



Request for Sealed Quotations

Supply, Delivery and Installation and Commissioning of Two (2) Air conditioning units for Booster 5 at the Khoichabpan Luderitz Pump Scheme

Procurement Reference No: G/RFQ/NW-059/2023

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

Documents must be posted / delivered to:

The Quotation/Bid Box

Att: Procurement Management Unit, 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 21 074

Letter of Invitation

[Name and Address of Bidder _____]

[Procurement Reference Number: G/RFQ/NW-059/2022]

16 November 2022

Supply, Delivery and Installation and Commissioning of Two (2) Air conditioning units for Booster 5 at the Khochapan Luderitz Pump Scheme

Dear Bidder,

NamWater invites companies to submit your 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 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 List of Goods and Price Schedule Section
- (b) The Specifications and Compliance Sheet in Section and
- (c) The Bid Securing Declaration

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 valid certified company Registration Certificate;
- (b) have an original valid good Standing Tax Certificate;
- (c) have an original or certified valid 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) 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.
- (g) Reference letter(s) / Handover or Completion Certificate(s) of at least three relevant previous project experience similar to the scope of works with contactable references.
- (h) Air conditioners Manufacturers Authorisation
- (i) Minimum One year (1) Warranty on Air conditioner

- (j) Submit a CV of Qualified Electrical Artisan with NQ3 from a recognised institution
- (k) The proposed Work Programme
- (l) Supporting information/literature; Data Sheets
- (m) Full details of Corrosion protecting applied on HVAC condenser and evaporator coils
- (n) A Certificate of coating must be issued clearly indicating the unit serial number and guarantee period

The obligatory documents indicated above, are acceptable as follows:

- A valid original document; or
- 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 **8 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 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, 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

Bids will be opened internally by NamWater representatives 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 of the NamWater 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 in writing 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 quotation.

Bidder must comply to all the specification as indicated in Section V: Specifications and Compliance Sheet, failure to comply will result in disqualification.

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 NamWater'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.

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 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, the Public Entity shall attend 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:	NamWater
Procurement Reference Number:	G/RFQ/NW-059/2022
Subject matter of Procurement:	Supply, Delivery and Installation and Commissioning of Two (2) Air conditioning units for Booster 5 at the Khochapan Luderitz Pump Scheme

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 BSD.

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:[Day/month/year]

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 _____, _____
[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

Witten 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:.....

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

Supply, Delivery and Installation and Commissioning of Two (2) Air conditioning units for Booster 5 at the Khochappan Luderitz Pump Scheme

Procurement Ref No. G/RFQ/NW-059/2023

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. <i>[To be filled by the Public Entity]</i>				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	E	F	G	H	I	
Item no.	Description of Goods	Quantity required	Unit of measures	*	Price per unit NAD ¹	Total price without VAT NAD	VAT: NAD	Delivery weeks) (days/m onth	Country of Origin
1	Supply, Delivery and Installation and Commissioning of Two (2x) Daikin Air Conditions Units (Indoor FHQ50C, Outdoor RXS50K) at Booster 5	2							
2	Transport & Accommodation	1							
3	Decommissioning of Current installed units, and delivery back to Keetmanshoop NamWater Stores	1							
TOTAL									
NAME:			POSITION:		SIGNATURE			DATE	
NAME OF BIDDER:			ADDRESS:						

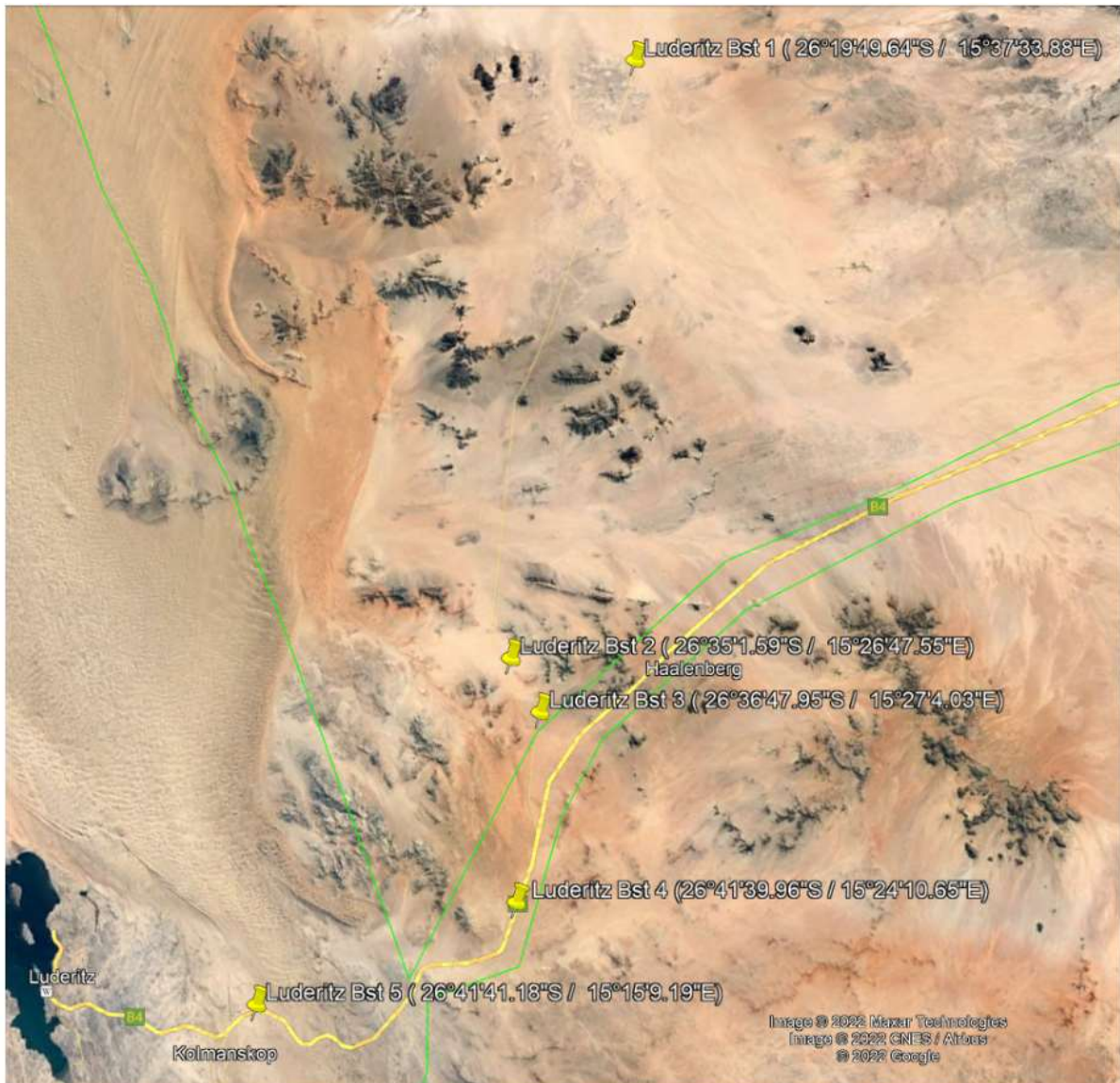
1. If Price quoted is subject to change in rate of exchange at the time of delivery of goods provide details hereunder:

Currency : N\$ Exchange Rate: N/A

SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

GENERAL BACKGROUND

NamWater is currently busy refurbishing the current pump stations. One of the activities is to replace the current installed air conditioners units with new units. The pump station is listed and the picture, and GPS coordinates is also indicated.



1.1. AIRCONDITIONS (INDOOR UNIT –FBA50A, OUTDOOR UNIT – RXM50M)

Two (2) complete air conditioning units (indoor with outdoor unit) shall be installed side by side in the current control room of each of the booster station. **Please note that only one unit can be removed at a time, and the second unit can only be removed when the first unit is commissioned. The outdoor unit, should be installed on the outside wall opposite of the door for the control room, meaning it should be on the other side of the building.**

It should be noted, that Booster 5 is close to Lüderitz(very wet) and only units offered should have a corrosion coating applied on the HVAC coils.

The tenderer shall supply and install the air conditioning units with specific reference to the following requirements:

Installation of Air Conditioning Units

The contractor shall install each air conditioning - indoor unit:

- Firm and surface mount (ceiling suspended),
- Not directly above the Motor Control Centre (MCC), and
- The indoor units should be installed side by side, in the control building, on the position of the current indoor units, and
- In a manner that will provide easy access during routine maintenance and/or repairs.
- The dripped/drain pipe (min. 20mm PVC pipe) shall be installed with the shortest route to the outside of the MCC container and shall not be obstructed and/or obstruct any other installed structures. The dripped/drain pipe shall extend to about 350mm from the control building and be easy accessible during routine inspection and maintenance done.

The contractor shall install each air conditioning - outdoor unit:

- Firm and surface mount on the side of the control building, the opposite side of the door of the control building, side by side, and
- In a manner that will provide easy access during routine maintenance and/or repairs.
- The units' installed position shall not be obstructed and/or obstruct any other installed structures.

The contractor shall install the air conditioning indoor and outdoor units in positions that will require the approval from the Engineer first.

Electrical wiring of the air conditioning units

The contractor shall install each air conditioning - indoor unit:

- With wired control panel for easy remote control access and monitoring.
- Control panel fixed firm and surface of the inner wall of control building and about 1500mm from floor below the indoor unit.

- All control wiring shall be concealed within minimum 16x16mm PVC trunking, fixed firmly and tidy with M4x30 galvanised screws having appropriate M4 flat washers (min. 10mm width) at least one screw for every 300mm spacing.
- All electrical wiring with piping installed between indoor and outdoor units for an installation not allowing a back-to-back installation, shall be concealed within minimum 100x50mm PVC trunking, fixed firmly and tidy with M6x40 galvanised screws having appropriate M6 flat washers (min. 30mm width) at least one screw for every 200mm spacing.

The contractor shall install each air conditioning - outdoor unit:

- With one 1-phase, 50Hz, 220-240Vac, IP20 isolator switch rated at least 32Amps.
- Isolator switch positioned right next to the unit for safety disconnect during repairs and or maintenance done.
- All electrical wiring with piping installed between indoor and outdoor units for an installation not allowing a back-to-back installation, shall be concealed within minimum 100x50mm PVC trunking, fixed firmly and tidy.

The contractor shall install the wiring and piping from the indoor unit to the outdoor unit in such positions that will:

- Route/follow the shortest path possible,
Not be exposed to direct sunlight environment conditions, if exposed, it should be painted with a pva paint, similar to the current paint.
- Shall not obstruct the removal or maintenance work done on the MCC installed inside the control building, and
- Shall not obstruct any installation and maintenance of electrical appliances within the control building.

The contractor shall install an electrical supply cable to each isolator switch:

- With a minimum cable size of 2.5mm² 2core Surfex cable concealed within minimum 16x16mm PVC trunking, fixed firmly and tidy with M4x30 galvanised screws having appropriate M4 flat washers (min. 10mm width) at least one screw for every 300mm spacing.
- Terminate and connect the supply cable at the isolator switch in the correct electrical connection and to the current electrical Switch Board.

Should the contractor be in doubt of any cable/trunking routing he/she shall consult with the Engineer first and obtain clarification or approval where necessary or required.

Anti-Corrosion Coating applied to the units

- Air cooled condenser/ evaporator coils should have a spray applied or dipped corrosion protection coating.
- The coating used must be specially designed for the coating of heat exchange coils that are situated in corrosive areas.

- Coating should be a metal impregnated product that is resistant to most common chemical vapours.
- **BluGuard Coating Solutions is a product that can be considered for the application, or a similar product.**

Functional testing of the air conditioning units

The Tenderer shall upon complete installation of all air conditioning units, arrange for an installation inspection and functional testing session:

- With the Engineer as a witness.
- Shall issue a signed completion and test certificate as proof that the units work and is functional and
- Shall issue a signed declaration of the guaranteed conditions of the work done.

Indoor section specifications

Cooling capacity	Min/Nom/Max	kW		-/5.0/-
Seasonal efficiency (according to EN 14825)	Cooling	Energy label		B
		Pdesign	kW	5.0
		SEER		5.48
		Annual energy consumption	Kwh	320
	Heating (average climate)	Energy label		A
		Pdesign	kW	4.35
		SCOP		3.74
		Annual energy consumption	Kwh	1,627.83
Nominal efficiency (cooling at 35°/27° nominal load, heating at 7°/20° nominal load)	EER			3.18
	COP			3.35
	Annual energy consumption	kW		785
	Energy label	Cooling		B/C
Casing	Colour			Fresh white
Dimension	Unit	HeightxWidthxDepth	Mm	253x960x690
Weight	Unit	Kg		25
Fan- Airflow rate	Cooling	High/Nom./Low	m³/min	15/12/10
				15/12
Sound power level	Cooling	High/Nom./Low	dBA	54/52/49
				54/52/49
Sound pressure level	Cooling	High/Nom./Low	dBA	37/35/32
				37/35/32

Piping connection	Liquid	OD	mm	6.35
	Gas	OD	mm	12.7
Power Supply	Phase/Frequency/Voltage		Hz/V	1/50/60/220-240/220

Outdoor section specifications

Dimension	Unit	HeightxWidthxDepth	Mm	735x825x300
Weight	Unit		Kg	47
Fan-Air flow rate	Cooling	High/Nom./Low	m ³ /min	50.9/48.9
				45/43.1
Sound power level	Cooling	High /Nom	dBa	-/63
Sound pressure level	Cooling	High/Nom	dBa	48/44
				48/45
Operating rate	Cooling	Ambient	Min.- Max	°CDB
				15-18
Refrigerant	Type/GWP			R-410A/1.975
Piping connections	Piping length	OU-IU	Max	M
	Level difference	IU-OU	Max	M
				30
				20
Power supply	Phase/Frequency/Voltage		Hz/V	1/50/220-240
Current-50Hz	Maximum fuse amps (MFA)		A	20

SCHEDULE OF TECHNICAL INFORMATION

NB: Please ensure that the schedule of technical information is completed fully.

Indoor unit

Cooling capacity	Min/Nom/Max	kW		
Seasonal efficiency (according to EN 14825)	Cooling	Energy label		
		P _{design}	kW	
		SEER		
		Annual energy consumption	kwh	
	Heating (average climate)	Energy label		
		P _{design}	kW	
		SCOP		
		Annual energy	kwh	

		consumption		
Nominal efficiency (cooling at 35°/27° nominal load, heating at 7°/20° nominal load)	EER			
	COP			
	Annual energy consumption	kW		
	Energy label	Cooling		
Casing	Colour			
Dimension	Unit	HeightxWidthxDepth	Mm	
Weight	Unit		Kg	
Fan- Airflow rate	Cooling	High/Nom./Low	m ³ /min	
	N/A	N/A	N/A	
Sound power level	Cooling	High/Nom./Low	dBA	
Sound pressure level	Cooling	High/Nom./Low	dBA	
Piping connection	Liquid	OD	mm	
	Gas	OD	mm	
Power Supply	Phase/Frequency/Voltage		Hz/V	

Outdoor unit

Dimension	Unit	HeightxWidthxDepth	mm	
Weight	Unit		kg	
Fan-Air flow rate	Cooling	High/Nom./Low	m ³ /min	
Sound power level	Cooling	High /Nom	dBA	
Sound pressure level	Cooling	High/Nom	dBA	
Operating rate	Cooling	Ambient	Min.-Max	°CDB
	N/A	N/A	N/A	N/A
Refrigerant	Type/GWP			
Piping connections	Piping length	OU-IU	Max	M
	Level difference	IU-OU	Max	M
Power supply	Phase/Frequency/Voltage		Hz/V	
Current-50Hz	Maximum fuse amps (MFA)		A	

All Bids shall be accompanied with detailed supporting literature for the pump, motor and frequency converter to enable Namwater to evaluate the conformity to specifications and include additional features.

Offers with insufficient details or information will not be considered.

NOTE:

Tenderers will be disqualified if this information is not included in the tender documents. Only original documentation is acceptable and faxed copies of literature are unacceptable. Information supplied in an electronic format will be accepted if in PDF format

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **G/RFQ/NW-059/2022**

Item No	Specification Required	Compliance of Specification Offered	Details of Non-Compliance/Deviation
<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>
	Air Conditions Units (Indoor FBA50A, Outdoor RXM50M) for Booster 5 as per specifications under section IV		

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. **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-059/2022**

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

Subject and GCC clause reference	Special Conditions
Purchaser GCC 1.1(h)	The purchaser is: Namibia Water Corporation
Site GCC 1.1(m)	The Site/final destination for delivery of the Goods is NamWater Stores, Windhoek 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: For NamWater, the address and the contact name shall be: Mr. Abraham Nehemia (Tel: +264 61 71 2225, E-mail: NehemiaA@namwater.com.na Private Bag 13389 Windhoek, Namibia.</p> <p>For the Supplier, the address and contact name shall be: _____</p>
Delivery and Documents GCC 13.1	<p>The Goods are to be delivered within 8 weeks from the date of Purchase Order or Letter of Acceptance.</p> <p>The documents to be furnished by the Supplier are:</p> <ul style="list-style-type: none"> (a) signed delivery note (b) Invoice
Price Adjustment GCC 15.1	The price charge for the Goods supplied and the related Services performed shall not be adjustable.
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

Subject and GCC clause reference	Special Conditions
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.
Terms of Payment GCC 16.4 (a)	The price shall not be adjustable to the fluctuation in the rate of exchange.
Payment Period GCC 16.5	<p>The method and conditions of payments to be made to the Supplier under this Contract shall be as follows:</p> <p>i) On Acceptance: The Contract Price of goods received shall be paid no later than thirty (30) days of receipt of the Goods upon submission of an invoice (showing Purchaser's name; the Procurement Reference number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) supported by the Acceptance Certificate issued by the Purchaser.</p>
Performance Security GCC 18.1	(i) No performance security is required
Packing GCC 23.2	<p>The packing, marking and documentation within and outside the packages shall be:</p> <p>Supply, Delivery and Installation and Commissioning of Two (2) Air conditioning units for Booster 5 at the Khochapan Luderitz Pump Scheme G/RFQ/NW 059/2023</p>
Insurance GCC 24.1	The insurance coverage shall be as specified in the Incoterms 2010
Transportation GCC 25	The Goods shall be delivered: DDP – Delivered Duty Paid
Inspection and Test GCC 26.1	The inspection and tests shall be to ensure conformance to the specifications

Subject and GCC clause reference	Special Conditions
Location of Inspection and Tests GCC 26.2	<p>The inspections and tests shall be conducted at:</p> <p>NamWater 176 Iscor Street, Aigams Building Windhoek</p> <p>NamWater will inspect all items upon delivery to ascertain if sizes and specifications meet the requirement. NamWater will not send a technical person to go inspect the items at the factory, the onus thus rest with the supplier to ensure that all items are to specifications before delivery is made to NamWater.</p> <p>Payment will only be made if all the delivered items are to specifications.</p>
Liquidated Damages GCC 27.1	<p>Liquidated damages for the whole contract is 0.5% per week or part thereof</p> <p>The maximum amount of liquidated damages for the whole contract is 10% of the final contract price.</p>
Warranty GCC 28.3	<p>The period of validity of the warranty shall be: 18 months from date of delivery or 12 months from date of commissioning, whichever occurs first.</p>
Repair and Replacement GCC 28.5	<p>The period for repair or replacement shall be: 12 Months</p>

SCHEDULE 3**QUOTATION CHECKLIST SCHEDULE****Procurement Reference No.: G/RFQ/NW-059/2022**

Description	Attached	Not Attached
Quotation Letter		
List of Goods and Price Schedule		
Specification and Compliance Sheet		
Evidences for conformity of Goods		
Bid Securing Declaration		
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;		
Reference letter(s) / Handover or Completion Certificate(s) of at least one relevant previous project experience similar to the scope of works.		
The proposed Work Programme		
Supporting information/literature; Data Sheets		
Full details of Corrosion protecting applied on HVAC condenser and evaporator coils		
A Certificate of coating must be issued clearly indicating the unit serial number and guarantee period		
Air conditioners Manufacturers Authorisation		
Minimum One year (1) Warranty on Air conditioner		
Submit a CV of Qualified Electrical Artisan with NQ3 from a recognised institution		

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.