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KUNENE REGIONAL COUNCIL



Private Bag 502
Opuwo

Enquiries: L. Daniel

Ref:

15 October 2019

BIDDING DOCUMENT

Issued on: 15 October 2019

*CONSTRUCTION AND ASSEMBLING OF 132 PRE-FABRICATED PIT LATRINE
TOILETS IN KUNENE REGION*

Construction & Assembling of Pre- Fabricated Pit Latrine Toilets

Procurement Reference No: W/RFQ/KRC-27/2019

Closing Date & Time: 28 October 2019 at 11H00

Name of Bidder:.....

Contact Number of Bidder:.....

Email Address of Bidder:.....

Authorized Representative:.....

Signature:.....

Contract Amount N\$:.....

Constituency Name:.....





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KUNENE REGIONAL COUNCIL



Private Bag 502
Opuwo

Enquiries: L. Daniel

Ref: 8/3/4/2

15 October 2019

Letter of Invitation

To: _____

Dear Sirs/ Madam

REQUEST FOR QUOTATIONS FOR THE CONSTRUCTION AND ASSEMBLING OF 132 TOILETS IN KUNENE REGION W/RFQ/KRC-27/2019

The Kunene Regional Council invites you to submit your best quote for the works described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed to Saara Nampala the Procurement Management Unit Kunene regional council email: pmu@kunenerc.gov.na.

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Yours faithfully,

K.M Sinvula
Acting Chief Regional Officer



SECTION I: INSTRUCTIONS TO BIDDERS

1. Rights of Public Entity

The Kunene Regional Council reserves the right:

- (a) to split the contract as per the lowest evaluated cost per lot; and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- (b) the Priced Activity Schedule in Section IV;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment as deemed appropriate

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

3. Validity of Quotations

The quotation validity period shall be 180 days from the date of bid submission deadline.

4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) Have a valid certified copy of company Registration Certificate
- (b) Have valid original / certified copy of good Standing Tax Certificate;
- (c) Have valid original / certified copy of good Standing Social Security Certificate;
- (d) Have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- (e) Attach certified copy of certificate indicating 100% Namibian owned SME from Ministry of Industrialization, Trade and SME Development or an entity of which 51% or more equity is owned by Namibia citizen;
- (f) Attach proof of confirmation of account from a Namibian banking Institution
- (g) An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;
- (h) Signed and stamped confirmation letter from Regional Councillor within Kunene Region.

- (i) The bidder must be in possession or be able to lease a Road Worthy/ valid suitable bakkie (vehicle) for the transportation of materials from Constituency Offices to various allocated sites. Proof of vehicles ownership /lease agreement /contract must be attached.
- (j) Bidders to can bid for more than one (1) Constituency but to be awarded for one (1) Constituency only

NB: Stritly local bidders to bids and must Initial all pages.

Bid Securing Declaration

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process. The bidder shall furnish as part of its quotation, a Bid Securing Declaration as per the format contained in Schedule of this document

Works Completion Period

The completion period for works shall be 60 days after acceptance and issue of Purchase Order. Deviation in completion period shall be considered if such deviation is reasonable.

5. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number W/RFQ/KRC-27/2019 and addressed to the Kunene Regional Council, Private Bag 502, Opuwo with the Bidder's name at the back of the envelope.

6. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at Kunene Regional Council Mbumbiango Muharukua Street; Opuwo not later than 28 October 2019 at 11h00. Late quotations will be rejected.

Quotations received by e-mail /fax will not be considered.

7. Opening of Quotations

Quotations will be opened publicly by the Kunene Regional Council at 14:30 immediately after the closing time referred to in section 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of the bidder will be posted on the notice board of the Kunene Regional Council and available to any bidder on request within three working days of the opening.

8. Evaluation of Quotations

Kunene Regional Council shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of evaluated cost to determine the lowest evaluated quotation. Bidders deemed to be responsive will be awarded subject to display of administrative compliance, obligatory documents, and equipment's listed and lowest price.

9. Technical Compliance

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications have to be met, but no credit will be given for exceeding the specifications.

10. Prices and Currency of Payment

Prices for the execution of works shall be fixed in Namibian Dollars as quoted. Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties and taxes. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

11. Margin of Preference

N/A

12. Award of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order and Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract. Successfully bidders will be sign contract agreement with Kunene Regional Council before commerce.

13. Notification of Award and Debriefing

The Public Entity shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within seven (7) days.

14. Administrative compliance

Bidder's should submit a dully completed bidding document with all pages initialled and signed were required expect for non-amended administrative literature

15. Authority of person signing the bid

Bidders should submit a letter giving authority to the person signing initialling the bid at all pages

17. Transportation

Bidders should provide average transportation cost of toilet from Constituency Offices to the sites

SECTION II: QUOTATION LETTER

(to be completed by Bidders)

If your quotation is not authorised, it will be rejected

Quotation addressed to: <i>Name of Public Entity</i>	
Procurement Reference Number:.....	
Subject matter of Procurement:	

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead disqualification on the grounds mentioned in the BDS

The validity period of our Quotation is 180 days from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within seven (7) days from date of issue of Purchase Order/ Letter of Acceptance and signing of contract agreement with Kunene Regional Council

Works expected to be completed within sixty (60) days from date of issue of Purchase Order/ Letter of acceptance.

Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./E-mail	

BID SECURING DECLARATION

(Section 45 of Act) (Regulation 37(1) (b) and 37(5))

Date:.....

Procurement Ref No.:

To:

.....

{Insert complete name of Public Entity and Address}

I/We* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We* accept that under section 45 of the Act, I/we* may be suspended or disqualified in the event of

(a) a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;

(b) refusal by a bidder to accept a correction of an error appearing on the face of a bid;

(c) failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We* be successful bidder; or

(d) failure to provide security for the performance of the procurement contract if required to do so by the bidding document.

I/We* understand this bid securing declaration ceases to be valid if I am/We are* not the successful Bidder

Signed:

[Insert signature of person whose name and capacity are shown]

Capacity of:

[indicate legal capacity of person(s) signing the Bid Securing Declaration]

Name:

[insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____

Corporate Seal (where appropriate)

[Note*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

****delete if not applicable / appropriate***



Republic Of Namibia

Ministry of Labour, Industrial Relations and Employment Creation

Written undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:.....

Registration Number:.....

Vat Number:

Industry/Sector:

Place of Business:.....

Physical Address:.....

Tell No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

Full name of Owner/Accounting Officer:.....

.....

Email Address:.....

2. *PROCUREMENT DETAILS*

Procurement Reference No.:.....

Procurement Description:

.....

.....

Anticipated Contract Duration:

Location where work will be done, good/services will be delivered:

.....

3. *UNDERTAKING*

I[insert full name], owner/representative

of[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature:

Date:

Seal:.....

SECTION III: STATEMENT OF REQUIREMENTS

A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

Construction and Assembling of **132 toilets in Kunene Region** replacement as required specified in the priced activity sheet and subject to the standards in the specification and technical compliance sheet

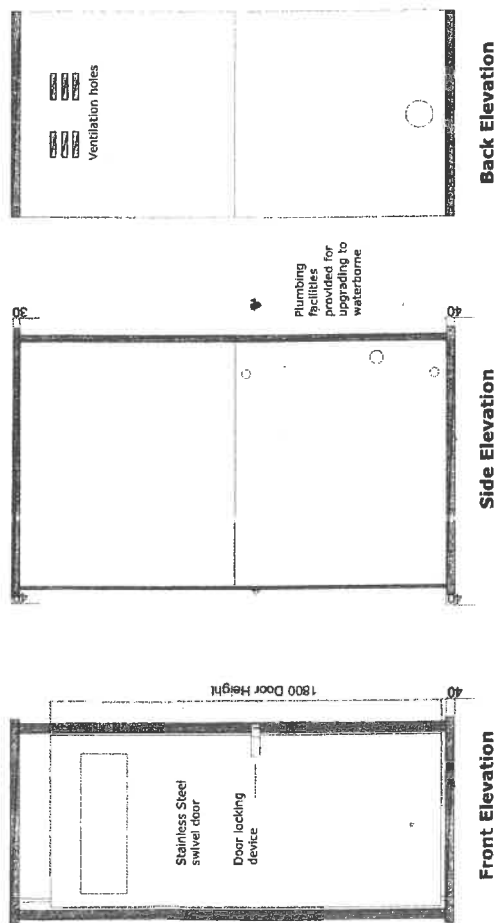
B. DRAWINGS

As per attached drawings and bill of quantity



SPECIFICATION-SUPER STRUCTURE-DRY SANITATION

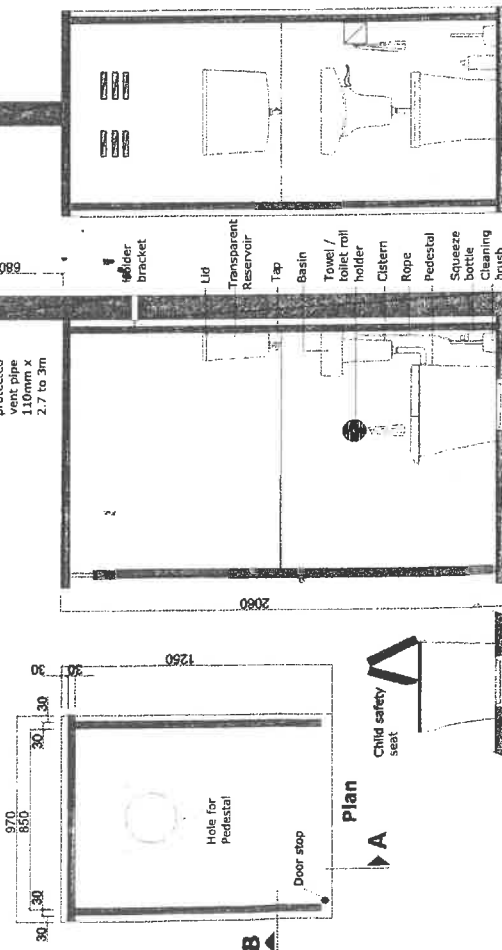
Structure consists of eight high quality re-inforced concrete panels



Front Elevation

Side Elevation

Back Elevation



Patented Beltram Products -
Tel: 061-304 791

Section 'A'

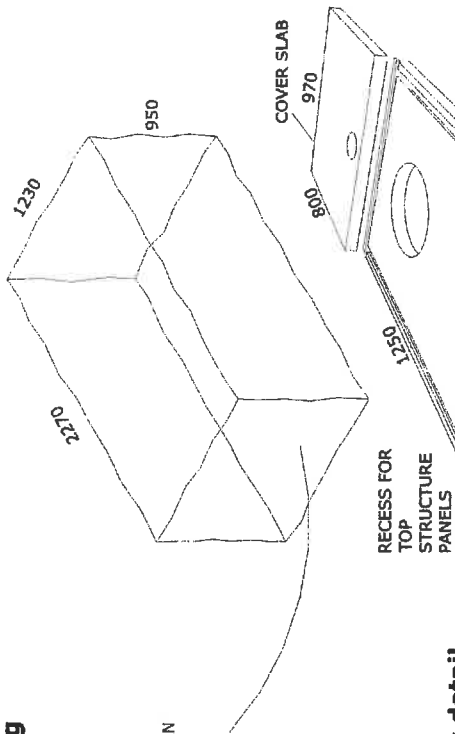
Section 'B'

Step 1 - Pit digging

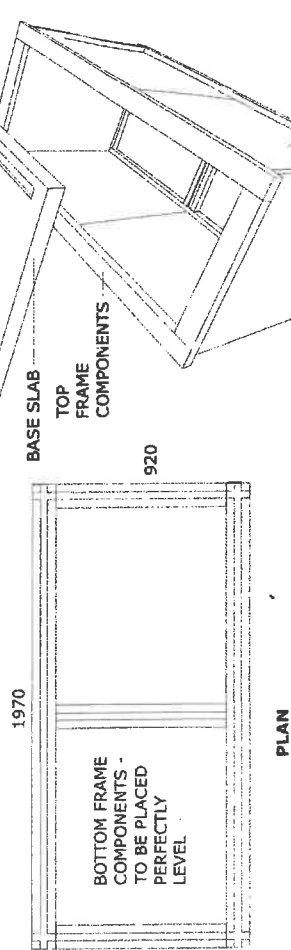
EXCAVATING DIMENSIONS:

LENGTH 2270
WIDTH 9123
DEPTH 950

BOTTOM OF PIT TO BE WELL
COMPACTED AND LEVELLED IN
BOTH DIRECTIONS BEFORE
PLACING BOTTOM FRAME
(TO BE APPROVED BY
APPOINTED ENGINEER)



Step 2 - Assembly detail

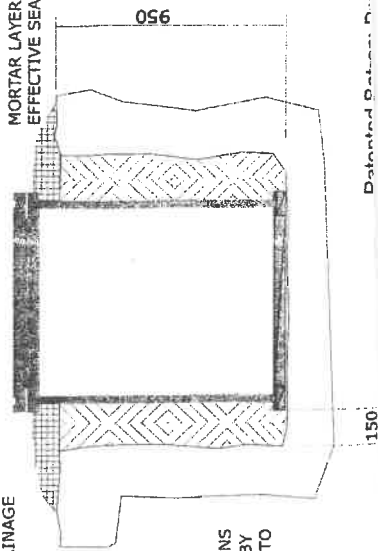


PLAN

Step 3 - Cross Section - Pit

COMPACTED MATERIAL FOR
EFFECTIVE WATER DRAINAGE

BASE & COVER SLAB
FOR TOP STRUCTURE
MORTAR LAYER FOR
EFFECTIVE SEAL



DEPENDENT ON GROUND CONDITIONS
BACKFILL OF PIT TO BE APPROVED BY
APPOINTED ENGINEER. SOILCRETE TO
BE USED IN HIGH WATER TABLE
CONDITIONS

Deflected Surface

SECTION IV: SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF TWENTY (20) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN EPUPA CONSTITUENCY

EPUPA CONSTITUENCY (LOT 1)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 20 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

Kur'ai Samuatiu beneficiaries details:

EPUPA CONSTITUENCY

Project Location

S/N	First name	Surname	Id number/date of birth	Gender	Disability Type	Elderly 60 Yrs. and above	Village	Constituency	Beneficiary Priority	Remarks
1.	Uakamunika	Tjiposa	69091200995	M			Omuangeti	Epupa	One Toilet	
2.	Kapenda	Tjipuiko	85101010286	M			Omuangeti	Epupa	One Toilet	
3.	Tjihenu	Tjiposa	44061210057	M			Omuangeti	Epupa	One Toilet	
4.	Tjihipo	Tjipuiko	45061200268	M			Omuangeti	Epupa	One Toilet	
5.	Maria	Naminga	-	F			Okanguati	Epupa	One Toilet	
6.	ELCIN	Church	-	M & F			Okanguati	Epupa	One Toilet	
7.	Mbaetaike	Kavari	-	M			Okanguati	Epupa	One Toilet	
8.	Timotheus	Willem	50082700397	M			Okatjimbaku	Epupa	One Toilet	
9.	Jakob Kavakalaenua	Ruhele	54091300057	M			Etoto east	Epupa	One Toilet	
10.	Metatu Tjiningweni	Tjimbahi	41061610020	F			Etoto east	Epupa	One Toilet	

11.	Hipungile	Kangundi	481112000684	M				Etoto east	Epupa	One Toilet	
12.	Paulus	Nambelambela	44031900120	M				Etoto east	Epupa	One Toilet	
13.	Okanguati	Open Market	-	M & F				Okanguati	Epupa	Two Toilets	
14.	Toivo Johannes	Van Der Merve	65051500781	M				Ehomba	Epupa	One Toilet	
15.	Tjambetindi	Muandjendavi	1993.06.15	F				Otjimbundu	Epupa	One Toilet	
16.	Utapuike	Tjiposa	80080811310	F				Omuangete	Epupa	One Toilet	
17.	Linda	Telinawa	84040412524	F				Okangwati	Epupa	One Toilet	
18.	Raphael	Alfons	78082810416	M				Okangwati	Epupa	One Toilet	
19.	Kainazuko	Musutua	37121400200	F				Okoupau	Epupa	One Toilet	

SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF TWENTY (20) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN SESFONTEIN CONSTITUENCY

SESFONTEIN CONSTITUENCY (2)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 20 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

Annexure 1: Rural Sanitation Beneficiaries 2019/20 FY, Sesfontein Constituency

Rural Sanitation Beneficiaries Details										Project Location		
S/N	First name Hijatioko	Surname Tjiraso	Id number/date of birth	Female	Female	Disability Type	Village	Constituency	Beneficiary Priority One Toilet	Remarks		
1.	Kanatjo	Mburura		F		N/A	Ozombare	Sesfontein	One Toilet			
2.	Uazemburuka	Tjivinda		F		N/A	Ozombare	Sesfontein	One Toilet			
3.	Eben	Koruhama			M	N/A	Ozombare	Sesfontein	One Toilet			
4.	Uatiza	Koruhama			M	N/A	Ozombare	Sesfontein	One Toilet			
5.	Joseph R	Koruhama	570215 00378	F		N/A	Ozombare	Sesfontein	One Toilet			
6.	Ngarijaruke	Mburura	600903 00858		M	N/A	Ozombare	Sesfontein	One Toilet			
7.	Wevae	Mburura	210516 00189		M	N/A	Ozombare	Sesfontein	One Toilet			
8.	Elizabeth	Tjiningire Uxams		F								
9.	Sara	Gaochas	58122400574		F		Condor/Miheras	Sesfontein	One Toilet			
10.	Lena	Gorabes	63020100712		F		Condor/Miheras	Sesfontein	One Toilet			
11.	Elizabeth	Naoxas	52042500038		F		Condor/Miheras	Sesfontein	One Toilet			
12.												

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13.	Fransikus	Norebeb	54032700192	M		Having one leg	Condor/Miheras	Sesfontein	One Toilet	
14.	Johannes	Aoxmub	54032700192	M			Condor/Miheras	Sesfontein	One Toilet	
15.	Omuramba kindergatern						Omuramba	Sesfontein	Two Toilets	2 needed toilets
16.	Angelika	Kandivi	52042500038		F	Elderly	Okavare/ De-wet	Sesfontein	One Toilet	
17.	Erastus	Japuhua		M		Elderly	Okavare/ De-wet	Sesfontein	One Toilet	
18.	Tuperuaije	Kandji	40032500092	M		Eldery	Okavare/ De-wet	Sesfontein	One Toilet	
19.	Marikondjo	Rikambura	3304080600100	M		Elderly	Okavare/ De-wet	Sesfontein	One Toilet	

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SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF TWENTY (20) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN **OPUWO RURAL CONSTITUENCY**

OPUWO RURAL CONSTITUENCY (LOT 3)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 20 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

Annexure 1: Rural Sanitation: Opuwo Rural Constituency recommended beneficiaries

S/N	Rural Sanitation Beneficiaries Details						Project Location		
	First name	Surname	Id number/date of birth	Female	male	Disability Type	Village	Constituency	Beneficiary Priority
1.	Kozohura	Josef	53010310032		m		Okakuju	Opuwo Rural	Pensioners
2.	Mukuaruuze	Johannes	51021000896		m		Okakuju	Opuwo Rural	
3.	Undari	E. Vepenga	43040700049	F			Okakujukarondanda	Opuwo Rural	
4.	Undari	Ikunda	42121200576		M		Okakujukarondanda	Opuwo Rural	
5.	Kasirua	Gustaf H	5604040240		m		Okapiona	Opuwo Rural	
6.	Kenahama	Jarirombi	54042400146	F			Okapiona	Opuwo Rural	
7.	Tjivahe	Inombindu	59030400110	F			Okarivizu	Opuwo Rural	
8.	Hinu	Hiamaundu	56070700198		M	Wheel chaired	Okazorongwa	Opuwo Rural	
9.	Karunga	Isascar	59042000279		m		Okazorongwa	Opuwo Rural	
10.	Kaitetua	Jaminua	58120300610			Mentally	Omatapati	Opuwo Rural	
11.	Kavari	Fransiska	Kavari	F		Crutches	Omatapati	Opuwo Rural	
12.	Kavari	Jakakura	52090400064			Crutches	Omatapati	Opuwo Rural	
13.	Tjikumisa	Tuuovasana	Tjikumisa	F		Wheel chaired	Omatapati	Opuwo Rural	
14.	Tjikumisa	Jariombonge	50121200949			Crutches	Omatapati	Opuwo Rural	

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15.	Kavari	K. Enethe	56092800365	F			Ombombo	Opuwo Rural		
16.	Rutjindo	Uerikotora	57021110014	F			Ondjombojomakongo	Opuwo Rural		
17.	Tjindjumba	Jazapi	50101200404	F			Ongango	Opuwo Rural		
18.	Tjiposa	Uahorekua	49081210076	F			Ongango	Opuwo Rural		
19.	Musaso	Kuzeeko	51040100627		m		Ongango	Opuwo Rural		
20.	Tjindjumba	Kanjamene	35061100417		M		Ongango	Opuwo Rural		

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SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF EIGHTEEN (18) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN **OUTJO CONSTITUENCY**

OUTJO CONSTITUENCY (LOT 4)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 18 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

FORMAT A: RURAL TOILET –HOUSEHOLD/BENEFICIARY IDENTIFICATION FORM FOR 2019/2020 FY OUTJO CONSTITUENCY

Reg No	Location			Details of Beneficiary				Group Classification (tick)				Remarks	Toilets Construction progress			Toilet Received by		
	Region	Constituency	Farm/Location	Gender	First Name	Surname	ID No.	No of House hold members	Poor (Income bellow N\$ 536.00 Monthly)	Elderly 60 years and above	Category Disability		Motivation (Why beneficiary should be given assistance/priority)	Starting Date	Completion Date	Handing over date	First Name	Surname
	Kunene Region	Outjo Constituency	Serinkop Farm	Female	Merceline	Ganes	02022100107	9 People				Disable person and large number of people						
	Kunene Region	Outjo Constituency	Serinkop Farm	Male	Isak	Gamuseb	54072100242	16 people	Yes			Pensioner and large number of people in the house						
	Kunene Region	Outjo Constituency	Serinkop Farm	Female	Magarethe	Geises	45051700012	3 people	Yes			Pensioner						

[illegible]

[illegible]

SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF EIGHTEEN (18) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN **OPUWO URBAN CONSTITUENCY**

OPUWO URBAN CONSTITUENCY (LOT 5)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 18 toilets	

*Columns A to D to be completed as applicable by the Public Entity

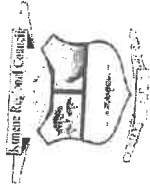
Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		



Kunene Regional Council

Tel: +264-65-273239
Fax: +264-65-273237



Private Bag 502
Opuwo

OPUWO URBAN CONSTITUENCY OFFICE

RE: PROPOSED BENEFICIARIES FOR RURAL SANITATION PROGRAM 2019 / 2020 FY

Reg No	Location / Village	Gender	Name	Surname	ID Numbers	No of household members	Poor	Elderly	Disability
1	Omaovipanga		Uapeua	Ruhozu	50321060006				
2	Omaovipanga		Sindira W.	Siwombe	59010106454			Elderly	
3	Omaovipanga		Komomuti	Tjiposa	40052610012			Elderly	
4	Oromutati		Tjijheue	Tjundu	41030800154			Elderly	
5	Oromutati		Hipombua	Muhenje	36020400069			Elderly	
6	Orokapare		Umuna	Kuvare	56010300339			Elderly	
7	Orokapare		Jazikua	Kahandura	37070300360			Elderly	
8	Orokapare		Vasenga	Kuvare	51022810022			Elderly	
9	Orokapare		Karamona	Tjambiru	44041100372				
10	Orokapare		Ngutjua	Muharukua	54101001650			Elderly	
11	Okahungu		Taukuminina	Kapazu	49092100544			Elderly	
12	Okahungu		Inaani	Tjipepa	38111200633			Elderly	
13	Orokapare		Vezuvakapi P.	Mupia	50102100160			Elderly	
14	Orumana		Sakeus	Haimbuindi	49070100126			Elderly	
15	Orumana		Sexson	Tjitur	N/A			Elderly	
16	Oromutati		Uasuverua	Matundu	50121900045			Elderly	
17	Otjerunda		Onjange					Elderly	
18	Otjisokotjongava		Kindergarten					Community Kindergarten	
			Otjisokotjongava kindergarten					Community Kindergarten	

SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF EIGHTEEN (18) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN **KAMANJAB CONSTITUENCY**

KAMANJAB CONSTITUENCY (LOT 6)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 18 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		



Tel: 067-330137
Fax: 067-330138

Kunene Regional Council

Kamanjab Constituency Office



P/Box 54

To : Mr K Sinvula
Acting Chief Regional Officer

Through: Mr P Ashipala
DD: Rural Services

From: Mrs L Nkolo *[Signature]*
Control Administrative Officer

Date: 27 September 2019

**SUBMISSION OF THE FINAL BENEFICIARIES NAMES / LOCALITIES FROM PREVIOUS SUBMITTED LIST TO
BENEFIT UNDER RURAL SANITATION 2019/20 FY FOR KAMANJAB CONSTITUENCY**

LIST OF SANITATION RURAL TOILETS

No	Name	ID Number	Area
1.	Guriras Cecilia		Vlakte
2.	Theophilus Lamberts		Braman Pos
3.	Johannes Arnando		Braman Pos
4.	Teresia Haufiku (Soso)		Hanavis
5.	Petrus Panduleni Simon	68092900809	Farm Sheya
6.	Anna Khamises		Braman Pos
7.	Werner Iyambo		Namatanga
8.	Eva Hones	76071010373	Namatanga
9.	Aron Daniseb		Namatanga
10.	Robert Garab	79081400142	Namatanga
11.	Sara Garas	56112700336	Namatanga
12.	Emmanuel Garab		Stilte
13.	Bethuel Hanavi		Hanavi
14.	Susanna Gabriel (So-oabes)	45071100479	Hanavi
15.	Herman Mboro / Lina Kambahe		Nirwana
16.	Christofine Komahama		Nirwana
17.	Albertina Hoes		Gruis Pos
18.	Beries Jager		Babelsberg

SCOPE OF WORK: CONSTRUCTION AND ASSEMBLING OF EIGHTEEN (18) VIP TOILETS (WORKS) AND USING YOUR OWN TOOLS/EQUIPMENT'S AND MATERIALS TO DIG THE PITS IN **KHORIXAS CONSTITUENCY**

KHORIXAS CONSTITUENCY (LOT 7)

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
A*	B*	C*	D*	E	F
1	Excavation of Trenches on soft/hard rock (using of jack hammer recommended).	2.65	m ³		
2	Assembling of a toilet unit with provided materials	1	No		
3	Average Transport cost for one toilet to the site	1	No		
4	Site Clearances	3.75	m ²		
Enter 0% VAT rate if VAT exempt.				Sub-total	
				VAT @ %	
				Total per unit	
				Total for 18 toilets	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

Annexure 1: Rural Sanitation – KHORIXAS SANITATION

S/N	Rural Sanitation Beneficiaries Details						Project Location			
	First name	Surname	Id number/date of birth	Male	Female	Disability Type	Village	Constituency	Beneficiary Priority	Remarks
1.	Astrid	Eises	86053100374		F	None	Sorri-Sorris T-Junction	Khorixas	Poor	
2.	Erna	Eises	68030600283		F	None	Sorri-Sorris T-Junction	Khorixas	Poor	
3.	Josef	Kamaseb	43012800069	M			Vaalhoek Post	Khorixas	Elderly	
4.	Stella	Shipanga			F		Vaalhoek Post	Khorixas	Poor	
5.	Albertine	Ortmann			F			Khorixas	Poor	
6.	Mariane	Guises			F		Malanrus	Khorixas	Poor	
7.	Hansina	Jagger	45072810011		F		Malanrus	Khorixas	Poor	
8.	Magdalena	/Howoses	17.08.1954		F		Bankfontein H/S	Khorixas	Elderly	
9.	Amily	Uwiteb		M			Kaokokroon	Khorixas	Elderly	
10.	Oagu	!Gomxab		M			Kaokokroon	Khorixas	Elderly	

11.	Magdalena	/Naris						/Oas	Khorixas	Poor	
12.	Renathe	Ganuses				F		/Oas	Khorixas	Poor	
13.	Jan	Rhyn		M				Fonteine	Khorixas	Elderly	
14.	Tuna	Rhyn				F		Fonteine	Khorixas	Elderly	
15.	Albertus	Simon	15.11.1954	M				Tsaurob/Vrede	Khorixas	Erderly	
16.	Lukas	Klim	53110410036	M				Tsaurob/Vrede	Khorixas	Elderly	
17.	Albertus	Awarab		M				Bergsig Post	Khorixas	Poor	
18.	Anamarie	//Hoes				F		Bergsig Post	Khorixas	Poor	

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **W/RFQ/KRC-27/2019**

[Bidders should complete columns C and D with the specifications and performance of the Works offered. Also state "comply" or "not comply" and give details of any non-compliance/deviation to the specifications required. Attach detailed technical literature if required. Authorise the specifications offered in the signature block below]

Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (if applicable)
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
1	Excavation of Trenches on soft/ hard rock (using of jack hammer recommended).		
2	Assembling of a toilet unit with provided materials		
3	Average Transport cost for one toilet to the site		
4	Site Clearances		

* Columns A and B to be completed by Public Entity.

Specifications and Compliance Sheet Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. **W/RFQ/KRC-27/2019**) available on the website of the Public Entity notice board except where modified by the Special Conditions below

SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **W/RFQ/KRC-27/2019**

Clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract.

GCC Clause Reference	Special Conditions
Employer GCC 1.1(r)	Kunene Regional Council
Intended Completion Date GCC	The intended completion date is: 06 January 2020
Compulsory site visit	Local SMEs are encouraged to know the Region and Constituencies they are to bid
Project Manager GCC 1.1(y)	The Project Managers are: Works inspectors, in conjunction with Constituency Support staffs and Community Liaison Officers with division : Rural Services
Sites GCC 1.1(aa)	As per attached lists for each constituency
Start Date GCC 1.1(dd)	The Start Date shall be: 18 November 2019
The Works GCC 1.1(hh)	Scope of work is to: Construct and Assemble of 132 VIP toilets in Kunene Region
Interpretation GCC 2.2	As per section IV
Interpretation GCC2.3	The following additional documents shall form part of the contract: N/A
Language and	The language of the contract is English

GCC Clause Reference	Special Conditions
Law GCC 3.1	The law that applies to the Contract is the law of Namibia.
Project Manager's Decisions 4.1	The Project Manager shall obtain specific approval from the Employer before carrying out any of his duties under the Contract which in the Project Manager's opinion will cause the amount finally due under the Contract to exceed the Contract Price or will give entitlement to extension of time. This requirement shall be waived in an emergency affecting safety of personnel or the Works or adjacent property.
Delegation GCC 5.1	The Project Managers may not delegate his/her duties.
Notices GCC 6	<p>Any notice shall be sent to the following addresses: <u>pmu@kunenerc.go.va</u> For Kunene Regional Council, the address shall be: Administrative: Mr Saara Nampala</p> <p>Or</p> <p>Technical: Mrs Leena Daniel & Mrs Justina Mwafangeyo Tel: 065-273950 Kunene Regional Council Mbumbiazo Muharukua Street, P/Bag 502, Opuwo</p> <p>For the Supplier, the address and contact name shall be (To be completed by the bidder)</p>
Insurance GCC 13.1	The bidder will be responsible for insurance of all materials during transportation and on sites.
Possession of the Site GCC 20.1	The Site Possession Date shall be: 06 January 2020
Procedure for Disputes GCC 24	No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties shall seek to resolve any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.
Program GCC 25.1	The Contractor shall submit for approval a Program for the Works within 7 days from the date of the Letter of Acceptance or issue of

GCC Clause Reference	Special Conditions
	Purchase Order Agreement.
GCC 25.3	Program updates shall be required.
Defects Liability Period GCC 33.1	The Defects Liability Period is: 365 days.
Payment Certificates GCC 39.7	A single statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor.
Payments GCC 40	The single certification of work by the Project Manager shall be paid in full after completing the allocated toilets within thirty (30) days of receipt by the Employer of an invoice, supported by: (a) a certificate of Completion
Adverse weather Conditions GCC 41.1 (I)	Weather conditions under which normal works cannot be carried
Price Adjustment GCC 44.	The Contract is not subject to price adjustment.
Retention GCC 45.	(ii) N/A
Liquidated Damages GCC 46.1	The liquidated damages for the whole of the Works are 10% per day. The maximum amount of liquidated damages for the whole of the Works is 30 %
Advance Payment GCC 48.1	(i) No advance payment shall be made
Performance Security GCC 49.1	N/A
GCC 56.1	"As built" drawings or operating and maintenance manual are not required.
GCC 59.1	The percentage to apply to the value of the work not completed, representing the Employer's additional cost for completing the Works, is: 15%

SCHEDULE 2

QUOTATION CHECKLIST SCHEDULE**Procurement Reference No.: W/RFQ/KRC-27/2019**

Description	Attach/Yes	Not Attached/No
Quotation Letter		
Bid-securing Declaration		
Price Activity Schedule		
Performance Compliance Sheet		
Have a valid/ certified copy of company Registration Certificate from Ministry of Trade, Industrialization and SME Development;		
Confirmation of banking from Namibian banking Institution		
Have valid/ certified copy of good Standing Tax Certificate from the Ministry of Industrialisation, Trade and SME Development;		
Have valid /certified copy of good Standing Social Security Certificate		
Have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;		
Signed and stamped confirmation letter from Regional Councillor within Kunene Region		
All pages initialled and letter of authority attached		
Proof of valid/road worthy vehicles ownership/ lease agreement/ contract attached		

Disclaimer: The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.