

**AMAJUBA DISTRICT MUNICIPALITY**  
**INVITATION TO BID**  
**BID No.: T2019/03**

**SUPPLY AND DELIVERY OF CHEMICALS TO WATER AND WASTEWATER  
TREATMENT PLANTS WITHIN THE AMAJUBA DISTRICT MUNICIPALITY AREA  
OF JURISDICTION FOR A PERIOD OF THREE YEARS**

Bids are hereby invited from ISO 9001 & NSF/ANSI accredited service providers registered on the Central Supplier Database for the supply and delivery of chemicals. Proof of accreditation must accompany the bid document. Bid documents with detailed information are obtainable from Amajuba District Municipality Offices during normal working hours, B9356, Amajuba Building, Section1, Madadeni, 2951; or can be downloaded from the website [www.amajuba.gov.za](http://www.amajuba.gov.za) / e-tender website.

NB: The bids will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms must scrutinized, completed and submitted together with your bid. Bidders are required to submit original tax clearance certificate/ Tax Compliance Status Pin or CSD number and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids, to substantiate their B-BBEE rating claims. Failure to submit the proof of B-BBEE Certificate will result in forfeiting the points

Completed bid documents in sealed envelopes endorsed "**Bid number: T2019/03 – Supply and delivery of chemicals for a period of three years**" must be deposited in the Municipality's tender box located in the reception of the Amajuba District Municipality on or before the closing date, whereby bids will be opened in the public. Bid envelopes that are not sealed and numbered will not be considered. Late bids will not be accepted. The Amajuba DM is not obliged to award the lowest or any bid. The bid validity period is 90 days after the closing date.

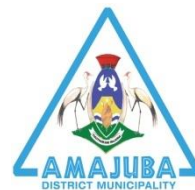
All technical enquiries should be directed to **Lungile Thwala** on 034 329 7200 or by email:

**lungilet@amajuba.gov.za** regarding the bidding procedures, kindly contact **Nokwazi Nzimande** on 034 329 7200 or by email: [nokwazin@amajuba.gov.za](mailto:nokwazin@amajuba.gov.za).

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**Closing date: Saturday, 30 March 2019 at 12h00 noon**

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**MR S. R ZWANE**  
**MUNICIPAL MANAGER**





## **TERMS OF REFERENCE**

### **THE SUPPLY AND DELIVERY OF CHEMICALS TO WATER AND WASTEWATER TREATMENT PLANTS WITHIN THE AMAJUBA DISTRICT MUNICIPALITY AREA OF JURISDICTION.**

#### **1. BACKGROUND**

1.1. Amajuba District Municipality currently has six water and wastewater treatment plants based in EMadlangeni, Dannhauser local municipalities namely:

- Dannhauser Water Treatment Plant situated in Dannhauser
- Durnacol Water Treatment Plant situated in Dannhauser
- Durnacol Wastewater Treatment Plant situated in Dannhauser
- Tweediedale Sewage Ponds situated in Dannhauser
- Utrecht Water Treatment Plant situated in EMadlangeni
- Utrecht Sewerage Ponds situated at EMadlangeni

#### **2. THE REQUIREMENTS**

**2.1 The tenderer will have to be ISO 9001 & NSF/ANSI accredited - Drinking Water Treatment Chemicals - Health Effects.**

**2.2 The proof of the ISO 9001 & NSF/ANSI accredited certificates must be attached.**

**2.3 Assurance letter or agreement of supply from the Manufacturer or Distributor must be submitted.**

**2.4 Two reference letters of supply and delivery of chemicals from the current or previous clients must be submitted.**

#### **3. CONTENT OF PROPOSAL**

3.1 Prospective Bidders are hereby invited to tender on the supply and delivery of chemicals to water and wastewater treatment facilities within the Amajuba District Municipality area of Jurisdiction.

3.2 The quantities as detailed in the Bill of Quantities (BoQ) are for unit product on each line item. The Municipality will order that on the (BoQ) depending on the respective plant usage/requirement as an when required.

#### **4. SCOPE OF WORK**

The scope of work is as follows:

## **4.1 Lead Time**

4.1.1 The delivery lead-time from the date of receipt of the order shall be no more than five working days.

## **4.2 Time of Delivery**

4.2.1 Deliveries to reach sites during normal working days and hours, Monday to Thursday from -07h30 - 16h15 and Friday – 07h30 - 15h00, unless otherwise agreed to by the Superintendent of Water and Wastewater Treatment Works.

## **4.3 Penalty on late delivery**

4.3.1 In the event of any costs being incurred by the Municipality due to late delivery, this will be for the account of the supplier.

## **4.4 Transportation of Bulk Chemicals for Deliveries**

- 4.4.1 The transportation of chemicals must comply with hazardous substances regulation, 1995 as promulgated in terms of the Occupational Health and Safety Act 85 of 1993.
- 4.4.2 The successful supplier must provide emergency contact details of a responsible person who can deal with any situation arising from a delivery or any other problem directly linked to the use of the chemical supplied.

## **4.5 Compliance with Legislation.**

4.5.1... The Successful Supplier must act strictly in compliance with the Occupational Health and Safety Act 85 of 1993 and specifically with Regulation 7 of the General Administrative Regulations of the Occupational Health and Safety Act 85 of 1993.

4.5.2... Subject to provisions of Section 10 (3) and (4) of the Act, every person/supplier who manufactures, imports, sells or supplies any hazardous chemical substance for use at work shall as far as reasonably practicable provide the party receiving such substance, free of charge with a material safety data sheet (MSDS) containing all the information as contemplated in either ISO11014 or ANSIZ400.1. 1993 with regard to: -

4.5.2.1 Product and company identification;

4.5.2.2 Composition /information or ingredient;

4.5.2.3 Hazards identification;

4.5.2.4 First-aid measures;

4.5.2.5 Fire-fighting measures

4.5.2.6 Accidental release measures

4.5.2.7 Handling and storage

4.5.2.8 Exposure control /personal protection

4.5.2.9 Physical and chemical properties

4.5.2.10 Stability and reactivity

4.5.2.11 Toxicological information

4.5.2.12 Ecological information

4.5.2.13 Disposal consideration

4.5.2.14 Transport information

4.5.2.15 Regulatory information; and

4.5.2.16 Other information.

## **5. DETERMINATION OF MASS DELIVERED**

5.1 The successful supplier, at an authorized Weighbridge, must determine the mass of each delivery.

5.1.1 The method of weighing should accurately reflect the mass of the chemical delivered.

5.1.2 A weighbridge at the point of supply is acceptable if it is authorized and the method of weighing provided by the successful supplier.

5.1.3 If no authorized weighbridge is available at the point of supply, the successful supplier is

to indicate which weighbridge is to be used.

- 5.1.4 The successful supplier is to indicate the distance (in km) from the weighbridge to the delivery point and the method of weighing used.
- 5.2 Calibration of the Weighbridge used must be certified for current year and must bear the Official Assize Stamp.
- 5.3 The use of any weighbridge other than identified above without prior notification of the Amajuba District Municipality would constitute a breach of contract.

## 6. OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS

- 6.1.1 The *Supplier* shall provide an Environmental Management Plan and a Health and Safety Plan (in line with - (Act 107 of 1998) (NEMA), Section 15 (1), which must be acceptable to the *Amajuba District Municipality* failing which the Supplier shall make such amendments to these plans to comply with the *Amajuba District Municipality's* concerns. These plans shall take address the implications which any incident consequent to the supply and delivery of the Goods may have on either the environment or on the health and safety of any persons involved in such an incident.
- 6.1.2 All chemicals supplied must be accompanied by data sheets as well as Emergency procedures.
- 6.1.3 Names and data of any alternative contacts offered must be included in the tender document.

## 7. POLYELECTROLYTE DOSAGE AND WATER QUALITY MONITORING

- 7.1 The service to be rendered must include visiting treatment plants at least quarterly and performing the following duties:
  - 7.1.1 Jar tester to optimize the chemical (Poly) dosing at each plant.
  - 7.1.2 Check the efficiency of the chemical (Poly) provided (used) and give advice in case it needs to be changed to obtain optimal results on the final water.
  - 7.1.3 Quarterly reporting on the findings during visits to be compiled and sent to Engineering Services Department at **NO** additional costs to the following Municipality team: Process technician; Superintendent and supervisor in charge of the plant. This report must reach responsible persons at end of each quarter.

## 8. TRAINING REQUIREMENTS

- 8.1 It is required of the successful supplier to provide continuous training material and sessions for Amajuba District Municipality staff with specific regard to the safe use, handling and transporting of hazardous chemicals such as chlorine gas etc.
- 8.2 Training courses are to be hosted at venues identified by the Municipality, within the geographical area of Amajuba District Municipality.
- 8.3 One training course of chlorine gas handling is required per calendar year for approximately 25+ delegates per course.
- 8.4 All costs related to this training will be at **no** additional cost to the Amajuba District Municipality.
- 8.5 All required wall charts, training material MSDS and Hazard chemical labels must also be supplied by the successful tenderer at **no** additional cost to the Municipality

## 9. SPECIAL CONDITIONS OF CONTRACT

- 9.1 All items supplied must be SABS approved and proof of such must be submitted.
- 9.2 Successful bidder will be required to bring 100 ml samples of their coagulant products for quality analysis in order to ensure that the Municipality procures products that conform to the specifications.
- 9.3 Bid price must remain fixed for duration of the contract.
- 9.4 The three-year bid price will be the sum of each year amount.
- 9.5 All bid documents must be completed in full, incomplete documents will lead to disqualified based on incompleteness. The delivery lead-time from the date of receipt of the order shall be no more than five working days.
- 9.6 **Water quality must meet SANS 241:2015. The water quality will be analysed and monitored. A random water quality will be analysed by the Municipality's Water**

Services Team together with a Service Provider representative for the entire contract duration based on the floc formation, clarity of the water, filtered water, final water NTU, and the quantity of chemical used.

The following water quality requirements must be met:

| <b>CLARIFIER</b>                    | <b>FILTER</b>                       | <b>FINAL</b>                       |
|-------------------------------------|-------------------------------------|------------------------------------|
| Quality of clarified water = <5 NTU | Quality of filtered water = < 2 NTU | Quality of Final Water = 0 – 1 NTU |

9.7 All items must be priced per unit as shown on a schedule of quantities in below Table.

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## 10. EVALUATION CRITERIA

The bids will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms must scrutinized, completed and submitted together with your bid.

## 11. SCHEDULE OF QUANTITIES

### THE SUPPLY OF CHEMICALS IN WATER/SEWAGE TREATMENT CHEMICALS FOR THE ADM

#### SUPPLY OF POLYELECTROLYTES/COAGULANTS

| ITEM NO                            | DISCRIPTION  | UNIT    | QTY | FIXED RATE (1 <sup>ST</sup> YEAR) | FIXED RATE (2 <sup>ND</sup> YEAR) | FIXED RATE (3 <sup>RD</sup> YEAR) |
|------------------------------------|--|---------|-----|-----------------------------------|-----------------------------------|-----------------------------------|
| 1.1                                | <b>SUPPLY OF POLYELECTROLYTES/COAGULANTS-</b><br>To supply and deliver polyelectrolyte to plants located within the local municipal area indicated below: <ul style="list-style-type: none"> <li>- DANNHAUSER WTW</li> <li>- DURNACOL WTW</li> <li>- UTRECHT WTW</li> </ul>  |         |     |                                   |                                   |                                   |
| 1.2                                | <b><u>SPECIFICATION</u></b><br><br><b>ALLUMINIUM CHLOROHYDRATED:</b><br><br>-Minimum of 30 to 60% Range content.<br><br><b>PHYSICAL AND CHEMICAL PROPERTIES:</b><br><br><ul style="list-style-type: none"> <li>- <b>Chemical Class:</b> Liquid;</li> <li><b>Description:</b> Preparation.</li> <li><b>Boil. Pt:</b> 96 °C; <b>Sol. in water:</b> Complete</li> <li><b>Decomposition Temp:</b> 100+ °C</li> </ul> <b>STABILITY AND REACTIVITY:</b><br><br><ul style="list-style-type: none"> <li>- <b>Stable under normal conditions:</b> Yes;</li> <li><b>Will react with oxidizers:</b> No;</li> <li><b>Reaction with water:</b> Soluble; Decomposition</li> <li><b>Products:</b> Noxious fumes.</li> </ul> | 1000 Kg | 1   |                                   |                                   |                                   |
| <b>SUB-TOTAL</b>                   |  |         |     |                                   |                                   |                                   |
| <b>VAT</b>                         |  |         |     |                                   |                                   |                                   |
| <b>TOTAL BID PRICE FOR 3 YEARS</b> |  |         |     |                                   |                                   |                                   |

## 11.1 SUPPLY OF OTHER CHEMICALS

| ITEM NO | DISCRIPTION   | UNIT | QTY | FIXED RATE (1 <sup>ST</sup> YEAR) | FIXED RATE (2 <sup>ND</sup> YEAR) | FIXED RATE (3 <sup>RD</sup> YEAR) |
|---------|---|------|-----|-----------------------------------|-----------------------------------|-----------------------------------|
| 1.1     | <p><b>SUPPLY OF OTHER CHEMICALS</b></p> <p>All costs to supply and deliver chemicals to plants located within the local municipal area indicated below:</p> <p><b>1. DANNHAUSER WTW</b></p> <p>a) 70 kg Chlorine gas cylinders kg 1</p> <p>b) 25 kg HTH Scientific Granular (65% Range %content) kg 1</p> <p>c) 24kg (12 x 2kg) HTH Scientific Pills (65% Range %content) kg 1</p> <p>d) Pk/100 PDP Free and Total Reagents Pk 1</p> <p><b>1. DURNACOL WTW</b></p> <p>a) 70 kg Chlorine gas cylinders kg 1</p> <p>b) 25 kg HTH Scientific Granular (65% Range% content) kg 1</p> <p>c) 24kg (12 x 2kg) HTH Scientific Pills (65% Range %content) kg 1</p> <p>d) Pk/100 DPD Free and Total Reagents Pk 1</p> <p>e) 25 kg Chloride of lime kg 1</p> <p>f) 25 kg Activated Carbon CTC Adsorption-min 45%, Moisture Content – max 5%, Ash – max 15% &amp; Particle Size-80%&lt;75 microns. kg 1</p> <p><b>3.UTRECHT WTW</b></p> <p>a) 70kg Chlorine gas cylinders kg 1</p> <p>b) 25 kg HTH Scientific Granular (65% Range content) kg 1</p> <p>c) 24kg (12 x 2kg) HTH Scientific Pills (65% Range content) kg 1</p> <p>d) Pk/100 DPD Free and Total Reagents Pk 1</p> <p><b>4. UTRECHT SEWAGE PONDS</b></p> <p>a) 24kg (12 x 2kg) HTH Scientific Pills (65% Range content) kg 1</p> |      |     |                                   |                                   |                                   |

|                                    |  |   |   |  |  |  |
|------------------------------------|--|---|---|--|--|--|
|                                    | <p>b) 25 kg HTH Scientific Chips<br/><b>(65% Range content)</b></p> <p>c) Pk/100 DPD Free Reagents</p> <p><b>5. DURNACOL WWTW</b></p> <p>a) 24kg (12 x 2kg) HTH Scientific Pills<br/><b>(65% Range content)</b></p> <p>b) 25 kg HTH Scientific Chips <b>(65% Range content)</b></p> <p>c) Pk/100 of DPD Free Reagents</p> <p><b>6. TWEEDIE DALE SEWAGE PONDS</b></p> <p>a) 24kg (12 x 2kg) HTH Scientific Pills<br/><b>(65% Range% content)</b></p> <p>b) 25 kg Sodium Hypochlorite (min of 15 % m/v; min 15 % available chlorine; 1.5 Sodium Hydroxide; 35 ml/20hrs gas content &amp; 10 mg/L Iron Content.</p> <p>c) Pk/100 of DPD Free Reagents</p> <p><b>Do you charge rental for empty gas chlorine cylinders? Yes / No</b><br/><b>If Yes, after how long do you start charging rental in weeks?</b></p> <p>_____</p> <p><b>Rates per week:</b> _____</p> <p><b>*ADM will not allow rental without official written before charging rental.</b></p> | <p>kg</p> <p>Pk</p> <p>kg</p> <p>kg</p> <p>Pk</p> <p>kg</p> <p>kg</p> <p>Pk</p> | <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> |  |  |  |
| <b>SUB-TOTAL</b>                   |  |   |   |  |  |  |
| <b>VAT</b>                         |  |   |   |  |  |  |
| <b>TOTAL BID PRICE FOR 3 YEARS</b> |  |   |   |  |  |  |

## 12. CONTRACT DURATION

Successful bidder will be appointed for a period of three (3) years subject to Annual Performance Review.

## TERMS OF REFERENCE APPROVED/NOT APPROVED

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**MR S.R ZWANE**  
**MUNICIPAL MANAGER**