



Request for Sealed Quotations for Goods

**Supply and delivery of 2 x 250 mm PN 10 Electromagnetic
flow meters, Zero DN inlet and Zero DN outlet**

Procurement Reference No: G/RFQ/ NW-058/2023

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

The Quotation/Bid Box

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

Namibia Water Corporation Ltd.

Private Bag 13389

176 Iscor Street, Aigams Building

Windhoek

**Closing Date: Thursday, 01 December 2022 at 11h00
NO LATE BIDS WILL BE ACCEPTED!**



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-058/2023

16 November 2022

Dear Bidder,

Supply and delivery of 2 x 250 mm PN 10 Electromagnetic flow meters, Zero DN inlet and Zero DN outlet

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, 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

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 **90** days from the date of submission deadline.

4. Eligibility Criteria

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

- (a) have a company Registration Certificate;
- (b) have a Good Standing Tax Certificate;
- (c) have a Good Standing Social Security Certificate;
- (d) have an 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) 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;
- (g) **Supporting** information/literature to substantiate compliance
- (h) Submit the Technical Data Sheet of the flow meter
- (i) Submit the Technical data sheet for Zero inlet Zero Outlet Data Sheet
- (j) Submit a Sample of calibration certificate
- (k) Submit Three (3) Contactable references
- (l) Submit proof of completion certificate for similar bids

The obligatory documents indicated above, are acceptable as follows:

- A valid original document; or
- a valid certified copy of an original document, as 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) as amended.

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 **8-12 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 **01 December 2022** 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**

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:	Namibia Water Corporation Ltd
Procurement Reference Number:	G/RFQ/NW-058/2023
Subject matter of Procurement:	Supply and delivery of 2 x 250 mm PN 10 Electromagnetic flow meters, Zero DN inlet and Zero DN outlet

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	

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*



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:

.....

.....

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.

SECTION III: LIST OF GOODS AND PRICE SCHEDULE

QUOTATION FOR: Supply and delivery of 2 x 250 mm PN 10 Electromagnetic flow meters, Zero DN inlet and Zero DN outlet

Procurement Ref No. G/RFQ/NW-058/2023

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)		
A	B	C	D	F	G	H
Item no.	Description of Goods	Quantity	Unit of measure	Price per unit NAD ¹	Total price without VAT NAD	VAT: NAD
1	Electromagnetic Flow Meter 250 mm/PN10 (Remote) Zero inlet, Zero Outlet	2	Each			
2	Potting compounds Potting compounds	2	Each			
3	Signal Cable(m)	100	Meter			
4	Coil Cable(m)	100	Meter			
				TOTAL		
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**

SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

1. General

This bid is for the supply and delivery of electromagnetic flow meters for different pump stations in NamWater. The measuring principle must be electromagnetic flow measurement on the basis of Faradays' law. The bidder shall supply and deliver electromagnetic flow meters with specific reference to the following requirements:

2 Power Supply and Electronic Transmitters

2.1 Power Supply

All meters will be powered by a separately provided 24VDC source. The meter must still function accurately during a power supply voltage that may vary between 16V DC and 60 VDC. The meter must not consume more than 15W at a voltage of 24VDC.

All measuring system data and calibration factors must be retained by the meter in case of a power failure, and should be saved on an EEPROM or similar device. This device will be housed in the transmitter of the flow meter.

2.2 Output

The transmitter must have a 4-20mA analogue output. The output span of this mA output must be adjustable via software or keypad buttons on the transmitter. A pulse counter output must be available, with a setting of 0.1, 1, 10 or 100m³ per pulse. This output must be a passive, open collector pulse output, with galvanic isolation, 30VDC, 250mA. The pulse width must be selectable between 0.5 to 2000 m/s. The pulse value and pulse polarity must be settable.

A programmable (open collector) status output (relay) must be available to give fault error indication, and should be able to indicate one of the following:

- Error messages
- Empty pipe detection
- Flow direction
- Limit values

The transmitter must be equipped with the MODBUS RTU communication protocol. All of the output signals and the MODBUS RTU communication must be simultaneously available.

2.2.1 Accuracy and application

The maximum measuring error for the Zero D Inlet and Zero D outlet meters should not exceed 0.5% within a measuring range of 1...10 m/s.

Only three point-calibrated flow meters will be considered.

Flow meter should be certified for billing and/or custody transfer application with compliance to international recognised standards similar to MID MI-001, OIML R49, ISO4064 and EN 14154.

Security Password protection should be available to protect meter from accidentally reset.

Please note, for the zero inlet & zero outlet run meters, the accuracy shall not exceed 0.5% accuracy.

2.2.2 Galvanic Isolation

All circuits for inputs, outputs and power supply must be galvanically isolated from each other.

2.2.3 Transmitter

The measuring system must constitute of installation type as per paragraph 1.3.2 below.

2.2.4 Forward and reverse flow?

The meter should be able to measure bidirectional.

2.2.5 Maximum Permitted cable length between Transmitter and Coil

The supplier shall clearly indicate the maximum distance between the coil and transmitter which is allowed, without a lower accuracy of the device.

2.3 Flow meter Sensor Specifications

2.3.1 General

All flanges must be SANS1123 rated. Flange sizes and pressure ratings will be as indicated in par. 1.3.2 **and no other flange rating shall be accepted.**

Diameter of meter may not reduce from that of the flange specification as in par. 1.3.2.

Please note: supply offers for IP 67 and IP 68 meters. In some applications, IP 67 meters will work, and the change of flooding is zero.

If there is any reducing of diameter on the inside of the meter sensor, the respective pressure drops and changes in flow velocity requirements must be presented with this bid.

2.3.2 Meter Sizes

The following table is a summary of all sensor sizes that need to be tendered for:

Flow meter sensor specifications

Size of magflow sensor diameter (mm)	Installation version	Flange Details	Sensor IP Rating
250 <u>Zero inlet & outlet runs required</u>	Remote	SANS 1123/1000/3	IP67/68

2.3.3 Lining Materials and Sensor Specifications

The lining material must be hard rubber, neoprene or similar, able to withstand water up to a temperature of below zero up to 50 degrees Celsius.

NB: Sensor must have IP68 protection for remote mount transmitters. Connection cable between the sensor and transmitter will be potted during installation. Please note, the correct potting media will be supplied for each meter delivered.

Sensor housing must be powder-coated aluminum or painted steel.

2.3.4 Signal and coil Cables

Please note that two roles of 100 m will be supplied under this contact. One role for the signal cable and the other one for the coil cable.

2.3.5 Installation Requirements

Please note: The 2 x250 mm PN 10 meters will have no inlet runs & outlet run's required, no space is available for the conventional meters.

The measuring range of the meter should be between 0.01 m/s and 10 m/s.

It should also be mentioned, that the product offered, should be able to be installed in series. By this it's meant, that two meters (same size) from the same manufacturer can be installed in series with each other. The correct installation details of such installation shall be submitted with the offer.

Please note: If this cannot be done with the product, the offer will be disqualified.

2.4 ENVIRONMENT

The sensor and transmitter must be able to handle ambient temperature changes between -20 and 60 degrees Celsius. The sensor must have at least IP68 degree of protection, and the transmitter must have at least IP67 protection rating.

Shock and vibration resistance must be up to an acceleration of up to 2g (according to IEC 68-2-6)

Electromagnetic compatibility (EMC) rating must be according to EN61326/A1 and NAMUR recommendation NE21

The measuring system must be in conformity with the statutory requirements of the EC directives, or comply with SABS standards, and must display the CE or SABS mark.

2.5 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.
- A three-point calibration certificate issued by an internationally accepted calibration facility.

2.6 PRODUCTION VERIFICATION

Only products with a tool designed for verifying the entire product, the installation and the application will be considered. The stand-alone tool must be able to measure a number of selected parameters in the flow sensor and a transmitter which may affect the integrity of the flow measurement.

PLEASE NOTE: IF NO VERIFICATION TOOL IS AVAILABLE IN NAMIBIA, THE OFFER WILL BE DISQUALIFIED.

The cost for such verification per meter, shall be submitted with the offer. The complete cost should be submitted, verification cost per meter, traveling cost per km, s&t rates, verification certificate cost, technician time for travel, and technician time for the verification.

Failure to submit all the cost's mentioned above, will result in disqualification of the offer.

NamWater will use these rates, to determine if it is not the best, to go for flow meters with on board meter verification capability. By on board verification, no special tools would be required, only a laptop, with tcp/ip port.

3 SCHEDULE OF TECHNICAL INFORMATION

3.1 MEASURING SYSTEM

Measuring Electronic system

Make and model : _____
 Measuring Unit type : _____
 Power Supply range : _____ V dc
 CE Certified (YES/NO) : _____
 Maximum velocity range : _____ m/s
 Minimum velocity range : _____ m/s
 Accuracy on above mentioned range : _____ %
 4 – 20 mA output available : _____ (Yes/NO)
 Pulse output for external counter : _____ (Yes/No)
 Forward, reverse & sum flow totalizers : _____ (Yes/No)
 are available
 Status output for alarm conditions : _____ (Yes/No)
 MODBUS RTU Communications Protocol
 Faraday's Law measuring principle : _____ (Yes/No)
 Inside liner material offered : _____
 Coil electrodes offered : _____
 Is a verification tool available in Namibia : _____ (Yes/No)
 Will the 2 x 250 mm, PN 10 meters, be able to function without the normal inlet & outlet run's, the inlet and outlet run's are zero.: _____ (Yes/No)
 Accuracy on above mentioned range(zero inlet & outlet run meters
 : _____ %
 Maks. Permitted length of connecting cables : _____ meter
 Password protection against reset : _____ (Yes/No)
 Availability of cables if remote unit : _____
 Type of isolation for; Inputs : _____
 Outputs : _____
 Power supply : _____
 Power consumption including sensor : _____ W
 Confirm place where EPROM for setup data is stored? _____
 Cable Entry Specification: _____

Mechanical construction

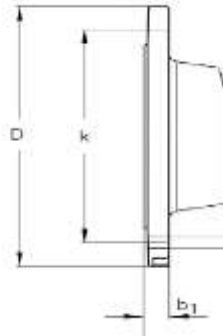


Figure 1: Flange diagram

Flange Pressure rating and dimension of flanges

	DN 250PN 10 Zero Inlet, Xero Outlet
Flange standard	
Internal(mm)	
External(mm)	
Flange thickness (b_1)(mm)	

Supporting Literature and test data

supplied with each meter:

Operating Manual: _____(Yes/No)

Three point calibration: _____(Yes/No)

After Sale verification tool: _____(Yes/No)

Is the tool locally available: _____(Yes/No)

3.2 OPERATING CONDITION

Ambient Temperature : _____ °C

Medium Temperature : _____ °C

Compact Version

Degree of Protection: Sensor : _____

Transmitter : _____

3.3 PERFORMANCE AND VIBRATION TESTING

Is the factory certified pressure, performance, vibration and balance certificates for each flowmeter available before delivery? : _____ (Yes/No)

Can the vibration tolerances be met? _____ : _____ (Yes/No)

Where will the performance and vibration tests carried out? _____ :

Who will carry out the performance and vibration tests? _____ :

Please give details if vibration tolerances cannot be met _____ :

3.4 MAINTENANCE DETAILS

Provide details of regular maintenance that must be done on the meter.

Provide a list of spares that must be kept for maintenance purposes:

Provide details of spares for flow meters that are kept on stock and the detail of where this is kept:

Provide details of delivery time to Windhoek of spares for flow meters that are kept on stock and the detail of where this is kept:

Provide details of guarantee on flow meters that will be delivered on this contract:

Provide details of the maintenance support systems that the bidder can guarantee and provide:

Provide details of an area where the meters are installed, how they are being maintained and duration of their operation

3.5 DOCUMENTATION

The bidder will adhere to the following schedule for all documentation as set out below. The documentation can be supplied preferably in software format or either in hard copy format.

The following formats are preferred:

- Text : MS Word
- Drawings : Autocad / Autocad LT
- Pamphlets and brochures : PDF Files, Powerpoint, JPG/GIF

Any special application programmes required to access the documentation should be included.

No payment will be made unless all documentation has been received.

All diagrams and information shall make use of metric units.

3.5.1 With Bid Document

- Calibration and testing certificates, sectional drawings (showing component details), dimension sheets and material specifications.
- Flow meter characteristic sheets, efficiency and power curves, performance data sheets, sectional drawings (showing component details) and dimension sheets.
- Special foundation details and installation requirements.

3.5.2 With Delivery of the Units to the Employer

- Detailed workshop maintenance manuals showing maintenance clearances, tolerances and parts list for each flow meter delivered.
- Detail and type of clean fluids and methods used.
- Material specifications for maintenance items on the flow meter
- Manufacturing (as-built) drawings of all equipment.
- Operational manuals with or including installation specification or any other information regarding each delivered flow meter.

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **G/RFQ/NW-058/2023**

Summary of Technical Specifications.

The Goods and Related Services shall comply with following Technical Specifications and Standards:

*Bidders shall complete both technical compliance sheets with the specification of the goods offered and **attach detailed technical literature substantiating compliance.** Should an offer not comply with a specific set of specifications, details of any non-compliance/deviation to the specification are required. **Failure to complete the Technical Compliance Sheet below shall result in disqualification.***

Technical Compliance Sheet of Zero Inlet, Zero outlet magnetic flow meters sheet 2

MEASURING SYSTEM

Measuring Electronic system

Make and model	:	_____
Measuring Unit type	:	_____
Power Supply range	:	_____ V dc
CE Certified (YES/NO)	:	_____
Maximum velocity range	:	_____ m/s
Minimum velocity range	:	_____ m/s
Accuracy on above mentioned range	:	_____ %
4 – 20 mA output available	:	_____ (Yes/NO)
Pulse output for external counter	:	_____ (Yes/No)
Forward, reverse & sum flow totalizers are available	:	_____ (Yes/No)
Status output for alarm conditions	:	_____ (Yes/No)
MODBUS RTU Communications Protocol		
Faraday's Law measuring principle	:	_____ (Yes/No)
Inside liner material offered	:	_____
Coil electrodes offered	:	_____
Is a verification tool available in Namibia	:	_____ (Yes/No)
Will the 2 x 300 mm, PN 10 meters, be able to function without the normal inlet & outlet		

run's, the inlet and outlet run's are zero.: _____(Yes/No)
 Accuracy on above mentioned range(zero inlet & outlet run meters
 : _____%
 Maks. Permitted length of connecting cables : _____meter
 Password protection against reset : _____ (Yes/No)
 Availability of cables if remote unit : _____
 Type of isolation for; Inputs : _____
 Outputs : _____
 Power supply : _____
 Power consumption including sensor : _____W
 Confirm place where EPROM for setup data is stored? _____
 Cable Entry Specification: _____

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.

3. Inspections

The following inspections of the flowmeters shall be performed: on delivery to confirm conformity to specifications

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-058/2023**

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

Subject and GCC clause reference	Special Conditions
Site GCC 1.1(m)	The Site/final destination for delivery of the Goods is 176 Iscor Street NamWater at the Aigams Building, Northern Industrial Area in Windhoek
Incoterms Edition GCC 4.2(b)	Incoterms shall be governed by the rules prescribed in Incoterms 2010.
Notices GCC 8.1	<p>Any notice shall be sent to the following addresses:</p> <p>For NamWater Ltd the address and the contact name shall be: Procurement Management Unit (Tel: +264 61 71 2015), E-mail: bids@namwater.com.na Private Bag 13389 Windhoek, Namibia</p> <p>For the Supplier, the address and contact name shall be: _____</p>

Subject and GCC clause reference	Special Conditions
Delivery and Documents GCC 13.1	The Goods are to be delivered within 8-12 weeks from the date of Purchase Order or Letter of Acceptance. The documents to be furnished by the Supplier are: (a) signed delivery note; (b) Invoice
Terms of Payment GCC 16.1	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
Terms of Payment GCC 16.3	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
Terms of Payment GCC 16.4	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.
Packing GCC 23.2	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.
Insurance GCC 24	The insurance should be covered as described in Delivery Duty Paid (DDP)
Transportation GCC 25	The Goods shall be delivered: Delivery Duty Paid (DDP)
Inspection and Tests GCC 26.	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.
Liquidated Damages GCC 27	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.
Warranty GCC 28.3	The period of validity of the warranty shall be: Not Applicable
Repair and Replacement GCC 28.5	The period for repair or replacement shall be : 8 weeks

SCHEDULE 1**QUOTATION CHECKLIST SCHEDULE****Procurement Reference No.: G/RFQ/NW-058/2023**

Description	Attached	Not Attached
Quotation Letter		
List of Goods and Price Schedule		
Specifications Compliance Sheet		
Evidences for conformity of Goods		
Valid company Registration Certificate Copy from Ministry of Trade and Industry		
Original valid good standing Tax Certificate from Inland Revenue or a valid certified copy of an original certified by the Namibian Police of good standing Tax Certificate		
Original valid good Standing Certificate from Social Security Commission or a valid certified copy of an original certified by the Namibian Police of good standing Tax Certificate		
Valid 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;		
Supporting information/literature.		
Submit the Technical Data Sheet of the flow meter		
Submit the Technical data sheet for Zero inlet Zero Outlet Data Sheet		
Submit a Sample of calibration certificate		
Submit 3 Contactable references		
Submit proof of completion certificate for similar bids within the last 5 years		

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.