



REQUEST FOR QUALIFICATION DOCUMENT

**PUBLIC PRIVATE PARTNERSHIP FOR THE ESTABLISHMENT
OF A REGIONAL LANDFILL FOR THE EDEN DISTRICT
MUNICIPALITY IN THE MOSSEL BAY AREA INCLUDING
ALTERNATIVE WASTE TREATMENT TECHNOLOGY OPTIONS**

Bidder's Name:	
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MBD 1

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE EDEN DISTRICT MUNICIPALITY

BID NUMBER: E/02/14-15

CLOSING DATE: 1 OCTOBER 2014

CLOSING TIME: 12:00

DESCRIPTION: PUBLIC PRIVATE PARTNERSHIP FOR THE ESTABLISHMENT OF A REGIONAL LANDFILL FOR THE EDEN DISTRICT MUNICIPALITY IN THE MOSSEL BAY AREA INCLUDING ALTERNATIVE WASTE TREATMENT TECHNOLOGY OPTIONS

DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

EDEN DISTRICT MUNICIPALITY OFFICES
54 YORK STREET
GEORGE

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

NB: No bids will be considered from persons in the service of the state (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations).

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER:

POSTAL ADDRESS:
.....

STREET ADDRESS:
.....

TELEPHONE NUMBER:

CELLPHONE NUMBER:

E-MAIL ADDRESS:

VAT REGISTRATION NUMBER:

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED?

(Supporting documentation: Appendix 1)

YES/NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED?

(Supporting documentation: Appendix 2)

YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY? (Please X applicable box)

- An accounting officer as contemplated in the Close Corporation Act (CCA)
- A verification agency accredited by the South African National Accreditation System (SANAS)
- A registered auditor

(A B-BBEE status level verification certificate must be submitted in order to qualify for preference points for B-BBEE. *Supporting documentation: Appendix 2*)

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE SERVICES/WORKS OFFERED? (If YES, include proof)

YES/NO

SIGNATURE OF BIDDER:

DATE:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Persons : Morton Hubbe or Johan Gie

Department : Technical Services

Tel : 044 693 0006

E-mail : johang@edendm.co.za / morton@edendm.co.za

EDEN DISTRIKSMUNISIPALITEIT

VERSOEK OM KWALIFIKASIES: E/02/14-15

**PUBLIEKE-PRIVATE VENNOOTSKAP VIR DIE VESTIGING VAN 'N
PLAASLIKE STORTINGSTERREIN VIR DIE EDEN
DISTRIKSMUNISIPALITEIT IN DIE MOSSELBAAI OMGEWING
INSLUITEND ALTERNATIEWE AFVALBEHANDELINGSTEGNOLOGIE
OPSIES**

Eden Distriksmunisipaliteit (EDM) poog om afvalhanteringsmaatskappye of konsortiums te pre-kwalifiseer vir die ontwikkeling, ontwerp, finansiering, onderhoud en bedryf van 'n nuwe plaaslike stortingsterrein/afvalhanteringsfasiliteit onder 'n Publieke-Private Vennootskap om die munisipale gebiede van Bitou, George, Knysna, en Mosselbaai te bedien. Die projek sluit ook voorstelle vir die implementering van alternatiewe afvalbehandelings-tegnologieë by die bogenoemde munisipaliteite in, om sodoende die volume van afval wat vervoer moet word, te verminder. Opsies vir alternatiewe afvalbehandelings-tegnologieë by die nuwe plaaslike fasiliteit sal ook oorweeg word. Die projek sluit ook die grootmaat-vervoer van alle afval van die oorlaaistaties by George, Knysna en Bitou in.

Kwalifikasie aansoek dokumente is verkrygbaar by Me Deidre Raubenheimer gedurende kantoorure (Maandae tot Vrydae 08:00 – 16:00).

Tel: 044 803 1330/ Faks: 086 21 55502

E-pos: deidre@edendm.co.za

Vir enige tegniese navrae, kontak mnre Hubbe of Johan Gie by:

Tel (044) 693 0006/ E-pos: johang@edendm.co.za/ morton@edendm.co.za

Evalueringkriteria word in die versoek om kwalifikasie dokument uiteengesit en sluit aspekte van bieder se ervaring, tegniese begrip van die projek, en GVO en finansiële bestuursprosesse in.

'n Verpligte inligtingsessie sal by Missionstraat, George, op 4 September 2014 om 11:00 plaasvind en die sluitingsdatum vir navrae is 26 September 2014.

Kwalifikasies moet ingedien word op die amptelike versoekvorms in ooreenstemming met die Raad se Voorsieningskanaal Bestuursbeleid.

EDEN DISTRICT MUNICIPALITY

REQUEST FOR QUALIFICATIONS: E/02/14-15

**PUBLIC PRIVATE PARTNERSHIP FOR THE ESTABLISHMENT OF A
REGIONAL LANDFILL FOR THE EDEN DISTRICT MUNICIPALITY IN
THE MOSSEL BAY AREA INCLUDING ALTERNATIVE WASTE
TREATMENT TECHNOLOGY OPTIONS**

Eden District Municipality (EDM) is seeking to pre-qualify waste management companies or consortia to develop, design, finance, maintain and operate a new district regional landfill/waste disposal facility under a Public Private Partnership (PPP) to serve the Municipal areas of Bitou, George, Knysna and Mossel Bay. The project further entails proposals to implement alternative waste treatment technologies at each of the above mentioned municipalities in order to reduce the volume of waste transported and landfilled at the proposed new regional landfill/waste disposal facility, or options for alternative waste treatment technologies at the proposed regional facility. The project also includes the bulk transfer of all waste from the transfer stations of George, Knysna and Bitou.

Request for qualifications documents are obtainable from Ms Deidre Raubenheimer during office hours (Mondays to Fridays 08:00 – 16:00).

Tel: 044 803 1330 / Fax: 086 21 55502

E-mail: deidre@edendm.co.za

For any technical enquiries, contact Mr M Hubbe or Johan Gie at:

Tel (044) 693 0006 / E-mail: johang@edendm.co.za/ morton@edendm.co.za

Evaluation criteria are set out in the request for qualification document and include aspects such as the bidder's experience, technical understanding of the project, and HSE and financial management processes.

A compulsory briefing session will be held at 54 Mission Street, George, on 4 September 2014 at 11:00 and the closing date for clarification questions is 26 September 2014.

Qualifications must be submitted on official request forms in compliance with Council's Supply Chain Management Policy.

Terugvoer in verseëelde koeverte, duidelik gemerk " **E/02/14-15: PUBLIEKE-PRIVATE VENNOOTSKAP VIR DIE VESTIGING VAN 'N PLAASLIKE STORTINGSTERREIN VIR DIE EDEN DISTRIKSMUNISIPALITEIT IN DIE MOSSELBAAI OMGEWING INSLUITEND ALTERNATIEWE AFVALBEHANDELINGSTEGNOLOGIE OPSIES**" moet in die tenderbus van die Eden Distriksmunisipaliteit, Yorkstraat 54, George geplaas word, nie later as 12:00 op **Woensdag 1 Oktober 2014**, wanneer dit in die openbaar by die Distriksmunisipaliteit se kantoor by bogenoemde adres oopgemaak sal word.

Laat terugvoer, of terugvoer per faks, e-pos of pos sal nie aanvaar word nie.

Terugvoer kan slegs in die versoekdokument voorsien, ingevul word. Verwagte indienings metodes, adressering, aflewering, opening en evaluering geskied soos in die versoekdokument uiteengesit.

Versoek om kwalifikasies dokumente is verkrygbaar teen 'n nie-terugbetaalbare deposito van R75.00 elk by Me Deidre Raubenheimer by Yorkstraat 54, George of is gratis verkrygbaar die volgende webwerwe: www.edendm.co.za, www.ppp.gov.za en green-cape.co.za.

Terugvoer sal nie oorweeg word indien die voorvereistes nie nagekom word nie. Slegs maatskappye of konsortiums wat suksesvol is in die pre-kwalifikasie fase, sal uitgenooi word om in die Versoek Om Voorlegging proses deel te neem.

GW Louw

Munisipale Bestuurder

Eden Distriksmunisipaliteit

Yorkstraat 54

Posbus 12

GEORGE

6530

Kennisgewing nr: 77/2014

Responses in sealed envelopes, clearly marked " **E/02/14-15: PUBLIC PRIVATE PARTNERSHIP FOR THE ESTABLISHMENT OF A REGIONAL LANDFILL FOR THE EDEN DISTRICT MUNICIPALITY IN THE MOSSEL BAY AREA INCLUDING ALTERNATIVE WASTE TREATMENT TECHNOLOGY OPTIONS**" must be placed in the tender box of the Eden District Municipality, 54 York Street, George, not later than 12:00 on **Wednesday 1 October 2014**, when it will be opened in public at the District Municipality's office at the abovementioned address.

Late responses, or responses per facsimile, e-mail or post will not be accepted.

Responses may only be submitted on the request document that is issued. Requirements for sealing, addressing, delivery, opening and the assessment of responses are stated in the request document.

Request for qualifications documents are obtainable at a non-refundable deposit of R75.00 each from Ms Deidre Raubenheimer at 54 York Street, George or are obtainable free of charge on the following websites: www.edendm.co.za, www.ppp.gov.za and green-cape.co.za.

Responses will not be considered should the prerequisites not be met. Only companies or consortia who successfully pre-qualify will be invited to take part in the Request For Proposal process.

GW Louw

Municipal Manager

Eden District Municipality

54 York Street

P O Box 12

GEORGE

6530

Notice no: 77/2014

TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

1. In order to meet this requirement bidders are required to complete in full the form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally (available from any SARS branch office nationally or on the website www.sars.gov.za). The Tax Clearance Certificate Requirements are also applicable to foreign bidders/ individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
5. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

REQUEST FOR QUALIFICATION

PUBLIC PRIVATE PARTNERSHIP FOR THE ESTABLISHMENT OF A REGIONAL LANDFILL FOR THE EDEN DISTRICT MUNICIPALITY IN THE MOSSEL BAY AREA INCLUDING ALTERNATIVE WASTE TREATMENT TECHNOLOGY OPTIONS

Table 1. List of Abbreviations.

AWT	Alternative Waste Treatment
BEE	Black Economic Empowerment
B-BBEE	Broad-Based Black Economic Empowerment
CCA	Closed Corporation Act
DBSA	Development Bank of South Africa
DEA&DP	Department of Environmental Affairs and Development Planning
DWA	Department of Water Affairs
EDM	Eden District Municipality
EIA	Environmental Impact Assessment
EME	Exempted Micro Enterprise
HSE	Health, Safety and Environment
IRBA	Independent Regulatory Board of Auditors
IWMP	Integrated Waste Management Plan
MFMA	Municipal Finance Management Act
MRF	Materials Recovery Facility
MSCM	Municipal Supply Chain Management
NEMWA	National Environmental Management Waste Act
PPP	Public Private Partnership
RFP	Request For Proposals
RFQ	Request For Qualifications
ROD	Record Of Decision
SANAS	South African National Accreditation System

1. INTRODUCTION

Eden District Municipality (EDM) is seeking to pre-qualify reputable waste management companies or consortia to develop, design, finance, maintain and operate a new district regional landfill/waste disposal facility under a Public Private Partnership (PPP) to serve the Municipal areas of Bitou, George, Knysna and Mossel Bay. The project further entails proposals to implement alternative waste treatment technologies at each of the above mentioned municipalities in order to reduce the volume of waste transported and landfilled at the proposed new regional landfill/waste disposal facility, or options for alternative waste treatment technologies at the proposed regional facility, although this will not reduce transport costs but save landfill space. The project also includes the bulk transfer of all waste from the transfer stations of George, Knysna and Bitou.

The proposed project forms part of EDM's 2012-2017 Strategic Plans for the region, aligning with the Districts' Vision, Mission and Strategic Goals. It also forms part of the individual municipality's Strategic Plans. In view of the above and to ensure compliance the EDM intends to enter into a PPP with a private partner who are willing to accept the risk and responsibility relating to the finance, development, operation and management of the Eden District Regional Landfill site as well as alternative waste treatment facilities at each of the municipalities (preferred option) or one alternative waste treatment facility at the Eden District Regional Landfill site. The project also include the bulk transfer of the waste from the each of the transfer stations, or alternative waste treatment facilities, located at the Municipalities of George, Knysna and Bitou to the regional landfill. Mossel Bay will transport their waste themselves direct from collection to the disposal site. Although only the waste from these 4 municipalities will be disposed of at the new landfill, alternative waste treatment solutions are sought for all municipalities in Eden, which thus include Oudtshoorn, Kannaland and Hessequa.

This will ensure that EDM is aligned with the requirements of government by reducing the volume of waste disposed and to further exceed in their existing level of service delivery, also ensuring that their waste management systems and disposal methods at each of the facilities are according to contract and permit/license conditions. Alternatives proposed must not interfere with existing programs and systems, such as existing recycling initiatives, and will be additional to the abovementioned initiatives currently implemented.

The objective of the proposed project can be defined as the "Promotion of sustainable Environmental Management and Public Safety", by the implementation and operation of waste facilities that will preserve the existing environment, preventing possible environmental degradation in the future.

The expected project term of the PPP is currently set at ten (10) years. The cost of developing the landfill site and services and alternative waste treatment facilities must be recovered within the ten (10) year period. It is preferred that the AWT technology to be implemented should be with no additional cost to the EDM, put differently, not subsidised from the landfill income.

1.1 DISCLAIMER

EDM reserves the right to modify any aspect of this Request for Qualifications (RFQ) at any time prior to submissions have been made by Interested Parties. EDM may cancel the procurement process at any time without prior notice to Interested Parties, and may disqualify any Interested Party or reject a submission which the Interested Party has made. EDM will not incur any liability arising out of the cancellation of the tender process, the disqualification of an Interested Party or the rejection of an Interested Party's submission or part thereof.

1.2 TERMS AND CONDITIONS OF ISSUANCE OF THE RFQ

This RFQ and any subsequent processes shall be governed by the terms and conditions set out in this RFQ and the laws of the Republic of South Africa.

No verbal agreement or conversation with, nor any verbal clarification from, any officer or employee of EDM or any of their advisers shall affect or modify any of the terms and conditions contained in this RFQ. Only written amendments, supplements or clarifications to this RFQ from the duly authorised representative, should be relied upon as authorised. Communications sent from the duly authorised representative of EDM to Interested Parties via electronic mail shall be deemed as communication in writing.

Only Interested Parties who successfully pre-qualify will be invited to take part in the Request for Proposals (RFP) process. All Interested Parties will be advised in writing, of the outcome of their submissions.

The submission of a RFQ proposal confirms full knowledge and acceptance of, and submission to, all the terms and conditions set forth herein and under the applicable laws of the Republic of South Africa.

1.3 PURPOSE OF ISSUING THE RFQ

The purpose of issuing the RFQ is to enable the EDM to assess and pre-qualify a shortlist of bidders that are qualified technically, financially and in terms of BEE, and are considered capable and have sufficient experience to execute the project as defined, by evaluating and ranking them on their submissions received on how well they fulfil the EDM's requirements as set out below.

The RFQ and subsequent procurement processes will be conducted in a transparent and open manner in order to ensure that EDM meets its value-for-money objectives in the Public Private Partnership (PPP). The pre-qualification process will identify a shortlist of pre-qualified bidders, which will be asked, in a subsequent RFP to submit detailed functional, broad-based black economic empowerment (B-BBEE) and PPP project proposals.

The objectives of the RFQ include ensuring that the interested bidders which successfully pre-qualify for the PPP opportunity:

- have the capability and capacity to design, build and operate the project.

- have the financial resources to fund and develop and manage all risks of the project
- are compliant with the EDM's B-BBEE targets and procurement policies, and
- have experience on similar projects
- offer only alternative waste treatment facilities that have an established track record in the waste management industry.

Once the adjudication of RFQ responses has been evaluated and the shortlist of pre-qualified bidders has been compiled, all bidders will be informed of the outcome. The shortlisted companies will then be issued with an RFP document which will contain the detail required to submit a detailed PPP bid for the project. At this stage it is envisaged that the process will lead to a preferred bidder being selected after evaluation of the bid proposals in terms of the EDM Procurement Policy with whom the final contractual agreements will be negotiated. Once the negotiation process has been concluded a stakeholder meeting will be held to inform all relevant stakeholders and the ratepayers of the area that the EDM is planning to enter into a PPP with the preferred bidder, and after conclusion the final documentation will be submitted to the EDM Council for approval after which the agreement will be signed by all parties and the project will start.

1.4 OUTLINE OF THE CONTENTS OF THE RFQ

The RFQ document consists of the following sections:

- Introduction and background of the project.
- Scope of Works of the project
- Procurement Process
- Instructions to the respondent
- Evaluation criteria

2. INFORMATION ABOUT THE PROJECT

2.1 PROJECT DESCRIPTION, BACKGROUND AND OVERVIEW

The Eden District Municipality (EDM) is situated on the south-eastern coast of the Western Cape Province, and comprises of the following municipal areas – Kannaland, Oudtshoorn, Hessequa, Mossel Bay, George, Knysna and Bitou. The construction, operation and management of a regional waste disposal facility is required to replace the service currently being provided by the PetroSA landfill site, which is running out of landfill airspace at a rapid rate and PetroSA will not provide such services any more in the future. Due to this factor and the financial limits of raising capital which the EDM is subject to, the provision of a solid waste management facility was identified by the EDM as a priority service delivery item to be addressed by means of a PPP.

The EDM has come to a short term solution where PetroSA has agreed to an extension of the existing agreement up until December 2015. Based on the aforementioned challenges facing solid waste disposal in the EDM, a process was put into place a number of years ago whereby a site had been identified for the establishment of a regional landfill and the land has been acquired and the necessary approvals have been obtained. This RFQ is the next step in the process of developing the facility. The Environmental Impact Assessment has been conducted and a ROD and waste license have been obtained.

In light of the above the municipalities' needs, strategic objectives and output specification and the overall objective of the project is to provide a sustainable District Regional Landfill site for the EDM. The regional landfill site must be well-managed and operated in compliance with the license conditions set for the site and in accordance with the Minimum Requirements for Waste Disposal by Landfill document, published by the Department of Water Affairs and Forestry in 1998.

The project further entail the implementation of possible alternative waste treatment technologies at each of the local municipalities or only at the district regional facility (whichever is most viable) in order to reduce the volume of waste transported and landfilled. The successful bidder will also be responsible for the bulk transfer of the waste from each of the transfer stations or alternative waste treatment facilities to the regional landfill. Each of the municipalities will be responsible for collecting waste within their jurisdictional area and transporting it to the transfer stations (owned and operated by the municipalities) or the alternative waste treatment facilities (owned and operated by the successful bidder). It must be noted that there are fairly large industries such as cheese (Kannaland) and wood product (George) factories in the area that produce significant quantities of organic waste. The collection of waste and transport of waste to the transfer stations do not form part of the proposal but remain part of local municipality obligations.

Waste volumes have been obtained from the Draft Integrated Waste Management Plan (IWMP) compiled in January 2014 on behalf of the Eden District Municipality to provide the interested parties with information on which they can base their proposals.

Volumes of general waste generated:

Municipality	Population (2013)	Waste Generation (Ton/year) (2013)	Population (2014)	Waste Generation (Ton/year) (2014)	Population (2015)	Waste Generation (Ton/year) (2015)	Population (2016)	Waste Generation (Ton/year) (2016)	Population (2017)	Waste Generation (Ton/year) (2017)	Average Waste Generation Factor per Area (kg/p/d)
Bitou	48940	17454	51495	18365	54183	19323	57012	20332	59988	21393	0.98
George	181472	78616	186172	80653	190994	82741	195941	84884	201016	87083	1.19
Hessequa	42705	18240	43460	18563	44230	18892	45013	19226	45809	19567	1.17
Kannaland	24931	8365	25013	8393	25096	8421	25178	8448	25261	8476	0.92
Knysna	68050	27939	69935	28713	71872	29508	73863	30326	75909	31166	1.12
Mossel Bay	89050	32944	91045	33682	93084	34436	95170	35208	97301	35996	1.01
Oudtshoorn	80193	29967	81195	30342	82210	30721	83238	31105	84278	31494	1.02
EDM	535341	213525	548315	218711	561669	224042	575415	229529	589562	235175	1.09

The Department of Environmental Affairs and Development Planning (DEA&DP) commissioned a study in 2007 to determine the characteristics of the disposed waste at various landfills in the Eden District. From that study, although a relatively small once-off sample was analysed, the anticipated average waste composition of the Eden District can be derived to include the following recyclable materials (by mass):

Paper and Card board: 18%

Plastics: 13%

Glass: 11%

Metal: 5%

According to the 2014 Draft IWMP the 2007 characterisation report is still the best available representation of the Eden waste stream. These figures can be utilised as guidelines to determine the waste composition for alternative technology implementation.

The table below reflects the actual recycling tonnages as provided by the various recyclers in the Eden District. Kannaland municipality does not perform any recycling duties and it has therefore been excluded from the list.

Municipality	Paper/Card (t/a)	Plastics (t/a)	Glass (t/a)	Metal/Tin (t/a)	Total (municipality)
Bitou	159	59	75	27	320
George	4492	855	1173	9	6529
Hessequa	681	144	277	14	1116
Knysna	519	370	223	-	1112
Mossel Bay	1713	336	369	101	2519
Oudtshoorn	1295	249	51	-	1595
Eden DM	8859	2013	2168	151	13191

Information on garden waste and builder's rubble that may be of interest to bidders is provided below. Numbers for the municipalities below were estimated based on population size.

Municipality	Garden Waste (m³/month)	Builders Rubble (m³/month)
Hessequa	140 (t/m)	2848
George	2542	6446
Mossel Bay	2195	3163
Knysna	1157	2417
Bitou	1252	1738

2.2 PROJECT OUTPUT

The expected project outputs include:

Eden District Regional Landfill

Waste Disposal Site:

The waste disposal site must be designed to have a lifetime of approximately 50 years (pending on the site authorised and efficacy of waste minimisation processes), but only a 12 year lifetime cell are to be constructed. This can be split into two 6 year cells. Separate cells for hazardous and general waste must be developed. The entire site is classified as a B landfill. All hazardous waste disposals that take place at the site will have a low to medium hazard rating. Examples of hazardous waste with low hazard ratings would be solvents and paints generated by the mechanical and metal industries in the area, as well as waste from the port and fishing industry. Sewage sludge from the sewage works may also be disposed of at the site. The

hazardous waste will be disposed of in a cell separate from the general waste specially designed and constructed for this purpose.

The final footprint of the waste site will cover an approximate area of 200 ha and the landfill site itself will reach a maximum height of 12 m above natural ground level. Individual cells will be excavated and filled sequentially. Each cell will be designed to last approximately 6 years, depending on the success rate of waste reduction. After about 2-3 years the construction of the following cell must commence. The site must be excavated to a depth of 6m below natural ground level and the landfill will reach a height of 12 m above natural ground level.

Composting and Builder's rubble processing:

Provision should also be made for a composting area and an area for the processing of construction and demolition waste (builder's rubble). As far as the processing of the builder's rubble is concerned a mobile crushing and screening plant will have to be provided and this equipment must rotate on a monthly basis through all the municipalities to go and crush and screen their rubble. Each municipality must provide their own site for builder's rubble where the concessionaire will crush and screen the rubble and leave it on site for the use of the municipality. At the regional landfill the builder's rubble must be utilised by the operator.

Other infrastructure required includes access and onsite roads, storm water pipelines and trenches, a leachate storage dam, a contaminated storm water dam, offices, a laboratory, a weighbridge and security infrastructure and a training centre where schools and interest groups can be accommodated. The site must be fenced to prohibit unauthorized entry and to control windblown litter. Unpolluted storm water will be diverted away from the site through a storm water cut-off trench.

The landfill cells will be constructed in line with the National Environmental Management Waste Act, Act 59 of 2008 (NEMWA) and Department of Water Affairs (DWA) and Forestry's Minimum Requirements for Waste Disposal by Landfill. It is likely that a laboratory would also need to be provided and managed as this regional landfill site would need to make provision for the management of a certain amount of hazardous waste (hazardous waste levels 3 and 4, i.e. medium and low).

Alternative Technologies

Alternative waste treatment technologies at each of the local municipalities or only at the district regional facility (whichever is most viable) must be implemented if feasible in order to reduce the volume of waste transported and/or landfilled. The type and extent of the facilities are to be determined by the bidders and are not prescribed. Bidders are expected through this RFQ process to propose proven solutions if they are of the opinion that they would be able to offer it on a no additional cost basis. In the event that bidders want to propose proven alternative waste technologies that do impact the costs of the overall project, this impact needs to be shown clearly and separate from the landfill financials. A single large AWT solution to be placed at the landfill site will be considered as well if it meets the criteria. Comprehensive detail of the technology proposed must be provided with the submissions. Composting of organic waste at the municipalities,

excluding Mossel Bay, must be included in the project. Note that the current EIA and licensing processes did not allow for AWT options.

Additional infrastructure such as roads, loading and offloading areas, storage sheds/structures, storm water pipelines and trenches, a leachate/contaminated water storage dam, offices, a weighbridge and security infrastructure may be required depending on the facility requirements. Transfer of the remaining waste products from the each of the transfer stations or alternative waste treatment facilities to the regional landfill will remain the responsibility of the concessionaire.

Waste Transportation

Each local municipality is responsible for their own waste collection and transport up to a suitable transfer station, or if an AWT facility is constructed, to that facility. This proposal should include the bulk transfer of the waste from these transfer facilities to the new regional site.

2.3 GENERAL PROJECT ASSUMPTIONS

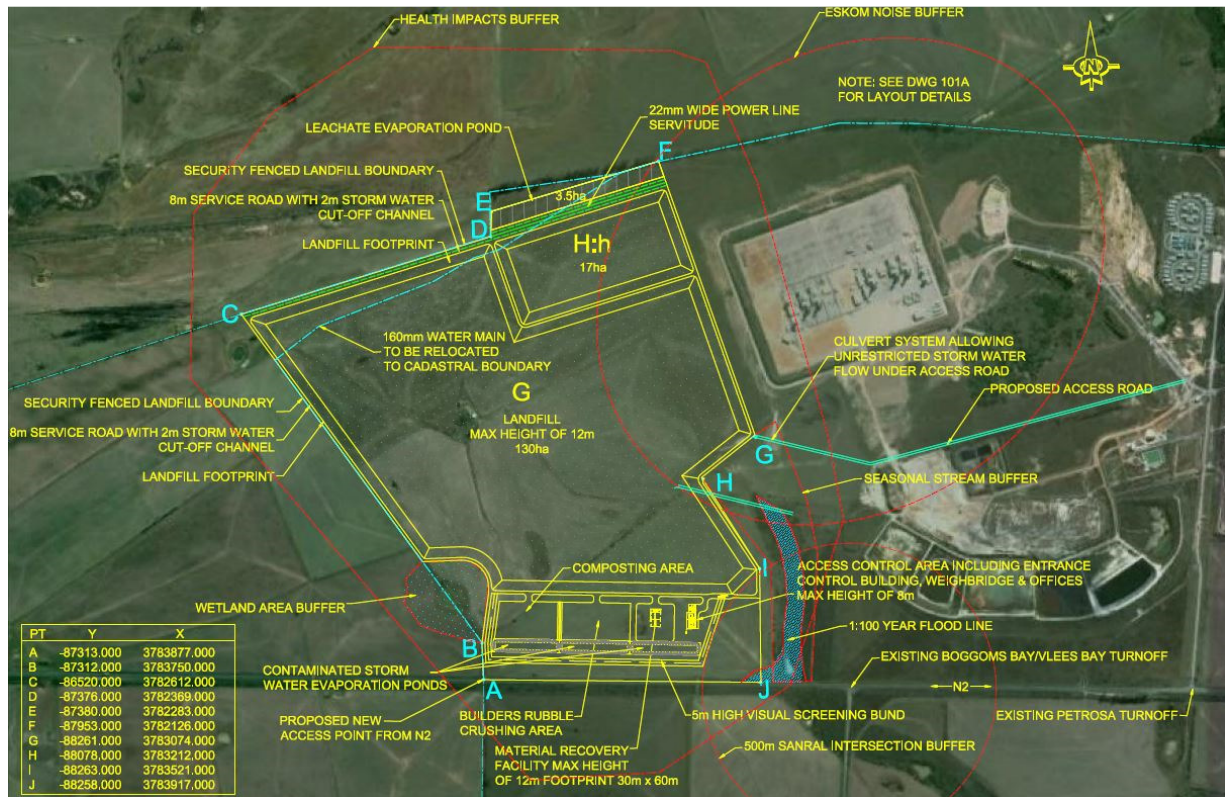
General assumptions have been made in the modelling which will have a material effect on the outcome of the model. These assumptions include:

- The PPP project will be for a period of ten (10) years. The cost of developing the site must be recovered within the ten (10) years and the site must be handed over to the EDM at the end of the ten years with a remaining airspace suitable for at least two years disposal.
- Payment for the Concessionaire services rendered will be done by the Eden District Municipality on a monthly basis at the contractually agreed rates and conditions, and they will recover the monies from the respective partner municipalities.
- The Eden District Municipality will be the Public Partner in the PPP and the ownership of all facilities will vest in them.
- Each local municipality will be responsible for the establishment and operation of their own transfer stations, at their own cost, with the exception of Mossel Bay who will not require transfer stations due to its proximity to the proposed Mossel Bay Regional Landfill Site.
- The successful bidder will be responsible for the establishment and operation of the alternative technology facilities at each of the local municipalities or at the district regional facility (whichever is most viable). The land for development of such facilities will be provided by the municipalities. The cost of delivering the waste to/from the transfer stations will also be borne by the successful contractor/entity.
- The pricing and charge for landfill activities will include an allowance to be paid to the EDM for a trust fund for the purpose of closing and rehabilitation of the site and the on-going maintenance thereof for a period of thirty years.

- Builder's rubble is not transported. Crushing takes place at the Local Municipalities designated site to be established and provided by each local municipality at their own cost, except for Mossel Bay where the site will be provided within the confines of the regional landfill project site.

2.4 LAND ISSUES

The site lies immediately north of the N2, approximately 1 km west of PetroSA and 13 km west of Mossel Bay. Site description includes: Farms Patrysfontein 228/1, Driefontein 243/9, and portions of Rem 310 and Rem 228 and other surrounding affected farms.



EDM bought the land for the development of the Eden District Regional Landfill through a loan of approximately R6 million. The interested party is to allow for the settlement of the amount for the purchase of the land to the EDM within the first 12 months. Approvals for the access road as well as the rezoning of the site have been completed by the EDM, and the ownership of the land and the project will vest in the EDM. The Environmental Impact Assessment has been conducted and a ROD and waste license have been obtained.

Land for development of alternative treatment technology facilities in each of the local municipalities will be provided to the successful contractor at no cost, but any municipal services will have to be paid for.

2.5 DEFINED PERFORMANCE PARAMETERS

The project will have to be developed in a nine month period following the signing of the concessionaire agreement and then operated and maintained until ten years after the signing of the PPP agreement.

3. SCOPE OF WORK

The bidder would be required to demonstrate capability and capacity by submitting the following:

3.1 BIDDER AND BIDDER CONSORTIUM INFORMATION

- Documentation provided must include all relevant information and no correspondence will be entered into during adjudication to obtain missing information and bidders will be scored strictly on information provided.
- Organogram of the top 5 management positions of the project team (Financial, Legal, Technical, Processes (HSE) and Project Management)
- Summary of relevant landfill experience of the top 5 management positions of the project team.
- Experience of working with local authorities in South Africa.
- Experience in the construction of a similar or larger sized landfill site in South Africa
- Experience in the operation and management of a similar or larger sized landfill site in South Africa
- Experience in transportation of bulk waste including different modes of transport utilised to date.
- Experience in the alternative waste technology solutions offered of a similar or larger size.

3.2 Operations and Technical

- Understanding of the key project demands
- Proposed approach to the PPP and the integration of deliverables
- Ability to keep to project timelines statement
- Approach to social responsibility and project experience to be attached

3.3 Management Processes

- HSE Management Process Documents Attached
- Project Management Process Documents Attached
- Risk Management Process Documents Attached
- Quality Management Process Documents Attached

3.4 Financial Management Processes

- Total capital investments made in landfill sites in the last 10 years
- Total capital investments made in alternative technology in the last 10 years
- Provide audited financial statements for the past three years.

- Ability to finance and/or raise the total required capital cost, debt and/or equity (letter from financier)

FINANCING REQUIREMENTS AND ISSUES

Although financing may be obtained through any registered financial institution, it must be noted that the DBSA have a first right of refusal to offer loan financing on this project. The Client grants the DBSA the option to arrange, underwrite and lend to the Project (on the same terms and with same pro-rata rights as third party lenders) of the total funding required by the Client for implementing the Project (“DBSA Option”) following completion of DBSA appraisal of such Project. If the Client finds the DBSA Option to be unsatisfactory then the Client has the option to obtain funding from other financiers, and shall then, still give the DBSA an opportunity to provide indicative terms which are similar or better than the terms for the funding required. Where the DBSA’s indicative terms match or are better than any other financing terms received, the Client shall offer the DBSA the opportunity to provide the funding required.

3.5 GENERAL REQUIREMENTS

General requirements for the bid include:

- A suggested conceptual commercial, legal and institutional structure for the PPP. No financial estimates must be provided at this stage.
- All documents to be in English
- All pages to be initialled
- Sufficient contact details of bidder
- Tax Clearance Certificate to be attached

4. PROCUREMENT PROCESS

4.1 STAGES AND TIMELINES

The stages and timelines for the proposed project are detailed in the table below. The closing date for any clarification questions and comments (RFQ process) is 25 September 2014 at 13:00. The closing date for the RFQ submissions is the 1st of October 2014 at 12:00.

PROCESS	PROPOSED DATE
Advertise and distribute the RFQ	29 August 2014
Briefing session	04 September 2014
Closing date of clarification questions and comments	25 September 2014
Closing date for RFQ	01 October 2014
Communicate with bidders	22 October 2014
RFP issued	16 January 2015
Closing date for RFP	27 February 2015
Preferred bidder	20 March 2015
Negotiation of PPP agreement	17 April 2015
PPP agreement signing	06 May 2015

At the conclusion of the RFQ process a list of pre-qualified bidders will be announced. The RFP will then be issued to these pre-qualified companies/consortia. Towards the end of this process the EDM will have to go through an Article 33 (MFMA) process to obtain approval for signing of the final agreement. It is expected to reach this milestone by the end of the first half of 2015.

4.2 CLARIFICATION PROCESSES AND BRIEFING NOTES

All enquiries and requests for further clarification in respect of the RFQ must be in writing, and directed to EDM at the following address:

Mr. M Hubbe

Chief: District Waste Management

Eden District Municipality

P.O. Box 12

George

6530

Tel: 044-6930006

Fax: 044-6933159

Email: morton@edendm.co.za

All responses to clarifications will be circulated to other Interested Parties. No other form of communication with the EDM in respect of the RFQ will be permitted. Timeframes will be specified in the tender notice.

4.3 CHANGES TO THE COMPOSITION OF CONSORTIA

Bidders should note that during and after the pre-qualification process, any change in shareholding or membership that would materially affect the manner in which the Bidder's pre-qualified, should be communicated to Eden District Municipality. Material changes in the shareholding or membership of bidders' consortia will not be unreasonably declined by Eden District Municipality.

Pre-qualified Bidders will be required, upon submission of their final bids, to re-affirm that the shareholding reflected during the RFQ process has not changed without the knowledge and endorsement of Eden District Municipality. Any pre-qualified bidder which submits a final bid that does not materially comply with the aforementioned pre-qualification requirement, may be disqualified from the procurement process.

4.4 PARTICIPATION IN MORE THAN ONE CONSORTIA

To avoid any potential conflict of interest, no member of any consortium may be a member of, or in any way participate or be involved in (directly or indirectly) with another consortium in any stage of the procurement process.

5. INSTRUCTIONS TO RESPONDENTS

5.1 FORMAT OF SUBMISSIONS, INCLUDING COMPULSORY FORMS OF RESPONSE AS AN AID TO EVALUATION

The evaluation of submissions made during this RFQ process shall be based on the information requested in this RFQ document. This evaluation shall be conducted by an evaluation committee, which will determine whether the Interested Parties meet the minimum criteria set out in this RFQ.

The documentation shall be presented in a sealed envelope, identified and addressed to Eden District Municipality. Every page of the document shall be initialled by the duly authorised representative of the Interested Party.

All documentation (including any support documents) submitted shall be in the English language. Certifications or notarised documents in a language other than English must be accompanied by an official translation in English.

All and any expenses incurred by the Interested Party in preparing and submitting its proposal shall be borne by the Bidder. Eden District Municipality does not accept liability for any costs incurred by the Bidder.

5.2 LATE SUBMISSIONS

Eden District Municipality will not entertain any late bid submissions. Late submissions will be returned unopened to the bidders.

5.3 STATUS AND COMPOSITION OF RESPONDENTS

The Bidder is obliged to provide contact details including a contact person, physical address, postal address, facsimile number, contact telephone number and email address. Any notices dispatched by Eden District Municipality shall be considered to have been delivered to an Interested Party if dispatched by e-mail, facsimile or by ordinary mail.

Public institutions are specifically excluded from submitting proposals or bidding for the tender.

5.4 NO CONTACT POLICY

Interested Parties may not contact Eden District Municipality representatives other than through the prescribed channels listed in this document. Attempts to contact an Eden District Municipality representative in any manner other than that prescribed in this document may lead to the disqualification of the bidder in this tender process. Any attempt to influence the tender process in any manner, may lead to the disqualification from participating in the tender process.

6. TECHNICAL EVALUATION CRITERIA

The technical evaluation criteria to be used for this project are detailed in the table below.

Evaluation Criteria	Points Allocated if Compliant		
1. Bidder or the Bidder's consortium	Bidder will receive 0 zero points if no documented proof is attached		
1.1 Organogram of the top 5 management positions of the project team (Financial, Legal, Technical, Processes (HSE) and Project Man.)	Doc. not attached		Doc. Attached
	0		4
1.2 Relevant landfill experience of the top 5 management positions of the project team	20 years or less	20 to 40 years	more than 40 years
	3	7	10
1.3 Experience in the construction of a similar or larger sized landfill site in South Africa	1 to 2 projects	3 to 5 projects	more than 5 projects
	3	7	10
1.4 Experience in the operation and management of a similar or larger sized landfill site in South Africa	1 to 2 sites	3 to 5 sites	more than 5 sites
	2	4	5
1.5 Experience in bulk transportation of waste in related circumstances	Doc. not attached		Doc. Attached
	0		5
1.6 Experience in alternative waste technology sites of a similar or larger sized landfill site in Southern Africa or the World	1 site	2 to 5 sites	more than 5 sites
	2	4	5
2. Operations and Technical	Bidder will receive 0 zero points if no documented proof is attached		
2.1 Understanding of the key project demands	Doc. not attached		Doc. Attached
	0		4
2.2 Proposed approach to the PPP and the integration of deliverables	Doc. not attached		Doc. Attached
	0		4
2.3 Ability to keep to project timeline statement	Doc. not attached		Doc. Attached
	0		4
2.4 Approach to social responsibility and project experience attached	Doc. not attached		Doc. Attached
	0		4
3. Management Processes	Bidder will receive 0 zero points if no documented proof is attached		
3.1 HSE Management Process Documents Attached	Doc. not attached		Doc. Attached
	0		4
3.2 Project Management Process Documents Attached	Doc. not attached		Doc. Attached
	0		4
3.3 Risk Management Process Documents Attached	Doc. not attached		Doc. Attached
	0		4
3.4 Quality Management Process Documents Attached	Doc. not attached		Doc. Attached
	0		4
4. Financial Management Processes	Bidder will receive 0 zero points if no documented proof is attached		
4.1 Total capital investments made in landfill sites in the last 10 years	less than R80 million	R80 to R300 million	more than R300 million
	3	7	10
4.2 Total capital investments made in alternative technology in the last 10 years	less than R80 million	R80 to R300 million	more than R300 million
	3	7	10
4.3 Ability to finance and/or raise the total required capital cost, and/or equity (letter from financier)	Doc. not attached		Doc. Attached
	0		4

Notes:

A minimum of 70 points is required to proceed to the next phase of the procurement process.

Documentation in support of tender responses must be supplied to enable the evaluation of the relevance of the responses. Bidders will be awarded 0 (zero) points for an item if no documented proof is attached for that specific item.

Take note that only supplied information will be adjudicated and no effort will be made to request outstanding information.

Scoring of documentation provided will be done by a panel of at least three experienced technical persons with relevant and specialist level technical management experience and drawn from persons currently active in either the private sector or the public sector, but the panel will consist of persons from both sectors.

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. **In order to give effective to the above, the following questionnaire must be completed and submitted with the bid.**
 - 3.1 Full Name of bidder or his or her representative:.....
 - 3.2 Identify Number:
 - 3.3 Position occupied in the Company
(director, trustee, shareholder²):
 - 3.4 Company Registration Number:
 - 3.5 Tax Reference Number:
 - 3.6 VAT Registration Number:
 - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state? YES/NO

¹MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² “Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

If YES, furnish particulars:

.....

3.9 Have you been in the service of the state for the past twelve months?..... YES/NO

If YES, furnish particulars:

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES/NO

If YES, furnish particulars:

.....

3.11 Are you aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES/NO

If YES, furnish particulars:

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state? YES/NO

If YES, furnish particulars:

.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?..... YES/NO

If YES, furnish particulars:

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? YES/NO

If YES, furnish particulars:

.....

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Request for Qualification Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such systems;
 - b. been convicted for fraud or corruption during the past five years;
 - c. wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
4. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audialterampertem</i> rule was applied).</p> <p>The database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Item	Question	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FROM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Request for Qualification Document must form part of all bids³ invited.
2. Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).⁴ Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all responsible steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This Request for Qualification Document serves as a certificate of declaration that would be used by institutes to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination on the next page must be completed and submitted with the bid:

³Includes price quotations, advertised competitive bids, limited bids and proposals.

⁴Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

in response to the invitation for the bid made by: Eden District Municipality

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium⁵ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;

⁵Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, skill and knowledge in an activity for the execution of a contract.

- (b) geographical area where product or service will be rendered (market allocation);
- (c) methods, factors or formulas used to calculate prices;
- (d) the intention or decision to submit or not to submit, a bid;
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (f) bidding with the intention not to win the bid.

- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

AUTHORITY FOR SIGNATORY

Details of person responsible for Tender process:

Name

Contact number ()

Address of office submitting the Tender

.....

.....

Telephone no ()

Fax no ()

E-mail address

Signatories for close corporations and companies shall confirm their authority by attaching to this form a **duly signed and dated original or certified copy** of the relevant resolution of their members or their board of directors, as the case may be.

"By resolution of the board of directors passed on (date).....

Mr/Ms.....has been duly authorized to sign all documents in connection with the Tender for Tender Number **R/01/14-15** and any Contract which may arise there from on behalf of

(BLOCK CAPITALS)

.....

.....

SIGNED ON BEHALF OF THE COMPANY

IN HIS CAPACITY AS

DATE

.....
:.....

FULL NAMES OF SIGNATORY

.....

AS WITNESSES

1.

.....

2.

.....

BID CONDITIONS AND INFORMATION

1 Agreement

The successful bidder will be expected to sign the Contract Form (Part 1) of this bid document within 30 days of the date of notification by the Eden District Municipality that his/her bid has been accepted.

2 Completion of Bid Documents

- (a) The original bid document must be completed fully in black ink and signed by the authorised signatory to validate the proposal. All the pages must be initialled by the authorised signatory. Failure to do so may result in the invalidation of the bid.
- (b) Bid documents may not be retyped or altered in any way.

3 Alteration or Qualification of Bid

No unauthorised alteration of this set of bid documents will be allowed. Any unauthorised alteration will disqualify the proposal automatically. Any ambiguity has to be cleared with contact person for the bid before the closure date.

4 Authorised Signatory

- (a) **A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorising the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.**
- (b) **A bid shall be eligible for consideration only if it bears the signature of the bidder or of some person duly and lawfully authorised to sign it for and on behalf of the bidder.**

5 Submission of Bid

- (a) The bid must be put in a sealed envelope, or envelopes when the two-envelope system is specified, clearly marked with the bid number, title as well as closing date and time and placed in the **Tender Box at the Eden District Municipality by not later than 12h00 on 1 October 2014.**

- (b) Faxed, e-mailed and late bids will not be accepted. Bids may be delivered by hand, by courier, or posted at the bidder's risk and must be received by the deadline specified above, irrespective of how they are sent or delivered.

6 Opening, Recording and Publications of Bids Received

- (a) Bids will be opened in public immediately after the bid closure date, or at such time as specified in the bid documents. If requested by any bidder present, the names of the bidders, and if practical the total amount of each bid and of any alternative bids will be read out aloud.
- (b) Bids received in time recorded and entered in a register which is open for public inspection.

7 Tax Clearance Certificate

- (a) *A valid original Tax Clearance Certificate must accompany the bid documents.*
The onus is on the bidder to ensure that the Eden District Municipality has an original Tax Clearance Certificate on record and obtain confirmation from the Supply Chain Management Unit of the Eden District Municipality.
- (b) *Bids not supported by a valid original Tax Clearance Certificate, as an attachment to the bid documents will be invalidated.*
- (c) *In bids where consortia/joint ventures/sub-contractors are involved, each party must submit a separate valid original Tax Clearance Certificate.*

8 Evaluation of Bids

Bids will be evaluated in terms of their responsiveness to the bid specifications and requirements as well as such additional criteria as set out in the bid documents.

9 Acceptance or Rejection of a Bids

The Eden District Municipality reserves the right to withdraw any invitation to submit a bid and/or to re-advertise or to reject any bid or to accept a part of it. The Eden District Municipality does not bind itself to accepting the lowest bid.

10 Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the Eden District Municipality's Accredited Supplier Database to register without delay on the prescribed form. The Eden District Municipality reserves the right not to award proposals to prospective suppliers who are not registered on the Database.

11 Site / Information Meetings

No site meeting will be held. A compulsory briefing session will be hosted at the EDM offices in Mission Street, George, on 4 September 2014.

12 Stamp and Other Duties

The successful bidder will be liable for all duties and costs on legal documents resulting in the establishment of a contract and for the surety and retentions.

13 Language of Contract

The contract documents will be compiled in English and the English versions of all referred documents will be taken as applicable.

14 Procurement Policy

Bids will be awarded in accordance with the Preferential Procurement Regulations, 2001 pertaining to the Preferential Procurement Policy Framework Act, No 5 of 2000.

15 Expenses Incurred in Preparation of Bid

The Eden District Municipality shall not be liable for any expenses incurred in the preparation and submission of the bid.

16 Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Eden District Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

17 Validity Period

Bids shall remain valid for 90 days after the bid closure date.

18 General and Special Conditions of Contract

The General Conditions of Contract as well as any Special Conditions of Contract that may form part of this set of bid documents will be applicable to this bid in addition to the conditions of bid.

19 Municipal Rates, Taxes and Charges

The bidder to provide their municipal account of rates and taxes of both the Bidding entity and its directors' in its Bid Document submission. Any bidder which is or whose directors are in arrear with their municipal rates and taxes due to any Municipality within South Africa for more than three months and have not made an arrangement for settlement of or same before the bid closure date will be disqualified.

20 Contact with Municipality after Bid Closure Date

Bidders shall not contact the Eden District Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. If a bidder wishes to bring additional information to the notice of the Eden District Municipality, it should do so in writing to the Eden District Municipality. Any effort by the firm to influence the Eden District Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

OooOOOooo

BID FOR REQUIREMENTS OF THE EDEN DISTRICT MUNICIPALITY

THE FOLLOWING PARTICULARS MUST BE FURNISHED. FAILURE TO DO SO MAY RESULT IN THE BID BEING DISQUALIFIED.

MUNICIPAL SUPPLIER VENDOR NO:

NAME OF BIDDER:

POSTAL ADDRESS:

.....

STREET ADDRESS:

.....

.....

TELEPHONE: AREA CODE: NUMBER.....

FACSIMILE: AREA CODE: NUMBER.....

E-MAIL ADDRESS (IF AVAILABLE):

.....

NAME OF CONTACT PERSON:

CELL PHONE NUMBER OF CONTACT PERSON:.....

Has a tax clearance certificate been submitted YES / No

Income Tax Number

Name of taxpayer

Identity number of taxpayer (if applicable)

Employer's PAYE registration number (if applicable)

Company or CC Registration No

Are you the accredited representative in South Africa for the goods / services offered by you? YES / NO / NOT APPLICABLE

AUTHORISED SIGNATURE.....

NAME:

CAPACITY.....

DATE:

Required documentation need to verify entities.

A PUBLIC COMPANY or SECTION 21 COMPANY

A certified copy of the company's Certificate of Incorporation (CM3).

If any changes had occurred in the board of Shareholders or Directors of the company since registration, a certified copy of the amended Certificate of Incorporation regarding the changes that were registered in the office of the Registrar of Companies must be obtained.

In the case of a Company, a resolution from the directors that the person who is appointed to sign the tender and SLA document is authorized to act on behalf of the Company. The full names, identity number and his/ her capacity must be included in the resolution.

A CLOSE CORPORATION

A certified copy of the Close Corporation's registration document. (CK1 & CK2).

If any changes had occurred in the Membership of the Close Corporation since registration, a certified copy of the amended Registration Certificate regarding the changes in membership that were registered in the office of the Registrar of Companies must be obtained. In the case of a Close Corporation, a resolution from the members that the person who is appointed to sign the tender and SLA document is authorized to act on behalf of the Close Corporation. The full names, identity number and his/ her capacity must be included in the resolution.

A TRUST

A certified copy of the Trust deed (document) as well as a letter of authority in the case of business trust.

A PARTNERSHIP

A certified copy of the Partnership Agreement.

A SOLE PROPRIETOR

A certified copy of the Owner's ID document.

In all cases, a valid Tax Clearance certificate is required.

Where necessary certified copies of other relevant registration certificates pertaining the business as required by legislation.

The above documentation did not include necessarily all the documentation that may be needed by the Supply Chain Department which must also be requested.

SUPPORTING DOCUMENTATION

THE FOLLOWING SUPPORTING DOCUMENTATION SHOULD BE INCLUDED IN THE DESIGNATED APPENDICES.

APPENDIX 1: Tax Clearance Certificate

APPENDIX 2: Bidder or the bidder's consortium, including:

- Bidder or bidder consortium capability and capacity
- Organogram of the top 5 management positions of the project team (Financial, Legal, Technical, Processes (HSE) and Project Management)
- Sum of relevant landfill experience of the top 5 management positions of the project team
- Experience in the construction of a similar or larger sized landfill site in South Africa
- Experience in the operation and management of a similar or larger sized landfill site in South Africa
- Experience in bulk transport of waste. Provide detail of current equipment owned and operated.
- Experience in alternative waste technology sites of a similar or larger sized landfill site in Southern Africa or the World

APPENDIX 3: Operations and technical, including

- Understanding of the key project demands
- Proposed approach to the PPP and the integration of deliverables
- Ability to keep to project timelines statement
- Approach to social responsibility and project experience attached

APPENDIX 4: Processes, including

- HSE Management Process Documents Attached
- Project Management Process Documents Attached
- Risk Management Process Documents Attached
- Quality Management Process Documents Attached

APPENDIX 5: Financial capacity, including

- Total capital investments made in landfill sites in the last 10 years
- Last three year's audited financial statements.
- Total capital investments made in alternative technology in the last 10 years

- Ability to finance and/or raise the total required capital cost, debt and/or equity (letter from financier)