



**Request for Sealed Quotations  
for Goods:  
SUPPLY AND DELIVERY OF VARIOUS VSD's FOR  
NAMWATER PUMP STATION ONAYENA.**

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**Procurement Reference No: G/RFQ/ NW-004/2027**

<b>Name of Bidder</b>		
<b>Contact Person</b>		
<b>E-mail Address</b>		
<b>Postal Address</b>		
<b>Total Amount (Excl. VAT)</b>		
<b>Contact Phone number</b>	<b>Work:</b>	<b>Mobile:</b>

**The Quotation/Bid Box**

**Att: Procurement Management Unit (+264 61 71 2015, [Bids@namwater.com.na](mailto:Bids@namwater.com.na) )**

Namibia Water Corporation Ltd.

Private Bag 13389

176 Iscor Street, Aigams Building

Windhoek

**Closing Date: Thursday, 11 June 2026 at 11h00  
NO LATE BIDS WILL BE ACCEPTED!**

Initials.....

## **NOTICE TO BIDDERS**

- **Please take note of initializing all pages of the standard bidding document and initial all the supporting documents including company profiles, brochures, etc.**
- **Take note to sign all relevant pages as stipulated in the bidding standard document.**
- **Copies of documents not certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963) will not be accepted.**



**NAMIBIA WATER CORPORATION LTD**

Namibia Water Corporation Ltd.  
Private Bag 13389, Windhoek, Namibia  
Tel: +264 61 71 2066  
Fax: +264 61 21 0741

**Letter of Invitation**

**Name and Address of Bidder** \_\_\_\_\_

**Procurement Reference Number: G/RFQ/NW-004/2027**

**15 May 2026**

Dear Bidder,

**SUPPLY AND DELIVERY OF VARIOUS VSD's FOR NAMWATER PUMP STATION  
ONAYENA.**

NamWater invites you to submit your best quote for the items 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 Procurement Management Unit E-mail:  
[bids@namwater.com.na](mailto:bids@namwater.com.na), Private Bag 13389 Windhoek, Namibia.

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

Procurement Management Unit

Initials.....

## SECTION I: INSTRUCTIONS TO BIDDERS

### 1. Rights of Public Entity

The NamWater Ltd reserves the right:

- (a) to split the contract as per the lowest evaluated cost per item, or
- (b) to accept or reject any quotation; and
- (c) 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 items mentioned in Section III by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration;
- (b) the List of Goods and Price Schedule Section III;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) Supporting information/literature requested under Section IV, number 8

You are advised to carefully read the complete Request for Sealed 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 **120 days** from the date of submission deadline.

### 4. Eligibility Criteria

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

- (a) Have a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), of company Registration Document;
- (b) Have an original or a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), of a valid Good Standing Tax Certificate, as certified by the Commissioner of Oath.
- (c) Have a valid good Standing Social Security Certificate,
- (d) Have a valid certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), 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 or a valid certified copy of the original document, as certified by the Commissioner of Oath;
- (e) Submit signed Bid-securing Declaration.
- (f) 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;

Initials.....

- (g) Submit **Supporting** information/literature to substantiate compliance. **These documents must be from the manufacturer or an authorized manufacturer's representative of the offered goods. Representatives must provide an authorization letter from the manufacturer confirming their status.**
- (h) A Bidder that is under a declaration of ineligibility by the Government of Namibia in accordance with applicable laws at the date of the deadline for bid submission or thereafter, shall be disqualified.

Bids from service providers appearing on the ineligibility lists of African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank Group and World Bank Group shall be rejected.

Links for checking the ineligibility lists are available at:

- Republic of Namibia, Procurement Policy Unit  
<https://egp2.gov.na/forms/SearchSuspendedBidders.jsf>
- African Development Bank  
<https://www.afdb.org/en/projects-operations/debarment-and-sanctions-procedures>
- Asian Development Bank  
<http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&count=999>
- European Bank for Reconstruction and Development  
<http://www.ebrd.com/pages/about/integrity/list.shtml>
- Inter-American Development Bank Group  
<http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html>
- World Bank Group

<http://www.worldbank.org/en/projects-operations/procurement/debarred-firms>

## 5. Bid Securing Declaration

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process.

## 6. Delivery

Delivery shall be to a maximum of **3-4 weeks** after acceptance/issue of Purchase Order. Deviation in delivery period **shall not be accepted**.

## 7. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to NamWater Ltd with the Bidder's name and contact information at the back of the envelope.

## 8. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at Namibia Water Corporation Ltd Head office, Private Bag 13389, 176 Iscor Street, Aigams Building, Windhoek, not later than **Thursday 11 June 2026 at 11h00**. Offers by post or hand delivered should reach Private Bag 13389 by the same date and time at latest. Late Offers will be rejected

**Quotations received by e-mail will not be considered.**

## 9. Opening of Quotations

Quotations will be opened internally by NamWater Ltd immediately after the closing time referred to in instruction 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of a Bid Securing Declaration, will be posted on the website of NamWater Ltd and available to any bidder on request within three working days of the Opening.

## 10. Evaluation of Quotations

NamWater shall have the right to request for clarifications during evaluation. Offers that are substantially responsive shall be compared on the basis of price or ownership cost, subject to Margin of Preference where applicable, to determine the lowest evaluated bid.

## 11. Technical Compliance

Bidders shall submit along with their quotations documents, catalogues and any other literature to substantiate compliance with the required specifications and to qualify deviations if any with respect to Public Entity's requirements.

The Specifications, Performance Requirements and Compliance Sheet details the minimum specifications of the goods/items to be supplied. The specifications have to be met but no credit will be given for exceeding the specifications unless otherwise stated.

## 12. Prices and Currency of Payment

Prices shall be fixed in Namibian Dollars.

## 13. Margin of Preference

13.1 The applicable margins of preference and their application methodology are as follows: **Not applicable**

Initials.....

**14. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation and qualified to supply the goods/items and related services shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

**15. Notification of Award and Debriefing**

NamWater Ltd 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. Furthermore, NamWater Ltd shall end to all requests for debriefing made in writing within seven (7) days of the unsuccessful bidders being informed of the award.

**SECTION II: QUOTATION LETTER***(to be completed by Bidders)*

[Complete this form with all the requested details and submit it as the first page of your quotation with the Price list and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. **If your quotation is not authorised, it will be rejected.**]

Quotation addressed to:	<b>Namibia Water Corporation Ltd</b>
Procurement Reference Number:	<b>G/RFQ/NW-004/2027</b>
Subject matter of Procurement:	<b>SUPPLY AND DELIVERY OF VARIOUS VSD's FOR NAMWATER PUMP STATION ONAYENA</b>

We offer to supply the items listed in the attached List of Goods and Price Schedule as per the defined specifications, *except for the qualified deviations [Bidder may delete this phrase in case of no deviation]* and, in accordance with the terms and conditions stated in your Request for Quotations referenced above.

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

We undertake to abide ethical conduct 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 to disqualification on the grounds mentioned in the BD].

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

We confirm that the prices quoted in the List of Goods and Price 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.

The delivery period offered from the date of issue of Purchaser Order/ Letter of Acceptance is as shown in the List of Goods items and Price Schedule.

**Quotation Authorised by:**

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

Initials.....

**Appendix to Quotation Letter**

**BID SECURING DECLARATION**

**(Section 45 of Act)**

**(Regulation 37(1)(b) and 37(5))**

**Date:** .....

**Procurement Ref No.:** .....

**To:** .....

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 \_\_\_\_\_, \_\_\_\_\_  
*[insert date of signing]*

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***

Initials.....



**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:.....

Tel No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

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

.....

Email Address:.....

**2. PROCUREMENT DETAILS**

Procurement Reference No.:.....

Procurement Description: .....

.....

Initials.....

.....  
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:**.....

*Please take note:*

1. *A labour inspector may conduct unannounced inspections to assess the level of compliance*
2. *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

Initials.....

## SECTION III: LIST OF GOODS AND PRICE SCHEDULE

## QUOTATION FOR: SUPPLY AND DELIVERY OF VARIOUS VSD's FOR NAMWATER PUMP STATION ONAYENA

Procurement Ref No. G/RFQ/NW-004/2027

INSTRUCTIONS TO THE PUBLIC BODY				INSTRUCTIONS TO BIDDERS		
At time of preparation of the RFQ, Columns A to I shall be filled in by the Public Entity. [To be filled by the Public Entity]				Bidders shall fill-in columns F, G & H and fill the total E= mark with a *if an equivalent is quoted F= Rate per unit                      G=Total price for one item ( C x F) • If an equivalent is quoted, please attach to your quote appropriate technical information & specification • Bidders shall fill in and sign the bottom section of this page		
A	B	C	D	F	G	H
Item no.	Description of Goods	Quantity	Unit of measure	Price per unit NAD <sup>1</sup>	Total price without VAT NAD	VAT: NAD
	<b>LOT 1-KATIMA M'PACHA PUMP STATION</b>					
	<b>LOT 2-ONAENA PUMP STATION</b>					
1.	ONAENA VSD's SCHNEIDER, ABB DRIVES, DAFOSS AND ALLEN BRADLEY.	3	30kW			
	Delivery period [Weeks]			<b>TOTAL</b>		
NAME:		POSITION:		SIGNATURE		DATE
NAME OF BIDDER:		ADDRESS:				

1. If Price quoted is subject to change in rate of exchange at the time of delivery of goods provide details hereunder:

Currency: ..... Exchange Rate: .....

If no base rate of exchange is given, the price shall be treated as firm in Namibian Dollars for all intent and purpose.

Key notes: NA=NOT APPLICABLE, NQ=NO QUOTE

Initials.....

SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

1. GENERAL

The following specification are required for the following Pump Stations:

LOT 1	ONAENA VSD's SCHNEIDER, ABB DRIVES, DAFOSS AND ALLEN BRADLEY 30kW.
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2. VSD's

**Technical Specifications**

*General*

The variable speed drives will be used to drive 30kW squirrel cage induction motors (variable torque applications), which in turn will drive centrifugal pumps.

**All variable speed drives shall be wall mounted inside the control room area.**

The Tenderer shall supply and deliver the variable speed drives with specific reference to the following requirements:

**Please note:**

**Evaluation on the drive offers will be on efficiency and reflected power factor. Low efficiency drives will be penalized on the cost of kWh/MD used (20 hours operation, 365 days of the year, at 80% load, and the maximum demand charge).The period of evaluation will be 15 years. The cost of kWh and MD charge that will be used is the current tariff structure of Nampower.**

*75kW and 30kW Variable Speed Drives*

**Performance Requirements**

The drive shall be of the type suitable for controlling the speed of 3-phase, 400 V induction motors rated at 30kW.

The drive shall be capable of continuous operation at full load in an ambient temperature of 45 °C.

**The drive shall be of the open chassis type and shall be mounted inside the main switchboard (This shall be done by the contractor who will build the switchboard). An IP 21 rating are required.**

Initials.....

Drives shall have metal enclosures to prevent the radiated radio frequency interference noise (RFI) from affecting the operation of other equipment. The metal enclosures must be earthed with a low impedance connection to the switchboard's earthing system.

The drive shall be manufactured to quality assurance and manufacturing standards according to ISO-9001.

The VSD shall be capable of continuous duty at full rating (i.e. 24 hours/day, 365 days/annum). The VSD shall operate indoors but under damp and dusty conditions.

Initials.....

The VSD shall be capable of operation without damage under the following power supply distortions:

- Total interruption and restoration after 2 seconds
- Loss of one phase and restoration after 2 seconds
- Supply voltage total harmonic distortion 3% with individual harmonic distortion of 1%.

### **Performance**

The drive shall be specifically designed for variable torque operation, but shall also incorporate a choice of pre-set starting speed torque curves to give the converter flexibility over a wide application area.

The input voltage to the drive will be between 380 – 460Vac, with a tolerance of – 15 % to +10%.

The drive shall be used for variable torque applications.

The drive shall be capable of supplying 120% of rated current for 1 minute.

The control mode shall be V/F (Voltage/Frequency) and the drive shall be of the type utilising advanced digital PWM (Pulse Width Modulation) technology with microprocessor based control. IGBT (Isolated Gate Bipolar Transistors) technology should be utilized on the output bridge. It would be preferred that the output waveform is sinusoidal at all frequencies, such that the motor power is fully utilised at the motor's rated speed, and no motor de-rating is necessary.

The drive shall automatically correct the output voltage to the pre-set voltage level (ex. 400Vac) during main's voltage variations of +10% and -15% to prevent loss of torque and speed variations occurring during motor operation.

To prevent over-magnetisation of the motor at low speeds and light loads the drive shall incorporate automatic flux control of the motor

The drive shall automatically adjust the output frequency and voltage to maintain a stable motor speed of  $\pm 3\%$  of the motor's pre-set speed. The accuracy shall be maintained over a speed and loading range of 10% to 100% without the use of a closed feedback loop.

The drive shall be fitted with an energy saving function whereby the inverter calculates the voltage at which motor efficiency will be the greatest, and sets it as the output voltage.

The drive shall be programmed for automatic restart in the case of temporary power loss.

The drive shall be suitable for control of high inertia loads and be able to catch a rotating motor under any operating condition without tripping, e.g. whether through large supply interruptions or by the action of switching on and off the motor isolating switch when the motor is running.

The function shall also ensure that a motor on a high inertia load already pre-rotating, even in the reverse direction, can be switched onto, braked to zero speed by DC injection braking incorporated in the drive, and then accelerated to the pre-set speed in the correct direction.

The drive shall incorporate a PID regulator to enable closed-loop control of the process.

### **Requirements**

#### **Digital Technology**

The use of potentiometers for set up and calibration is not acceptable and equipment using these techniques will not be considered.

The drive will be fitted with a removable keypad to be flush-mounted on the front panel of the Variable Speed Drive cubicle.

#### **Radio Frequency Interference**

Suppliers are reminded that the plant contains equipment sensitive to RFI interference (such as PLCs and Computers). Full compliance to the standards is requested. The drive should be well protected and immune to electrical disturbance in order to ensure high reliability.

#### **Separate RFI Filters**

The separate RFI filters shall be mounted in metal enclosures with the same protection rating as the drive, and shall be located as close to the mains connection terminals of the drive as possible.

Initials.....

Ferrite cores mounted on the input cables will not be considered as RFI compliant.

Harmonic Distortion and Power Factor
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Suppliers are reminded that the plant contains a high portion of harmonic producing loads.

Mains Harmonic currents generated by the converter must be limited by external mains reactors or reactors in the DC bus of the drive. Drives that include reactors in the DC bus circuit are preferred.

VSD's that do not include a reactor mounted in the DC bus shall be supplied with external three phase reactors connected on the mains side of the drive. The reactors shall be fitted to each phase and shall have a minimum voltage impedance of 5%.

Initials.....

## Monitoring and Control

### Software Interface

The VSD shall be provided with an **Modbus TCP** interface facility. Full controls of the VSD shall be possible via this interface and shall include:

- Stop/start command
- Speed setting
- Drive output voltage, current, frequency, torque, kW, Running Hours, DC Link Voltage, last trip and drive temperature
- Diagnostic facility to monitor all-important above parameters with trip and alarm history records.

The Modbus TCP interface shall permit full control of the VSD without the use of external contact closing etc. Faults shall, however, be provided for by a hard-wired stop command.

### Frequency Control

The VSD shall supply an output frequency in the range 10Hz to 75Hz. In the range 10 to 50Hz the device shall permit the motor to develop constant torque and above 50Hz constant power.

Frequency control shall be within 3% of the set point. In the event of the loss of the speed reference the output frequency shall revert to a pre-set value. All analogue and digital control inputs and outputs shall be galvanically isolated from each other and from the mains supply and shall be capable of withstanding a test voltage of 2,5kVdc for 1sec. For safety reasons, only drives that have galvanic isolation as an integral part of the drive will be accepted.

### Analogue and Digital Control

The drive shall also be able to respond to speed commands from a 4-20mA control signals, and their respective inverted signals.

For maximum noise immunity on the digital inputs the sink current shall be 8mA and 24Vdc for each input.

Initials.....

One programmable analogue output 4-20mA shall be provided for monitoring purposes.

Two programmable relays shall be provided for remote monitoring of the converter. The programmable options shall include as a minimum ready, run, and alarm. The contacts shall have a minimum rating of 1A and 250Vac or 30Vdc.

The run relay function shall initiate a run signal only when the frequency output from the converter is greater than 0.5Hz.

Initials.....

### User Set/Read Parameters

The drive shall have a LCD display (**4 digits minimum**) and shall provide comprehensive information on the drive and the motor's condition. The following parameters shall be considered as the minimum requirements:

- Maximum and minimum output frequency in Hz
- Acceleration and deceleration ramp slope
- Current limit and current forcing limits
- Motor thermal overload protection
- Constant torque/square law torque curve selection
- Slip compensation
- Selection of switching frequency
- Motor voltage
- Current
- DC link temperature(Degrees Centigrade)

***If the offered drives does not have this facility, then offer will be demmed as not to specification.***

- Output voltage V
- DC link voltage V

In addition, a password protection facility shall be provided to prevent unauthorised alteration of the pre-set parameters.

### Monitoring and Protection

The drive shall shut down safely with a fault condition, and operate the trip relay.

The drive display shall indicate the nature of the fault. In addition, the interface panel shall provide fault signals on a FIFO basis.

The following fault conditions, as a minimum, shall be indicated on the operator's interface panel:

- Power device heat sink over temperature
- Loss of serial communication
- Stall prevention

Initials.....

- In and output phase loss detection
- Over voltage
- Over temperature
- Main and control circuit under voltage
- Inverter and motor overload

Initials.....

- Inverter load short-circuited
- Over current
- Earth fault
- Inverter fault
- Pre-charge resistor overheat fault
- Over torque detection
- Reverse run prohibit

The VSD shall have inherent current limiting to prevent over current tripping caused by transient shock.

The drive shall provide for both automatic and manual (remote) reset operation. In manual reset mode the reset shall be accomplished from both the keypad on the drive and by remote input signal to the drive.

For safety reasons the converter must have a trip lock function preventing an operator from resetting the drive under an extreme condition.

The drive shall be equipped with a data log (last ten trips) menu that will allow storage of the type of faults that have occurred. Last fault memory shall be required in the event of power failures.

#### Reliability and Availability

To maximise the availability of the VSD, the supplier shall also provide a breakdown repair facility, 365 days per annum.

#### Maintainability and Interchange Ability

Easy accessibility and interchange ability of the electronic modules is essential in order to facilitate the drives being maintained by the client's technical personnel.

The supplier must state in his offer the availability of the commonly used spares and the level of backup he can provide in case of an emergency.

The supplier shall complete a comprehensive list of spares that they consider should be ordered. The client reserves the right to order either the whole or any quantity of the spares offered. The drive supplier shall check any spares ordered for interchange ability.

Initials.....

The supplier shall state whether full repair facilities are available, as well as where they are located.

***Supporting Data***

Delivery will only be deemed complete if the Employer received the following data, certified by the manufacturer:

- A complete operating manual including technical information of all equipment supplied.

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**SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET**

Procurement Reference Number: **Procurement Ref No. G/RFQ/NW-004/2027**

Bidders should complete column C with the specification of the goods offered and **attach annexures with detailed technical literature substantiating compliance**. Offers of equipment failing to comply with one or more of the specifications shall be disqualified. **Failure to complete**

<b>Item No</b>	<b>Technical Specification Required</b>	<b>Compliance of Specification Offered</b>	<b>Details of Non-Compliance/ Deviation (if applicable)</b>
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
<b>1.</b>	ONAENA VSD's SCHNEIDER, ABB DRIVES, DANFOSS AND ALLEN BRADLEY 30kW.	(Yes/No)	(Indicate below)

**column C of the Specifications and Compliance Sheet shall result in disqualification.**

**Specifications and Compliance Sheet Authorized By:**

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

All Bids shall be accompanied with detailed supporting literature for all couplings to enable Namwater to evaluate the conformity to specification and include additional features.

**Offers with insufficient details or information will not be considered.**

Initials.....

## 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. G/RFQ-GCC) available at Namibia Water Corporation Ltd., physical address, 176 Iscor Street, Aigams Building, Windhoek, except where modified by the Special Conditions below

### SECTION VI: 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 except where modified by the Special Conditions below.

### SECTION VIII: SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **G/RFQ/NW-004/2027**

The clause numbers given in the first column correspond to the relevant clause number of the GCC.

Subject and GCC clause reference	Special Conditions
<b>Site GCC 1.1(m)</b>	The Site/final destination for delivery of the Goods is <b>176 Iscor Street NamWater at the Aigams Building, Northern Industrial Area in Windhoek</b>
<b>Incoterms Edition GCC 4.2(b)</b>	Incoterms shall be governed by the rules prescribed in Incoterms 2010.
<b>Notices GCC 8.1</b>	Any notice shall be sent to the following addresses: For NamWater Ltd the address and the contact name shall be: Procurement Management Unit (Tel: +264 61 71 2015), E-mail: <a href="mailto:bids@namwater.com.na">bids@namwater.com.na</a> Private Bag 13389 Windhoek, Namibia  For the Supplier, the address and contact name shall be: _____
<b>Delivery and Documents GCC 13.1</b>	The Goods are to be delivered within 3 weeks the date of Purchase Order or Letter of Acceptance. The documents to be furnished by the Supplier are: (a) signed delivery note; (b) Invoice

Initials.....

<b>Subject and GCC clause reference</b>	<b>Special Conditions</b>
<b>Terms of Payment GCC 16.1</b>	The structure of payments shall be: full payment following delivery of the Supplies and submission of an invoice and the documents listed in clause 13.1
<b>Terms of Payment GCC 16.3</b>	Payments shall be made not later than thirty days after submission of an invoice and its certification by the Purchaser. Payment will only be made if all the delivered items are to specifications
<b>Terms of Payment GCC 16.4</b>	The currency of payment shall be the currency of order specified in the List of Goods, Price Schedule and Product details in the Statement of Requirements.
<b>Packing GCC 23.2</b>	The packing, marking and documentation within and outside the packages shall be: Addressed to NamWater and the Procurement reference No. clearly marked. Good should be in protective packaging for safety.
<b>Insurance GCC 24</b>	The insurance should be covered as described in <b>Delivery Duty Paid (DDP)</b>
<b>Transportation GCC 25</b>	The Goods shall be delivered: <b>Delivery Duty Paid (DDP)</b>
<b>Inspection and Tests GCC 26.</b>	NamWater will inspect all items upon delivery to ascertain if goods conform to specifications. Payment will only be made if all the delivered items are to specifications.
<b>Liquidated Damages GCC 27</b>	Liquidated damages for the whole contract are 0.5% per day. The maximum amount of liquidated damages for the whole contract is 10% of the final contract price.
<b>Warranty GCC 28.3</b>	The period of validity of the warranty shall be: Not Applicable
<b>Repair and Replacement GCC 28.5</b>	The period for repair or replacement shall be : <b>2-3 weeks</b>

Initials.....

QUOTATION CHECKLIST SCHEDULE

Procurement Reference No.: G/RFQ/NW-004/2027

Description	Attached	Not Attached
Quotation Letter		
List of Goods and Price Schedule		
Specifications Compliance Sheet		
Evidences for conformity of Goods		
valid copy of company registration / founding statement. <b>(certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963))</b>		
Original or certified copy of valid good Standing TAX Certificate; <b>(certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963))</b>		
Valid good Standing Social Security Certificate;		
A certified copy of a valid Affirmative Action Compliance Certificate, or 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; <b>(certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963))</b>		
Submit signed Bid-securing Declaration.		
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		
<b>Supporting information/literature to substantiate compliance. These documents must be from the manufacturer or an authorized manufacturer’s representative of the offered goods. Representatives must provide an authorization letter from the manufacturer confirming their status.</b>		

*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.*

Initials.....