

	<b>Request for Proposal (RFP)</b>	<b>Document Name</b>	TCTA CB Eskom substation palisade fencing RFP	<b>Rev</b>	00
		<b>Document Reference</b>	WO2027-0000-PRO-RFP-001-01	<b>Rev</b>	00
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**REQUEST FOR PROPOSAL (RFP)**

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<b>ENQUIRY NUMBER</b>	<b>WO2027-0000-PRO-RFP-001-01</b>
<b>DESCRIPTION</b>	<b>RFP FOR TCTA CB ESKOM SUBSTATION PALISADE FENCING, RAZOR WIRE AND THREE GATES (RFP)</b>
<b>SITE BRIEFING</b>	<p><b>Please note there will be a site briefing on the 08 December 2022 at TCTA Central Basin AMD Plant:</b></p> <p><b>Venue: <u>TCTA Central Basin AMD Plant</u>, Cnr Brammer &amp; Power Street, Driefontein 87-Ir, Germiston</b></p> <p><b>Time: <u>10h00</u></b></p> <p><b>Site briefing is compulsory, and non-attendance will lead to disqualification from the RFP</b></p>
<b>SUBMISSION OF QUOTATION</b>	<p>The respondent is required to submit its Intent to participate (Acknowledgement Letter- <i>WO2027-0000-PRO-RFP-001-01</i>) by Friday 09 November 2022.</p> <p>Quotation submission must be addressed to “the Contracts Manager”, sent to the following email addresses with the Enquiry Number, <b>WO2027-0000-PRO-RFP-001-01</b>, as the subject:</p> <p>Masego Lekomanyane: <a href="mailto:mlekomanyane@nafasiwater.com">mlekomanyane@nafasiwater.com</a></p> <p>Cc: <a href="mailto:jrikhotso@nafasiwater.com">jrikhotso@nafasiwater.com</a></p> <p><a href="mailto:wp2027@nafasiwater.com">wp2027@nafasiwater.com</a></p>
<b>VALIDITY PERIOD</b>	<b>120 days</b>
<b>CLOSING DATE</b>	<b>13 December 2022</b>
<b>CLOSING TIME</b>	<b>17H00</b>
<b>ENQUIRIES</b>	<p>Masego Lekomanyane: <a href="mailto:mlekomanyane@nafasiwater.com">mlekomanyane@nafasiwater.com</a></p> <p>Cc Jnr Contracts Administrator: <a href="mailto:jrikhotso@nafasiwater.com">jrikhotso@nafasiwater.com</a></p> <p><a href="mailto:wp2027@nafasiwater.com">wp2027@nafasiwater.com</a></p>

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## SECTION 1: GENERAL CONDITIONS OF ENQUIRY

### Request for proposal

Nafasi Water Technologies (Pty) Ltd invites you to submit a *proposal* for the **Supply, delivery and installation for palisade fencing, razor wire and three gates for a once off period.**

#### 1. Proprietary Information

Nafasi Water Technologies considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to Nafasi Water Technologies. It shall be kept confidential by the respondent and its officers, employees, agents, and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of Nafasi Water Technologies.

#### 2. Enquiries


- 2.1. All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name: Ms Masego Lekomanyane  
 Telephone Number: Office: +27 11 055 1971  
 Email address: [mlekomanyane@nafasiwater.com](mailto:mlekomanyane@nafasiwater.com)

- 1.1 Closing date for proposal submissions in relation to this RFP shall be **13 December 2022**
- 1.2 Nafasi Water Technologies may respond to any submission in its absolute discretion and the respondent acknowledges that it will have no claim against Nafasi Water Technologies on the basis that its submission was disadvantaged by lack of information, or inability to resolve ambiguities.

#### 3. Bid Validity Period

- 3.1. Responses to this RFP received from respondents will be valid for a period of 120 days counted from the closing date.

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**4. Instructions on submission of proposals**

- 4.1. Proposals should be submitted in one electronic copy in PDF format, submitted by no later than 17:00 AM [CAT time] on 13 December 2022 to the specified email addressed.
- 4.2. Where a RFP response is not received by the specified date and time, such a submission/ response will be regarded as a late submission. It shall be at Nafasi Water Technologies’ discretion not to consider late submissions for evaluation.


**5. Preparation of RFP Response**

- 5.1. All the documentation submitted in response to this RFP must be in English.
- 5.2. The respondent is responsible for all the costs that it shall incur related to the preparation and submission of the proposal document.
- 5.3. Proposals<sup>8</sup> submitted by respondents which are or comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the quotations.
- 5.4. The respondent should check the numbers of the pages of its submission to satisfy itself that none of their documents are missing or duplicated. No liability will be accepted by Nafasi Water Technologies in regard to anything arising from the fact that pages/documents of a submission are missing or duplicated.
- 5.5. A valid Tax Clearance Certificate with the tax compliance status PIN must be included in the response to verify respondent’s tax compliance status.

**6. Supplier Performance Management**

Supplier Performance Management is viewed by Nafasi Water Technologies as a critical component in ensuring good supplier / or service provider relations between Nafasi Water Technologies and all its suppliers.

The successful respondent shall, upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with Nafasi Water Technologies, which will form an integral part of the supply services. The SLA will serve as a tool to measure, monitor and assess the supplier ‘s performance and ensure effective delivery of service, quality and value-

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add to Nafasi Water Technologies’ business. A draft SLA is included herein and shall be signed upon award to the successful respondent. The respondent is therefore required to review the SLA and return its qualifications pertaining to the SLA as part of its submission of the quotation.

**7. Nafasi Water Technologies’ Rights**

- 7.1. Nafasi Water Technologies is entitled to amend any RFP conditions, quotation validity period, RFP specifications, or extend the closing date, all before the quotations closing date. All respondents, to whom the RFP documents have been issued and where Nafasi Water Technologies has record of such respondents, may be advised in writing of such amendments in good time and any such changes will be communicated accordingly.
- 7.2. Nafasi Water Technologies reserves the right not to accept the lowest priced quotation or any quotation in part or in whole. Nafasi Water Technologies normally awards the contract to the respondent who proves to be fully capable of handling the contract and whose quotation is functionally acceptable and/or financially advantageous to Nafasi Water Technologies.
- 7.3. Nafasi Water Technologies reserves the right to conduct site visits at respondent’s corporate offices and / or plant sites if so required.
- 7.4. Nafasi Water Technologies reserves the right to request all relevant information, agreements, and other documents to verify information supplied in the quotation response. The respondents hereby give consent to Nafasi Water Technologies to conduct background checks on the responding entity and any of its directors / trustees / shareholders / members.
- 7.5. Nafasi Water Technologies reserves the right to request for a clarification meeting prior to award, where applicable.

**8. Undertakings by the Respondents**


- 8.1. By submitting a proposal in response to the RFP, the respondent will be taken to offer to render all or any of the services described in the quotation response submitted by it to Nafasi Water Technologies on the terms and conditions and in accordance with the specifications stipulated in this RFP document.

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- 8.2. The respondent agrees that the offer contained in its quotation shall remain binding upon him/her and receptive for acceptance by Nafasi Water Technologies during the bid validity period indicated in the RFP and calculated from the closing hour and date such offer, and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the proposal.
- 8.3. The respondent furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her quotation response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the quotation response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.
- 8.4. The successful respondent accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and the SLA to be concluded with Nafasi Water Technologies, as the principal(s) liable for the due fulfilment of such contract.
- 8.5. The respondent accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the respondent. All supporting documentation and manuals submitted with its quotation will become Nafasi Water Technologies property unless otherwise stated by the respondent/s at the time of submission.

**9. Reasons for disqualification**

- 9.1. Nafasi Water Technologies reserves the right to disqualify any respondent which does any one or more of the following, and such disqualification may take place without prior notice to the offending respondent:
- 9.1.1. Respondents who fail to comply with tax compliance matters.
  - 9.1.2. Respondents who submit incomplete information and documentation according to the requirements of this RFP document.
  - 9.1.3. Respondents who submit information that is fraudulent, factually untrue or inaccurate.
  - 9.1.4. Respondents who receive information not available to other potential respondents through fraudulent means.

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9.1.5. Respondents who do not comply with **mandatory requirements** if stipulated in the RFP document; and/or

9.1.6. Respondents who fail to attend a compulsory briefing session if stipulated in the enquiry advert and/ or in this RFP document.

## 10. Response Format (Returnable Schedules)

Respondents shall submit their proposal responses in accordance with the response format specified below (each schedule must be clearly marked):

10.1. **Cover Page:** (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

### 10.2. **Schedule 1:**

10.2.1. Executive Summary

10.2.2. RF document (duly completed and signed)

10.2.3. Company Registration Documents

### 10.3. **Schedule 2**

10.3.1. Annexure A: Three traceable references with contact details

10.3.2. Annexure B: Valid tax clearance certificate(s), A tax compliance status PIN must be included in the bid response to verify bidders' tax compliance status.

10.3.3. Annexure C: A specification/description of services document that confirms the supplied services that includes all the parameters

10.3.4. Annexure D: Pricing Schedule (clearly indicating the breakdown of costs where necessary)

10.3.5. Annexure E: Sworn Affidavits / BBBEE Certificate issues by accredited SANAS Verification Agency.

10.3.6. Annexure F: Record of Qualifications/ Deviations from the RFP contents.


10.3.7. Annexure G: Company Profile.

10.3.8. Annexure H: List of Current Clients.

10.3.9. Annexure I: Directorship / Membership / Identity documents.

10.3.10. Annexure J: VAT Certificate, where applicable.

10.3.11. Annexure K Banking information for verification purposes.

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10.3.12. Annexure L: Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable).

Annexure M: All other attachments stipulated hereunder.

10.4. **Schedule 3:**

10.4.1. Response to Section 2 of this document, in line with the format indicated in this RFP document.

**SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

**2.1. Introduction**

The Client is desirous for the supply and installation of palisade fencing at the Trans- Caledon Tunnel Authority (TCTA) site based in Germiston.

**2.2. Locality**

The site is located at the following location:


TCTA Central Basin AMD Plant: Cnr Brammer & Power Street, Driefontein 87-lr, Germiston

**2.3. Special Instructions to Respondents**

2.3.1. Respondents shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state “Comply/Not Comply” regarding compliance with the requirements. Respondents must substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the being disqualified. All documents as indicated must be supplied as part of the proposal response.

2.3.2. Failure to comply with Mandatory Requirements will lead to the respondents being disqualified.




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## 2.4. (Stage 1) Mandatory Requirements

All responses that do not meet the Mandatory Requirements will be disqualified and will not be considered for further evaluation on the Functional Requirements.

Proposals that do not meet the following criteria will be disqualified and will not be evaluated:

- I. Respondents are required to submit the following documents together with their quotations:
  - A valid Broad-based black economic empowerment (B-BBEE) Certificate issued by agencies accredited by South African national accreditation system (SANAS) will be accepted.
  - Respondents who qualify as Exempted Micro Enterprises (EME) must submit a valid Sworn Affidavit signed by the EME representative and attested by a Commissioner of Oaths in line with the justices of the Peace and Commissioners of Oaths Act, 1963. Alternatively, the respondent must submit a Broad-based black economic empowerment (B-BBEE) Certificate for Exempted Micro Enterprises issued by the Companies & Intellectual Property Commission (CIPC) on behalf of the Department of Trade and Industry (This certificate serves as an sworn affidavit in terms of Code Series 000, Section 4.5 of the Amended codes 2013.)
  - In the case of Qualifying Small Enterprises (QSE), if the responding entity is more than 51% black owned, then no Broad-based black economic empowerment (B-BBEE) Certificate is required as a valid original Sworn Affidavit signed by the QSE representative and attested by a Commissioner of Oaths in line with the justices of the Peace and Commissioners of Oaths Act, 1963 will suffice.
  - If the QSE is less than 51% black owned, then the responding entity will be required to provide an original and Broad-based black economic empowerment (B-BBEE) Certificate (issued by an agency accredited by South African national accreditation system (SANAS)
  - In case of a trust, consortium or joint venture, such respondents must submit a consolidated Broad-based black economic empowerment (B-BBEE) Status

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Level Verification Certificate issued by an agency accredited by South African national accreditation system (SANAS).

- Supplier to note any deviations from the required specification, with reasons where applicable

**Note that a sworn affidavit as explained above is to be signed by a commissioner of oath at the same date as deponent.**

**NB! Failure to submit (A B-BBEE Certificate, sworn affidavit as explained above) will lead to submissions being disqualified.**


## 2.5. (Stage 2) Functionality

Functionality is a threshold phase which will disqualify bidders not meeting minimum requirements.

CRITERION	WEIGHT
<b>Functionality</b>	
1. Proof of track record on completed projects. (Three references relating to palisade fencing projects to be submitted, a total of 10 points will be given for each reference submitted)	<b>30</b>
2. Geographical location	<b>30</b>
3. Detailed project plan and method statement.	<b>40</b>
Total points for Functionality	100
<b>A minimum requirement for functionality out of 100 is</b>	<b>70</b>
<b>TOTAL FOR PRICE and B-BBEE PREFERENCE POINTS</b>	<b>100</b>

**NB: Respondents must take note of the following:**

- To be completed and returned by the respondents: bidders respondents indicate whether they comply and attach proof thereof.
- The proof attachments must be referenced from Annexure A - E.

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	<b>Mandatory Requirements</b>	<b>Comply (X)</b>	<b>Do not comply (X)</b>	<b>Properly mark your attachments from annexure A-D</b>
1.	A valid Broad-based black economic empowerment (B-BBEE) Certificate Professional Registration <ul style="list-style-type: none"> <li>• Attach B-BBEE Certificate</li> </ul>			Annexure A
2.	Tax compliance status <ul style="list-style-type: none"> <li>• Attach a valid SARS tax compliance document</li> </ul>			Annexure B
3.	Complete Pricing Schedule <ul style="list-style-type: none"> <li>• Attach pricing schedule complete in accordance with the proposal</li> </ul>			Annexure C
4.	The service provider must comply with all labour laws, and relevant legislation: <ul style="list-style-type: none"> <li>• Attach a valid letter of good standing from the Department of Employment and Labour (UIF)</li> </ul>			Annexure D
5.	Detailed project plan and method statement			Annexure E


***NB: Failure to comply with the Mandatory Requirements assessed in this phase will lead to disqualification of bids.***

## **2.4 STAGE 3: PRICING AND BBBEE**

### **Price**

The following formula will be used to calculate the points for price

Initials..... Sign.....

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$$P_s = 80 \left( 1 + \frac{P_t - P_h}{P_h} \right)$$

**80/20**

Ps = Points scored for price of tender under consideration


Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender.

**B-BBEE**

Preference points must be awarded to a respondent for attaining the B-BBEE status level of contribution in accordance with the table below:

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

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Technical / Functional Criteria	Weightings
<b>Price</b>	
Points allocated for price	80
<b>B-BBEE Status Points</b>	
Points allocated for B-BBEE	20
<b>TOTAL FOR PRICE and B-BBEE PREFERENCE POINTS</b>	<b>100</b>

The respondent is required to complete the Pricing Schedule included as Annexure D.

**Notes**


- The respondent shall note that prices shall be fixed and firm for a period of the project and shall not be reviewed.

**Annexure E: Record of Qualifications/ Deviations**

No amendment, alterations, additions or deletions to the tender requirements and/ or the SLA shall be of any force or effect unless detailed in this form.

If no departure or modifications are desired, the schedule hereunder is to be marked NIL and clearly scored across diagonally and signed by the Contractor.

Submission of the schedule hereunder shall in no way constitute acceptance by Nafasi Water.

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<u>Clause/ Section Ref. No.</u>	<u>Details</u>	<u>Deviation and/ or proposed amendment</u>

**Annexure F: List of Current Clients**

The respondent shall submit a list of its current and previous (past 24 months) clients.

Name of Client (Company)	Description of Supply/ Services	Contact person and details (Landlines only)