

***Request for Quotation (RFQ) for the Environmental Control Officer
Professional Services to the CSIR***

Request for Quotation (RFQ) No: 5843/29/06/2022

Date of issue	Wednesday, 14 June 2022
Closing Date and Time	Wednesday, 29 June 2022 at 16:30
Electronic submission	Email: tender@csir.co.za If the size of the documents exceeds 25MB, send multiple emails. Use the tender number and description as the subject on the email.
Contact details	Submission of enquiries: All enquiries must be submitted to tender@csir.co.za . This email is only for submission of enquiries. (Please use the RFQ number as the subject reference)
Closing date for enquires	Monday, 20 June 2022
CSIR Business Hours	08:00 – 16:30

1 INVITATION FOR QUOTATION

Quotations are hereby invited for the appointment of a registered, Independent Environmental Control Officer (ECO) in compliance with the provision of the approved Environmental Authorisation (EA) and the Environmental Management Programme (EMPr) for the construction of the SKA dark fibre route between Beaufort West and Carnarvon (180km). The contract period will be approximately fourteen (14) months. Within which the CSIR reserves the right to terminate the contract at the end of the 14 months.

The proposed SKA fibre optic cable starts in Beaufort West, Western Cape (WC) Province, via Loxton, and terminates in Carnarvon, Northern Cape (NC) Province (Figure 2). The route crosses three local municipalities, namely the Beaufort West Local Municipality (WC), Ubuntu Local Municipality (NC) and the Kareeberg Local Municipality (NC).

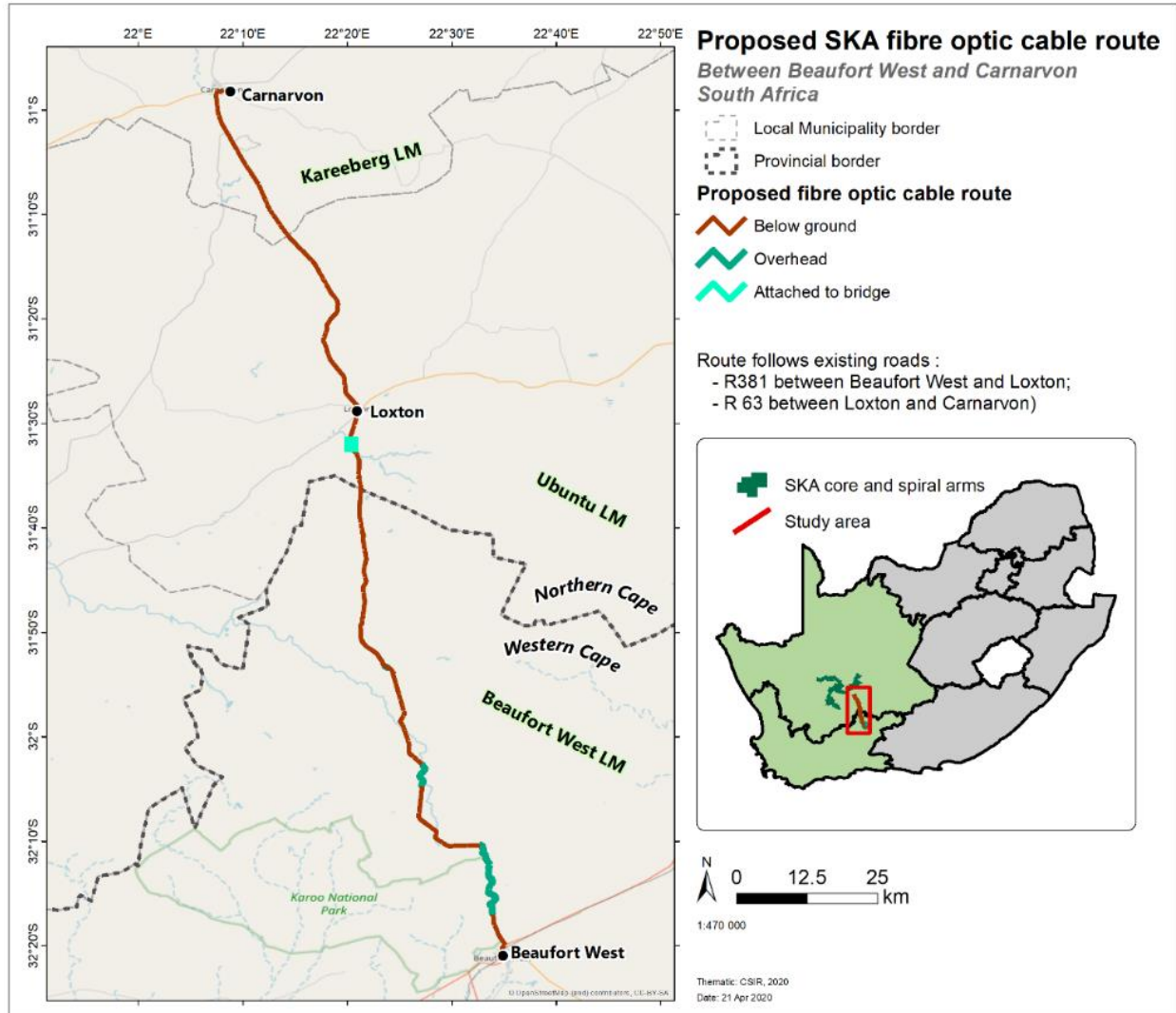


Figure 1: The proposed SKA fibre optic cable route starts in Beaufort West, follows the existing R 381 and R 63 roads via Loxton to Carnarvon. Note Overhead and underground distance may change

2 QUOTATION REQUIREMENTS

The Scope of Work for the appointed ECO includes the following tasks that should be considered in the costing:

- 2.1 Ensure that the mitigation measures and recommendations referred to in the approved Environmental Management Programme (EMPr) are implemented and adhered to.
- 2.2 Ensure compliance with the conditions stipulated in the projects' Environmental Authorization (EA).

- 2.3 Conduct site inspections Bi-weekly, Inspecting the site and surrounding areas with regards to addressing issues of concern that may have a negative impact on the environment.
- 2.4 Compile inspection reports, keeping photographic records of progress on the site from an environmental perspective and share with the client. Ensure reports and records are kept onsite.
- 2.5 Conduct monthly Environmental compliance audits.
- 2.6 Attend monthly project meeting and ensure that any environmental issues are discussed and addressed.
- 2.7 Compile and submit the compliance audit report to the client as well as the competent authority as per condition stipulated in the Environmental Authorization.
- 2.8 Update the approved EMPr according to the environmental audit report, where necessary and submit to the Competent Authority for approval together with audit report.
- 2.9 Ensure that requisite remedial actions required in case of a non-compliance are implemented accordingly.
- 2.10 Maintain the public comments/complaints register as well as actions taken.
- 2.11 Liaise with the Client, Contract Manager and the Competent Authority throughout the construction and rehabilitation phases of the project.
- 2.12 Ensure all the activities on site comply with all legal legislation
- 2.13 Monitor all activities on site and ensure that the client, contractor as well as the sub-contractors, comply with the requirements of the conditions stipulated in the Environmental Authorisation (EA) as well as the requirements outlined in the approved EMPr (Environmental Management Programme).
- 2.14 Provide Environmental awareness training to all staff on a construction site both in the induction phase as well as ongoing throughout the construction phase.
- 2.15 Compile and present an Environmental snag-list and close out report at the hand over meeting after the construction & rehabilitation phases has been completed.
- 2.16 Ensure that progressive rehabilitation takes place throughout the construction phase to ensure that the development site is rehabilitated to a high level of environmental integrity that is not only aesthetically pleasing but ecologically functional.
- 2.17 Drive the fibre route with appointed contractor and appointed Terrestrial and Aquatic Ecological Specialist to locate identified sensitive areas mentioned in the EMPr.

Figure 2: The proposed SKA fibre optic cable route starts in Beaufort West, follows the existing R 381 and R 63 roads via Loxton to Carnarvon.

3 EVALUATION CRITERIA

- 3.1. Qualification BSc (Hons) in Natural Science or Environmental Science/Management
- 3.2. Registration with the South African Council for Natural Scientific Professionals (SACNASP) (Advantageous)
- 3.3. Provide evidence of at least five similar projects with experience as lead/senior ECO
- 3.4. Evidence of minimum of three (3) years of relevant experience as an Environmental Control Officer.
- 3.5. Evidence of minimum of three (3) reference letters with contact details.
- 3.6. Selection of suppliers will be based on the 80/20 preference point system.
- 3.7. No order will be issued without a valid CSD number.
 - Provide valid copy of the B-BBEE Certificate issued by an accredited verification agency and bearing a SANAS logo; or
 - Valid sworn affidavits made on DTIC designed templates; or
 - DTIC issued affidavit; or
 - CIPC issued B-BBEE certificate.
- 3.8. No B-BBEE status will equal to zero points.
- 3.9. Quotations must be submitted on company letterhead.

Elimination Criteria

- Late submission of quotes;
- Submission at the wrong location or incorrect email address (Please submit electronically to tender@csir.co.za)
- Failure to submit copies of relevant qualifications and registration.
- Failure to provide evidence of minimum of three (3) reference letters.
- Non-submission of summary quotes in annexure B and detailed quotes on company letterhead.

4. PRICING QUOTATION

- 4.1. Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.
- 4.2. Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 4.3. Payment will be according to the CSIR Payment Terms and Conditions.
- 4.4. Use the attached pricing spreadsheet to provide your quote (**ANNEXURE B**)

Note: Bidders to quote as per the breakdown summary in annexure B below and additional detailed quotation on company's letterhead be submitted.

5. OTHER TERMS AND CONDITIONS

- 5.1 The tenderer shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives. Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.
- 5.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.
- 6 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.**
- 7 Note: This is NOT a Purchase Order.**
- 8 ANNEXURE A – SBD 1 (Completed form to be submitted with the quotation)**

DECLARATION BY TENDERER

Only tenderers who completed the declaration below will be considered for evaluation.

RFQ No:

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / quotation specifications stipulated in RFQ No..... at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the quotation.

I confirm that I am satisfied with regards to the correctness and validity of my quotation; that the price(s) and rate(s) quoted cover all the services specified in the quotation 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.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this RFQ as the principal liable for the due fulfilment of this RFQ process.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other RFQ proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

6. ANNEXURE B - PRICING SCHEDULE

No.	Deliverable/item description	Unit of Measure	Quantity	Price/Rate (Excl.VAT)	Total Price (Excl.VAT)
<i>The Provision of Environmental Control Officer services to the CSIR (Project Name)</i>					
1.	Onsite consulting/Training	Hourly rate			
2.	Onsite inspections	Hourly rate			
3.	Onsite audits	Hourly rate			
4.	Report compilation	Rate per Report			
5.	Travelling	Km			
6.	Accommodation	Daily rate			
7.	Other				
<i>NB: Pricing must be inclusive of all costs to be incurred by the bidder in the delivery of the required service. Detailed quotation to be provided in company's letterhead</i>					
				Sub-Total	
				VAT	
				Total (Incl VAT)	