



REQUEST FOR QUOTATIONS

QUOTATION NO: 339/2013

SPECIFICATION FOR: SAMPLING AND ANALYSIS OF WATER AND WASTE WATER

1. Scope

This specification covers the requirements for sampling and analysis of water and wastewater effluent determinants.

Analysis cost to be as per SANS 241 requirements for the drinking water and wastewater cost to be according to the requirements of Government Notice 665.

A full SANS analyses to be done once in year cycle on drinking water.

Analyses done per approved compliance monitoring programme for determinants to be tested twice a month for a **total of sampling points covering 80% of the total population** for water and total of 3 for wastewater effluent.

2. Locality

The sampling points for both water and waste water are spread through Makana Jurisdiction e.g Grahamstown, Alicedale and Riebeeck East.

3. Technical Requirements

3.1 Sampling

Sampling to be conducted by trained samplers.

Sample collection, storage and transportation to be done as per requirements of the Department of Water Affairs.

Costing to be done according to the latest tariffs as prescribed by the Department of Transport.

Sampling to be done on the 1st and 3rd week of each month for microbiological analyses.

Chemical analyses will be once a month based on the approved determinands.

Provision must be made for ad hoc sampling such in cases of detected failures or emergencies.

Total number of sampling points will be determined by population, e.g to cover 80% of the total population for each area under Makana Jurisdiction. (Grahamstown, Alicedale and Riebeeck East).

3.2 Analyses

Microbiological samples to be analysed within 24-hours of sampling and immediate notification if failures detected.

Chemical samples to be analysed within a week of sampling.

Provision must be made for ad hoc sampling such in cases of detected failures or emergencies.

3.3 Reporting

Results to be submitted by the end of 3rd week as it is required to be uploaded monthly on the databases of the Department of Water Affairs

Quarterly report on the status of the water and wastewater effluent quality.

4. Experience

Tenders must provide us with the accreditation certificate (either SANAS approved or applicable Proficiency Scheme Test score (Z- score))

A reference list of the Municipalities or Institutions in contract with the laboratory.

10. Guarantee

Tenderers to supply proof of the calibration of the testing equipment.

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: 11 March 2014

MR. M. PLANGA
ACTING MUNICIPAL MANAGER

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
