



REQUEST FOR QUOTATIONS

QUOTATION NO: 338/2013

SPECIFICATION FOR: GREEN DROP SUPPORT

1. Scope

CRITERIA	DESCRIPTION OF SUPPORT
1. Process control, Maintenance and Management skills	1. Registration of WWTWs 2. Registration of Process Controllers 3. Compilation of site-specific Logbooks to all plants 4. Train Process controllers on use of logbook and reporting
2. Wastewater Quality Monitoring Program	1. Revise operational and Compliance Monitoring programs 2. Training on implementation of water and waste water sampling programs 3. Load programs on the Green Drop System(GDS)
3. Submission of Data to DWA	1. Load data directly onto the Green Drop System (GDS).
4. Effluent Quality Compliance	1. Monthly reporting on effluent quality compliance. 2. Training on use of water and waste water quality testing equipment at the on –site laboratories
5. Waste Water Risk Management	1. Revise Failure Response Protocol to meet DWA requirements 2. Revise and update wastewater risk abatement plans 3. Revise Green Drop Implementation Plan
6. Bylaws	1. Drafting of the municipal bylaws addressing industrial and Municipal effluent 2. Draft waste water quality annual report and publication for newspaper.
7. Waste Water treatment Facility Capacity	1. Determination of hydraulic and organic capacity
8. Asset Management	1. Annual Audit of all wastewater treatment works

2. Experience

Service Providers must indicate previous experience in the Green Drop support

A reference list of the Municipalities where support was provided must be included.

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.

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

Closing date: 11 March 2014

MR M PLANGA
ACTING MUNICIPAL MANAGER