



**ALFRED NZO**  
DISTRICT MUNICIPALITY

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**TERMS OF REFERENCE  
SLUDGE MANAGEMENT PLAN FOR  
MOUNT FRERE AND AYLIF WASTE WATER TREATMENT WORKS  
2023/24 FINANCIAL YEAR**

Issued and Prepared by:

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29/09/23

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# **1. BACKGROUND AND OVERVIEW OF THE PROJECT**

## **1.1 INTRODUCTION**

The Directorate of IDMS in Alfred Nzo District Municipality (ANDM) is facilitating the sludge management plan for Mount Frere and Mount Ayliff Waste Water Treatment Works. Municipal Systems Act 32 of 2000 emphasizes on the role of the municipality to provide clean and safe environment that will promote sustainable development.

## **1.2 OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT**

### **1.2.1 Overall objective**

The objective of this project is to develop sludge management plan for Mount Frere and Mount Ayliff WWTWs. The Plan is in line with the Integrated Development Plan document and is based on the process as required by the Municipal Systems Act, No 32 of 2000, National Water Act, No 36 of 1998, and other relevant legislation and guidelines such as Green drop which is the South African Waste Water Quality Incentive- based Regulation.

### **1.2.2 Specific Objectives**

The main objectives of the project are:

- To select an appropriate management options for a specific sludge system.
- Implement the requirements pertaining to specific management options selected; these include operational and legal requirements.
- Implement the monitoring requirements for the selected options.

## **2. SCOPE & EXTENT OF WORK**

Quotations are invited from suitably qualified professional service providers to prepare and submit proposals to undertake the following:

- Sludge characterisation.
- Legal requirements for onsite and of-site disposal of sludge.
- Develop methods for handling and disposal of sewage sludge.
- Sludge analysis.
- Quantification and characterisation of faecal sludge.
- General restriction and requirements applicable to land disposal options.

## **3. PROJECT TIME FRAME**

The project period will be 04 months from the date of appointment of the service provider.

## **4. KEY OUTPUTS/PROJECT MILESTONES/DELIVERABLES**

- Sludge classification and characterisation
- Sludge assessment
- Close out report with appropriate recommendations
- Legal requirements for onsite and of-site disposal of sludge.
- Development of methods for handling and disposal of sewage sludge.
- Sludge analysis.

## **5. STAKEHOLDERS CONSULTATION**

ANDM will be responsible for the establishment of the Project Steering Committee, whilst the appointed service provider will be responsible for the project deliverables and also engagement and up skilling of the Project Steering Committee.

## **6. PROJECT MANAGEMENT**

In cases where the appointed service provider appoints the services of other consultants, the appointed service provider will take responsibility of the work. The client will deal with the contracted service provider. The project is to be coordinated and managed by an operational team led by Alfred Nzo District Municipality.

## **7. REPORTING MECHANISM**

It is expected that regular progress reports will be submitted to ANDM and further presented every second week. The Project Manager has the right to change the frequency of reporting as and when necessary.

## **8. SUBMISSION OF BIDS**

Quotations must be emailed to [tenders@andm.gov.za](mailto:tenders@andm.gov.za) referenced with Bid number, failure to do so will lead to disqualification.

NB: No drop box or links will be accepted.

## **9. CAPACITY TO EXECUTE THE WORK**

Evaluation criteria of the Quotations;

**The Quotations will be evaluated in two stages, namely:**

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

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award

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

### Price and Preference

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
<b>Bidders will score Specific Goals as follows</b>		
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	5
Rural	Attach proof of Residence of the Business or Lease Agreement	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
Disabled	Attach a Signed Letter from Health Practitioner	3
Black Owned Companies	Attach CK and 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
<b>Total Scoring</b>		<b>100</b>

<b>Previous Company Experience</b>	<b>Scoring</b>
<b>[Note: The scoring in this section is not cumulative</b>	<b>50</b>
Traceable record for successful completion of 03 or more Development of sludge management Plan to the value of R50 000.00 for each project or more.	50
Traceable record for successful completion of 02 Development of sludge management Plan projects to the value of R50 000.00 for each project or more.	40
Traceable record for successful completion of 01 Development of sludge management Plan to the value of R50 000.00 for each project or more.	30

<p><b>Note COMPULSORY attachments for verifying work done:</b></p> <ol style="list-style-type: none"> <li>1. The ANDM assessment bidder form must be completed, stamped and signed by previous employer as means of verifying references for each project undertaken. If 3 projects were done, 3 assessment bidder forms must be completed.</li> <li>2. In addition to the above, a traceable record will be evaluated on the basis of: -An appointment letter or an official purchase order.</li> </ol>	<p><b>Total Scoring</b></p> <p><b>50</b></p>
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<p><b>Capacity and Expertise to Undertake the Project</b></p> <p><b>Note: The scoring in this section is cumulative.</b></p>	<p><b>Scoring</b></p> <p><b>50</b></p>
<p><b>A Project Team with the following areas of expertise:</b></p>	<p><b>[50]</b></p>
<p>Team leader must have minimum of NQF level qualifications 07: in Civil Engineering or Chemical Engineering with a minimum of 05 years' working experience in Water or Wastewater treatment.</p>	<p>25</p>
<p>One or more personnel must have a Minimum qualification of NQF level 06 in Environmental Science/Management with a minimum of 03 years work experience in Water or Wastewater treatment.</p>	<p>15</p>
<p>One or more personnel must have a minimum qualification of Project Management Certificate with a minimum of 02 years work experience in Water or Wastewater treatment.</p>	<p>10</p>
<p style="text-align: right;"><b>Total Scoring</b></p> <p><b>NB: Attach CV and certified copies not older than 3 months for all qualifications</b></p>	<p><b>50</b></p>



For any queries regarding this tender, please contact N Chonco for project related queries; on (039) 254 5072 or; Supply Chain Management contact Mr V Cita for SCM related queries at telephone number 039-254-5134 during office hours.

**Alfred Nzo district Municipality**

**Erf 1400 Ntsizwa Street**

**Mount Ayliff**

**4735**

Yours in municipal administration,



**MR N.R XOLO**

**DIRECTOR: STRATEGIC GOVERNANCE**

DATE ..... 5/12/23 .....

Approved/Not Approved



**ZAMILE .H. SIKHUNDLA**

**MUNICIPAL MANAGER**

Date of Approval .....

Comments:

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