



ALFRED NZO
DISTRICT MUNICIPALITY

TERMS OF REFERENCE

**SUPPLY, DELIVERY AND INSTALLATION OF SINGLE NOZZLE DIESEL BOWSER
FOR MALUTI STORES**

2023/2024 FINANCIAL YEAR

**Issued and Prepared by:
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1. BACKGROUND AND OVERVIEW OF THE PROJECT

1.1 INTRODUCTION

Alfred Nzo District Municipality has satellite offices around the District and stores is responsible for storage and distribution of fuel, particular diesel.

1.2 OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT

1.2.1 Overall objective

The overall objective is to supply, deliver and install single nozzle diesel bowser in Alfred Nzo District Matatiele, Maluti satellite office.

1.2.2 Specific Objectives

ANDM seeks to appoint a suitable service provider to Supply, Deliver and Install a single nozzle diesel bowser. ANDM has water pumps stationed in different locations around the Alfred Nzo District, these water pumps are operated with diesel engines. Due to vast distances that have to travel in distributing fuel to these destinations, the Municipality has decided in installing diesel tanks and bowsers in two of its towns. This will reduce the turn-around times for the distribution of fuel to all relevant water schemes.

2. SCOPE & EXTENT OF WORK

The single nozzle diesel bowser and a bonnet will be installed in Maluti ANDM Stores.

Detailed P&ID – from OEM (original Equipment Manufacturer)

- Transportation Method statement (i.e rigging, transportation to site and etc) from OEM to ANDM sites:
- Quality control done post transportation – from OEM to ANDM Sites

- Pump calibration certificate – from OEM (Original Equipment Manufacturer)
- Electrical schematic, cable schedule detail, Electrical COC, earthing and FAT - from OEM (Original Equipment Manufacturer)
- Proof of load test certificate
- Internal Piping Dimensions Compliance Review Final Report
- Bonnet above the diesel bowser to protect it from storms.

Note:

- The service provider will be required to liaise with ANDM Project Manager and ANDM stores officials regarding the roll out and instructions in terms of operating the mechanisms
- The bowsers should be compliant with industry standards, including SANS for safety and insurance purposes.

STANDARD FIXTURES AND ACCESSORIES

- High level alarm
- Fuel suction line c/w isolation control with ant-syphon foot valve
- Fuel returns line c/w isolation control
- Anti-theft alarm sensors system

DELIVERABLES

Supply and deliver install single nozzle diesel bowser

1. Electrical power supply
2. Float switches
3. Automatic control system
4. Filtration system
5. 150W 13500lm waterproof IP65 144 LED Flood Light white spotlight outdoor lamp AC 175-265V
6. Cabling and sundries

7. Labour Technician / Engineer and Technical Assistance
8. Provide programme of works

ENVIRONMENT

Competent Persons

It is definite requirement that competent technicians/engineers MEI be used to install the bowser The names, qualifications and experience of the persons shall be submitted to the Municipality

The system requires competent persons with in-depth experience of the following fields:

- a) Electrical installations system SANS 0142 (Master electrician installer)
MEI
- b) SANS 10400 – The application of the National Regulations
- c) SANS 10131

Labelling and Signage

All equipment shall have a unique number of a permanent label and fixed to the equipment, design and operating information. The following information shall be indicated at each piece of equipment: Complete schematic wiring diagrams and operating instructions shall be laminated and fixed on the inside of all enclosures.

All cable shall be marked and neatly enclosed in conduit. At least the following requirements shall be met. Cables shall be numbered as follows:

- a) Cables shall be numbered with permanent labels fixed to the cables;
- b) Cable numbers shall be installed at each end of the cable on each side

System Features

Cables Sleeves, wire ways, conduits and fixings

- a) All cable sleeves, wire ways, conduits is required and form part of the installations contract.
- b) The contractor shall be responsible to ensure that the requirements of the tank and bowser installation with regard to the cable and pipping shall be met
- c) The cabling must conform to the current buildings regulations
- d) Earthing, Bonding and Lighting Protection
 - e) The contractor will be responsible for all earthing and bonding of the equipment supplied under this contract;
 - f) The earthing and bonding of equipment is to be carried out strictly as described in the standard specifications and to the satisfaction of the Municipality;
 - g) The contractor shall provide high quality lightning protection equipment. The earthing and bonding shall be suitable for the lightning protection.
 - h) The cost of protection devices shall be included in the project.
 - i) All equipment must be guaranteed against lightning damage, and where damaged by lightning, maintenance and repairs will be for the cost of and the responsibility of the Contractor during the guarantee/warranty period.

• Other Work

The electrical works required for the contract should be carried out by persons registered with the CIDB/DOL or relevant regulatory bodies. Installation of a bonnet above the bowser to protect it from the weather.

- **Electrical works and electrical equipment**

- (i) The electrical supply to the components of the system shall be supplied by others at 240V AC +/- . Any electrical cabling and wiring from electrical supply to the equipment forms part of this contract. The contractor must appoint a qualified and licensed electrician to perform any electrical work which must be inclusive in the pricing.
- (ii) The power supply should comply with the Electrical Regulations and the SANS
- (iii) All electrical equipment shall be provided with a substantial earth terminal to which all metal parts are connected
- (iv) Bidders must follow installation electrical in accordance with SANS 0142, certificate of compliance for electrical installations MIE.
- (v) All electrical equipment shall comply with the compulsory specification for the safety of electrical appliances as published in Government Gazette no 7476 under notice 466 of 1981.
- (vi) All electrical work is to be effected by or under the direct supervision of a licensed electrician MIE.

- **Special Testing of an installation**

- (i) The Municipality may at any time inspect any part of the entire installation at his discretion order special tests to be carried out on complete installations, to verify the satisfactory functional condition of the installation.
- (ii) The Municipality reserves the right to select at random equipment and trade practices to be tested for compliance with the specifications as specified in this contract document.
- (iii) The contractor shall provide all equipment, tools and instruments required for testing.

- (iv) The delivery time of a new component / machine or spares required for the repair of the defective component does not enable the contractor to successfully complete the repair work within the maximum breakdown time allowed.

NOTE:

The prospective service providers must include/indicate anything he/she supposes to be an omission to the above in his submission so that the service will be provided the industry standards. Care must be taken not to damage electrical circuits, electronic circuits, paintwork and other components during mounting.

Guarantee period for the single nozzle diesel bowser, including all mechanical should at least be 12 months.

The whole installation shall be carried out in accordance with the South African Bureau of Standards code of practice for the application of National Building regulations and Occupational Health and Safety Act 85 of 1993 as amended.

The bidder will be responsible for all masonry work associated with the electrical installation and making good of all work related to the electrical installation. The patching and painting must be to the satisfaction of Alfred Nzo District Municipality.

Certificate of compliance

On completion of the project, a test certificate in accordance with the procedures by the Department of Labour must be submitted to the Chief Financial Officer of Alfred Nzo District Municipality.

3. PROJECT TIME FRAME

The project time frame for the supply, delivery and installation is 1 month from the date of appointment of the service provider.

4. KEY OUTPUTS/PROJECT MILESTONES/DELIVERABLES

Installed diesel bowser that is in compliance with all applicable standards, including safety and environmental measures

5. REPORTING MECHANISM

It is expected that progress meetings will be held on site with the successful service provider and reports will be submitted to ANDM. The Project Manager has the right to change the frequency of reporting as and when necessary.

6. COMPALSORY BRIEFING

There will be a compulsory briefing

7. SUBMISSION OF BIDS

- Quotations must be emailed to tenders@andm.gov.za : referenced with the bid number. Failure to do so will lead to disqualification.
- NB- No drop box or links will be accepted

8. CAPACITY TO EXECUTE THE WORK

The bids will be evaluated in two stages, namely:

- Stage 1- Capacity to Execute Work
- Stage 2- Price and Specific Goals

Only Bidders who score 60% or more on stage 1 would be evaluated further and therefore eligible for the award

ITEM	Score
STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE THE WORK	100
• Previous Experience	50
• Capacity and Expertise	50
Total Scoring	100

Previous Company Experience	
Note: The scoring in this section is not cumulative	
Traceable record for successful completion of a minimum of 03 or more supply delivery and installation of diesel bowser	50
Traceable record for successful completion of a minimum of 02 or more supply delivery and installation of diesel bowser	40
Traceable record for successful completion of a minimum of 01 or more supply delivery and installation of diesel bowser	30
Total Scoring	50
Note COMPULSORY attachments for verifying work done:	
<p>1. The ANDM Assessment Bidder Form must be completed, stamped, and signed by the previous employer as a means of verifying references for each project undertaken. If 5 Projects were done, 5 Assessment bidder forms must be completed.</p> <p>2. In ADDITION to the above, a traceable record will be evaluated on the basis of:</p> <p>- An Appointment Letter or Official Purchase Order</p>	

Capacity and Expertise to Undertake the Project	
Note: The scoring in this section is preferably cumulative, unless	

justifiable to the Specification Committee	
Certificate of compliance with respective to safety requirements and quality assurance of the compulsory specification of SANS,	20
Original Equipment Manufacturer - OEM certificate	20
Supply accreditation certificate from ECB / Master installation Electrician (DOL)	10
Total Scoring	50
NB: Attach CV and certified copies not older than 3 months for all qualifications	
Total Scoring	[50]

- **Stage 2 – Price and Preference**

Bids or Quotations will be evaluated according to the 80/20 Point System in compliance with Preferential Procurement Policy Act (5/2000) and Preferential Procurement Regulations 2022.

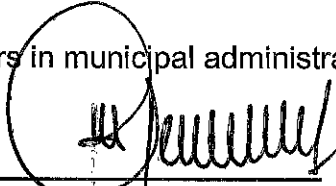
Preferential Procurement Goals	Proof to be Attached to Claim full Points	Points
Price	N/A	80
Specific Goal		20
Bidders will score Specific Goals as follows		
Empowerment of Women	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	4
Youth	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	4
Rural	Attach Proof of Residence of the Business or Lease Agreement	4
Disabled	Attach a Signed Letter from Health Practitioner	4
Black Owned Companies	Attach CK and ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full	4

	points the percentage of equity held must be 51% or more	
Total Scoring		100

- For any queries regarding this tender, please contact Mr A.Nqakwana /Ms S. Cele for technical related queries; on (039) 254 5000 or;
- Mrs N. Cezu for SCM related queries at telephone number 039-254-5059 during office hours.

**Alfred Nzo district Municipality
Erf 1400 Ntsizwa Street
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4735**

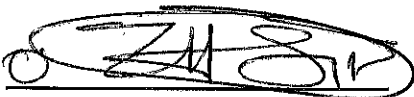
Yours in municipal administration,



**MRS UP MAHLASELA
CHIEF FINANCIAL OFFICER**

DATE 3/11/2023

Approved/Not Approved



**Mr. ZAMILE H SIKHUNDLA
MUNICIPAL MANAGER**

DATE 03/11/2023

Comments

9. BILL OF QUANTITIES

All items to be priced fully inclusive of all charges: including VAT

Item No.	Description	Unit	Qty.	Rate	Amount
1.	<ul style="list-style-type: none">• Attendant tagging as standard• Slash guards, nozzle covers• Operating power 220v-230v 50Hz• 0.55kw cw single phase only• 20 amp maximum operating pressure• 3-90 litres/ minute pumping unit• Displays: large 30mm lcd display• Calculator space of 6 digits, litres• Vapour barrier in compliance with SABS1020• Nozzle automatic• 7 metre outlet fuel hose• Hose brackets• Diesel pump nozzle aluminum• Nozzle locking mechanism• Bowser, stainless steel coated with white 1,2 mm				

2.	Delivery costs and Labour				
3.	Any other relevant cost not mentioned above (Please specify below)				
				Sub total	
				Vat	
				Total	

ANNEXURE B – ABOVE GROUND FUEL TANK WITH BOWSER

