

REQUEST FOR QUOTATIONS

QUOTATION NO: 13 /2014

SPECIFICATION FOR: SAMPLING AND CLASSIFICATION OF SLUDGE FOR THE THREE (3) WASTE WATER TREATMENT WORKS

Quotations are requested for the following items from suitable service providers:

1. Scope

This specification covers the requirements for sampling, analysis and classification of sludge of the three (3) Wastewater Water Treatment Works. Two of the treatment Works are located in Grahamstown and one in Alicedale.

Scope includes:

- Sampling or collection of sludge from the 3 WWTW sites: Belmont Valley, Mayfield and Alicedale
- Storage and preparation of samples for analysis
- Analysis of samples as per the requirements (see attached sheet)
- Reporting of the results and retention of samples for 45 days after analysis
- Disposal of samples and residual sludge

2. Locality

Two of the Waste Water Treatment Works are located within Grahamstown and the third is located in Alicedale which is approximately 60km from Grahamstown.

3. Experience

Service Providers to give reference list of the Municipalities or Institutions where they provided such service.

4. GENERAL REQUIREMENTS

This specification covers the requirements for sampling, analysis and classification of sludge of the three (3) Wastewater Water Treatment Works. Two of the treatment Works are located in Grahamstown and one in Alicedale.

In order to be awarded the contract, the tenderer:

- Must have laboratory facilities to conduct the analysis.
- Comply with the quality requirements and have accredited methods and quality control procedures
- Analysis to be as per requirements for the sludge classification.
- The successful tenderer must provide the data on a printed test report as soon as the data is available.
- The successful tenderer(s) must maintain the data results by:

- Registration of samples which are delivered to the laboratories to indicate sample number, sample date and time, analysis date and time, e.t.c
- Analyses method information used by the laboratory
- Capturing and storage of results
- The tenderer must comply with the general requirements and reporting format specifications as specified.

5. QUALITY REQUIREMENTS AND QUALITY CONTROL

- 1.1 The laboratory must indicate whether it is accredited by a recognised authority or, if not, whether it is participating on an applicable Proficiency Scheme Test score (Z- score).
- 1.2 The laboratory must ensure that instruments are calibrated regularly with freshly prepared standards, as recommended in the documented analytical method used.
- 1.3 Laboratory facilities must be open for inspection by the Municipal personnel prior to as well as after possible allocation of the tender.

6. ANALYSIS SCHEDULE

Parameter	Result	Units
Ph		
Alkalinity		mg/kg
Moisture		%
Total Solids (TS)		%
Volatile suspended solids (VSS)		%
Volatile Fatty Acids (VFA)		mg/kg
Total Kjeldahl Nitrogen (TKN)		mg/kg
Total Phosphorus (TP)		mg/kg
Potassium (K)		mg/kg
Arsenic		mg/kg
Cadmium		mg/kg
Chromium		mg/kg
Copper		mg/kg
Lead		mg/kg
Mercury		mg/kg
Nickel		mg/kg
Zinc		mg/kg
Faecal Coliforms		CFU/g
Total viable Helminth ova		Ova/4g
Sludge Classification		

The following conditions will apply:

- Must be registered on the Municipal Suppliers Database;
- Price must be VAT inclusive (for all registered vendors);
- The Municipality is not obliged to accept the lowest or any quotation;
- A firm delivery period must be indicated;
- All quotations will be adjudicated in terms of council's Supply Chain Management Policy;
- The following documentation must be submitted with your quote in order to be considered, failing which will lead to disqualification:
 - a) An original valid SARS Tax Clearance Certificate
 - b) A valid Billing Clearance Certificate from your Local Municipality
 - c) Copy/ies of the Company registration e.g. CK1, CK2, Trust documents, sole provider etc.
 - d) An original certified copy of the B-BBEE certificate
 - e) Completed MBD 4 form (Declaration of Interest)
 - f) Completed MBD 9 form (Certificate of Independent Bid Determination)
- Please ensure that all returnable documentation are numbered (e.g. page 1 of 5 etc.) and binded in 1 (one) document ;
- The quotations must be submitted on the Letterhead of your business.
- Please ensure that the returnable documentation is placed in a sealed envelope clearly indicating the **RFQ Number & DESCRIPTION** on the envelope;
- **THE QUOTATION BOX IS LOCATED UPSTAIRS SITUATED IN THE FINANCE DIRECTORATE, 86 HIGH STREET, GRAHAMSTOWN, (DURING NORMAL OFFICE HOURS).**
- Quotes that are late will not be accepted. Quotations per fax or E-mail will also not be considered.
- The evaluation criteria is 80:20.

NB: BIDDERS WHO ARE IN THE SERVICE OF THE STATE WILL NOT BE CONSIDERED.

The quotation must be submitted on the letterhead of your business and hand delivered at the Finance Offices, High Street in Grahamstown

For further enquiries contact Ntombi Tshicilela phone 046 603 6063/6068 or e-mail ntshicilela@makana.gov.za

Closing date: 26 November 2014

Closing time: 12h00

MS. P. YAKO
ADMINISTRATOR

Makana Municipality shall strive to ensure sustainable, affordable, equitable and quality services in a just, friendly secure and healthy environment, which promotes social and economic growth for all.

...a great place to be
