



DANNHAUSER LOCAL MUNICIPALITY

QUOTATION NO: DAN/21/10/2025

REQUEST FOR QUOTATION FOR:

**APPOINTMENT OF CIVIL ENGINEERING CONSULTANT TO DEVELOP A MUNICIPAL STORMWATER
MANAGEMENT PLAN**

CLOSING DATE: 08/12/ 2025

NAME OF SERVICE PROVIDER	
CONTACT PERSON	
E-MAIL ADDRESS	
TELEPHONE NUMBER	
FAX NUMBER	
PHYSICAL ADDRESS	
TOTAL BIDDING PRICE	

Issued By:	Prepared by:
DANNHAUSER MUNICIPALITY Private Bag X1011 Dannhauser 3080 Tel: (034) 621 2666 Fax: (034) 621 3114	FINANCE SERVICES DEPARTMENT DANNHAUSER MUNICIPALITY 1 West Street Dannhauser 3080 Tel: (034) 621 2666 Fax: (034) 621 3114

DANNHAUSER LOCAL MUNICIPALITY (KZ - 254)

01 West Street
Private bag X1011
Dannhauser
3080



Telephone : (034) 621 2666
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SUPPLY CHAIN MANAGEMENT NOTICE OF INVITATION

INVITATION TO QUOTE

Quotation Description	APPOINTMENT OF CIVIL ENGINEERING CONSULTANT TO DEVELOP A MUNICIPAL STORMWATER MANAGEMENT PLAN
Quotation Number	DAN/21/10/2025
Invitation Date	07/11/2025
Closing Date and time	The bids must be submitted no later than, 08/12/2025 at 12h00pm
Technical Enquiries	Technical inquiries may be directed to Mrs. LP Gcabashe, Director of Technical Services, email: lungelog@dannhauser.gov.za or Telephonically on 034 940 0728/29 ext. 728/29 or at 08 Church Street, Dannhauser, during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.
SCM Enquiries	SCM inquiries may be directed to Mr. MJ Hlongwana, SCM Manager, email: joeh@dannhauser.gov.za or Telephonically: 034 621 2666 ext. 740 or at 08 Church Street, Dannhauser, during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.
Where quotation can be collected	Documents will be available for download from the municipal website www.dannhauser.gov.za or can be collected at Dannhauser Municipal Offices (8 Church Street, Dannhauser, 3080) - NOT APPLICABLE
Where Quotation should be delivered	Documents must be submitted in a sealed envelope: clearly marked " Bid number & Description " and must be deposited in the tender box situated at the security room of Dannhauser Municipal offices, 8 Church Street, Dannhauser, 3080

Administrative Requirements

- Bid submitted must be complete in all respects
- CIPC Registration certificate
- Central Supplier Database Registration

Criteria 1 - Mandatory Requirements

- Municipal rates and taxes not in arrears for more than 3 months "on the award" - bidder to submit municipal rates account not older than 3 months/ Proof of residential address if residing in the non-rate paying area
- Tax Compliance Status "on the award" - bidder to submit Tax Pin for verification
- Bidder must not be employed in the service of the state "on the award"
- Bidder must not be listed in the Register for Tender Defaulters and/or listed on Restricted Suppliers "on the award"

DANNHAUSER LOCAL MUNICIPALITY



TEAMS AND REFERENCE FOR APPOINTMENT OF CIVIL ENGINEERING CONSULTANT TO DEVELOP A MUNICIPAL STORMWATER MANAGEMENT PLAN

Guidelines and Scope for the Development of a Municipal Stormwater Management Plan in South Africa

Developing a **Municipal Stormwater Management Plan (MSWMP)** in South Africa requires adherence to national policies, legal frameworks, and best practices to ensure sustainable stormwater control, flood prevention, and environmental protection. The following are the key **guidelines and scope** for developing an MSWMP:

1. Legal and Policy Framework

A stormwater management plan must comply with relevant national and local legislation, including:

- **The National Water Act (Act No. 36 of 1998)** – Governs water resource management, including stormwater control.
 - **The Municipal Systems Act (Act No. 32 of 2000)** – Guides municipalities in service delivery, including stormwater management.
 - **The National Environmental Management Act (NEMA) (Act No. 107 of 1998)** – Requires environmental impact considerations for stormwater systems.
 - **The Water Services Act (Act No. 108 of 1997)** – Regulates water services, including urban drainage.
 - **SANS 1200 & SANS 10400 Regulations** – Provide standards for stormwater infrastructure design.
 - **Provincial and Municipal Bylaws** – Dictate local stormwater policies and regulations.
-

2. Scope of the Stormwater Management Plan

The plan should be **comprehensive**, addressing key aspects such as:

A. Situation Assessment

- **Mapping and Data Collection** – Identify existing stormwater infrastructure, drainage basins, and hydrological conditions.
- **Assessment of Flood Risk Areas** – Identify flood-prone zones and vulnerable communities.
- **Water Quality Concerns** – Evaluate pollution sources affecting rivers and wetlands.
- **Climate Change Impact** – Assess how extreme weather affects stormwater systems.

B. Stormwater Infrastructure Planning and Design

- **Sustainable Urban Drainage Systems (SUDS)** – Incorporate green infrastructure (wetlands, detention ponds, permeable pavements).
- **Infrastructure Upgrades and Maintenance** – Ensure existing systems are functional and new developments comply with modern standards.
- **Integration with Land Use Planning** – Align with urban expansion, zoning laws, and spatial development frameworks.

C. Regulatory Compliance and Environmental Protection

- **Water Pollution Control** – Implement measures to reduce stormwater contamination.
- **Erosion and Sediment Control** – Prevent land degradation due to stormwater runoff.
- **Biodiversity Considerations** – Protect natural watercourses and wetlands.

D. Flood Risk Management and Disaster Preparedness

- **Early Warning Systems** – Develop flood prediction and response mechanisms.
- **Stormwater Retention and Detention Strategies** – Use detention ponds, infiltration basins, and retention dams to manage peak flows.
- **Community Engagement and Awareness** – Educate residents on stormwater management best practices.

E. Implementation, Monitoring, and Maintenance

- **Funding and Budgeting** – Secure financial resources for stormwater projects.

- **Institutional Responsibilities** – Define roles for municipal departments, water boards, and communities.
 - **Monitoring and Reporting** – Establish key performance indicators (KPIs) to track stormwater management effectiveness.
-

3. Best Practices and Recommendations

- **Adopt Nature-Based Solutions** – Green roofs, rain gardens, and urban forestry.
 - **Use GIS and Digital Mapping** – Improve stormwater data management and infrastructure planning.
 - **Promote Public-Private Partnerships (PPPs)** – Collaborate with businesses for sustainable solutions.
 - **Align with National Development Plan (NDP 2030)** – Support long-term resilience and sustainability goals.
-

Conclusion

A **Municipal Stormwater Management Plan** is essential for preventing urban flooding, protecting water resources, and ensuring resilient infrastructure in South African municipalities. By following these guidelines and defining a clear scope, municipalities can develop effective and sustainable stormwater solutions that align with national regulations and climate adaptation strategies.

Here's a **detailed breakdown** of each section of a **Municipal Stormwater Management Plan (MSWMP)** in South Africa.

Comprehensive Guidelines and Scope for a Municipal Stormwater Management Plan in South Africa

1. Legal and Policy Framework

The development of a Municipal Stormwater Management Plan (MSWMP) must align with **national laws, policies, and standards** to ensure compliance and sustainability. Key regulatory frameworks include:

1.1 National Legislation

- **The National Water Act (Act No. 36 of 1998)**
 - Regulates water resources, including stormwater as part of the broader hydrological cycle.
 - Prevents pollution from stormwater runoff.
 - Requires municipalities to manage stormwater in a way that protects water quality.
- **The Municipal Systems Act (Act No. 32 of 2000)**

- Mandates municipalities to provide efficient and sustainable stormwater management services.
- Requires public participation in stormwater-related planning.
- **The National Environmental Management Act (NEMA) (Act No. 107 of 1998)**
 - Promotes sustainable development, ensuring stormwater management does not negatively impact the environment.
 - Requires Environmental Impact Assessments (EIAs) for stormwater projects.
- **The Water Services Act (Act No. 108 of 1997)**
 - Defines stormwater as part of municipal water services.
 - Ensures water conservation and demand management in stormwater infrastructure.

1.2 National Standards and Guidelines

- **SANS 1200 & SANS 10400 Regulations**
 - Provide technical standards for the design and construction of stormwater drainage systems.
- **The National Stormwater Management Framework**
 - Guides municipalities in developing localized stormwater policies and practices.
- **Integrated Urban Development Framework (IUDF)**
 - Encourages a holistic, integrated approach to stormwater management.

1.3 Municipal Bylaws and Provincial Regulations

- Each **municipality must develop its own stormwater bylaws** aligned with national policies.
- Provincial governments set additional guidelines based on local climate, hydrology, and urban development.

2. Scope of the Stormwater Management Plan

A Municipal Stormwater Management Plan must be **comprehensive and adaptable** to meet the unique needs of each municipality.

2.1 Situation Assessment

- **Stormwater Infrastructure Mapping**
 - Identify existing drainage systems, retention ponds, and culverts.
 - Use **GIS mapping** and hydrological models to assess capacity.
- **Flood Risk Assessment**
 - Identify flood-prone areas using historical data and floodplain mapping.
 - Model extreme weather scenarios, including **climate change impacts**.
- **Water Quality Assessment**

- Identify **pollution sources** from stormwater runoff (industrial waste, litter, sewage overflows).
- Monitor water quality in rivers, wetlands, and estuaries.
-

2.2 Stormwater Infrastructure Planning and Design

- **Sustainable Urban Drainage Systems (SUDS)**
 - Incorporate **nature-based solutions** like green roofs, rain gardens, bioswales, and retention ponds.
 - Reduce the volume of runoff and improve water quality.
- **Stormwater Detention and Retention Basins**
 - Design **detention ponds** to slow runoff and reduce flooding.
 - Implement **wetlands** and **permeable pavements** to enhance infiltration.
- **Stormwater Drainage Network Expansion and Upgrades**
 - Upgrade **aging stormwater pipes, culverts, and channels** to handle increased runoff.
 - Use **smart monitoring systems** to detect blockages and failures.
- **Integration with Land Use and Urban Planning**
 - Ensure new developments include **stormwater impact assessments**.
 - Implement **zoning regulations** to prevent construction in flood-prone areas.

2.3 Regulatory Compliance and Environmental Protection

- **Pollution Control Strategies**
 - Enforce **stormwater quality monitoring programs**.
 - Require businesses and industries to have **stormwater pollution prevention plans**.
- **Erosion and Sediment Control**
 - Implement **erosion control measures** such as silt fences and riprap in high-risk areas.
 - Restore natural **riverbanks and wetlands** to reduce sedimentation.
- **Biodiversity and Wetland Conservation**
 - Protect and restore natural **wetlands and floodplains** as key stormwater management tools.
 - Integrate stormwater management into **catchment management plans**.

2.4 Flood Risk Management and Disaster Preparedness

- **Early Warning and Flood Forecasting Systems**
 - Develop **real-time monitoring systems** for rainfall and river levels.

- Establish **emergency response protocols** for flood events.
- **Climate-Resilient Infrastructure**
 - Design **stormwater infrastructure to handle extreme weather** conditions.
 - Incorporate **climate adaptation strategies** such as increased storage capacity.
- **Community-Based Disaster Risk Reduction**
 - Engage local communities in **flood risk awareness** campaigns.
 - Develop **evacuation plans** and **floodproofing** strategies for at-risk areas.

2.5 Implementation, Monitoring, and Maintenance

- **Funding and Budgeting**
 - Secure funding from **municipal budgets, national grants, and private partnerships**.
 - Consider introducing **stormwater management fees** for developers.
 - **Institutional Responsibilities and Governance**
 - Clearly define roles of **municipal engineering departments, environmental agencies, and water authorities**.
 - Establish a **stormwater management task force** for coordination.
 - **Monitoring and Reporting**
 - Implement **stormwater performance indicators** (e.g., reduction in flood events, water quality improvements).
 - Conduct **regular audits** and update policies based on performance data.
-

3. Best Practices and Recommendations

3.1 Adopt Nature-Based Solutions

- **Green Infrastructure** – Create urban wetlands, green roofs, and buffer zones.
- **Rainwater Harvesting** – Encourage the use of rainwater for irrigation and non-potable use.

3.2 Use Advanced Technology and Data Analysis

- **GIS and Remote Sensing** – Improve spatial planning and hydrological modeling.
- **IoT and Smart Drainage Systems** – Use sensors for real-time flood monitoring and early warning.

3.3 Strengthen Public-Private Partnerships (PPPs)

- **Incentivize private investment** in stormwater infrastructure.
- **Collaborate with industries** to implement stormwater pollution control measures.

3.4 Align with National Development Goals

- Ensure stormwater planning aligns with the **National Development Plan (NDP 2030)** and **climate adaptation strategies**.
-

Conclusion

Developing a **Municipal Stormwater Management Plan** in South Africa is **critical** for sustainable urban development, flood prevention, and environmental protection. Municipalities must take a **multi-disciplinary approach** that integrates engineering, environmental science, and community engagement.

Municipal Stormwater Management Plan (MSWMP) – Typical Template

Municipality Name: [Insert Municipality Name]

Date: [Insert Date]

Prepared By: [Insert Department/Consultant Name]

1. Introduction

1.1 Purpose and Objectives

- Define the need for stormwater management in the municipality.
- Outline the key objectives (e.g., flood prevention, water quality protection, infrastructure sustainability).

1.2 Legal and Policy Framework

- List relevant **national legislation** (National Water Act, NEMA, Municipal Systems Act).
- Cite **municipal bylaws** and **provincial regulations** guiding stormwater management.
- Align with the **National Development Plan (NDP 2030)** and **climate adaptation goals**.

1.3 Stakeholders and Institutional Responsibilities

- Identify key role players (municipality, water boards, environmental agencies, private sector).
 - Define responsibilities for **stormwater infrastructure, maintenance, and enforcement**.
-

2. Situation Assessment

2.1 Baseline Data Collection and Mapping

- **Hydrology and Drainage Basins** – Identify major rivers, wetlands, and stormwater channels.
- **Existing Stormwater Infrastructure** – Assess pipes, culverts, detention ponds, and drains.

- **Flood-Prone Areas** – Map flood risk zones based on historical data and hydrological modeling.
- **Pollution Sources** – Identify industrial, residential, and agricultural runoff contributors.

2.2 Climate Change and Urbanization Impacts

- Assess how **climate change increases storm intensity** and affects stormwater infrastructure.
 - Evaluate the **impact of rapid urban expansion** on natural drainage systems.
-

3. Stormwater Infrastructure Planning and Design

3.1 Sustainable Urban Drainage Systems (SUDS)

- Implement **nature-based solutions** (e.g., wetlands, bioswales, permeable pavements).
- Reduce stormwater runoff and improve infiltration.

3.2 Infrastructure Development and Upgrades

- Prioritize **high-risk areas** for infrastructure investment.
- Upgrade outdated drainage systems to meet **SANS 1200 & SANS 10400 standards**.

3.3 Integration with Land Use and Spatial Planning

- Align stormwater planning with **municipal Integrated Development Plans (IDPs)**.
 - Enforce **stormwater impact assessments** for new developments.
-

4. Stormwater Quality and Environmental Protection

4.1 Pollution Control and Water Quality Management

- Develop a **stormwater quality monitoring program**.
- Implement **stormwater treatment measures** (e.g., sediment traps, retention ponds).

4.2 Erosion and Sediment Control

- Establish **vegetative buffer zones** along rivers and wetlands.
- Require **erosion control plans** for construction projects.

4.3 Wetland and Natural Drainage Protection

- Enforce laws protecting **natural wetlands and floodplains**.
 - Promote **river restoration projects** to enhance ecosystem resilience.
-

5. Flood Risk Management and Disaster Preparedness

5.1 Early Warning and Emergency Response Systems

- Develop **flood forecasting tools** and install **real-time monitoring systems**.
- Establish emergency response teams and **public awareness campaigns**.

5.2 Stormwater Detention and Retention Strategies

- Design **stormwater detention ponds and retention basins** in flood-prone areas.
- Encourage **rainwater harvesting** and on-site stormwater storage.

5.3 Community Engagement and Capacity Building

- Conduct **public awareness programs** on flood risks and prevention measures.
 - Establish **community-based stormwater monitoring teams**.
-

6. Implementation, Monitoring, and Maintenance

6.1 Implementation Plan and Funding Strategy

- Develop a **5-year stormwater management action plan**.
- Secure funding from **municipal budgets, government grants, and private partnerships**.

6.2 Stormwater Infrastructure Maintenance Program

- Establish a **routine maintenance schedule** for stormwater drains, culverts, and ponds.
- Implement a **reporting system** for residents to notify blockages or damages.

6.3 Performance Monitoring and Reporting

- Define **Key Performance Indicators (KPIs)** for stormwater management success.
 - Conduct annual **stormwater audits** and revise policies based on findings.
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7. Conclusion and Recommendations

- Summarize key actions for effective **stormwater management**.
 - Recommend next steps for **policy updates, funding needs, and infrastructure improvements**.
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Appendices

- **Appendix A:** Stormwater Infrastructure Maps
- **Appendix B:** Flood Risk Assessment Data
- **Appendix C:** Environmental Impact Assessment Reports
- **Appendix D:** Public Participation and Stakeholder Engagement Records

EVALUATION

STAGE 1

Returnable documents

STAGE 2

Company Expertise

Item	Description	Points	POE
1.	Company Experience Proven company experience in developing of a municipal stormwater management plan	3 Disaster plans (25) 2 Disaster plans (20) 1 Disaster plan (10)	Appointment letter(s) or order(s) & completion letter
2.	Team Leader Key Project team member must be professionally registered with ECSA and substantial experience in developing of stormwater management plan.	- Pr. Engineer (25) - Pr. Technologist (20) - Pr Technician (10)	Attach CV, with qualifications and Ecsa registration certificate.

- Bidders obtaining 45 points and above qualify for next stage of pricing.
- Note : Project is expected to be completed within 3 months after appointment**

Failure to comply with the Mandatory Requirements shall result in the offer being considered non-responsive and shall be rejected

Criteria 2 – Preferential Point System (80/20)

The specific goals allocated points in terms of this quotation	Number of points claimed (80/20 system) (To be completed by the municipality)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
owned by black people = 5 owned by youth = 3 owned by female = 2	10		Certified ID copies (Directors) / CSD Report / Shareholders Certificate
Enterprise located within: Dannhauser = 10 Enterprise located within: Amajuba District = 8 Enterprise located within: Kwa- Zulu Natal = 5 Enterprise located outside: Kwa- Zulu Natal = 3	10		CSD / proof of municipal accounts/affidavit/proof of residence signed by ward Councillor (for those residing in rural areas) / lease agreement
Total	20		

- It is mandatory for bidders to complete MBD 6.1 to claim points for specific goals, failure to complete MBD 6.1 shall be interpreted to mean that the points for specific goals are not claimed.
- Bidders must fill in the tender register stating the date and time when they submitted their tender, available at the tender box
- The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or reject any tender or accept a part of it.
- The Municipality reserves the right to appoint a portion or split the service to service providers
- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

PART A INVITATION TO BID

MBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DANNHAUSER LOCAL MUNICIPALITY

RFQ NUMBER:	DAN/21/10/2025	CLOSING DATE:	08/12/2025	CLOSING TIME:	12h00pm
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DESCRIPTION	APPOINTMENT OF CIVIL ENGINEERING CONSULTANT TO DEVELOP A MUNICIPAL STORMWATER MANAGEMENT PLAN
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT THE SECURITY ROOM OF DANNHAUSER MUNICIPAL
OFFICES

**1 west Street
Dannhauser
3080**

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
TAX COMPLIANCE STATUS	TCS PIN:	OR	CSD No:
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	SCM	DEPARTMENT	Technical Services
CONTACT PERSON	Mfanafuthi Hlongwana	CONTACT PERSON	Lungelo Gcabashe
TELEPHONE NUMBER	034 621 2666	TELEPHONE NUMBER	034 940 0728/29
FACSIMILE NUMBER	034 621 3114	FACSIMILE NUMBER	034 621 3114
E-MAIL ADDRESS	joeh@dannhauser.gov.za	E-MAIL ADDRESS	lunelogs@dannhauser.gov.za

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
- 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- | | |
|--|--|
| 3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? | ☐ YES ☐ NO |
| 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? | ☐ YES ☐ NO |
| 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? | ☐ YES ☐ NO |
| 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? | ☐ YES ☐ NO |
| 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? | ☐ YES ☐ NO |

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder : _____	RFQ Number : DAN/21/10/2025
Closing Time : 12h00pm	Closing Date: 08/12/2025

OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID.

CONSTRUCTION OF COMMUNITY HALL IN WARD 4

DESCRIPTION	TOTAL VAT EXCL.	VAT	TOTAL PRICE (INCLUDING ALL APPLICABLE TAXES)
APPOINTMENT OF CIVIL ENGINEERING CONSULTANT TO DEVELOP A MUNICIPAL STORMWATER MANAGEMENT PLAN			

Required by: _____

- At: _____

- Country of Origin _____

- Does the offer comply with the specification(s)?
*YES/NO

- If not to specification, indicate deviation(s)
-

- Period required for delivery
*Delivery: Firm/Not firm

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

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 effect 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 Identity 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**

3.8.1 If yes, furnish particulars.....

.....

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.

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

3.9.1 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**

3.10.1 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**

3.11.1 If yes, furnish particulars

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

3.12.1 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**

3.13.1 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**

3.14.1 If yes, furnish particulars:

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity Name of Bidder

.....
Bidders Name

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems is applicable to this invitations to quotation:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 To be completed by the Dannhauser Municipality

The applicable preference point system for this tender is the 80/20 preference point system.

- a) The 80/20 preference point system will be applicable in this quotation. The lowest/ highest acceptable quotation will be used to determine the accurate system once tenders are received.

1.3 Points for this quotation (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.) Failure to do so will result in scoring 0/20.

The specific goals allocated points in terms of this quotation	Number of points claimed (80/20 system) (To be completed by the municipality)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
owned by black people = 5 owned by youth = 3 owned by female = 2	10		Certified ID copies (Directors) / CSD Report / Shareholders Certificate
Enterprise located within: Dannhauser = 10 Enterprise located within: Amajuba District = 8 Enterprise located within: Kwa- Zulu Natal = 5 Enterprise located outside: Kwa- Zulu Natal = 3	10		CSD / proof of municipal accounts/affidavit/proof of residence signed by ward Councillor (for those residing in rural areas) / lease agreement
Total	20		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding 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 system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully 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	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	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)? (To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	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 ☐	No ☐
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
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 ☐	No ☐
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 ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM 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

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ 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).² Collusive bidding is a *pe 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 reasonable 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 MBD serves as a certificate of declaration that would be used by institutions 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 (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid 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:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Dannhauser Local 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 consortium³ 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;
 - (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

.....
Position

.....
Name of Bidder

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

