranes to ensure compliance of potable water to the required water treatment standards.

Project finance shall be a Design Build Own Operate and Transfer (DBOOT) and there shall be no upfront capital outlay from the municipality. The plants should be brought up to acceptable standards and condition at the end of the term (36 months) All associated cost inputs must be modelled within monthly tariffs

## SCOPE OF WORK

Provision of potable water through modular package plants should comply with the following:

- Treated water must comply with South Africa National Standard (SANS) 241:2015
- Package plant shall be designed to treat the quality of feed water obtained from Olifants River (Olifants River typical feed water quality)
- The plants shall be designed to have a capacity but not limited to treat dissolved solids (high manganese (3000ug/l) and sulphates (300 mg/L) content.
- Package plants shall have minimal impact to the environment and compliance with ISO 14001:2015 environmental standards
- The service provider shall conduct operation and maintenance on the plant for duration of the contract while also providing training to the municipal employees on the treatment process
- Conduct operational water quality monitoring in accordance with SANS241:2015 and Water Safety Plan (WSP) recommendations
- Ensure full compliance to Blue Drop System requirements and update the Department of Water and Sanitation IRIS system
- The plant shall be equipped with full water balance metering system
- The plant shall be equipped with an electrical meter
- Standby power supply
- The plant shall be equipped with onsite 24 hour raw and potable water storages.
  - Raw water storage shall be used for emergencies or as a pre-treatment unit
  - Potable water storage shall be used for maintaining constant output

The following shall be the enabling resources to be provided by the municipality:

- Raw feed water to be treated
- Power supply to the plant
- Municipal potable water storage
- Package plant establishment site

Modular package plant deliverables:

- Plants must be designed, manufactured, and commissioned within 4 to 6 months from the date of appointment.
- Potable water treatment modular package plants must have 80% efficiency on all critical determinants (excluding force majeure)
- Potable water modular package plants must have a production rate of more than 80%
- Product potable water that is compliant to SANS241:2015 specifications
- Waste water from the plant must be compliance with ISO 14001:2015 environmental standards
- Potable water modular package plant shall not have production losses which are exceeding 5%.
- Waste effluent must be compliance with ISO 14001:2015 environmental standards
- Full compliance to Blue Drop System

#### Compliance requirements:

- Full compliance to Blue drop system
- Plant operation must be compliant to ISO 9001:2008 – quality management system and be Blue Drop compliant
- Compliance with ISO 14001:2015 environmental standards
- Conduct operational water quality monitoring in accordance with SANS241:2015
- Conduct annual Water Safety Plan (WSP) and adjust operations according to pertinent risks and there shall be no changes on the operational cost provided changes require high capital investment and it's a variation of original scope.:
- The plant shall be operated by compliant Process Controllers, classified according to Regulation 17. Plant manager or supervisor shall at least be a Class VI or Class V Process Controller.
- Plant operation shall be a continuous 24 hours operation
- The service provider shall appoint SANAS accredited water laboratory to conduct monthly compliance water quality monitoring
- The plant shall be equipped with a standby power generator.
- The service provider shall be responsible of providing adequate security for the plant.

#### Contractual obligations:

- Service provider shall provide Public Liability Insurance to the Client prior commencement
- Service Provider shall furnish the Client with an Insurance Cover for the plant.
- Service Provider shall furnish the municipality approved and credible plant O&M manual and be accompanied with a comprehensive Quality Management Plan.
- The Service Provider shall develop a Safety File which shall be approved by the municipality prior commencement.
- No upfront capital investment or cash guarantee shall be required from the municipality. All associated costs shall be compensated for under the approved tariff and in accordance with the agreed form of contract (DBOOT).
- Daily reports shall comprise of:
  - Daily volumetric production
  - Water quality
  - Water losses
- Penalties shall be imposed on the appointed services provider should the plant not achieve desired performance targets for quality and production of more than 80%. Penalties shall be imposed through deductions on monthly rental cost (excluding consideration of force majeure). They shall be applied as per the table below:

<b>Stages</b>	<b>Operational efficiency</b>	<b>Deduction</b>
1	80 – 100%	0%
2	60 – 80%	20%
3	40 – 60%	40%
4	20 – 40%	60%
5	0 – 20%	80%
6	0%	100%

- Operation that shall result to lost time factor (reduced production) (e.g. planned outages) shall be applied and approved for 48 hours before the outage. Planned outages shall not be included or deducted for under operational efficiency.
- Should stage 3 performance (refer to the table above) be experienced 3 times within a period of 6 months, the service provider shall be subjected to disciplinary process according to contractual provisions.
- Shall participate and make available information for compliance purposes with the Blue Drop accreditation requirements.