



STEVE TSHWETE LOCAL MUNICIPALITY

QUOTATION NO. **Q12.06.18**

CALLING FOR QUOTATIONS FOR SERVICES

SUPPLY AND INSTALLATION OF LOAD FLOW AND NETWORK ANALYSIS SOFTWARE PACKAGE

CLOSING DATE:	14/06/2018	TIME	12H00
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NAME OF COMPANY	
TOTAL AMOUNT (MBD 3.1)	
CENTRAL SUPPLIER DATABASE NUMBER	MAAA
TAX COMPLIANCE STATUS PIN	
CONTACT PERSON	
TELEPHONE NUMBER	
FAX NUMBER	

ENQUIRIES REGARDING QUOTATION PROCEDURES		TECHNICAL ENQUIRIES	
DIRECTORATE FINANCIAL SERVICES SUPPLY CHAIN MANAGEMENT UNIT		DIRECTORATE: TECHNICAL AND INFRASTRUCTURE SERVICES	
Kenneth Mahlangu		Kagiso Molapong	
Demand and Acquisition Manager		Engineering Technician: Planning & Design	
TEL. NUMBER	013 249 7702	TEL. NUMBER	013 249 7226
QUOTATION ISSUED BY			
Peet Van Der Merwe		LEGAL & ADMINISTRATION DEPARTMENT	
Assistant Director SCM		TEL. NUMBER	013 249 7281
STEVE TSHWETE LOCAL MUNICIPALITY		P.O. BOX 14, MIDDELBURG, 1050	

QUOTATION DETAILS

QUOTATION NUMBER	Error! Reference source not found.					
TENDER TITLE	Error! Reference source not found.					
CLOSING DATE	14/06/2018		CLOSING TIME		12H00	
SITE MEETING	DATE	08/06/2018	TIME	10H00	COMPULSORY	YES
SITE MEETING ADDRESS	ELECTRICAL TRAINING ROOM, CNR WALTER SISULU STREET AND PROTEA ROAD.					
CIDB GRADING REQUIRED	No		LEVEL AND CATEGORY		Not Applicable	
QUOTATION DOCUMENT FEE	FREE OF CHARGE		PREFERENCE POINT SYSTEM		80/20	
QUOTATION BOX SITUATED AT	DEMAND AND ACQUISITION MANAGEMENT, SUPPLY CHAIN MANAGEMENT OFFICES, CORNER WALTER SISULU AND PROTEA STREET.					
OPERATING HOURS	The bid box is open during office hours, Monday to Thursdays from 8h00 to 16h00 and Fridays from 8h00 to 13h00.					
OFFER TO BE VALID FOR	90	DAYS FROM THE CLOSING DATE OF QUOTATION.				

PLEASE NOTE:

1. Prospective suppliers must be registered on CSD prior to submitting quotation and copy of said document must be attached to quotation.
2. **Quotations that are deposited in the incorrect box will not be considered.**
3. This quotation is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017, the General Conditions of contract (GCC) and, if applicable, any other special conditions of contract.
4. Mailed, telegraphic, telex, or faxed quotations will not be accepted.
5. No late quotations after closing date and time will be accepted.
6. Quotations not clearly marked and unamend will not be accepted.
7. Quotations may only be submitted on the quotation documentation provided by the municipality. No awards will be made to a person:
 - i. Who is in the service of the state,
 - ii. If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state
 - iii. Who is an advisor or consultant contracted with the municipality or municipal entity

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BIDDER

WITNESS

EMPLOYER

WITNESS

QUOTATION NOTICE & INVITATION



STEVE TSHWETE LOCAL MUNICIPALITY

QUOTATION NO.: **Error! Reference source not found.**

CLOSING DATE: Error! Reference source not found. AT 12H00

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In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), quotations are hereby invited for the Supply and Installation of Load Flow and Network Analysis Software Package.

Quotation documents and specifications are available on the municipal website(www.stlm.gov.za)

The closing time for receipt of quotations is **12:00hrs** on 14/06/2018. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late quotations** will under no circumstances be considered and accepted. The quotation box will be emptied just after closing time on the closing date. Hereafter all quotations will be public.

Any technical enquiries relating to the quotation document may be directed to Kagiso Molapong and/or **Ntokozo Gubevu , Engineering Technician and Assistant Director on Error! Reference source not found.13 249 7226 or 013 249 7375 respectively.**

Fully completed quotation documents, clearly marked "**Quote No. Error! Reference source not found.:** Error! Reference source not found." with "**NAME of SUPPLIER**" must be placed in a sealed envelope and placed in the **quotation box** at **DEMAND AND ACQUISITION MANAGEMENT, SUPPLY CHAIN MANAGEMENT OFFICES, CORNER WALTER SISULU AND PROTEA STREET** by no later than **12h00 on 14/06/2018**. The envelope must be endorsed with number, title and closing date as indicated above.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Steve Tshwete Local Municipality where 80 points will be allocated in respective of price and 20 points in repective of BBBEE.

No awards will be made to a person:

- Who is not registered on the Central Supplier Database
- Who is in the service of the state;
- If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to quote and/or to re-advertise or to reject any quote or to accept a part of it. The municipality does not bind itself to accepting the lowest quotation or award a contract to the bidder scoring the highest number of points.

The following documents have to be attached (Bidders that fail to submit documents indicated as compulsory will be disqualified)

- **Original certified copy of valid BBBEE Certificate (non-compulsory, failure to submit no points will be awarded) only SANAS accredited or Affidavits will be accepted.**
- **Copy of company registration certificate(CK) - Compulsory**
- **Valid Tax Clearance Certificate & SARS Pin reference pin issued- Compulsory**
- **Copy of current municipal account (not older than 3 months) – copy of Lease Agreement – Compulsory**
- **CSD summary report – Compulsory**

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	BIDDER	WITNESS	EMPLOYER	WITNESS	

C2 PRICING SCHEDULE

C2.1 PRICING INSTRUCTIONS

- a) These pricing instructions provide the tenderer with guidelines and requirements with regard to the completion of the pricing schedule. These pricing instructions also describe the criteria and assumptions which will be assumed in the contract to have been taken into account by the tenderer when developing his prices.
- b) The pricing schedule shall be read with all the documents which form part of this contract.
- c) The following words have the meaning hereby assigned to them:

Words/Abbreviation	Meaning
Example: M	Meter

- d) The rates to be inserted in the pricing schedule are to be full inclusive for the work described under the specification. Such rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit.
- e) A rate is to be entered against each item in the Schedule of Fees and Disbursements. An item against which no rate is entered will be accepted as a rate of nil having been entered against such items and covered by the other prices or rates in the schedule.
- f) All rates and sums of money quoted in the pricing schedule shall be in Rands and whole cents. Fractions of a cent shall be discarded.
- g) All travelling costs, accommodation, meals and other incidental costs are to be included in the time based costs.
- h) Provisional amounts shall only be expended on the specific instruction of the Employer.
- i) All prices and rates entered in the pricing schedule must be **exclusive of Value Added Tax (VAT)**.
- j) If registered VAT is should be added at below the schedule. If not VAT registered indicate zero or “-“
- k) Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- l) In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- m) In cases of contract periods longer than 12 months and price adjustments is applicable, it will be based on CPI. If higher inflation is required indicate CPI + and number %.
- n) If the tender required firm (fixed prices) the amount indicated in Colum D will be the tender amount.

- o) If the tender amount is payable at end of contract on delivery of goods and services, Scratch out total per month with N/A or “-“
- p) If the tender amount is based on rates (Column B), the tender will be awarded to the rate and the total contract amount will only be used for evaluation purposes.

MBD 3.1 BID PRICE

Bid Number: **Error! Reference source not found.**

(Note : Contract amount to be carried over to Form of Offer C1.1.1)

ITEM NO.	DESCRIPTION	PRICE
1.	LOAD FLOW AND NETWORK ANALYSIS SOFTWARE PACKAGE (Unlimited Nodes)	R

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

FORM OF OFFER

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the following project:

Bid / Tender Number	Error! Reference source not found.
Tender Title	Error! Reference source not found.

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the service provider / consultant under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS THE FOLLOWING:

AMOUNT IN WORDS (INCL. VAT)	RAND	AMOUNT IN FIGURES (INCL VAT)
RAND		R

****AMOUNT MUST BE IN WORDS AS WELL AS FIGURES**

This offer may be accepted by the employer by communicating such acceptance in writing to the tenderer or by signing the acceptance part of this Form of Offer and Acceptance and returning one copy thereof to the tenderer, whereupon the tenderer becomes the party named as the provider / consultant in the conditions of contract identified in the contract data.

Signature Block: Tenderer			
Signature		Date	
Name			
Capacity			
Name of organization			
Address of organization			
Signature of witness		Date	
Name of witness			

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BIDDER

WITNESS

EMPLOYER

WITNESS

FORM OF ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the service provider / consultant the amounts due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offers shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and contract data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.
- Service Level of Agreement attached to this document (if any) as amended (if applicable) and signed by the parties.

and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the Service Level Agreement and documents listed in the tender data and any addenda thereto as listed in the tender schedules, will only be valid if reduced to writing and signed by both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Unless otherwise specified elsewhere in this bidding document or any subsequent written agreement entered into between the parties, this agreement comes into effect on the date when the Employer communicates the acceptance and/or conditions of acceptance of the tenderer's offer in writing or signs the acceptance part of the Offer and Acceptance, whichever occurs first.

Signature Block: Employer			
Signature		Date	
Name			
Capacity			
Name of organization	Steve Tshwete Local Municipality		
Address of organization	P.O. Box 14, Middelburg, 1050		
Signature of witness		Date	
Name of witness			

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MBD 1

1. TAX COMPLIANCE REQUIREMENTS

- 1. Bidders must ensure compliance with their tax obligations.
- 2. Bidders are required to submit their unique personal identification number(PIN) issued by SARS to enable Organ of state to view the taxpayer's profile and tax status.
- 3. Application for the tax compliance status (TCS) certificate or PIN may 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
- 4. Foreign suppliers have must complete the pre-award questionnaire in part 2.
- 5. Bidders may also submit a printed TCS certificate together with the bid.
- 6. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.
- 7. Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.

2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 1. Is the entity a resident of the Republic of South Africa? YES / NO
- 2. Does the entity have a branch in the RSA? YES / NO
- 3. Does the entity have a permanent establishment in the RSA? YES / NO
- 4. Does the entity have any source of income in RSA? YES / NO
- 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 SARS AND IF NOT REGISTER AS PER 1.3. ABOVE)

NB: Failure to provide any of the above particulars may render the bid invalid.

.....
Signature of BIDDER

.....
Date

.....
Capacity under which this bid is signed

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

MBD 4**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.

No.	Information	Please provide detail	
3.1	Full name of bidder or his or her representative		
3.2	Identity number		
3.3	Position occupied in the company (director, trustee, hareholder ²)		
3.4	Company registration number		
3.5	Tax reference number		
3.6	VAT registration number		
Note	<i>(The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.)</i>		
3.7	Are you presently in the service of the state? If yes, please furnish particulars :	Yes	No
3.7.1	Name of director		
3.7.2	Service of state organization		

3.8	Have you been in the service of the state for the past twelve months? If yes, please furnish particulars :	Yes	No
3.8.1	Name of director		
3.8.2	Service of state organization		
3.9	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? If yes, please furnish particulars :	Yes	No
3.9.1	Name of person in the service of state		
3.9.2	Relationship		
3.10	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? If yes, please furnish particulars :	Yes	No
3.10.1	Name of person in the service of state		
3.10.2	Relationship		
3.11	<i>Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?</i> If yes, please furnish particulars :	Yes	No
3.11.1	Name of director		
3.11.2	Service of state organization		
3.12	Is any spouse, child or parent of the company's director trustees, managers, principle shareholders or stakeholders in service of the state? If yes, please furnish particulars:	Yes	No
3.12.1	Name of director		
3.12.2	Name of relative		

3.12.3	Relationship		
3.13	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? If yes, please furnish particulars:	Yes	No
3.13.1	Name of director		
3.13.2	Related company		
Note:	<p>SCM Regulations:</p> <p>"¹In the service of the state" means to be –</p> <p>(a) a member of –</p> <p>(i) any municipal council;</p> <p>(ii) any provincial legislature; or</p> <p>(iii) the national Assembly or the national Council of provinces;</p> <p>(b) a member of the board of directors of any municipal entity;</p> <p>(c) an official of any municipality or municipal entity;</p> <p>(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);</p> <p>(e) a member of the accounting authority of any national or provincial public entity; or</p> <p>(f) an employee of Parliament or a provincial legislature.</p> <p>"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.</p>		

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

Full Name	Identity Number	State Employee Number

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

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

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or

b) The 80/20 preference point system will be applicable to this tender Points for this bid shall be awarded for:

(a) Price; and

(b) B-BBEE Status Level of Contributor.

1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor 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.

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	BIDDER	WITNESS	EMPLOYER	WITNESS	

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20	or	90/10	
$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$	or	$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$	

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

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BIDDER	WITNESS	EMPLOYER	WITNESS

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
	√	√
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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8.7 **MUNICIPAL INFORMATION**

Municipality where business is situated:

Registered Account Number:

Stand Number:.....

8.8 Total number of years the company/firm has been in business:.....

8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES	
1.
2.

.....	
SIGNATURE(S) OF BIDDERS(S)	
DATE:
ADDRESS

MBD 8

DECLARATION OF BIDDERS 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:
 - 3.1 abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2 been convicted for fraud or corruption during the past five years;
 - 3.3 willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4 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	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the accounting officer / authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website www.treasury.gov.za and can be accessed by clicking on its link at the bottom of the home page</p>	Yes	No
4.1.1	If so, furnish particulars:		
4.2	<p>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)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website www.treasury.gov.za by clicking on its link at the bottom of the home page.</p>	Yes	No
4.2.1	If so, furnish particulars:		

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

Item	Question	Yes	No
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:		
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
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, the undersigned 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.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

MBD 9

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:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. 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
 - 3.3. 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.

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

TENDER: Error! Reference source not found. : Error! Reference source not found.

in response to the invitation for the bid made by:

NAME OF MUNICIPALITY / MUNICIPAL ENTITY

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:

NAME OF REPRESENTATIVE

that:

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.

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

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:
 - 7.1 Prices;
 - 7.2 Geographical area where product or service will be rendered (market allocation);
 - 7.3 Methods, factors or formulas used to calculate prices;
 - 7.4 The intention or decision to submit or not to submit a bid;
 - 7.5 The submission of a bid which does not meet the specifications and conditions of the bid;
or
 - 7.6 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.

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.**

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.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

SCHEDULE 1 : CLARIFICATION MEETING ATTENDANCE CERTIFICATE

This is to certify that, I	
representing	
in the company of	
attended the clarification meeting on	08/06/2018 at 10:00 ADDRESS: ELECTRICAL TRAINING ROOM, CNR WALTER SISULU STREET AND PROTEA ROAD

I have made myself familiar with all conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the clarification meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.

NAME OF REPRESENTATIVE	SIGNATURE	DATE

NAME OF MUNICIPAL REPRESENTATIVE	SIGNATURE	DATE

Q.00.00.18				
	BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 2: COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise	
--------------------------------------	--

Section 2: VAT registration number, if any	
---	--

Section 3: Particulars of sole proprietors and partners in partnerships			
--	--	--	--

No	Name*	Identity Number*	Personal Income Tax Number*
3.1			
3.2			
3.3			

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 4: Particulars of companies and close corporations	
---	--

4.1	Company Registration number	
4.2	Close corporation number	
4.3	Tax reference number	

Section 5: Record in the service of the state
--

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

A member of any municipal council		An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)	
A member of any provincial legislation		A member of an accounting authority of any national or provincial public entity	
A member of the National Assembly or the National Council of Provinces		An employee of Parliament or a provincial legislature	
A member of the board of directors of any municipal entity		An official of any municipality or municipal entity	

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Name of sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

Section 6: Records of spouses, children and parents in the service of the state

Indicate by making the relevant boxes with a cross, if any spouses, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

A member of any municipal council	<input type="checkbox"/>	An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management act, 1999 (act 1 of 1999)	<input type="checkbox"/>
A member of any provincial legislature	<input type="checkbox"/>	A member of an accounting authority of any national or provincial public entity	<input type="checkbox"/>
A member of the National Assembly or the National Council of Province.	<input type="checkbox"/>	An employee of Parliament or a provincial legislature	<input type="checkbox"/>
A member of the board of directors of any municipal entity	<input type="checkbox"/>	An official of any municipality or municipal entity	<input type="checkbox"/>

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

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------------	--	--	--	--	--

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of frauds or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Note: insert separate page if necessary

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
CAPACITY	DATE

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

SCHEDULE 3: CLEARANCE CERTIFICATE FOR WATER & LIGHTS

Section 45(1)(d) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months.

The purpose of this schedule is to obtain proof that municipal services, rates and taxes of the service provider are not in arrears for more than three months, with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business.

Each bidder must complete the below checklist. Important: if you fail to complete this form, the bid will be non-responsive. (Please tick with **X** where appropriate):

QUESTIONS		YES	NO
1.	Is your municipal rates and taxes account up to date / current (not in arrears for more than three months)?		
2.	If yes, provide the following details:		
2.1	▪ Municipality name		
2.2	▪ Municipal account number		
3.	If yes, please attached proof in the form of the original or certified copy of the bidder's municipal rates and taxes account not older than 3 months		
4.	Does the bidder lease* / rent the property where the business is situated?		
5.	If yes, provide the following details:		
5.1	▪ Landlord name		
5.2	▪ Address property is situated		
5.3	▪ Contact number of landlord		
6.	Please attach the copy of the lease agreement signed by the landlord / lessor and the tenant / lessee as proof		
I, (Insert full name)			
of (insert physical address)			
being a Director, Principal Shareholder, owner of company (Insert company name)			
Hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge			
SIGNATURE			

NOTICE OF SUPPLY CHAIN MANAGEMENT

APPLICATION FOR REGISTRATION ON CENTRAL SUPPLIER DATABASE

Section 14(1)(a) of the municipal supply chain management policy states that the municipality may only transact with vendors registered on the National Treasury Central Supplier Database.”

The purpose of this notice is to obtain proof that the service provider is registered on the Central Supplier Database. **Registration is COMPULSORY in order to conduct business with Steve Tshwete Local Municipality.** The database will be used to verify the accreditation of a supplier before an award can be made.

Each bidder must complete the below checklist (please tick with an X where appropriate)

	QUESTIONS	YES	NO		
1.	Is your company registered on the Central Supplier Database?				
2.	If yes, provide the following details:				
2.1	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">▪ CSD registration number</td> <td>MAAA</td> </tr> </table>	▪ CSD registration number	MAAA		
▪ CSD registration number	MAAA				
2.2	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">▪ Unique CSD number</td> <td></td> </tr> </table>	▪ Unique CSD number			
▪ Unique CSD number					
3.	Enquiries related to par. 2.1 and 2.2 can be made to Ms. Martha Makoala and Thembi Jiyane at (013) 2497309 / 2497164				
4.	If no, please register on Central Supplier Database ,website, www.csd.gov.za , before submitting tender document				
	I, (insert full name)				
	of (insert physical address)				
	being a Director, Principal Shareholder, owner of company (insert company name)				
	hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge				
	SIGNATURE				
5.	VERIFICATION BY STEVE TSHWETE LOCAL MUNICIPALITY OFFICIAL				
	I, (insert full name)				
	in the capacity as				
	hereby confirms that the information submitted by the service provider was verified with the Central Supplier Database and found as correct to be the best of my knowledge				
	SIGNATURE				

MBD 7.2

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN BY BOTH THE SERVICE PROVIDER (PART 1) AND THE EMPLOYER / MUNICIPALITY (PART 2) AND SIGNED IN THE DUPLICATE.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

- I hereby undertake to render the services as described in the attached bidding documents to Steve Tshwete Local Municipality in accordance with the requirements and task directives / proposals specifications stipulated in bid number **Error! Reference source not found.** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Employer / Municipality during the validity period indicated and calculated from the closing date of the bid.
1. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - 2.1 Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - Service Level Agreement
 - 1.2 General Conditions of Contract;
 - 1.3 Other (specify)
 2. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
 3. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
 4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
 5. I confirm that I am duly authorized to sign this contract.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY
WITNESSES: (SIGNATURE)	DATE
1.	
2.	

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	BIDDER	WITNESS	EMPLOYER	WITNESS	

MBD 7.2

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE EMPLOYER / MUNICIPALITY)

I _____ in my capacity
 as _____ accept your bid under
 reference number _____ dated _____
 for the rendering of services hereunder and/or further specified in the annexures.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice, subject to the National Treasury's Central Supplier Database reflecting your tax status as compliant.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION & CONTENT (IF APPLICABLE)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY
WITNESSES: (SIGNATURE)	OFFICIAL STAMP
1.	
2.	

Q.00.00.18					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

C1.2 CONTRACT DATA

PART 1 - DATA PROVIDED BY THE EMPLOYER

The employer is the Steve Tshwete Local Municipality .	
The authorized and designated representative of the employer is:	
Name:	Kagiso Molapong/ Ntokozo Gubevu
The address for receipt of communications is:	Steve Tshwete Local Municipality Civic Centre P.O. Box 14 Middelburg 1050
Telephone:	012 249 7226 / 7375
Facsimile:	013 243 2550
Email:	Kagisomo@stlm.gov.za / Ntokozog@stlm.gov.za
The project is:	Error! Reference source not found.

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	BIDDER	WITNESS	EMPLOYER	WITNESS	

The service provider is

Name

Address

Telephone:

Facsimile:

The authorized and designated representative of the service provider is

Name

The address for receipt of communications is

Telephone

Facsimile

Email

Address

C3 SCOPE OF WORKS / SPECIFICATIONS

SCOPE OF WORK

BACKGROUND

The Steve Tshwete Local Municipality intends to improve the quality of the planning and designs by procuring a network simulating program which will enable the addition of:

- Contingency Analysis
- Network Reduction
- Protection Functions (Time-Overcurrent & Distance)
- Power Quality & Harmonic Analysis
- Distribution Network Tools (includes Outage Planning)
- Optimal Power Flow I (Reactive Power Optimisation)
- Techno-Economic Analysis
- Motor Starting Functions

NB: All the additions must not be included on the quote.

The software package should have network diagrams and graphics as well as provide results and reporting.

PURPOSE AND RECIPIENTS

The purpose of this project is to procure and install a licensed network modelling program (software) for planning and design purposes and to ensure reliability and sustainability power supply within MP313 area.

INFORMATION THAT WILL BE PROVIDED BY THE MUNICIPALITY

1. Minimum system requirements
2. License requirements(options)
3. Database requirements
4. Server information/requirements

KEY PERFORMANCE INDICATORS

The following Key Performance Indicators will be used to assess the performance of the Service Provider:

- a) Procure the software program
- b) Install a Licensed software program
- c) Connect it to the server and database
- d) Maintenance and support services as per license agreement

NB: The Council may chose not to appoint any service provider or the lowest service provider.

PROGRAM (SOFTWARE) SPECIFICATIONS

The anticipated program should have the following features/functions:

FUNCTIONS WHICH MAY ADDED ON THE PACKAGE IN FUTURE

The following functions must be compactable to the system.

LOAD FLOW ANALYSIS

- Balanced and unbalanced load flow for coupled AC and DC grids
- Meshed DC supergrid load flow analysis
- Active/reactive power and voltage regulation options, such as SVC, shunt and tap controllers

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	BIDDER	WITNESS	EMPLOYER	WITNESS	

- Station- and network control features, including Q(U)-, cosphi(P)-, Q(P)-, and droop characteristics
- Local- and remote control options
- Secondary and primary control, inertial response
- Distributed slack by load and generation, including grid interchange schedules
- Consideration of active and reactive power limits, including (voltage-dependent) generator capability curves
- Accurate modelling of induction machines
- Voltage dependent load models
- User-definable load flow controller models
Simple load/generation scaling, as well as automated feeder load scaling (balanced and unbalanced)
- Determination of "power at risk"
- Consideration of temperature dependency
- DPL scripts for time sweeps, ATC, penalty factor calculation, etc.

SHORT-CIRCUIT ANALYSIS

- Support of IEC 60909 (including 2016 edition), IEEE 141/ANSI C37, VDE 0102/0103, G74 and IEC 61363 norms and methods
- Calculation of short-circuit currents in DC grids according to IEC 61660 and ANSI/IEEE 946
- Complete superposition method, including dynamic voltage support of generators connected via power electronics
- Fast multiple fault analysis of any kind of fault including single-phase interruption, inter-circuit faults, fault sweep along lines, etc.

LOAD FLOW SENSITIVITIES

- Voltage sensitivities and branch flow sensitivities
- Transformer and booster sensitivities (continuous and discrete)
- Modal analysis for identifying strong and weak parts of the network

BASIC MV/LV NETWORK ANALYSIS

- Feeder analysis tools incl. voltage profile plots and feeder load scaling for simple and meshed feeders
- Automated schematic visualization of feeder topology
- Radial feeder tools incl. voltage and phase technology change tools
- Backbone calculation determining the main connections between meshed feeders
- LV network analysis functions
- Stochastic load modelling

POWER EQUIPMENT MODELS

- Large and comprehensive Equipment Type Library
- Various synchronous and asynchronous motor/generator models
- Asynchronous machine parameter identification
- Doubly-fed induction machines
- Static generator for modelling wind- and PV-generators, fuel cells, micro-turbines, etc.
- PV system with integrated power calculation based on solar radiation
- External grids, AC and DC voltage and current sources
- Simple and complex load model, special MV and LV load models, including input based on yearly energy values and load profiles
- Static Var compensation (SVC), shunt/filter models, and harmonic filters (single-tuned, double-tuned, high pass)

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	BIDDER	WITNESS	EMPLOYER	WITNESS

- Network branches (OHL, cable, branches, line couplings, tower geometries, cable systems, busbar trunking systems, 2-winding transformer and auto transformer, 3-winding transformer and auto transformer, 4-winding transformer and autotransformer, booster transformer, step-voltage regulator, reactor, series capacitor, common impedance, etc.)
- Overhead line and cable parameter calculation
- DC/DC converter, inductive DC-coupling
- Battery and DC machine models
- Power electronic devices (thyristor/diode, VSC, DC valve, soft starter, etc.)
- FACTS and HVDC systems
- Controller objects such as station & secondary controller including various control methods, transformer tap controller, virtual power plants, capability curves
- Explicit modelling of neutral wiring
- Protection devices with over 30 basic function blocks
- Protection device library (static/dynamic functions)
- Fourier, harmonic and impulse current source, FFT, clock, S&H, etc.
- Composite models for branch and node models, incl. template library for handling composite models
- Parameter characteristics (scaling factor, vector, matrix, files) for modelling of load profiles, wind/PV infeed, temperature dependencies, etc.
- Grid organization and element grouping (zones, areas, boundaries, circuits, routes, feeders, operators, owners)

NETWORK REPRESENTATION

- Support of any kind of meshed/radial 1-, 2-, 3- and 4-wire AC and DC networks with combined AC and DC modelling for all available analysis functions
- Single-phase, two-phase, bi-phase and three-phase technology with/without neutral
- Detailed primary and secondary substation models (single/double busbars w/o tie breaker, 1-1/2 busbar, bypass busbar), extendable for user-specific busbar configurations including protection schemes
- Running arrangements and switching rules for substation automation
- Switches and substation equipment such as CB, fuse, disconnecter, load break switch, grounding switch, NEC/NER, surge arrestor, CT, VT, CVT, etc.

NETWORK MODEL MANAGER

- Includes all Single-User Database License features
- Concurrent multi-user operation and team working
- User accounting, data access and function access rights
- External authentication via LDAP or Active Directory
- Database housekeeping mechanisms
- Project archiving
- Offline Mode via locally cached database and possibility for synchronization with multi-user database when connected to the network (requires Network License with Floating License)

NETWORK DIAGRAMS AND GRAPHIC FEATURES

- Simplified single line diagrams for schematic and design views
- Detailed single line diagrams showing full switch & component model including primary and secondary equipment
- Intelligent Overview Diagrams supporting node & branch views
- Geographic Diagrams (GPS-based) with background maps
- Background Maps representation automated via mapping server interface (e.g. Open Street Map, Google Maps1 ©, Esri ArcGIS1 ©)

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		BIDDER	WITNESS	EMPLOYER	WITNESS

- Annotation layers for enriched visualization options (including shapes, texts, pictures, plots, etc.)
- Single line diagram handling across Variations and Expansion Stages
- Automated drawing of Site and Substation Diagrams
- Diagram Layout Tool for auto-drawing or assisted drawing of full or partial network, feeders, protection devices (CTs, VT, relays), branches, site and substation diagrams as well as auto-expansion of diagrams
- User-definable symbols and composite graphics
- Global template libraries (e.g. for substation configurations, WTGs, PV systems)
- Numerous diagram colouring and result visualization modes
- Flexible Heatmap background colouring scheme
- Navigation Pane facility
- View Bookmarks for quick navigation between zoom areas
- Diagram export and printing functionality with print area definition and print previewing

RESULTS AND REPORTING

- Extremely rich set of calculation quantities
- Text and interactive spreadsheet reports
- Tabular result views via configurable Flexible Data pages
- Comprehensive reporting in network diagrams
- Interactive output window with flexible filter functionality
- Numerous interactive plots for result visualization (differential and time-over current protection, harmonics, stability and transients, eigenvalue analysis, etc.)
- Easy-to-use plot navigation (e.g. scaling, zooming, moving/sliding, compressing, etc.)
- Intelligent Plots with statistics functionality
- Digital Signal plot and Fault Recorder view
- Powerful result comparison mode

CONVERTERS AND INTERFACES

- Support of various data conversion and interfacing options, e.g. bi-directional data exchange with GIS
- Import converter: PSS/E, PSS/U, PSS/Adept, UCTE/ENTSO-E, Neplan (v4/v5), Integral 7, Elektra, ISU, NETCAL, NEPS, ReticMaster
- Optional : CIM (ENTSO-E Profiles, CGMES) import/export including CIM Model Validator, PSS/E Export, Integral export , PRAO import
- DGS interface: Bi-directional, flexible data exchange format (ASCII, XML, MS Excel, MS Access, ODBC) supporting GIS and SCADA interfacing
- Optional2: OPC DA/UA Interface - SCADA interoperability standard, A/D signal interfacing
- Optional2: API - Application Interface (see section "Scripting and Automation") - C++ interface for full external automation of PowerFactory

SOFTWARE INFORMATION

- User-friendly GUI with new modern appearance
- Output window including icons, colours, tabs and filters for categorization and visualization
- Reengineered Text Editor
- User profiles with customizable toolbars, dialogs and context menus
- Functional integration for all power system applications incl. T&D, industry, renewables, smart grids, etc.
- Various interfaces for communication and data exchange with third-party systems
- Fully compatible with MS Windows 32- and 64-bit versions

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		BIDDER	WITNESS	EMPLOYER	WITNESS

The following are the optional/additional functions which can be added as extras on the program:

ADDITIONAL (OPTIONS) FUNCTIONS

CONTINGENCY ANALYSIS

- AC or DC and combined AC/DC load flow analysis
- Fast contingency screening, including regional assessment
- Single and multiple time phase consideration
- Event-based post-fault actions
- Substation automation via switching schemes
- Automatic time sweep contingency analysis of a 24 hour time period incl. parallelization
- Generator effectiveness and quad booster effectiveness
- Enhanced Fault Case management
- Comprehensive spreadsheet reporting features incl. graphical visualization of critical cases
- Tracing of individual contingency cases
- Contingency comparison mode
- Support of parallelized Contingency Analysis for multiprocessor hardware

NETWORK REDUCTION

- Flexible definition of boundaries with Boundary Definition Tool
- Calculation of load flow and short-circuit equivalent
- Support of load, Ward, extended Ward and REI-DIMO equivalents
- Capturing of reduction via Variation for convenient toggling between original and equivalent grid

PROTECTION FUNCTIONS

- Comprehensive relay library with relay models suitable for steady-state, RMS and EMT calculations
- Synchronization with StationWare
- Highly-detailed spreadsheet reports for protection settings (overcurrent, distance, voltage, frequency protection)
- Graphical visualisation and editing of fuses, relays, CTs and VTs (including auto layout functionality)
- Protection Audit
 - Validation tool for protection settings and configurations
 - User-configurable fault types assessments
 - Automatic determination of protection topology
 - Automatic short-circuit calculation
 - Multiple predefined reports with auto-identification of critical protection settings (device coordination, device tripping times, fault clearing times)

TIME-OVERCURRENT PROTECTION

- Overcurrent-time diagram with drag & drop functionality including auto-generated graphical legend
- Cable and transformer damage curves
- Motor starting curves
- Automatic display of measured currents
- Steady-state response checks
- Steady-state short-circuit simulation with tracing of individual steps
- Steady-state tripping times for transient or sub-transient current/ voltage values

Q.00.00.18					
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- Transient response checks (requires Stability Analysis functions (RMS) or Electromagnetic Transients functions (EMT))
- Protection model features
 - Fuses and low-voltage circuit breakers
 - Positive-, negative-, zero-sequence inverse and definite time characteristics
 - Thermal overload characteristics
 - Directional elements supporting cross-, self- and memory polarizing, Wattmetric method
 - Differential unit with harmonic blocking for multiple harmonic orders
 - Generic and detailed manufacturer-specific recloser units
 - Signal transmission between relays, inter-tripping, interlocking schemes
 - Detailed CT, VT and CVT models including saturation
 - Over-, under-voltage inverse and definite time characteristics
 - Programmable logic unit
 - Over-, under-frequency and df/dt inverse and definite time characteristics (requires Stability Analysis functions (RMS))

DISTANCE PROTECTION

- Includes time-overcurrent protection
- R-X diagrams supporting the display of measured impedance trace
- Time-distance diagrams, with metric or calculated display of zone reach in forward and reverse direction
- Protection Coordination Assistant
 - Automatic calculation of protection settings
 - Support of various coordination methods and setting rules
- Protection model features
 - Generic and detailed manufacturer-specific Mho, polygonal distance zones and distance starting units
 - Out of step detection and power swing blocking unit (requires Stability Analysis functions (RMS) or Electromagnetic Transients functions (EMT))

DISTRIBUTION NETWORK TOOLS

TIE OPEN POINT OPTIMISATION

- Optimization of tie open point positions subject to loss minimization and/or improvement of system reliability
- Support of balanced/unbalanced systems
- Thermal, absolute voltage, and voltage drop/rise constraints
- Enhanced reporting features and graphical visualisation, including automatic identification of tie open points
- Various methodologies, such as mesh exploration heuristic, genetic algorithms, and simulated annealing

VOLTAGE PROFILE OPTIMISATION

- Verification and optimization mode
- Voltage profile optimization for bi-directional power flows in systems with a high level of distributed generation
- Determination of optimal distribution transformer tap positions for production and consumption cases (simultaneous or independent)
- Combined consideration of MV and LV feeder voltage profiles with enhanced plotting features

PHASE BALANCE OPTIMISATION

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- Automatic reconnection of loads, generators, and/or branch elements in order to achieve minimal power unbalance
- Minimization of unbalance at feeding point or average unbalance in feeder
- Support of heuristic method as well as simulated annealing approach
- High flexibility to also allow for partial reconfiguration
- Capturing of results via Variations for convenient toggling of original and optimized phase connections
- Various methodologies, such as standard heuristics, genetic algorithms, and simulated annealing

OPTIMAL CAPACITOR PLACEMENT

- Determination of optimal locations, types, phase technology and sizes of capacitors
- Economic assessment considering costs of losses against installation costs under predefined voltage constraints
- Support of load variation via characteristics

LICENSE REQUIREMENTS

The license requirements for the program are as follows:

- Multi-user license with a single user database
- Program installed on each PC or laptop
- Local Database and local processing
- Licenses on license server, issued by software via network
- Functions issued as per the account setup on each PC/laptop

TRAINING/MENTORING

Steve Tshwete Local Municipality requires capacity training of the software upon successful installation. Provision should be made for providing training and mentorship for six Steve Tshwete Local Municipality delegates.

The Training/mentorship must include the following (as a minimum):

- Modular training concept covering all program functions
- Standard and user-specific training course
- Power system analysis seminars(workshops/mentorships)
 - Power system stability
 - Load flow and short-circuit
 - Protection

MAINTENANCE AND SUPPORT SERVICES

The Training/mentorship must include the following (as a minimum):

- Continuous program maintenance and development
- Free version upgrades as well as regular software updates
- Professional support via customer portal of customer care line
- Detailed manual and tutorial with comprehensive examples
- Knowledge base including FAQs ,application examples and demonstration videos

JOINT VENTURES AND CONSORTIUMS

No joint ventures or consortia's or any sub-contracting will be accepted on this qoutation or will be accepted.

Q.00.00.18					
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PERIOD OF QUOTATION

The period of the quotation will be 3 months.

SERVICE LEVEL AGREEMENT

A service level agreement will be entered into on appointment of the contract.

ACCEPTANCE OF OFFER

The municipality reserves the right not to award the quotation or any part of the quotation subject to the availability of budgetary funds.

EVALUATION

Tenders will be evaluated on price and preferential points.

VALIDITY PERIOD

The quotation shall be valid for 90 days from date of opening the quote.

GENERAL CONDITIONS OF CONTRACT

The General Conditions of Contract are not included in this document and may be downloaded from the following website – www.treasury.gov.za/legislation.

Q.00.00.18					
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