



enterprise ilembe

ECONOMIC DEVELOPMENT AGENCY

TERMS OF REFERENCE

FOR

**THE APPOINTMENT OF SERVICE PROVIDERS FOR THE SUPPLY, DELIVERY
AND INSTALLATION OF SPRINKLER IRRIGATION SCHEMES.**

Closing Date: 23 April 2019

Closing Time: 11h00

Venue: Sangweni Tourism Centre, Ballito

Information Contact:

Name: Mr Sibonelo Simelane

Tel: 032 946 1256 / Cell 072 797 8771

It is compulsory for bidders to ensure that their proposals are bound or stapled securely together. If the proposal is too thick to be bound or stapled, bidders are allowed to split the document into sections, however, each section must be bound or stapled and must be individually labelled with the name of the bidder. Under NO circumstances will loose submissions be accepted.

SERVICE PROVIDER TERMS OF REFERENCE

It is the intention of Enterprise iLembe to enter into a formal contract with service providers to provide the services described herein. These Terms of Reference and the Service Level Agreement will form the basis of the contract.

Section 1: Details

Province: KwaZulu-Natal

Agency: Enterprise iLembe Economic Development Agency

Project Name: Supply, Deliver and Installation of Sprinkler Irrigation Schemes.

Section 2: Project Description

Enterprise iLembe is an economic development agency wholly-owned by the iLembe District Municipality mandated to pursue and facilitate investment, economic development and empowerment in iLembe. The objective of Enterprise iLembe is to improve the competitiveness of the iLembe Region by creating an environment that will enable local business to compete successfully on the international stage.

Enterprise iLembe intends to appoint service providers for the Supply, Deliver and Installation of **11-hectare Sprinkler Irrigation Schemes** in six different Agricultural projects within the iLembe District.

Projects will be clustered into THREE clusters as indicated in the table below. Each Service provider should quote for **ONLY ONE** Cluster. Each cluster will be awarded to one service provider

| CLUSTER NO: | PROJECT NAME | SIZE | LOCAL MUNICIPALITY | WARD | COORDINATES | CONTACT PERSON |
|-------------|-----------------------|------|--------------------|------|------------------------------------|------------------------------------|
| Cluster 1 | Qedumona | 2ha | Maphumulo | 3 | S29° 05'75.22" E31° 17'95.87" | Mpilo Khuzwayo 073 368 9314 |
| | Green Ghetto | 1ha | KwaDukuza | 10 | S29° 23' 41" E31° 15' 46" | Nonhlanhla Mbuyazi 073 086 2648 |
| Cluster 2 | 80 Planting | 2ha | Mandeni | 9 | S29° 10' 12" E31° 24' 4" | Sifiso Mdletshe 071 986 2596 |
| | Kwasikhonyana | 2ha | Mandeni | | S29° 04' 37" E31° 27' 20" | |
| Cluster 3 | Sawududula | 1ha | Ndwedwe | 13 | S29° 29' 45.58" E30° 57' 16.85" | Sambulo Sithole 071 220 8051 |
| | Fisokhulu Cooperative | 2ha | Ndwedwe | 2 | S29° 22' 12.76" E30° 56' 52.94" | |

The project aims to address socio-economic issues such as unemployment, poverty and local economic development by improving infrastructural needs in Agricultural projects for maximisation of production. Also aims at creating a conducive environment for these business to thrive.

Section 3: Specifications

1. Project particulars.

- **Scope of work**

The contract covers the supply of all irrigation material including piping, fittings, and pump/motor combination and full installation of irrigation schemes in six sites in four Local Municipalities of ILembe District.

Please refer to the attached Annexures A and B that specify the standard 1.0ha and 2.0ha irrigation schemes and a generic layout of irrigation scheme. Service providers are requested to use annexure B for bill of quantities required as per their chosen cluster.

2. General conditions of the contract

- **Bidder to check the completeness of the document.**

The bidder is required to check the number of consecutively numbered pages and should any be 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.

- **Validity period for bid/quote**

All prices must be valid for a period of three months **(90 days)** from the closing date of the bid.

- **Compulsory site briefing meeting**

A compulsory pre-quote/bid site briefing and consultation meeting will be held with prospective Bidders. Attendance at the meeting will be compulsory and non-attendance shall invalidate any quote/bid scheduled above.

- **Pricing (See ANNEXURE B).**

All items as described in the project specification are to be priced in full. If a bidder does not bid all items, his/her bid may be rejected. Per item prices to exclude VAT. Transport/Delivery costs must be included in the pricing. It must not be a separate item. The bid price page must be signed by an authorised person.

- **Applicable specification standards.**

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.

- **Service Level Agreement.**

The successful bidder and the Enterprise ILembe will sign a Service Level Agreement prior to commencement of works.

- **Project site handover to Service Provider**

The Service Provider will be introduced to the project participants following the Bid award. The sites will be handed over to the service provider who will control the sites for the contract duration. Only the service provider's own employees, Service provider's local labour and Enterprise ILembe Representatives will be allowed on site. The Service provider is responsible in the administration, control and security on the sites at all times during the contract duration.

- **Water and Power**

In most cases there will be no power or piped water available on site. The Contractor shall make the necessary arrangements for the provision of any water and power. No payment will be made for the provision or use of these services and the cost of these shall be included in the Bid/quoted amount.

▪ **Housing of Service Provider Employees.**

No housing is available for the Service Provider employees and the Service Provider 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 Service Provider staff with the project members. The Service Provider 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.

▪ **Employment of local labour**

Where possible, and subject to the availability of the community leaders, the Service Provider will be expected to liaise with the local community leaders to ensure that all unskilled labour required is employed from the community.

▪ **Delivery and safeguarding of materials.**

Materials must be delivered within three weeks of receiving an official order, unless Enterprise ILembe indicates that delivery within this period is not desirable due to delays in the project. Safeguarding of materials and material installed during the project implementation process will be the responsibility of the service provider until project commissioning and hand over is done.

▪ **'As Built' Details.**

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

- **Project duration**

The work is to be completed within 2 months of the award of the bid. The Service Provider is to supply a work schedule with the proposed times of completion of each phase.

3. 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 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 Enterprise ILembe 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 Enterprise ILembe and in a

professional manner in order not to jeopardise future dealings with Enterprise ILembe.

The onus is on the service provider to ensure that the final product is a system that will operate in an efficient and effective manner and which will conform to all irrigation (SAB) norms and standards. Furthermore, as it is expected to be a system the project beneficiaries should be able to manage, the system users should be trained in operation and maintenance procedures and principles.

▪ **Compliance with regulations, Codes of practice, and Standard specifications**

All materials, equipment, operational methods and workmanship shall comply with the following, unless otherwise stated in the particular project specifications, as amended:

- SANS 533-1:1982(2003-05-02), Black Polyethylene Pipes for the Conveyance of Liquids Part 1.
- The SANS Standard Specification : SANS 966-1:2004, Components of Pressure Pipe Systems
- SANS 966-1: UPVC Pipes and Fittings
- SANS 966-2: MPVC Pipes and Fittings
- SANS 62-1:2003: Steel Pipes Part 1: Pipes suitable for threading and of nominal size not exceeding 150mm.
- SANS 62-2:2001: Steel Pipes Part 2: Screwed pieces and pipe fittings of nominal size not exceeding 150mm
- SANS 1123:2003: Pipe flanges
- SANS 271:2005: Thermoplastics hoses, textile reinforced, for general purpose water applications.

▪ **Details of contract**

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 service provider may, after approval by the Enterprise ILembe 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 Agricultural Officer and be confirmed in writing.

The layout must be pegged out by service provider and will be checked by Enterprise ILembe representative. Trenches to be dug using suitable plant or local labour. Minimum trench depth must be 600mm. 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. 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.

All material must be checked by Enterprise ILembe 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 Enterprise ILembe representative and he/she is satisfied that there are no leaks.

The scheme must be fully tested and commissioned in the presence of a representative of the Enterprise iLembe. 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.

The Tenderer will be required to submit a list of references/ projects to enable the Enterprise ILembe to inspect previously completed work and assess the capacity of the Tenderer.

▪ **Piping**

All piping must be SABS approved and of the correct class. All appropriate fittings are to be supplied including any additional material for unforeseen events. 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 service provider at no extra cost to Enterprise ILembe.

▪ **Pump and motor and generator**

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. The unit must be mounted on a suitable trolley fitted with pneumatic wheels and a handle bar that is able to swivel. All necessary fittings, adaptors, reticulation, reducers, priming funnels, tools etc. should be supplied with the unit. 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.

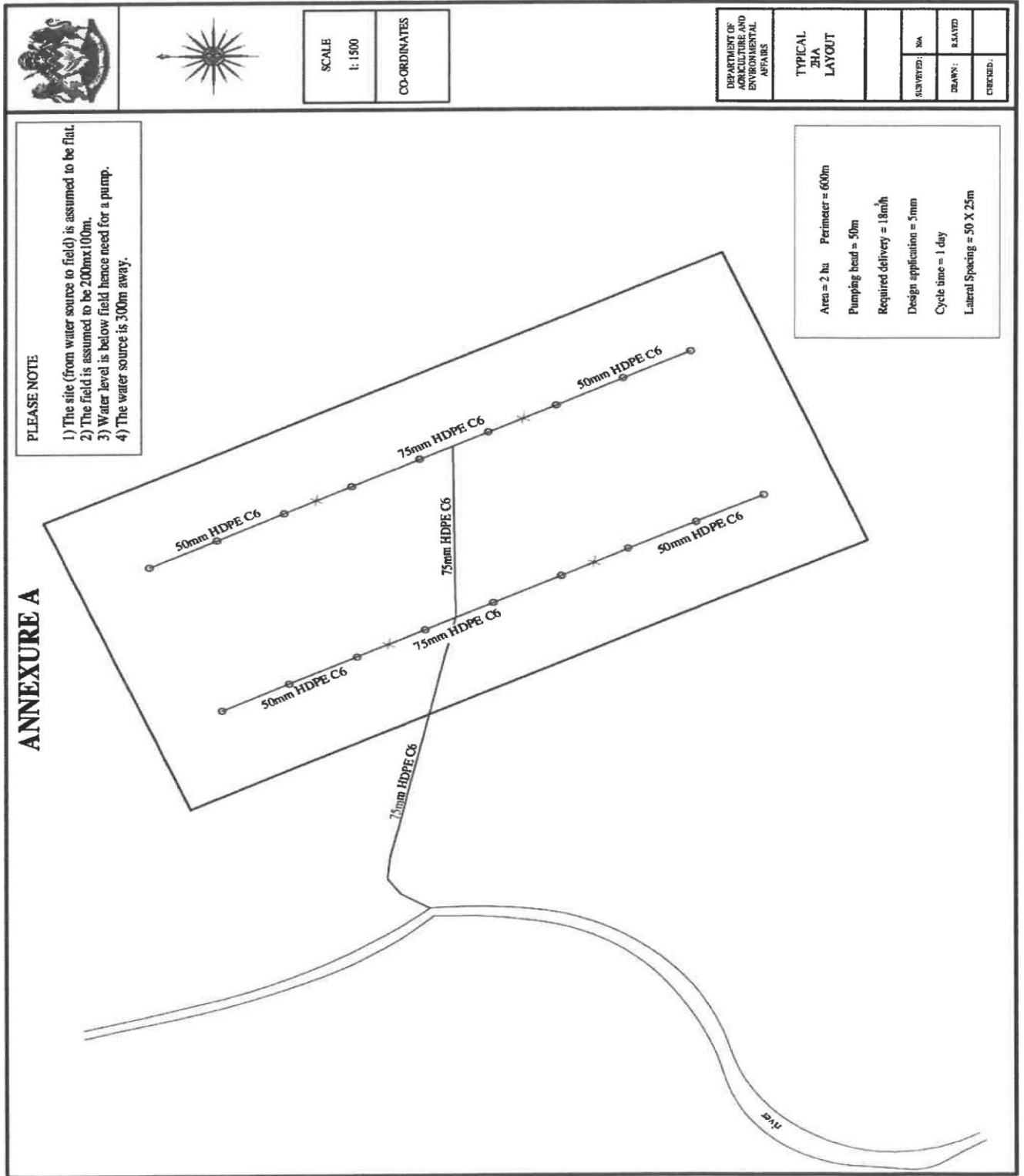
▪ **Labour and training**

During pipe laying and installation the co-operative members 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.

ANNEXURE A: Generic Layout of the 2.0 Ha Irrigation scheme



ANNEXURE B: Bill of quantities/pricing schedule

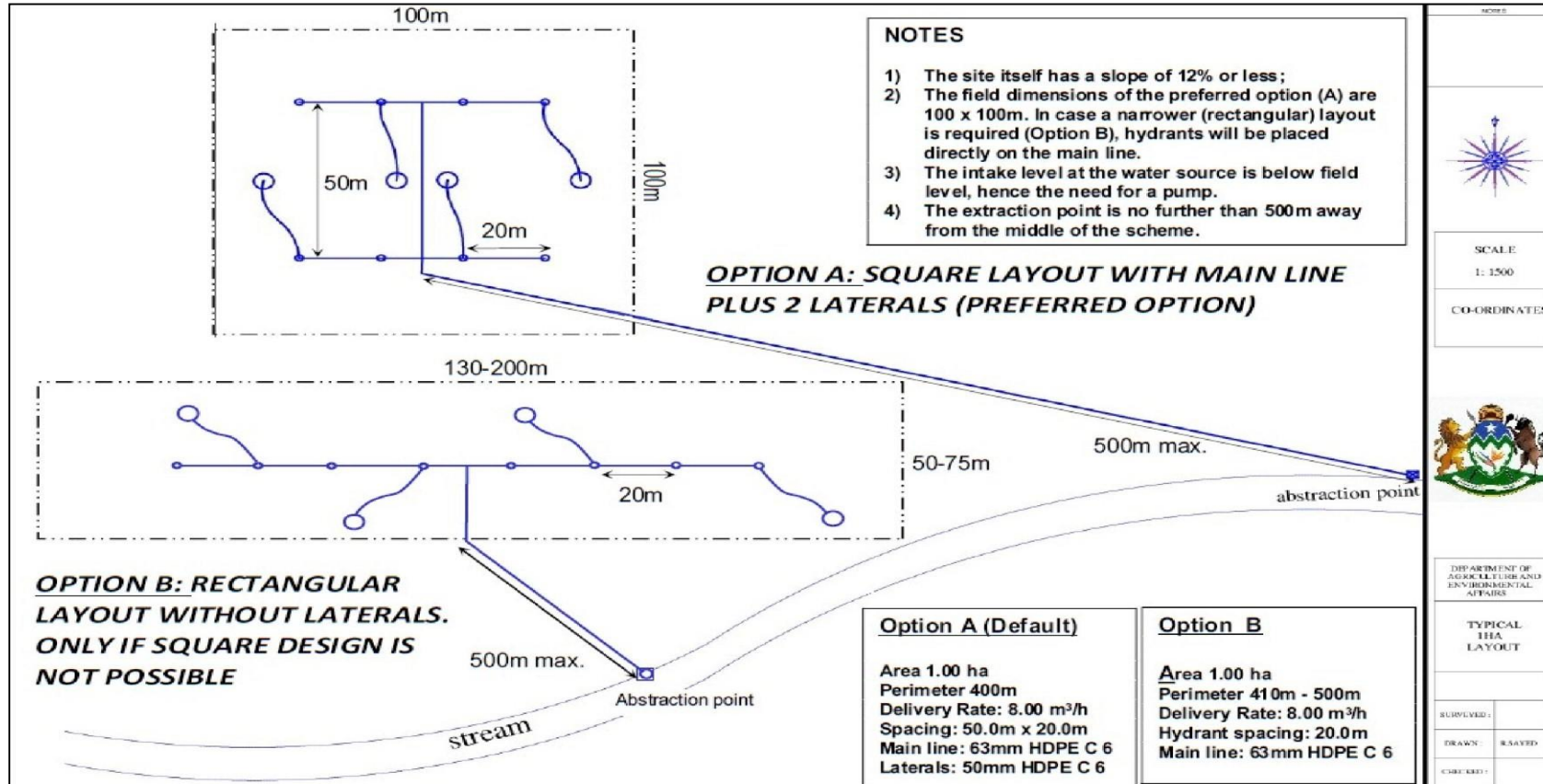
NB - The drawing above does not show the Galvanised Stand and jojo tanks as it is the ideal situation but for this project specifically Jojo tanks and Galvanised Stand is **compulsory**. Pressure pump to gravitate water back to Sprinklers to be installed. Please note that material and all pipes, fittings, pumps, valves etc. to be SABS approved and verified before payments issued.

| ANNEXURE B: Bill of quantities/pricing schedule for ONE | | | | | |
|--|--|-------------|------------|-------------|---------------|
| 2.0 HA Sprinkler Irrigation Scheme | | | | | |
| ITEM NO | DESCRIPTION | UNIT | QTY | RATE | AMOUNT |
| 1. | Piping | | | | |
| 1.1 | 75mm HDPE C6 (100m length) | Roll | 5 | | |
| 1.2 | 50mm HDPE C6 (100m length) | Roll | 2 | | |
| 2. | Fittings and connections | | | | |
| 2.1 | 75 x 50mm reducer couplings | No | 4 | | |
| 2.2 | 75mm compression couplings | No | 4 | | |
| 2.3 | 75mm Equal tee | No | 3 | | |
| 2.4 | 75mm compression elbow | No | 1 | | |
| 2.5 | 50mm compression endcap | No | 4 | | |
| 2.6 | 75mm x 1" saddles | No | 6 | | |
| 2.7 | 50mmx 1" saddles | No | 12 | | |
| 2.8 | VYR-36AF sprinkler (1,8bar with 4mm nozzle) | No | 18 | | |
| 2.9 | 500mm sprinkler stands | No | 18 | | |
| 2.10 | 20mm drag line hoses (18m length) | No | 18 | | |
| 2.11 | 20mm hose clamps | No | 18 | | |
| 2.12 | 1" hydromantic valve (single loaded) | No | 18 | | |
| 2.13 | 1" plastic risers (600mm length) | No | 18 | | |
| 2.14 | 20mm piplets | No | 18 | | |
| 3. | Pump unit and fittings | | | | |
| 3.1 | Single stage centrifugal pump (50m@16m ³ /h + diesel/ petrol motor with all accessories | No | 1 | | |
| 3.2 | Pump and all accessories mounted on frame with pneumatic wheels and swivel handlebar | No | 1 | | |

| | | | | | |
|-----------|---|-------|-----|--------------|--|
| 3.3 | Hand pump to inflate tyres | No | 1 | | |
| 3.4 | 3" heavy duty suction pipe, green (4m length) | No | 1 | | |
| 3.5 | 3" rubber hose delivery pipe (3m length) | No | 1 | | |
| 3.6 | 3" 'Perrot' type swaged female couplings | No | 2 | | |
| 3.7 | 3" Perrot type screwed male couplings | No | 3 | | |
| 3.8 | 3" galv. 'flowmax' type foot valve/strainer/swaged | No | 1 | | |
| 3.9 | 3" heavy duty clamps | No | 5 | | |
| 3.10 | 75mm x 3" male adaptor | No | 1 | | |
| 3.11 | 3" galv. nipple barrel | No | 2 | | |
| 3.12 | 3" brass non-return valve | No | 1 | | |
| 3.13 | 3" galv. elbow (female) | No | 2 | | |
| 3.14 | 3" galvanised standpipe (1m length) | No | 2 | | |
| 3.15 | Thread tape | No | 10 | | |
| 3.16 | Extra reducers on pipe work to suit pump installation | No | Sum | | |
| 3.17 | Pressure pump 1.1kw CPM158 | No | 1 | | |
| 3.18 | 2,2 kVa 4 Stoke inverter Generator | No | 1 | | |
| 4. | Miscellaneous | | | | |
| 4.1 | Concrete to anchor stand pipes | No | Sum | | |
| 5. | Trenching & backfilling | | | | |
| 5.1 | Digging of trench 600mm deep (300mm wide) | Metre | 700 | | |
| 5.2 | Backfilling of trenches after pipe lay and inspection | Metre | 700 | | |
| 6. | Labour | | | | |
| 6.1 | Pipelay and installation | No | Sum | | |
| 6.2 | All other labour including off-loading of material | No | Sum | | |
| 7. | Transport | | | | |
| 7.1 | Transport of all materials, including off-loading | No | Sum | | |
| 8. | Concrete for Galvanized Stand | | | | |
| 8.1 | Braced Stand to be on top of concrete (20Mpa)- about 800mmx800mm (4x700m deep holes) 1.2m ³ of concrete for footings, AND ACHOR PIPE JOINTS | | | | |
| 9. | Tank stand and Jolo Tanks and Bracing | | | | |
| 9.2 | Install and construct 1m high Galvanised Stand(Braced) on top of concrete footings- (Brace all stand on all corners) | No | Sum | | |
| 9.2 | Supply and Install 2x500L Plastic Tanks including all necessary pipes, valves and bends (SABS Approved). | No | Sum | | |
| 9.3 | Training and Testing of the irrigation system and this includes any other fittings or valves or unforeseen fittings | | | | |
| | | | | VAT | |
| | | | | TOTAL | |

ANNEXURE A2: Generic Layout of the 1.0 Ha Irrigation scheme

Of the 2 options presented below, option A would be the default one. Only if a square layout is not possible, a rectangular design should be implemented. Departmental Engineering staff to advise on final layout before commencement of the works.



**ANNEXURE B - Bill of quantities/pricing schedule for ONE
1.0 HA Irrigation Scheme**

| ITEM NO | DESCRIPTION | UNIT | QTY | RATE | AMOUNT |
|-----------|--|----------------|-----|------|--------|
| 1. | Piping | | | | |
| 1.1 | 63mm HDPE C6 (100m length) | Roll | 4 | | |
| 1.2 | 50mm HDPE C6 (100m length) | Roll | 1 | | |
| 2. | Fittings and connections | | | | |
| 2.1 | 63 x 50mm reducer couplings | No | 4 | | |
| 2.2 | 63mm compression couplings | No | 3 | | |
| 2.3 | 63mm Equal tee | No | 3 | | |
| 2.4 | 63mm compression elbow | No | 1 | | |
| 2.5 | 50mm compression endcap | No | 4 | | |
| 2.6 | 50mmx 1" saddles | No | 8 | | |
| 2.7 | VYR-36AF sprinkler (1,8bar with 4mm nozzle) | No | 8 | | |
| 2.8 | 500mm sprinkler stands | No | 8 | | |
| 2.9 | 20mm drag line hoses (18m length) | No | 8 | | |
| 2.10 | 20mm hose clamps | No | 8 | | |
| 2.11 | 1" hydromantic valve (single loaded) | No | 8 | | |
| 2.12 | 1" plastic risers (600mm length) | No | 8 | | |
| 2.13 | 20mm pipelets | No | 8 | | |
| 2.14 | Concrete (m ³) for anchor standpipe and thrust blocks | m ³ | 1 | | |
| 3. | Pump unit and fittings | | | | |
| 3.1 | Twin stage centrifugal pump (48m@8m ³ /h) + petrol motor with all accessories incl. hand throttle. Honda Normac or equivalent | No | 1 | | |
| 3.2 | Pump and all accessories mounted on frame with pneumatic wheels and swivel handlebar | No | 1 | | |
| 3.3 | Hand pump to inflate tyres | No | 1 | | |
| 3.4 | Tools required for bleeding, servicing, battery, etc. | No | 1 | | |
| 3.5 | Service kit for first service (oil, filters) | Sum | 1 | | |

| | | | | | |
|-----------|---|-------|-----|--------------|--|
| 3.6 | 2" heavy duty suction pipe, green (4m length) | No | 1 | | |
| 3.7 | 2" rubber hose delivery pipe (3m length) | No | 1 | | |
| 3.8 | 2" 'Perrot' type swaged female couplings | No | 2 | | |
| 3.9 | 2" Perrot type screwed male couplings | No | 3 | | |
| 3.10 | 2" galv. 'flowmax' type foot valve/strainer/swaged | No | 1 | | |
| 3.11 | 2" heavy duty clamps | No | 5 | | |
| 3.12 | 63mm x 3" male adaptor | No | 1 | | |
| 3.13 | 2" galv. nipple barrel | No | 2 | | |
| 3.14 | 2" brass non-return valve | No | 1 | | |
| 3.15 | 2" galv. elbow (female) | No | 2 | | |
| 3.16 | 2" galvanised standpipe (1m length) | No | 2 | | |
| 3.17 | Thread tape | No | 10 | | |
| 3.18 | Extra reducers on pipe work to suit pump installation | No | Sum | | |
| 2.19 | Pressure pump 1.1kw CPM158 | No | 1 | | |
| 2.20 | 2,2 kVa 4 Stoke inverter Generator | No | 1 | | |
| 4. | Trenching & backfilling | | | | |
| 4.1 | Digging of trench 600mm deep (300mm wide) | Metre | 700 | | |
| 4.2 | Backfilling of trenches after pipe lay and inspection | Metre | 700 | | |
| 5. | Labour | | | | |
| 5.1 | Pipelay and installation | No | Sum | | |
| 5.2 | All other labour including off-loading of material | No | Sum | | |
| 6. | Transport | | | | |
| 6.1 | Transport of all materials, including off-loading | No | Sum | | |
| 7. | Concrete for Galvanized Stand | | | | |
| 7.1 | Braced Stand to be on top of concrete (20Mpa)- about 800mmx800mm (4x700m deep holes) 1.2m ³ of concrete for footings, AND ACHOR PIPE JOINTS | | | | |
| 8. | Tank stand and Jolo Tanks and Bracing | | | | |
| 8.2 | Install and construct 1m high Galvanised Stand(Braced) on top of concrete footings- (Brace all stand on all corners) | No | Sum | | |
| 8.2 | Supply and Install 2x5000L Plastic Tanks including all necessary pipes, valves and bends (SABS Approved). | No | Sum | | |
| 8.3 | Training and Testing of the irrigation system and this includes any other fittings or valves or unforeseen fittings | | | | |
| | | | | VAT | |
| | | | | TOTAL | |

Section 4: Implementation Schedule

Work Schedule

The appointed Service Provider will be required to prepare a realistic work schedule determining the stages of work to be done and time frames.

Reporting

The service provider will work in close co-operation with Enterprise iLembe management and will be required to submit progress reports on each stage of work that has been completed as well as a close-out report upon completion of the project. The service provider will be expected to keep financial and other appropriate records.

Funding is made available by Enterprise iLembe for the project. Payments will be made on invoices submitted for work completed per achieved milestone. On receipt of invoices submitted, the service provider should allow at least 4 weeks for the payments to be processed.

Section 5: Requirements Related to Bid

Please note that it is mandatory to complete Annexure C, MBD 1, 4 and 6.1 forms. Failure to complete these documents and return it with your submission will disqualify your bid in its entirety.

Compulsory Site Briefing:

A compulsory site briefing is scheduled as follows;

| CLUSTER | VENUE | DATE | TIME |
|---------|----------------------------|---------------|-------|
| 1 | Green Ghetto (GROUTVILLE) | 10 April 2019 | 09h00 |
| 1 | QEDUMONA (MANGONGO) | 10 April 2019 | 12h00 |
| 2 | KwaSKHONYANE (NYONI) | 10 April 2019 | 09h00 |
| 2 | 80 PLANTING (HLOMENDLINI) | 10 April 2019 | 12h00 |
| 3 | Sawududula (Mona) | 10 April 2019 | 09h00 |
| 3 | Mambava (Sdumbini) | 10 April 2019 | 12h00 |

Submission of Proposals

Proposals must be submitted in sealed envelopes endorsed “**PROPOSAL FOR: THE SUPPLY, DELIVERY AND INSTALLATION OF IRRIGATION SCHEMES**” clearly indicating Cluster number and must be hand delivered and placed in the tender box at Sangweni Tourism Centre, Cnr. Link Road & Ballito Drive, Ballito and addressed to;

The Chief Executive Officer
Enterprise iLembe,
Sangweni Tourism Centre,
Cnr Link Road & Ballito Drive;

And be received on or before: **23 April 2019 at 11h00**

Please note: All proposals must be hand-submitted to the tender box, and incomplete, faxed, emailed applications and applications received after the closing date and time **WILL NOT** be considered. Bidders using a courier service to deliver documents are responsible for ensuring that such delivered documents are physically deposited in the tender box.

Section 6: Proudly South African Campaign

PROUDLY SOUTH AFRICA CAMPAIGN:

Preference will be given to entities in terms of the following order:

- Firstly – suppliers and businesses operating within the iLembe District;
- Secondly – If no suitable suppliers are found within the iLembe District, suppliers and businesses operating within the Province of KwaZulu-Natal shall be considered;
- Thirdly – If no suitable suppliers are found within the Province of KwaZulu-Natal, suppliers and businesses operating within the Republic of South Africa shall be considered.

In order to comply with this provision, bidders are requested to submit Utility Bills or Original Councillor Letters, as proof of residence. **(COMPULSORY)**

Functionality Evaluation:

Bids will be evaluated in terms of the Procurement Policy of Enterprise iLembe and shall be applied as follows:-

All proposals received shall firstly be evaluated on functionality and thereafter only those who qualify for the next stage of evaluation will be evaluated in terms of the PPPFA No.5 of 2000 read together with the 2017 PPPFA Regulations and the B-BBEE Regulations.

Any bid that fails to achieve a minimum of 60 points on the functionality evaluation shall not be evaluated further and will be deemed to be non-responsive.

Functionality Evaluation

The functionality evaluation points will be applied as per the table below;-

NB: Bidders must demonstrate by submitting documentary proof in relation to the claim of points with respect to the following key competencies/areas:

Competencies

The successful bidders or consortium **must demonstrate the following key competencies** for the functionality evaluation as per the table that follows:

| # | Competency | Point Allocation | Maximum Points |
|---|---|--|----------------|
| 1 | Bidder's experience in installation of irrigation system (Please attach documentary proof of irrigation projects executed with contact details to your proposal) (Compulsory) | 1 – 5 projects = 15 points 5 – 10 projects = 25 | 25 |
| 2 | Financial capability Total Credit Facility (with financial institution and/or manufacturer of irrigation material) (Please attach Letter of Intent as a proof of Evidence of credit facility with manufacturer/supplier and/or Registered Financial Institution or proof of access to any legal funding instrument) | R 250 000 - R500 000 = 15 points >R 500 000 = 25 points | 25 |
| 3 | Comprehensive description of all work/installation to be undertaken to ensure that the irrigation scheme is properly installed and is fully functional. [This detailed description will be based on the bidders' assessment of the project irrigation site during the compulsory site briefing (detailed in Section 5, above)] | 15 | 15 |

| | | | |
|---|--|---|----|
| | and is required to be presented in the format specified in Section 3, above (Compulsory)]. | | |
| 4 | <p>Provision of training/ skills transfer to project beneficiaries as identified by the Agency. This training must include, but is not limited to irrigation operation, maintenance and management.</p> <p>(Bidders must include a provision for training of project beneficiaries in their proposals- failure to include this provision will result in no points being allocated for this competency.) (Compulsory)</p> | 15 | 15 |
| 5 | Warranty for material and work undertaken for this project (bidders are to include in their proposal whether they will provide a warranty for all work carried out- Compulsory). | <ul style="list-style-type: none"> • Warranties valid for 3 years -10 points • Warranties valid for 2 years- 6 points • Warranties valid less than 2 years – 4 points | 10 |
| 6 | Proof of Residence (compulsory) | <ul style="list-style-type: none"> • Within the iLembe District (i.e. KwaDukuza, Mandeni, Maphumulo or Ndwedwe) – 10 points • within the Province of KwaZulu-Natal – 6 points • within the republic of South Africa – 4 points | 10 |

In order to be awarded points for **competency 1** listed above, please submit a list of traceable references for similar projects undertaken by the bidder in the following format:

| Client Name | Nature of Work Undertaken | Start Date | Date of Completion | Client Contact Person | Tel No. |
|--------------------|----------------------------------|-------------------|---------------------------|------------------------------|----------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Bidders wishing to claim preferential points must attach a B-BBEE certificate or a B-BBEE affidavit.

The 80/20 preference point scoring system will be applied with points allocated as follows:-

- 80 points for the price;
- 20 points for B-BBEE status level

The 20 preference points will be allocated based on B - BBEE status level of contribution and shall be allocated as per table below:-

| Status Level of Contributor | Preference Points on scorecard (80/20 System) |
|------------------------------------|--|
| 1 | 20 |
| 2 | 18 |
| 3 | 14 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-contributor | 0 |

Section 7: Required Annexures

1. Annexure C: Compulsory Information Sheet (see below)

2. Service Providers Proposal

3. Registration details & Compliance

- All interested bidders must be registered on the Central Supplier Database for Government. The detailed registration report must be attached to the proposal (along with the Supplier Number and the unique registration reference number). **(Compulsory). Please visit <https://secure.csd.gov.za/> to register on the Central Supplier Database**
- All bidders must submit a Valid Tax Clearance Certificate (Compulsory). In line with the latest circular from SARS (South African Revenue Services), bidders can now submit a **UNIQUE PIN** to enable the municipality to verify the bidder's tax compliance status online via E-filing.
- If the bidder is required by law to prepare annual financial statements for auditing, their audited annual financial statements for the past three years or since establishment if established during the past three years
- MBD 1, 4 and 6.1 Forms. **Please note that the MBD 6.1 Forms have been revised. Please ensure that the 2017 MBD 6.1 Forms are submitted. These forms are available upon request via e-mail or on our website www.enterpriseilembe.co.za** . Bidders have the responsibility to ensure the correct version of the forms are submitted – in Enterprise iLembe's format **(Compulsory)**. Please note that the SBD forms will not be accepted.
- Bank confirmation letter
- Company registration documents showing all active members/ directors/ shareholders/ owners etc.
- Power of Attorney/ Signing authority where applicable
- B-BBEE Verification Certificate (Please attach the approved B-BBEE accreditation certificate if available in order to claim points for this.)
- CIBD grading certificate

The following rules applicable ONLY to consortia / joint ventures / sub-contracting MUST be adhered to (Compulsory):

- In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate tax clearance certificate / tcs pin AND Central Supplier Database (CSD) registration number.
- In bids where Consortia / Joint Ventures / Sub-contractors are involved, the relevant agreement between all parties involved must be submitted, which clearly outlines the roles and responsibilities specific to this tender.
- A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an Exemp Micro Entity that has the capability and ability to execute the sub-contract.
- A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

Points to note regarding the B-BBEE Status Level:

- Bidders other than EMEs must submit valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

ANNEXURE C – MANDATORY INFORMATION

Name of Company: _____

Contact Person/s: _____

Contact Number/s: _____

E-mail Address: _____

Postal Address: _____

| Details | Response (Please indicate where the information can be found in your proposal) |
|---|--|
| Which Cluster are you bidding for? (Cluster 1, 2 or 3 as per page 3 of this document) | |
| Tax Clearance Certificate/ TCS Pin | |
| Proof of CSD Registration (Supplier Registration Number and Unique Registration Code or CSD Registration Report are to be provided) | |
| MBD 1, 4 and 6.1 Documents | |
| B-BBEE Level | |
| Price (Including VAT) | |

Above information certified correct:

Signature: _____

Date: _____

NB: *By signing this annexure, the bidder accepts the clauses contained within these Terms of Reference*