



LOCAL MUNICIPALITY – UMKHANDLU WENDAWO
SUPPLY CHAIN MANAGEMENT UNIT
259 KINGSWAY STREET, BERGVILLE, 3350
Tel: 036 448 8000 Ext. 8054 Fax: 036 448 1986/ 0867741577

Reference no: SCM03/2017 -2018

Date: 29 August 2017

RFQ: APPOINTMENT OF SERVICE PROVIDER TO DO THE ENVIRONMENTAL CONTROL FOR CONSTRUCTION OF NEW LANDFILL SITE

Quotations are hereby invited from interested consultants with a proven track record in terms of Section 83 of the Municipal System Act, Act 32 of 2000 (as amended) and Section 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003, for appointment of service provider to do the environmental control for construction of new landfill site

SPECIFICATION:

The detailed specification is attached

Queries may be directed to the following officials during office hours X. Keswa 082 467 4842

QUOTE SUBMISSION

Quotations must appear on an official letterhead or be endorsed by the official stamp of the submitting entity. Quotations must be submitted in a sealed envelope (which is clearly marked with the reference number above) in the Municipal tender box, by no later than: **07 September 2017 at 11:00.**

The following conditions, read together with the Municipality's SCM Policy will apply:

- Suppliers must be registered on the Okhahlamba Local Municipality Supplier data base. Registration forms can be e-mailed on request, downloaded from our website or collected from our offices.
- Suppliers must be registered on the National Treasury Central Supplier Database (CSD). Suppliers can use the following link to register: www.csd.gov.za
- Suppliers must submit a valid Tax Clearance Certificate or
- An Income Tax number and Tax Clearance Certificate number/ Tax Compliance Status Pin
- An original or certified copy of a valid B-BBEE certificate as these are used in the evaluation processes
- Quotes will be evaluated on the 80/20 preferential points system.
- Suppliers must effect delivery within 7 (seven) working days of receiving an order.
- Where a supplier is unable to deliver within this period, the Municipality must be contacted in writing and the Municipality will determine whether the order will be cancelled or an extension for delivery will be granted.
- Delivery will only be accepted during office hours.
- The Declaration of interest (MBD4) form must be completed and attached.
- The Okhahlamba Local Municipality is not bound to accept the lowest or any bid and reserves the right to accept the whole or part of a bid.

TERMS OF REFERENCE

The Okhahlamba Local Municipality requires the services of a qualified environmental control officer to undertake environmental audits for the proposed construction of Phase 1 of the Okhahlamba Landfill Site for a duration of 8 months.

Scope of the Environmental Services

In terms of the Construction Environmental Management Programme (CEMP_r) for the development, which will be provided to the appointed ECO, the ECO is required

- To perform all tasks assigned to the ECO in terms of the CEMP_r
- To act as liaison between the Licence Holder (Municipality) and the Department.
- To ensure communication with other stakeholders and / or interested and affected parties with respect to monitoring compliance with the licence conditions and the CEMP_r
- To keep records of activities on site, incidents and complaints.
- To provide guidance to ensure that appropriate environmental management measures are implemented.
- To visit and audit the site against compliance with the approved CEMP_r on a weekly basis for the duration of the construction phase unless otherwise agreed with the Department in writing.

Project Methodology

Invited ECOs are required to submit, at their own cost, a clear methodology, in which they demonstrate their understanding of the work to be undertaken and show their ability to perform the work described in this brief.

The following information, amongst others, needs to be included in the Proposal:

- a) A description of the proposed methodology and deliverables.
- b) Project programme detailing all aspects of work to be undertaken and associated milestones and deliverables. The ECO needs to take cognisance of the need for peer and client review of all reports prior to submission of these reports to the authorities for public review.
- c) Cost details for each of the deliverables, including anticipated disbursements.
- d) CV and relevant experience of the ECO,
- e) List of similar projects previously carried out with contact details of the client representative.