BID NUMBER	**BID 20/2026**
CLOSING DATE AND TIME	**FRIDAY, 27 NOVEMBER 2026 STRICTLY AT 12:00PM.**
DESCRIPTION	**STABILIZATION FOR EROSION CONTROL: PROFESSIONAL CIVIL ENGINEER – SPECIALISING IN HYDROLOGICAL AND HYDRAULIC ENGINEERING SERVICES FOR RIVERS**
NAME OF TENDERER/BIDDER	
CSD NUMBER	
TOTAL BID PRICE (VAT INCLUDED)	
VALIDITY PERIOD OF BID	**90 DAYS**

SUBMISSION OF DOCUMENTS

Sealed tenders, endorsed as indicated in the bid document, must reach Casidra SOC Ltd at its Head Office, 22 Louws Avenue, Southern Paarl, and be placed in the bid box available at Reception.

FAILURE TO PROVIDE ANY OF THE COMPULSORY DOCUMENTATION AND PARTICULARS MAY RENDER THE BID INVALID.

PLEASE NOTE:

- Documents must be bound, as Casidra will not take responsibility for any information that is lost due to unbound tender submissions.

Bidders are requested, where possible, to provide an electronic copy of their complete tender submission on a USB flash drive together with the hard-copy submission. The electronic copy is intended for administrative and record-keeping purposes only and is not a compulsory requirement and will not form part of the bid evaluation.

Casidra will not take responsibility where bidders submit responses via couriers' services. Bidders are responsible to ensure that the bid document is submitted in the tender box on/before the closing date and time. **BIDS WILL NOT BE ACCEPTED AFTER THE ORGANISATIONS STIPULATED BUSINESS HOURS (08:00 – 16:30).**

THE FOLLOWING RETURNABLE DOCUMENTS (INCLUDING THE CBD FORMS AS PART OF THE BID) MUST BE VALID FOR A PERIOD OF 90 CALENDER DAYS AFTER CLOSURE OF THE BID AND SUBMITTED AS PART OF THE BID PACKET			
Document	**Description**	**Compulsory**	**Comment**
CBD 1	**Invitation to bid**	✓	
CBD 2	**Conditions to submit bid**	✓	
CBD 3	**Terms of Reference /Scope of Works**	✓	
CBD 4	**Pricing schedule**	✓	
CBD 5 (a)	**Supply Chain – Preferential Procurement Regulations 2022 and Codes of good practice**	✓	
CBD 5 (b)	**Declaration**	✓	
PROFESSIONAL REGISTRATION	**Provide proof of valid registration with Engineering Council of South Africa (ECSA).**	✓	
PROFESSIONAL REGISTRATION	**Provide proof of valid Professional Registration with SAGI (South African Geomatics Institute) as a Professional Surveyor.**	✓	
COMPANY PROFILE	**Detailed company profile including but not withstanding core business activities, background, resources, etc.**	✓	
REFERENCES –	**Provide a minimum of at least three (3) different references LETTERS from three (3) different companies.**	✓	

EXPERIENCE –	**Provide detailed list of completed projects with contact numbers regarding Hydrological and Hydraulic Engineering projects completed, as well as monetary value thereof.**	✓	
METHOD STATEMENT	**Submit a method statement and project timeline for the approach in dealing with the problem as discussed in the objectives, for each specific river which the bidder has decided to tender for.**	✓	

Name of bidder					
Postal address					
Street address					
Telephone number (code and number)					
Cell phone number					
E-mail address					
VAT registration number					
SARS TCC attached (Foreign suppliers with no tax obligation in South Africa must complete the SBD1 form that will be submitted to SARS for verification and issuing of a Confirmation of Tax Obligation letter.)		YES	☐	NO	☐
Originally certified B-BBEE status level certificate/Original Sworn Affidavit (A B-BBEE status level verification certificate must be delivered to Casidra SOC Ltd, 22 Louws Avenue, Paarl, in order to qualify for preference points for B-BBEE)		YES	☐	NO	☐
CIDB Registration number	Number:	YES	☐	NO	☐
Registration for electrical compliance with department of labour	Number:	YES	☐	NO	☐
COIDA	Number:	YES	☐	NO	☐

I, _____

as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the information submitted is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

In terms of the POPI Act I further give consent that my contact and company details as will be captured on the **Casidra** database may be shared with the role players/funders involved in the project and be used by **Casidra** for the purpose of further procurement.

Kindly attach the company/CC resolution for submission to support the representative appointment.

Signature of bidder		**Date**	
Capacity under which this bid is signed			

AUTHORITY TO SIGN DOCUMENTS

I/We*, the undersigned, am/are* duly authorised to sign the form of tender on behalf of .....

.....by virtue of the

Articles of Association/Resolution of the Board of Directors*, of which a certified copy is attached, or .....

.....

SIGNATURE : .....

(Name in Print) : .....

DATE : .....

WITNESSES:

1. .....

2. .....

*** Delete whichever is inapplicable or complete as indicated if none is applicable.**

AND

DECLARATION BY THE COMPANY SUBMITTING THE BID:

I, _____

A. As the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the abovementioned information is true and correct and that I am duly authorized as a signatory of this tender. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

_____ _____

Signature Date

1. BID SUBMISSION:

1.1. Bids must be delivered by the stipulated time to the correct address. **LATE BIDS WILL NOT BE ACCEPTED**.
1.2. All bids must be submitted on the official forms provided (not to be re-typed).
1.3. Bidders must be registered on the Central Supplier Database (CSD).
1.4. Original Sworn Affidavit and originally certified B-BBEE certificates must be submitted to the bidding institution to qualify for preference points for B-BBEE.
1.5. Bids are subject to the **Casidra** SOC Ltd Financial Regulations, Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the General Conditions of Contract (GCC) where applicable, and if applicable other special conditions of contract.
1.6. The GCC may be downloaded at https://ocpo.treasury.gov.za/Legislation/Instruction%20Notes/General%20Conditions%20of%20Contract.pdf

2. TAX COMPLIANCE REQUIREMENTS

2.1. Bidders must ensure compliance with their tax obligations.
2.2. If a discrepancy exists between CSD and SARS, a printed version of the Tax Clearance Certificate (TCC) must be supplied by the supplier and the e-Filing PIN number for verification of authentication by **Casidra** SOC Ltd.
2.3. Foreign suppliers with no tax obligation in South Africa must complete SBD1, which will be submitted to SARS for verification and the issuing of a Confirmation of Tax Obligation letter.
2.4. Consortia/joint ventures/sub-contractors must each submit a separate TCC.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

3.1. Is the bidder a resident of the Republic of South Africa (RSA)	Yes ☐	No ☐
3.2. Does the bidder have a branch in RSA?	Yes ☐	No ☐
3.3. Does the bidder have a permanent establishment in the RSA?	Yes ☐	No ☐
3.4. Does the bidder have any source of income in the RSA?	Yes ☐	No ☐

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

4. TENDER CONDITIONS

CASIDRA reserves the right to:

- disregard any bids where the declaration has not been signed;
- accept parts of the bid items or split bids based upon item prices;
- disclose the results of the points awarded on request;
- evaluate and award points according to the documentation supplied and evaluate functionality at its own discretion;
- award the bid to the qualifying bidder with the highest number of points scored, unless the prices are not market related or on the basis of objective criteria stated in the tender documents, and
- to award the bid to a bidder which does not necessarily have the lowest price.

The bid may be cancelled if:

- all the bid received exceeds the available budget.
- circumstances change and there is no longer a requirement for this service;
- funds are no longer available or if there are insufficient funds available in the budget for the work;
- no acceptable bids and/or market-related prices are received;
- there is a material irregularity in the tender process (administrative non-compliance of prescribed legislation);
- false information was supplied by the bidder;
- Cancellation of bid will be placed in the same media as initially advertised.

Other notes:

- Final points scored will be rounded off to the nearest 2 decimal places.
- In the event of equal scores, the offer with the highest B-BBEE score will be successful. If scores are still equal, and where functionality is part of the bid, the offer with the highest functionality score will be successful. If the scores are still equal, the drawing of lots will determine the outcome.
- **Casidra** SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.

PROJECT: STABILIZATION FOR EROSION CONTROL: PROFESSIONAL CIVIL ENGINEER – SPECIALISING IN HYDROLOGICAL AND HYDRAULIC ENGINEERING SERVICES FOR RIVERS

In 2023 and 2024, significant rainfall and flooding events occurred within the catchment. During the high-intensity rainfall event in 2024, floodwaters caused the river to widen beyond its normal channel, resulting in severe riverbank erosion. This led to substantial soil loss and damage to adjacent agricultural lands during the flood.

OBJECTIVES

- To reduce sediment loss for the catchment
- Reduce riverbanks erosion in the catchment.

GENERAL REQUIREMENTS

The works is to provide advice and plans to the farming community on what to do with the sediment and other obstacles that was displaced during the 2023/2024 flood events and how to do rehabilitation on the riverbanks. The river systems will also need to be analysed to provide solutions. This includes the tributaries.

The **eight identified rivers** are situated in the Cape Winelands District, and are as follows: -

- Slanghoek Hydrological Design
- Holsloot Hydrological Design
- Smalblaar – Moolenaars Hydrological Design
- 24 Rivers Hydrological Design
- Breede River Hydrological Design
- Poesjesnel Hydrological Design
- Hoeksrivier Hydrological design
- Titus River Hydrological Design

- Conducting a Hydrological study involves an investigation and analysis of the distribution, movement, and properties of water and involves examining various aspects of water resources, such as changes to rainfall patterns, runoff and streamflow influenced by climate change (or at least considers the consequences of changing weather patterns).
- Communicate and arrange entrance with affected farmers and local WCDoA
- Evaluate the findings and proactive steps to the WCDoA and farmers
- Determine any possible high-risk areas
- A river survey (using an RTK GPS or any relevant instrument to give similar accuracy in elevation data) should be done, with a proper catchment analysis and possible solutions to prevent further damage and/or sedimentation.

- It is required that the service provider have a registered Professional surveyor who will take responsibility for the survey work.
- Plans to remove sediment and to place the stream as close as possible to its original position before the flooding.
- Write a design report, with practical solutions, including a costing for the implementation of this rehabilitation solution.
- Provide detailed design drawings for said solutions.
- Supply aerial photographs of the river system.
- Aerial drone footage is to be provided.

The quoted amount will be a **lump sum bid for each respective river** and must include labour and machinery to conduct the above studies.

The successful bidder must have the capacity to start the works within 7 (seven) days of appointment.

Conditions that may pose a risk:

Rocky ground conditions and flooding can be expected as the work is in an existing watercourse. The Bidder must put all necessary precautions in place to work under these conditions. The safety of all staff is of paramount importance in the implementation of this project.

CONTRACT PERIOD	The completion period of this service IS **(6) SIX MONTHS** starting from the day of appointment**.**
FUNCTIONAL REQUIREMENTS	

Functional refers to: A service or product that is designed to be practical, useful, working or operating, taking into account factors like quality, reliability, viability, and durability and the technical capacity (time and resources) and ability (knowledge and skills) of the bidder to execute the works.

This bid is subject to the evaluation of functional requirements.**NO**

ATTACHMENTS	• Sustainable River Stabilization in the Western Cape - Hans King Pr Eng: update 1 **(ANNEXURE A)** • Maps Numbered 1 to 8

SCOPE OF WORKS

Specific Scope of Works

- Submit a detailed method statement and timeline for the approach in dealing with the problem as discussed in the objectives.
- Please refer to Sustainable River Stabilization in the Western Cape - Hans King Pr Eng update 1, for the standard of remediation seen as a suitable removal of erosion
- Communicate and arrange access with affected farmers and local WCDoA.

Survey

Survey Extent Requirements:

The bidder shall note that the required survey extent is not limited to the active river channel. The survey must extend sufficiently beyond the riverbanks to cover the full potential floodplain associated up to a 1:100-year flood event. The fundamental requirement is that the survey area must include all terrain that may influence the hydraulic behavior of floodwaters and allow for accurate delineation of various flood extents (1:2 year, 1:5 year; 1:10 year, 1:20 year, 1:50 year and 1:100 year) generated during HEC-RAS 2D modelling.

Accordingly:

The survey width on both sides of the river shall be determined based on the likely extent of flooding during extreme flood events rather than a fixed corridor width.

The survey area must extend far enough laterally to ensure that the complete cross-sectional profile of the floodplain can be represented and that the final 1:100-year flood line can be accurately determined and mapped.

The successful bidder shall demonstrate an understanding of floodplain topography and hydraulic modelling requirements when proposing the survey extent. Where valley morphology, floodplain width, topographic controls, or hydraulic influences indicate the potential for widespread inundation, the survey shall be expanded accordingly. No flood line or model boundary shall be constrained by the limits of the LiDAR survey data.

- Topographic survey and aerial photography of the eight rivers listed earlier in this document over the full length of the river, on either side of the riverbank. The survey accuracy is to conform to SAS Level 2: Mid to Low accuracy
- The service provider will be responsible for the acquisition and permanent placement of sufficient Ground Control Points (GCPs) not less than 1 km apart from each other. Coordinates of all the GCP's must be provided for future use by the department. Exact placement of GCP's must be agreed upon with the department before any survey work is completed.
- Permanent placement would be 10mmØ steel pegs, clearly marked and set in 100mmx100mmx100mm concrete slab OR Feno markers.
- All processing of data products must be done by the service provider.

- The output projection for the data products should be Transverse Mercator LO19 or LO21 WGS84 depending on the location of the river.
- Include a survey report with scales, control list, processing information, projections and any relevant information to the project.
- All information to be submitted electronically in a portable mass storage device (USB, SD Card or HDD)

LiDAR survey:

- Required vertical survey accuracy < 50 mm.
- CAD dwg with 0.25 m contour survey.
- XYZ ground level data of all points surveyed (min. 25 points per sq m).
- XYZ and raster file of ground levels on 1 m x 1 m grid (LiDAR).
- XYZ and raster file of Non ground level data on 1 m x 1m grid (to get vegetation heights).
- Georeferenced aerial photos. (ECW tiles – block tiles and a full ECW file of the surveyed area)
- LiDAR survey reports with ground control and actual survey accuracies.

Survey/3D scanning of all hydraulic structures:

- Weirs, Drifts, Culverts (pipe and box) and Bridges, etc.
- Surveys should indicate opening widths, soffit, deck levels, wing walls, etc. with elevations (u/s and d/s), in CAD it is required for a georeferenced plan layout, elevation drawing from upstream, elevation drawings from downstream indicating both structure levels and natural ground levels, as well as a 3D drawing of each structure as CAD dwg.
- The vertical accuracy of hydraulic structures should be < 20mm. (Survey report with ground control and actual survey accuracies).

Topographical Survey

- It is anticipated that the survey will mainly be done with a combination of LiDAR with control ground stations and RTK survey instrument. The existing infrastructure in the wetland like berms, weirs, including flood protection should be accurately captured as part of the topographic survey

Properties and Access

- The bidder is responsible for notifying property owners of the date and nature of work, WCDoA will supply contact information and facilitate communication between property owners and the successful bidder.

Worcester airfield

- The bidder should take note of the proximity of the Worcester Airfield to the survey area and should coordinate with the airfield to get the required clearance for the aerial survey.

Outputs required

- Digital Photography or GIS

Product	Format
Seamless colour Ortho mosaic	Raster / GeoTIFF
Digital surface model	Raster / GeoTIFF
Digital terrain model	Raster / GeoTIFF
Contours	Vector
GCPs	Vector

CAD Drawings

- Planimetric drawing of the survey area shall be submitted in DWG and DXF file format.

Digital Terrain Model (DTM) data

- Provide survey data in an ASCII file (or files) with one data point per record line in file. The DTM file should be in comma delimited text format, suitable for use with Civil Designer.

Specific qualifications and work experience for surveying.

- It is required that the service provider have a Professional surveyor registered with South African Geomatics Institute (SAGI) and South African Civil Aviation Authority (CAA) as an Unmanned Aircraft System (UAS) operator who will take responsibility for the survey work.
- The surveyor must specify the method of collecting data together with the quotation. It is anticipated that an aerial survey will be the most appropriate for this project.
- Ability and experience to conduct a detailed on-site survey.
- Detailed company profile including the core competencies of personnel
- Proof of previous work and contact details of three work-related references that are qualified to comment on work.

Specific qualifications and work experience in Hydrology or Hydraulic Engineering in river and wetland systems.

- Professional Civil Engineer in good standing with ECSA
- Ability and experience to conduct a detailed on-site survey.

END OF WORK TO BE DONE

BID CONDITIONS

Lump Sum Bid

These documents are for a lump sum bid for all labour and material as set out in the Scope of Works. For the purposes of variation orders, the unit rates rate of the services should also be given if requested on the form **CBD 4.**

No unit rate price adjustment of whatever nature, except for decreases or increases in the Value-Added Tax (VAT) and / or Variation Orders, will be applicable in this contract. The bidder shall make provision in his bid price for possible fluctuations in costs.

Premises in Occupation

The premises for the works **will** be in occupation during the contract period. Approval to access the premises must be obtained from the land owner.

Fixed Price Bids

No contract price adjustment of whatever nature, except for decreases or increases in the Value-added Tax (VAT) and / or Variation Orders, shall be applicable in this contract. The Contractor will make provision in his bid for possible fluctuations in costs.

If the instruction / appointment for the construction of certain phases is made after the bid validity has expired, prices may, on request, be updated or re-negotiated within reasonable escalation norms.

Expenses in Preparation of Bid

The Client will not be responsible for, subject to the Preferential procurement regulations, nor pay any expenses for losses which the bidder may incur in preparation of this bid.

Inspection of Site

Bidders must familiarise themselves with the local conditions, the accessibility of the site, the full extent and nature of the work to be done and the conditions affecting the execution and pricing of the bid. Claims on the grounds of lack of knowledge in such respects or otherwise will not be entertained.

If a site meeting is held, notice of attendance must be forwarded to the contact person.

Only information given in writing to the Contractor by the Engineer during the tender period will be regarded as binding on the Contract. Verbal information, given during the site inspection or at any other time prior to the award of the Contract, will not be regarded as binding on the Contract.

Accounts and Payments

Payment of accounts received by the Client in terms of the works completed, shall be affected within 30 days after receipt of a correctly completed and approved invoice for the work module. The Client does not accept responsibility for delays in payment due to faulty accounts or paperwork.

Payments will only be made for work done/completed. Payment will be based upon a completed payment schedule which will be completed by bidder on award of tender.

Please read notes on next page.	
NAME OF BIDDER	
BID NUMBER	**BID 20/2026**

Are you registered in terms of sections 23(1) of 23(3) of the Value-Added Tax Act, 1991 (Act No. 89 of 1991) as amended?	**Yes** ☐	**No** ☐
If yes to above, provide your VAT number		
Bill of quantities (if yes, it will be attached separately) **Bidder must complete the below BOQ unit rates together with this pricing schedule**	**Yes** ☐	**No** ☐

Item no **Quantity**	**ONLY provide pricing for the rivers you wish to bid on**	**Bid price (RSA currency)** (see 3a)
	1. Slanghoek Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	2. Holsloot Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	

6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	3. Smalblaar – Moolenaars Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	4. 24 Rivers Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	5. Breede River Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	

9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	6. Poesjesnel Hydrological Design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	7. Hoeksrivier Hydrological design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	
	8. Titus River Hydrological design	
1	Inception, Project Management and Admin	
2	Stakeholder Engagement and Access	
3	Data Collection, Review and Processing	
4	Hydrology	
5	Hydraulic Modelling	
6	Geomorphic Assessment	
7	Rehab, management and mitigation measures	
8	Detailed design, drawings and cost estimation	
9	Reporting and Handover	
	SUB TOTAL	
	15% VAT	
	GRAND TOTAL	

Signature of bidder	
Date	

Construction Supervision/Engineering Services

Tenderers are required to submit a separate schedule of rates for the provision of hydrological and hydraulic engineering services during the construction phase of each river project for which the tenderer has submitted a design proposal and which is subsequently awarded to the tenderer for design services.

The submitted rates shall be used as the basis for determining the fees payable should the relevant river project proceed to construction and the tenderer be appointed to provide professional engineering services during the construction phase.

The appointment for construction-phase services shall be subject to the availability and approval of funding for the construction of the relevant river project. The submission of rates shall not constitute a guarantee that the construction phase will proceed or that the tenderer will automatically be appointed for such services.

The applicable rates shall be adjusted in accordance with the Consumer Price Index (CPI), as published by Statistics South Africa (Stats SA), to account for inflation between the tender pricing base date and the date on which the construction-phase services are authorised to commence.

NB. These quantities are given as a guideline for the bid and for the purposes of unit rates and will in no way be used as a measured bid. This is a **lump sum** bid.

NO	DESCRIPTION	UNIT RATE Excl VAT	Est totals	TOTAL
1	**Design (Hours)**		1	
2	**Survey (Hours)**		1	
3	**Report Writing & Administration (Hours)**		1	
4	**Site inspections & Site Supervision (Hours)**		1	
5	**Travel (Hours)**		1	
6	**Travel (Kilometers):**		1	
7	**Other (Specify Below):**			

NOTES (applicable where indicated)

A. PRICE (where applicable)

1. FIRM PRICES

a. Only firm prices will be accepted.
b. No non-firm prices will be considered.
c. All delivery cost must be included in the bid price for delivery at prescribed destination.
d. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.

B. CONSTRUCTION (applicable to construction only)

1. The total price for the service must include all labour and material required for the proper execution of the work as described in the Scope of Works and as per Engineers drawings (where applicable).
2. The tender will be evaluated on the criteria for a market related price.
3. The contractor must attach a **detailed and comprehensive** proof of competency of a construction manager in terms of Construction Regulations 2014, Clause 8 including experience regarding construction health & safety regulations.
4. The contractor **must** attach the proof of CIBD grading as specified in the scope of works.
5. The contractor **must** be in possession of a valid COIDA letter of good standing and it must be attached.
6. Where applicable, the contractor **must** attach valid proof or registration with the Department of Labour for the installation of the main electrical supply.

C. OTHER NOTES (applicable to all bids)

1. The tender will be evaluated on the criteria for a market related price.
2. The full cost of the service and/or works must be indicated and may not be discounted or cross subsidised against another service, project, transaction or sale of goods. Such contributions against the total project cost must be specified, itemised, costed and clearly indicated in the bid.
3. The prices must be **valid for a period of 90 days** from date of closure of the bid to allow for evaluation and appointment.
4. **Casidra** SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.

D. COMPANY PROFILE (applicable when requested)

1. The contractor must attach a **detailed and comprehensive** company profile including **core competencies of personnel.** The company profile must summarize information about the organisation.
2. The company profile must include the following:
   a. Company core business activities (describe products and services and markets in which it operates).
   b. Company background (state number of years in business, location, history of company etc.)
   c. Company resources (number of employees, core competencies of personnel, structure of company)

E. WARRANTY (applicable when requested)

1. Where requested, the bidder must attach proof of warranty offered on the letterhead of the bidder.

F. BROCHURE (applicable when requested)

1. Bidder must provide detailed brochure and technical specifications of products where requested.
2. Bidder must be able to provide proof of service location within applicable radius as specified in CBD 3 (Scope of works).

G. AFTER SALES SERVICES AGREEMENT (applicable when requested)

1. Where applicable, the bidder must sign and submit the after sales agreement.

H. APPOINTMENT (applicable to construction and professional services)

1. The successful contractor will be given notification in writing by means of an appointment letter
2. The successful contract must sign the **CBD 8**, together with this document, which will form the contract.

CHANGES MADE BY BIDDER	
If the bidder wishes to make any changes to any of the bid conditions or specifications, or wishes to qualify this bid in any way, it must be clearly set out below. Any changes made and not listed, will disqualify a bid. **Any changes made by the bidder outside the scope of works, resulting in not meeting pre-qualifying conditions or compulsory subcontracting, may influence the functionality of the end product and may result in the bid being disqualified.**	
Item	**Suggested change**

PROOF OF REFERENCES (COMPULSORY)

Supply at least **THREE (3)** different references **LETTERS** from **THREE (3)** different companies with contact numbers**.**

PROOF OF RELEVANT EXPERIENCE (COMPULSORY)

Provide detailed list of completed projects with contact numbers, regarding work experience in Hydrology or Hydraulic Engineering projects completed as well as monetary value

SCHEDULE: DETAILED COMPANY PROFILE (COMPULSORY)

The contractor must attach to this page a **DETAILED & COMPREHENSIVE** company profile including core competencies of personnel. The company profile must summarize information about your organisation.
In order for a company profile to be compliant for this bid, the following detail MUST be included in the company profile.

- Company core business activities – Describe your products and services and markets in which you operate
- Company background – State number of years in business, location, history of company, etc
- Company resources – Number of employees, core competencies of personnel, structure of company - organogram

METHOD STATEMENT (COMPULSORY)

The contractor must attach to this page detailed method statement and timeline for the approach in dealing with the problem as discussed in the objectives, **for each specific river which the bidder has decided to tender for.**

PROFESSIONAL REGISTRATIONS (COMPULSORY)

The contractor must attach to this page proof of valid registration with

- Engineering Council of South Africa (**ECSA**) and
- **SAGI** (South African Geomatics Institute) as a Professional Surveyor for firm selected by bidder.

SUPPLY CHAIN MANAGEMENT

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND CODES OF GOOD PRACTICE

Only for use of bids from R2 000 to maximum of R50 million

Casidra, as a Schedule 3D development and implementation agent for the Western Cape Provincial Government underwrites, and complies with the Provincial and National developmental initiatives and administers funds on behalf of donors. Within this context, and because of the specific requirements of the donors for the application of the funds, the awarding of bids is dependent on the special evaluation criteria as set out in the policies of **Casidra**. The evaluation criteria of this Preferential Procurement Policy are based on the "**Preferential Procurement Policy Framework (Act 5 of 2000)**" and related Regulations.

Awarding of the bid is dependent on preferential points system, and every presentation is measured against the specific evaluation criteria as shown. **The completion and signature of the document is thus a pre-requisite to qualify as a service provider.**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution.

BEFORE COMPLETING THIS FORM, BIDDERS MUST MAKE SURE OF THE CONTENTS OF THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND THE CODES OF GOOD PRACTICE WHICH CAN BE FOUND ON:

http://www.thedtic.gov.za/financial-and-non-financial-support/b-bbee/broad-based-black-economic-empowerment/

https://www.gov.za/documents/broad-based-black-economic-empowerment-act

https://www.bbbeecommission.co.za/

DEFINITIONS

1.1 **"affidavit"** is a type of verified statement or showing, or in other words, it contains a verification, meaning itis under oath or penalty of perjury, and this serves as evidence to its veracity and is required for court proceedings;

1.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

1.3 "**B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice of Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

1.4 **"EME"** is an Exempted Micro Enterprise with an annual total revenue of R10 million or less;

1.5 **"Large Enterprise"** is any enterprise with an annual total revenue above R50 million;

1.6 **QSE** is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;
1.7 **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
1.8 "**the Regulations**" means the Preferential Procurement Regulations, 2011 and 2022;
1.9 **"consortium or joint venture"** 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;
1.10 **"person"** includes a juristic person;
1.11 **"sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
1.12 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
1.13 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed inorder for such property to be administered for the benefit of another person;
1.14 **"original sworn affidavit"** means the initial document which was not photocopied or electronically reproduced;
1.15 **"original certified B-BBEE certificate"** means the certification of a copy of the B-BBEE certificate confirming the validity of the original document. The stamp of the notary must be **ORIGINAL**.

GENERAL CONDITIONS

1.1 The value of this bid is estimated to **not exceed R50 million** (all applicable taxes included) and therefore the 80/20 points system shall be applicable.
1.2 Preference points for this bid shall be awarded for:
(a) Price; and
(b) B-BBEE Status Level of Contribution.
1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	**80**
B-BBEE STATUS LEVEL OF CONTRIBUTION	**20**
Total points for Price and B-BBEE	**100**

1.4 Failure on the part of a bidder to fill in, sign this form and submit in the circumstances prescribed in the Codes of Good Practice either a B-BBEE Verification Certificate form issued by a Verification Agency accredited by the South African Accreditation System (SANAS) or by a Registered Auditor approved by theIndependent Regulatory Board of Auditors (IRBA) or an affidavit confirming annual total revenue and level of black ownership together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
1.6 The bidder is responsible to provide **Casidra** SOC Ltd with (refer to 2.2 under POINTS AWARDED FOR PRICE:
1.6.1. An **original sworn affidavit**
1.6.2. An **originally certified B-BBEE certificate.**

ADJUDICATION USING A POINT SYSTEM

1.1 Subject to Regulation 7 of the **Casidra** SOC Ltd Financial Regulations and PPR 2022, the bidder obtaining the highest number of total points will beawarded the contract.
1.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
1.3 Points scored must be rounded off to the nearest 2 decimal places.
1.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.

1.5 However, where functionality criterion forms part of the bid and is part of the evaluation process, and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest scorefor functionality.

POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEM

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

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

Where
Ps = Points scored for price of tender under consideration

Pt = Rand value of offer tender consideration

Pmin = Rand value of lowest acceptable tender

2. A maximum of 20 points will be awarded for B-BBEE status level of contribution:
   2.1. In terms of Regulations 5(2) of the Regulations preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level on Contributor	Number of points	Points awarded (for office use only)	BEE recognition level
1	20	EME & QSE 100% Black owned	135%
2	18	EME & QSE 51% + Black	125%
3	14		110%
4	12	EME 51% < Black owned	100%
5	8		80%
6	6		60%
7	4		50%
8	2		10%
Non-compliant contributor	0		0%

   2.2. B-BBEE requirements:
   An ***EME*** must submit a valid, fully completed, **original, certified, dated and signed sworn affidavit** (no photostat copies of certification allowed) confirming annual turnover and level of black ownership or an affidavit issued by Companies Intellectual Property Commission (accounting officer for a Closed Corporation).

   If a **startup EME,** a **clear**, **originally certified copy**, of B-BBEE certificate issued by the CIPC for EME's only is accepted.
   A ***QSE that is less than 51% (50% or less) black owned*** must be verified in terms of the QSE scorecard issued via Government Gazette and submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate issued by SANAS.

   A ***QSE that is at least 51% black owned (51% or higher)*** must submit an **original, certified, dated and signed sworn affidavit** confirming turnover and level of black ownership as well as declare its empowering status or an affidavit issued by Companies Intellectual Property Commission.

   A ***large enterprise*** must submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.

A **trust, consortium or joint venture**, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

A **trust, consortium or joint venture** (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level verification certificate for every separate tender.

Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

3. Bids of non-compliant contributors (where no certificate was submitted) will be considered but no points will be awarded for B-BBEE status.

SUB-CONTRACTING		
1.1. Will any portion of the contract be sub-contracted: **(*Tick applicable box)***	Yes ☐	No ☐
1.2. If YES, INDICATE:		
a. What percentage of contract will be subcontracted?		
b. The name of the subcontractor		
c. B-BBEE status level of the sub-contractor		
d. Is sub-contractor EME or QSE	Yes ☐	No ☐
e. Attach the **originally certified** B-BBEE certificate/**original** sworn affidavit as proof.		

MARKET RELATED PRICING		
If a bidder, whose tender is compliant and received the highest overall points, do not offer a market related price, the offer may be negotiated with that bidder to be market related.		
Are you willing to negotiate your offer?	Yes ☐	No ☐

SUPPLY CHAIN PERFORMANCE MEASUREMENT

In order for **Casidra** to measure its supply chain efficiency and effectiveness, please assist us by answering the following questions:

- **What were the source that made you became aware of this bid being available.**

Personal Email invite to bid:	☐
Via a friend or business partner:	☐
National Government E-Tender website:	☐
Local Newspapers:	☐
Casidra own website:	☐
CIDB website	☐
Other (specify) ……	☐

- **Was the time allowed to date of closure sufficient for you to compile an offer?**

No – too short ☐	Yes – Sufficient ☐	No - Too long ☐

I, _____

as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the abovementioned information is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

In terms of the POPI Act I further give consent that my contact and company details as will be captured on the **Casidra** database may be shared with the role players/funders involved in the project and be used by **Casidra** for the purpose of further procurement.

Signature	
Date	

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……
……

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract?
YES/NO

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ……....., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 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.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

……	……
Signature	Date
……	……...
Designation	Name of bidder