



PREQUALIFICATION BIDDING DOCUMENTS

Issued on: 17 April 2025

for
**Procurement of
Rehabilitation and Replacement of Boreholes**
Procurement Reference No: W/ONB/NW – 003/2027

Name of Bidder		
Contact Person		
E-mail Address		
Postal Address		
Contact Phone number	Work:	Mobile:

Documents must be posted / delivered to: The 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: Tuesday 26 May 2026 at 11h00
Pre-bid meeting: 07 May 2026 at 10h00 via Microsoft Teams
(<https://teams.microsoft.com/meet/376900472053718?p=FYEcqhePkKG0ZeviZO>)
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

SPECIFIC PROCUREMENT NOTICE Invitation for Prequalification

Republic of Namibia

Rehabilitation and Replacement of Boreholes

W/ONB/NW – 003/2027

The NamWater intends to prequalify contractors and/or firms for Rehabilitation and Replacement of Boreholes.

Prequalification will be conducted through prequalification procedures under the Public Procurement Act, 2015 of the Republic of Namibia and is open to all bidders from eligible source countries, as defined in the pre-qualification document.

Interested eligible Applicants may obtain further information from and inspect the prequalification document at NamWater (address below) from 8h30 to 16h30.⁶ A complete set of the prequalification document in English may downloaded from the NamWater website (www.namwater.com.na). p.

Applications for prequalification should be submitted in sealed envelopes, delivered to the address below by **Tuesday, 26 May 2026** and be clearly marked “Application to Prequalify for Annual Rehabilitation and Replacement of Boreholes

**Namibia Water Corporation Ltd.
Private Bag 13389
176 Iscor Street, Aigams Building
Windhoek**

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PART 1 – Prequalification Procedures

Section I. Instructions to Applicants

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Section I. Instructions to Applicants

A. General

- | | |
|--|---|
| 1. Scope of Application | 1.1 In connection with the Invitation for Prequalification ¹ indicated in Section II, Prequalification Data Sheet (PDS), the Public Entity also referred to herein as Employer, as defined in the PDS , issues this Prequalification Document (“Prequalification Document”) to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for prequalification to bid for the Works described in Section V, Scope of Works. In case the Works are to be bid as individual contracts (i.e. the slice and package procedure), these are listed in the PDS. The procurement reference number for the Open Advertised Prequalification, is provided in the PDS. |
| 2. Source of Funds | 2.1 Unless otherwise stated in the PDS , this procurement shall be financed by the Public Entity’s own budgetary allocation. |
| 3. Public Entities Related to Bidding Documents & to application for review | 3.1 The public entities related to these bidding documents are the Public Entity, acting as procurement entity (Purchaser), the Procurement Policy Unit, in charge of issuing standard bidding documents and responsible for any amendment these may require, the Central Procurement Board in charge of vetting Bidding document, receiving and evaluation of bids in respect of major contracts and the Review Panel, set up under the Public Procurement Act, 2015 (hereinafter referred to as the Act). |
| 4. Corrupt and Fraudulent Practices | 4.1 It is the policy of the Government of the Republic of Namibia to require Public Entities, as well as Bidders, Suppliers, and Contractors and their agents (whether declared or not), personnel, subcontractors, sub-consultants, service providers and suppliers, observe the highest standard of ethics during the procurement and execution of contracts ² . In pursuance of this policy, the Government of the Republic of Namibia: <p style="margin-left: 40px;">(a) defines, for the purposes of this provision, the terms set forth below as follows:</p> |

¹ The Invitation for Prequalification (IFP) provided information for potential bidders to decide whether to participate, including the essential items listed in the Standard Prequalification Document and also any important or specialized prequalification requirements requested to qualify for the prequalification.

² In this context, any action taken by a bidder, supplier, contractor, or any of its personnel, agents, sub-consultants, sub-contractors, service providers, suppliers and/or their employees to influence the procurement process or contract execution for undue advantage is improper.

- (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party³;
- (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;⁴
- (iii) “collusive practice” is an arrangement between two or more parties⁵ designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party⁶ or the property of the party to influence improperly the actions of a party;
- (v) “obstructive practice” is
 - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the Employer’s investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or
 - (b) will reject a proposal for prequalification if it determines that the applicant recommended for prequalification has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in the pre-qualification process; and
 - (c) will sanction a firm or an individual, at any time, in accordance with prevailing legislations, including by publicly declaring such firm or individual ineligible, for a stated period of time: (i) to be awarded a public contract; and (ii) to be a nominated^b sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a public contract.

5. Eligible Applicants

- 5.1 Applicants shall meet the eligibility criteria as per clause 6.1. For the purpose of applying the eligibility criteria listed in this Clause 5 and 6, references to the “Applicant” include all entities involved or intended to be involved with the proposed Works (including all partners and any of their affiliates that directly or indirectly control, or are controlled by or are under common control with the firm), specialized sub-contractors, consultants, manufacturers or suppliers (as mentioned in Form ELI-1.2 Applicant’s Party Information Form), and the personnel of each, for any part of the contract including related services.
- 5.2 An Applicant may be a firm that is a private entity, a government-owned entity—subject to ITA 5.9 - or a combination of such entities in the form of a joint venture (“JV”) under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. In the case of a JV, all members shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms. The JV shall nominate an authorized representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the prequalification process, bidding (in the event the JV submits a bid) and during contract execution (in the event the JV is awarded the Contract). Unless specified in the **PDS**, there is no limit on the number of members in a JV.
- 5.3 A firm may apply for prequalification both individually, and as part of a joint venture, or as a sub-contractor. If prequalified, it will not be permitted to bid for the same contract both as an individual firm and as a part of the joint venture or as a sub-contractor. However, a firm may participate as a sub-contractor in more than one bid, but only in that capacity. Bids submitted in violation of this procedure will be rejected.
- 5.4 A firm and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that firm) may submit its application for prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified applicant will be allowed to bid

³ “Another party” refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes Employer’s staff and employees of other organizations taking or reviewing procurement decisions.

⁴ “Party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

⁵ “Parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, noncompetitive levels.

⁶ “Party” refers to a participant in the procurement process or contract execution.

^b A nominated sub-contractor, consultant, manufacturer or supplier, or service provider (different names are used depending on the particular bidding document) is one which either has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that are accounted for in the evaluation of the bidder’s pre-qualification application or the bid; or (ii) appointed by the Employer.

for the same contract. All bids submitted in violation of this procedure will be rejected.

- 5.5 An Applicant may have the nationality of any country, subject to the restrictions pursuant to ITA 6.1. An Applicant shall be deemed to have the nationality of a country if the Applicant is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed specialized sub-contractors or suppliers for any part of the Contract including related Services.
- 5.6 Applicants shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Employer as Engineer for contract implementation of the works that are the subject of this prequalification.
- 5.7(a) An Applicant 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.
- (b) Application 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 on the PPU's website: www.mof.gov.na/procurement-policy-unit

- 5.8 Government-owned enterprises or institutions in the Employer's Country may participate only if they can establish that they (i) are legally and financially autonomous (ii) operate under commercial law, and (iii) are not dependent agencies of the Employer.
- 5.9 An Applicant shall provide such evidence of eligibility satisfactory to the Employer, as the Employer shall reasonably request.

6. Eligibility

- 6.1 Firms and individuals may be ineligible if they are nationals of ineligible countries. The countries, persons or entities are ineligible if:
 - (a) as a matter of law or official regulations, Namibia prohibits commercial relations with that country, or

(b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Namibia prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country.

B. Contents of the Prequalification Document

7. Sections of Prequalification Document

7.1 This Prequalification Document consists of parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 9.

PART 1 Prequalification Procedures

- Section I. Instructions to Applicants (ITA)
- Section II. Prequalification Data Sheet (PDS)
- Section III. Qualification Criteria and Requirements
- Section IV. Application Forms

PART 2 Works Requirements

- Section V. Scope of Works

7.2 Unless obtained directly from the Employer, the Employer accepts no responsibility for the completeness of the document, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification Document in accordance with ITA 9. In case of any discrepancies, documents issued directly by the Employer shall prevail.

7.3 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Document and to furnish with its Application all information or documentation as is required by the Prequalification Document.

8. Clarification of Prequalification Document and Pre-Application Meeting

8.1 A prospective Applicant requiring any clarification of the Prequalification Document shall contact the Employer in writing at the Employer's address indicated in the **PDS**. The Employer will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of the applications. The Employer shall forward a copy of its response to all prospective Applicants who have obtained the Prequalification Document directly from the Employer, including a description of the inquiry but without identifying its source. If so indicated in the **PDS**, the Employer shall also promptly publish its response at the web page identified in the **PDS**. Should the Employer deem it necessary to amend the Prequalification Document as a result of a clarification, it shall do so following the procedure under ITA 9

and in accordance with the provisions of ITA 18.2.

- 8.2 If indicated in the **PDS**, the prospective Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting at the place, date and time mentioned in the **PDS**. During this pre-Application meeting, prospective Applicants may request clarification of the project requirement, the criteria for qualifications or any other aspects of the Prequalification Document.
 - 8.3 Minutes of the pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Applicants who have obtained the Prequalification Document. Any modification to the Prequalification Document that may become necessary as a result of the pre-Application meeting shall be made by the Employer exclusively through the use of an Addendum pursuant to ITA 9. Non-attendance at the pre-Application meeting will **not** be a cause for disqualification of an Applicant.
- 9. Amendment of Prequalification Document**
- 9.1 At any time prior to the deadline for submission of Applications, the Employer may amend the Prequalification Document by issuing an Addendum.
 - 9.2 Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all prospective Applicants who have obtained the Prequalification Document from the Employer. The Employer shall promptly publish the Addendum at the Employer's web page and Public Procurement Portal identified in the **PDS**.
 - 9.3 To give prospective Applicants reasonable time to take an Addendum into account in preparing their Applications, the Employer may, at its discretion, extend the deadline for the submission of Applications in accordance with ITA 18.2.

C. Preparation of Applications

- 10. Cost of Applications** 10.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.
- 11. Language of Application** 11.1 The Application as well as all correspondence and documents relating to the prequalification exchanged by the Applicant and the Employer, shall be written in English. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation in English language, in which case, for purposes of interpretation of the Application, the translation shall govern.
- 12. Documents Comprising the Application** 12.1 The Application shall comprise the following:
- (a) Application Submission Form, in accordance with ITA 13.1;
 - (b) documentary evidence establishing the Applicant's eligibility, in accordance with ITA 14.1;
 - (c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 15; and
 - (d) any other document required as specified in the **PDS**.
- 12.2 The Applicant shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Application
- 13. Application Submission Form** 13.1 The Applicant shall complete an Application Submission Form as provided in Section IV, Application Forms. This Form must be completed without any alteration to its format.
- 14. Documents Establishing the Eligibility of the Applicant** 14.1 To establish its eligibility in accordance with ITA 5, the Applicant shall complete the eligibility declarations in the Application Submission Form and Forms ELI (eligibility) 1.1 and 1.2, included in Section IV (Application Forms).
- 15. Documents Establishing the Qualifications of the Applicant** 15.1 To establish its qualifications to perform the contract(s) in accordance with Section III, Qualification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV, Application Forms.
- 15.2 Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the NAD equivalent

using the rate of exchange determined as follows:

For construction turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted) was originally established.

Value of single contract - Exchange rate prevailing on the date of the contract.

Exchange rates shall be taken from the publicly available source identified in the **PDS**. Any error in determining the exchange rates in the Application may be corrected by the Employer.

16. Signing of the Application and Number of Copies

- 16.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 12 **and clearly mark it "ORIGINAL"**. The original of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. In case the Applicant is a JV, the Application shall be signed by an authorized representative of the JV on behalf of the JV so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized signatories.
- 16.2 The Applicant shall submit copies of the signed original Application, in the number specified in the **PDS**, and clearly mark them "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail.

D. Submission of Applications

17. Sealing and Identification of Applications

- 17.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:
- (a) bear the name and address of the Applicant;
 - (b) be addressed to the Employer, in accordance with ITA 18.1; and
 - (c) bear the specific identification of this prequalification process indicated in the PDS 1.1.
- 17.2 The Employer will accept no responsibility for not processing any envelope that was not identified as required in ITA 17.1 above.

18. Deadline for Submission of Applications

- 18.1 Applicants may either submit their Applications by mail, courier or by hand. Applications shall be received by the Employer at the address and no later than the deadline indicated in the **PDS**.

18.2 The Employer may, at its discretion, extend the deadline for the submission of Applications by amending the Prequalification Document in accordance with ITA 9, in which case all rights and obligations of the Employer and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

19. Late Applications

19.1 The Employer shall reject all applications received after the deadline for submission of applications.

20. Opening of Applications

20.1 The Employer shall open all Applications at the date, time and place specified in the **PDS**. Late Applications shall be rejected and returned unopened to the bidder.

20.2 The Employer shall prepare a record of the opening of Applications to include, as a minimum, the name of the Applicants. A copy of the record shall be distributed to all Applicants.

E. Procedures for Evaluation of Applications

21. Confidentiality

21.1 Information relating to the Applications, their evaluation and result shall not be disclosed to Applicants or any other persons not officially concerned with the prequalification process until the notification of prequalification results is made to all Applicants in accordance with ITA 29.

21.2 From the deadline for submission of Applications to the time of notification of the results of the prequalification in accordance with ITA 29, any Applicant that wishes to contact the Employer on any matter related to the prequalification process (except as specified in 21.1 above), may do so only in writing.

22. Clarification of Applications

22.1 To assist in the evaluation of Applications, the Employer may, at its discretion, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Employer and all clarifications from the Applicant shall be in writing.

22.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Employer's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

23. Responsiveness of Applications

23.1 The Employer may reject any Application which is not responsive to the requirements of the Prequalification Document. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 22.1, and the Applicant fails to provide

satisfactory clarification and/or missing information, it may result in disqualification of the Applicant.

- 24. Margin of Preference** 24.1 Unless otherwise specified in the **PDS**, a Margin of Preference shall not apply in the bidding process resulting from this prequalification.
- 25. Sub-contractors** 25.1 Unless otherwise stated in the **PDS**, the Employer does not intend to execute any specific elements of the Works by sub-contractors selected in advance by the Employer.
- 25.2 The Employer may decide to permit subcontracting for certain specialized works as indicated in Section III 4.2, Experience. The Employer may do so at its own initiative or at the request of the Applicants during the prequalification process (if justified). When subcontracting is permitted by the Employer, the specialized sub-contractors experience shall be considered for evaluation. Section III describes the qualification criteria for sub-contractors.
- 25.3 Applicants may propose subcontracting to the percentage of the total value of the contract or the volume of works mentioned in the **PDS** and as further described in ITA 26.2.

F. Evaluation of Applications and Prequalification of Applicants

- 26. Evaluation of Applications** 26.1 The Employer shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Employer reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract.
- 26.2 Applicants planning to subcontract more than 10% of total volume of work shall specify, in the Application Submission Form, the activity (ies) or parts of the works to be subcontracted along with complete details of the sub-contractors and their qualification and experience. The sub-contractors proposed shall be fully qualified for their work proposed, and meet the specified criteria in Section III, failing which such sub-contractors will not be permitted to participate. The qualification and experience of sub-contractors proposed by the Applicant under ITA 25.3 will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the sub-contractor) should meet the prequalification criteria.
- 26.3 In case of multiple contracts, Applicants should indicate in their

Applications the individual contract or combination of contracts in which they are interested. The Employer shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III. However, with respect to the specific experience under item 4.2 (a) of Section III, the Employer will select any one or more of the options as identified below:

N is the minimum number of contracts

V is the minimum value of a single contract

(a) Prequalification for one Contract:

Option 1: (i) N contracts, each of minimum value V;

Or

Option 2: (i) N contracts, each of minimum value V, Or

(ii) Less than or equal to N contracts, each of minimum value V, but with total value of all contracts equal or more than $N \times V$;

(b) Prequalification for multiple Contracts

Option 1: (i) Minimum requirements for combined contract(s) shall be the aggregate requirements for each contract for which the applicant has applied for as follows, and N1,N2,N3, etc. shall be different contracts:

Lot 1: N1 contracts, each of minimum value V1;

Lot 2: N2 contracts, each of minimum value V2;

Lot 3: N3 contracts, each of minimum value V3;

----etc.

Or

Option 2: (i) Minimum requirements for combined contract(s) shall be the aggregate requirements for each contract for which the applicant has applied for as follows, and N1,N2,N3, etc. shall be different contracts:

Lot 1: N1 contracts, each of minimum value V1;

Lot 2: N2 contracts, each of minimum value V2;

Lot 3: N3 contracts, each of minimum value V3;

----etc, Or

- (ii) Lot 1: N1 contracts, each of minimum value V1;
or number of contracts less than or equal to N1,
each of minimum value V1, but with total value
of all contracts equal or more than $N1 \times V1$

Lot 2: N2 contracts, each of minimum value V2;
or number of contracts less than or equal to N2,
each of minimum value V2, but with total value
of all contracts equal or more than $N2 \times V2$

Lot 3: N3 contracts, each of minimum value V3;
or number of contracts less than or equal to N3,
each of minimum value V3, but with total value
of all contracts equal or more than $N3 \times V3$

----etc.

Or

- Option 3: (i) Minimum requirements for combined contract(s)
shall be the aggregate requirements for each
contract for which the applicant has applied for as
follows, and N1,N2,N3, etc. shall be different
contracts:

Lot 1: N1 contracts, each of minimum value V1;

Lot 2: N2 contracts, each of minimum value V2;

Lot 3: N3 contracts, each of minimum value V3;

----etc, Or

- (ii) Lot 1: N1 contracts, each of minimum value V1;
or number of contracts less than or equal to N1,
each of minimum value V1, but with total value
of all contracts equal or more than $N1 \times V1$

Lot 2: N2 contracts, each of minimum value V2;
or number of contracts less than or equal to N2,
each of minimum value V2, but with total value
of all contracts equal or more than $N2 \times V2$

Lot 3: N3 contracts, each of minimum value V3;
or number of contracts less than or equal to N3,
each of minimum value V3, but with total value

of all contracts equal or more than $N3 \times V3$

---etc, Or

- (iii) Subject to compliance as per (ii) above with respect to minimum value of single contract for each lot, total number of contracts is equal or less than $N1 + N2 + N3$ ---but the total value of all such contracts is equal or more than $N1 \times V1 + N2 \times V2 + N3 \times V3$ +---

26.4 Only the qualifications of the Applicant shall be considered. In particular, the qualifications of a parent or other affiliated company that is not party to the Applicant under a JV in accordance with ITA 5.2 (or participating as a sub-contractor as per ITA 25.2) shall not be considered.

27. Employer's Right to Accept or Reject Applications

27.1 The Employer reserves the right to accept or reject any Application, and to annul the prequalification process and reject all Applications at any time, without thereby incurring any liability to the Applicants.

28. Prequalification of Applicants

28.1 All Applicants who's Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Employer.

28.2 An Applicant may be "conditionally prequalified," that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Employer.

28.3 Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Employer before or at the time of submitting their bids.

29. Notification of Prequalification

29.1 The Employer shall notify all Applicants in writing of the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately.

29.2 Applicants that have not been prequalified may write to the Employer to request, in writing, the grounds on which they were disqualified.

30. Invitation for Bids

30.1 Promptly after the notification of the results of the prequalification, the Employer shall invite bids from all the Applicants that have been prequalified or conditionally prequalified.

30.2 Bidders may be required to provide a Bid Security acceptable to the

Employer in the form and an amount to be specified in the Bidding Documents, and the successful Bidder shall be required to provide a Performance Security as specified in the Bidding Documents.

**31. Changes in
Qualifications
of Applicants**

31.1 Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 28 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Employer prior to the deadline for submission of bids. Such approval shall be denied if (i) a prequalified applicant proposes to associate with a disqualified applicant or in case of a disqualified joint venture, any of its members; (ii) as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or (iii) in the opinion of the Employer, the change may result in a substantial reduction in competition. Any such change should be submitted to the Employer not later than fourteen (14) days after the date of the Invitation for Bids.

Section II. Prequalification Data Sheet

A. General

ITA 1.1	<p>The identification of the Invitation for Prequalification is: W/ONB/NW – 003/2027</p> <p>The Employer is: Namibia Water Corporation Ltd (NamWater)</p> <p style="padding-left: 40px;">Namibia Water Corporation Ltd. Private Bag 13389 176 Iscor Street, Aigams Building Windhoek</p> <p>The list of contracts is: Rehabilitation and Replacement of Boreholes</p> <p>OAB name and number are: Rehabilitation and Replacement of Boreholes-W/ONB/NW – 003/2027</p>
ITA 2.1	<p>The name of the Project is: Annual Rehabilitation and Replacement of Production Boreholes.</p> <p>The Funding Agency is: Namibia Water Corporation Ltd (NamWater)</p>
ITA 3.1	<p>(a) The address to file challenge during the standstill period in respect of this procurement is:</p> <p style="padding-left: 40px;">Mr. Abraham Nehemia Namibia Water Corporation Ltd. Private Bag 13389 176 Iscor Street, Aigams Building Windhoek</p> <p>(b) The address to file application for review is:</p> <p style="padding-left: 40px;">The Chairperson Review Panel Ministry of Finance Private Bag 13295 Windhoek, Namibia</p>
ITA 5.2	Maximum number of members in the JV shall be: not limited

ITA 5.5	<p>This bid is issued in terms of Section 29 (1) (b) of the Public Procurement Act, Act 15 of 2015.</p> <p>Section 29 (1) (b) of the PPA reads as follows:</p> <p>(1) A public entity may limit participation in open advertised bidding proceedings-</p> <p>“(b) to –</p> <ul style="list-style-type: none"> (i) an entity incorporated or registered in Namibia in terms of the company or close corporation laws of Namibia; (ii) a co-operative registered under the laws regulating co-operatives in Namibia (iii) a trust registered under the laws regulating trusts in Namibia (iv) A partnership or a joint venture or similar agreement, In which Namibian citizens own 51 percent equity.”
B. Contents of the Prequalification Document	
ITA 8.1	<p>For clarification purposes, the Employer's address is:</p> <p>Attention: Procurement Management Unit (PMU)</p> <p>Address: Namibia Water Corporation Ltd. Private Bag 13389 176 Iscor Street, Aigams Building</p> <p>City: Windhoek</p> <p>Country: Namibia</p> <p>Email address: bids@namwater.com.na</p>
ITA 8.1 & 9.2	<p>Web page: https://www.namwater.com.na/index.php/procurement</p>
ITA 8.2	<p>Pre-Application/Clarification Meeting will be held: Yes</p> <p>Online - Microsoft Teams, 07 May 2026, 10:00 (https://teams.microsoft.com/meet/376900472053718?p=FYEcghePkKG0ZeviZO)</p>
C. Preparation of Applications	

ITA 12.1 (d)	<p>The Applicant shall submit with its Application, the following additional documents:</p> <ul style="list-style-type: none"> • Minimum of three (3) reference letters from entities who the bidder has provided works for; • CV of key site personnel and technical personnel proposed for the contract. • CV of Contract Manager/Supervisor with five years' experience in works of an equivalent nature and volume, including no less than three years as Manager. • Valid proof of citizenship, in the form of Namibian Identity Document (ID), certified by the Namibian Police or a Commissioner of Oath for all shareholders.
ITA 15.2	<p>The source for determining exchange rates is Bank of Namibia or any Commercial Bank.</p>
ITA 16.2	<p>In addition to the original, the number of copies to be submitted with the Application is one (2) copy.</p>
D. Submission of Applications	
ITA 18.1	<p>The deadline for Application submission is:</p> <p>Date: 26 May 2026</p> <p>Time: 11h00 am</p> <p>For application submission purposes only, the Employer's address is:</p> <p>Attention : Procurement Management Unit (PMU)</p> <p>Address : THE BID BOX Namibia Water Corporation Ltd. Private Bag 13389 176 Iscor Street, Aigams Building</p> <p>City : Windhoek</p> <p>Country : Namibia</p>
ITA 20.1	<p>The opening of the Applications shall be at:</p> <p>Namibia Water Corporation Ltd. 176 Iscor Street, Aigams Building First floor</p>

	<p>Room 112</p> <p>Windhoek</p>
ITA 24.1	The applicable margins of preference are as follows: N/A
E. Procedures for Evaluation of Applications	
ITA 25.1	At this time, the Employer does not intend to execute certain specific parts of the Works by sub-contractors selected in advance.
ITA 25.3	<p>Maximum percentage of subcontracting permitted is 10 % of the total value of the contract or 10 % of the volume of works</p> <p>Applicants planning to subcontract more than 10% of total volume of works shall specify, in the Application Submission Form, the activity (ies) or parts of the works to be subcontracted along with complete details of the sub-contractors and their qualification and experience. The qualification and experience of the sub-contractors must meet the minimum criteria for the relevant works to be subcontracted failing which such sub-contractors will not be permitted to participate.</p> <p>Sub-contractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the sub-contractor) should meet the prequalification criteria.</p>

Section III. Qualification Criteria and Requirements

This Section contains all the methods, criteria, and requirements that the Employer shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

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1. Eligibility and Qualification Criteria.

(a) Eligibility Evaluation

No	ITB Reference	Mandatory Requirements	Yes	No
1.1	ITA 5.5	<p>Does the bidder meet the requirement of Section 29 (1) (b) of the Public Procurement Act, 2015 (Act No. 15 of 2015)?</p> <p>Bidders have provided valid proof of citizenship, in the form of Namibian Identification Documents (ID), 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)), for all shareholders and in the case of Joint Ventures (JV), each party to the JV have provided proof as required above.</p>		
1.2	ITA 5.7.	<p>Is the Bidder 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?</p>		
1.3	ITA 6.1.	<p>Does the bidder appear on any of the development bank ineligibility lists as follows:</p> <ul style="list-style-type: none"> • 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 		

Note: *Bidders who do not comply with any of the above eligibility requirement(s) will be disqualified from the entire evaluation process and will not be considered further.*

(b) Mandatory Documentation

No	Mandatory Requirements	Yes	No
2.1	<p>Has the bidder submitted a valid certified (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)), copy of company Registration Certificate;</p> <p><i>In the case of Joint Ventures (JV), each JV partner must comply with the above.</i></p>		
2.2	<p>Has the Bidder provided a valid original or valid certified copy (valid at the deadline of submission of bid) of an original Good Standing Tax Certificate; (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)),</p> <p><i>In the case of Joint Ventures (JV), each JV partner must comply with the above.</i></p>		
2.3	<p>Has the Bidder provided a valid original or valid certified copy of Good Standing Social Security Certificate (valid if issued on or after bid advertisement date) (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)),</p> <p><i>In the case of Joint Ventures (JV), each JV partner must comply with the above.</i></p>		
2.4	<p>Has the Bidder provided a valid certified copy (valid at the deadline of submission of bid), (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 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;</p> <p><i>In the case of Joint Ventures (JV), each JV partner must comply with the above.</i></p>		

No.	ITA Reference	Mandatory Requirements	Yes	No
3.1	History of Non-Performing Contracts Item No. 2.1, Page 31	Has the bidder provided a statement from entities who the bidder has executed work for in the past, that non-performance of a contract did not occur as a result of contractor's default since 1st January 2020 .		
3.2	Bid Securing Declaration by the Employer Item No. 2.2 Page 31	Has the Bidder provided a statement from entities who the bidder has executed work for in the past, that the bidder has not been under suspension based on execution of a Bid Securing Declaration pursuant to ITA 5.10.		
3.3	Pending Litigation Item No. 2.3 Page 31	Has the bidder provided a statement that the applicant's financial position and prospective long-term profitability is still sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the applicant.		
3.4	Litigation History Item No. 2.4 Page 31	Has the bidder provided a statement that there are no consistent history of court/arbitral award decisions against the Applicant ⁷ since 1st January 2020		
3.5	Financial Capabilities Item No. 3.1 (i) Page 32	Does the bidder demonstrate access to, or availability of, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the works cash flow requirements estimated as N\$1 000 000 for the subject contract(s) net of the Applicants other commitments.		

⁷ The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant or any member of a joint venture may result in failure of the application.

3.6	Financial Capabilities Item No. 3.1 (ii) Page 32	Does the bidder demonstrate, to the satisfaction of the Employer, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments?		
3.7	Financial Capabilities Item No. 3.1 (iii) Page 32	Has the bidder provided audited balance sheets or, if not required by the laws of the Applicant's country, other financial statements acceptable to the Employer, for the last 3 years shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability.		
3.8	Average Annual Borehole drilling and Rehabilitation Turnover Item No. 3.2 Page 33	Has the bidder provided evidence that bidder has minimum average annual construction turnover of NAD 250,000 calculated as total certified payments received for contracts in progress and/or completed within the last 5 years, divided by 5 years.		
3.9	General Borehole Drilling, Rehabilitation and Test Pumping Experience Item No. 4.1, Page 34	Has the Bidder provided evidence that the bidder has experience under borehole drilling and rehabilitation contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last 5 years , starting 1st January 2020 .		
3.10	Specific Drilling, Borehole Rehabilitation & Contract	Has the bidder provided evidence that the bidder has a minimum number of similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor		

	Management Experience Item No. 4.2 (a), Page 34	between 1st January 2019 and application submission deadline: (i) 3 contracts, each of minimum value N\$ 250,000		
3.11	Specific Drilling, Borehole Rehabilitation & Contract Management Experience Item No. 4.2 (b) Page 35	For the above and any other contracts completed and under implementation as prime contractor, joint venture member, management contractor or sub-contractor ¹³ between 1st January 2019 and application submission deadline, a minimum borehole drilling and rehabilitation experience in the following key activities successfully completed: Provide a minimum of three (3) reference letters from entities who the bidder has provided works for; <ul style="list-style-type: none"> • 5 Boreholes Drilled • 5 Boreholes Rehabilitated • 5 Boreholes Pump tested 		

Note: The Bidders' submission will either be responsive or non-responsive. Bidders who do not comply with any of the above Mandatory Documents/Requirements will be disqualified from the entire evaluation process and will not be considered further.

(c) Technical Evaluation Criteria

Item	Subject	Requirements	Scores (up to)	
Technical				
1.	Experience of key site personnel and technical personnel proposed for the contract. Provide a CV.	Driller with more than 5 years experience	15%	15%
		Driller with more than 2 years experience	10%	
		Driller with less than 2 years experience	5%	
2.	Contract Manager/Supervisor with five years' experience in works of an equivalent nature and volume, including no less than three years as Manager. Provide a CV.	Five and more years of experience	10%	10%
		Less than five years of experience	5%	

3.	Experience as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January 2019 and application submission deadline, a minimum borehole drilling and rehabilitation experience in the following key activities successfully completed: 5 Boreholes Drilled 5 Boreholes Rehabilitated 5 Boreholes Pump tested	Five (5) or more works		10%	10%
		<ul style="list-style-type: none"> • 5 Boreholes Drilled • 5 Boreholes Rehabilitate • 5 Boreholes Pump tested 			
		Three (3) to four (4) works		5%	
		<ul style="list-style-type: none"> • 3 Boreholes Drilled • 3-4 Boreholes Rehabilitate • 3-4 Boreholes Pump tested 			
		One (1) to two (2) works		3%	
		<ul style="list-style-type: none"> • 1-2 Boreholes Drilled • 1-2 Boreholes Rehabilitate • 1-2 Boreholes Pump tested 			
		Zero works		0%	
4.	Work Programme (must be a Gantt chart or an Excel)	Detailed work program covers all aspects of the project with timelines:		5%	5%
		Attached:		2%	
		Not attached:		0%	
5.	Essential equipment to be made available for the project No proof attached will score zero (0).	Borehole Drilling Equipment (Owned by Contractor) Proof of Ownership of the Rig (NATIS-Registration Documents)	Percussion Drilling Rig and Compressor and appropriate drill bits	30%	30%
		Borehole drilling Equipment (Leased by Contractor) Proof of Lease Agreement or intention to lease borehole drilling equipment (Owned by the Lessor). Proof of ownership of the Drilling Rig	Percussion Drilling Rig and Compressor and appropriate drill bits	30%	

		and associated equipment (NATIS-Registration Documents to be provided)			
		Support trucks (provide documentary proof)		10%	30%
		Pump test unit details (provide documentary proof)		10%	
		Pumps including yield capabilities (provide documentary proof)		10%	
		Self-declaration not attached.		0%	
TOTAL SCORE					100%

A score of less than 70 out of 100 (70%) will deem the bidder to be non-compliant and, therefore disqualified.

NB: Bidders must provide the physical address where the equipment can be inspected prior to appointment. Should the need arise, NamWater reserves the right to view and/or inspect the drilling & test pumping equipment, plant and fleet prior to award of the bid.

Eligibility and Qualification Criteria			Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
1. Eligibility							
1.1	Nationality	Nationality in accordance with ITA 5.5	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments
1.2	Conflict of Interest	No conflicts of interest in accordance with ITA 5.6	N/A	N/A	N/A	N/A	Application Submission Form
1.3	Country Eligibility	Not having been declared ineligible by the Republic of Namibia as described in ITA 5.7.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Form
1.4	Government Owned Entity	Meet conditions of ITA 5.8.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments
1.5	United Nations Resolution or Namibian Law	Not having been excluded as a result of prohibition in Namibian laws or official regulations against commercial relations with the Applicant's country, or by an act of compliance with UN Security Council resolution, in accordance with ITA 6.1.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments

Eligibility and Qualification Criteria			Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
2. Historical Contract Non-Performance							
2.1	History of Non-Performing Contracts	Non-performance of a contract ⁸ did not occur as a result of contractor's default since 1st January 2018.	Must meet requirement	Must meet requirements	Must meet requirement ⁹	N/A	Form CON-2
2.2	Suspension Based on Execution of Bid Securing Declaration by the Employer	Not under suspension based on execution of a Bid Securing Declaration pursuant to ITA 5.10.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Form
2.3	Pending Litigation	Applicant's financial position and prospective long term profitability still sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the Applicant.	Must meet requirement	N/A	Must meet requirement	N/A	Form CON – 2
2.4	Litigation History	No consistent history of	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 2

⁸ Non performance, as decided by the Employer, shall include all contracts where (a) non performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.

⁹ This requirement also applies to contracts executed by the Applicant as JV member.

Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
		court/arbitral award decisions against the Applicant ¹⁰ since 1st January 2018					
3. Financial Situation and Performance							
3.1	Financial Capabilities	(i) The Applicant shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the works cash flow requirements estimated as N\$1 000 000 for the subject contract(s) net of the Applicants other commitments (ii) The Applicant shall also demonstrate, to the satisfaction of the	Must meet requirement	Must meet requirement	N/A	N/A	Form FIN – 3.1, with attachments
			Must meet requirement	Must meet requirement	N/A	N/A	

¹⁰ The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant or any member of a joint venture may result in failure of the application.

Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
		Employer, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments. (iii) The audited balance sheets or, if not required by the laws of the Applicant's country, other financial statements acceptable to the Employer, for the last 3 years shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability.	Must meet requirement	N/A	Must meet requirement	N/A	
3.2	Average Annual Borehole drilling and Rehabilitation Turnover	Minimum average annual construction turnover of NAD 250,000 calculated as total certified payments received for contracts in progress and/or	Must meet requirement	Must meet requirement	Must meet 100 % of the requirement	Must meet 100 % of the requirement	Form FIN – 3.2

Eligibility and Qualification Criteria			Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
		completed within the last 5 years , divided by 5 years					
4. Experience							
4.1 (a)	General Borehole Drilling, Rehabilitation and Test Pumping Experience	Experience under borehole drilling and rehabilitation contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last 5 years , starting 1st January 2018 .	Must meet requirement	N/A	Must meet requirement	N/A	Form EXP – 4.1
4.2 (a)	Specific Drilling, Borehole Rehabilitation & Contract Management Experience	(i) A minimum number of similar ¹¹ contracts specified below that have been satisfactorily and substantially ¹² completed as a prime contractor, joint venture member ¹³ ,	Must meet requirement	Must meet requirement ¹⁴	N/A	N/A	Form EXP 4.2(a)

¹¹ The similarity shall be based on the physical size, complexity, methods/technology and/or other characteristics described in Section V, Scope of Works. Summation of number of small value contracts (less than the value specified under requirement) to meet the overall requirement will not be accepted.

¹² Substantial completion shall be based on 80% or more works completed under the contract.

¹³ For contracts under which the Applicant participated as a joint venture member or sub-contractor, only the Applicant's share, by value, shall be considered to meet this requirement.

¹⁴ In the case of JV, the value of contracts completed by its members shall not be aggregated to determine whether the requirement of the minimum value of a single contract has been met. Instead, each contract performed by each member shall satisfy the minimum value of a single contract as required for single entity. In determining whether the JV meets the requirement of total number of contracts, only the number of contracts completed by all members each of value equal or

Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
		management contractor or sub-contractor ¹³ between 1st January 2019 and application submission deadline: (i) 3 contracts, each of minimum value N\$ 250 000					
4.2 (b)		For the above and any other contracts completed and under implementation as prime contractor, joint venture member, management contractor or sub-contractor ¹³ between 1st January 2019 and application submission deadline, a minimum borehole drilling and rehabilitation experience in the following key	Must meet requirements	Must meet requirements	N/A	Must meet the following requirements for the key activities listed below <ul style="list-style-type: none"> • 5 Boreholes Drilled • 5 Boreholes Rehabilitated • 5 Boreholes Pump tested 	Form EXP – 4.2 (b)

more than the minimum value required shall be aggregated.

Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture (existing or intended)			Submission Requirements
				All Parties Combined	Each Member	One Member	
		activities successfully completed: <ul style="list-style-type: none"> • 5 Boreholes Drilled • 5 Boreholes Rehabilitated • 5 Boreholes Pump tested 					

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

Date: /Day|month|year/

Procurement Ref No.:

To: Namibia Water Corporation Ltd., 176 Iscor Street, Ai-//gams Building, Windhoek

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**

Section IV. Application Forms

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Application Submission Form

Date: *[insert day, month, and year]*
 OAB No. and title: *[insert OAB number and title]*

To: Namibia Water Corporation Ltd

We, the undersigned, apply to be prequalified for the referenced OAB and declare that:

- (a) We have examined and have no reservations to the Prequalification Document, including Addendum(s) No(s), issued in accordance with Instructions to Applicants (ITA) 9: *[insert the number and issuing date of each addendum]*.
- (b) We have no conflict of interest in accordance with ITA 5.6;
- (c) We meet the eligibility requirements as stated ITA 5.1, we have not been suspended by the Employer based on execution of a Bid Securing Declaration in accordance with ITA 5.10;
- (d) We, in accordance with ITA 25.2, plan to subcontract the following key activities and/or parts of the works:

[Insert any of the key activities identified in Section III- 4.2(a) or (b) which the Employer has permitted under the Prequalification document and which the Applicant intends to subcontract along with complete details of the sub-contractors, their qualification and experience]

- (e) We declare that the following commissions, gratuities, or fees have been paid or are to be paid with respect to the prequalification process, the corresponding bidding process or execution of the Contract:

<u>Name of Recipient</u>	<u>Address</u>	<u>Reason</u>	<u>Amount</u>
<i>[insert full name for each occurrence]</i>	<i>[insert street/ number/city/country]</i>	<i>[indicate reason]</i>	<i>[specify amount in N\$]</i>

[If no payments are made or promised, add the following statement: “No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Application”]

- (f) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any Application that you may receive nor to invite the prequalified Applicants to bid for the contract subject of this prequalification process, without incurring any

liability to the Applicants, in accordance with ITA 27.1.

- (g) All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the Application]*

In the capacity of *[insert capacity of person signing the Application]*

Duly authorized to sign the Application for and on behalf of:

Applicant's Name *[insert full name of Applicant or the name of the JV]*

Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

[For an a joint venture, either all members shall sign or only the authorized representative, in which case the power of attorney to sign on behalf of all members shall be attached]

Form ELI -1.1

Applicant Information Form

Date: *[insert day, month, year]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant's name <i>[insert full name]</i>
In case of Joint Venture (JV), name of each member: <i>[insert full name of each member in JV]</i>
Applicant's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Applicant's actual or intended year of incorporation: <i>[indicate year of Constitution]</i>
Applicant's legal address [in country of registration]: <i>[insert street/ number/ town or city/ country]</i>
Applicant's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <ul style="list-style-type: none"> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 5.5. <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 5.2. <input type="checkbox"/> In case of Government-owned enterprise or institution, in accordance with ITA 5.9 documents establishing: <ul style="list-style-type: none"> • Legal and financial autonomy • Operation under commercial law • Establishing that the Applicant is not dependent agency of the Employer
2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Form ELI -1.2

Applicant's Party Information Form

[The following form is additional to Form ELI – 1.1., and shall be completed to provide information relating to each JV member (in case the Applicant is a JV) as well as any Specialized Sub-contractor proposed to be used by the Applicant for any part of the Contract resulting from this prequalification]

Date: *[insert day, month, year]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant name: <i>[insert full name]</i>
Applicant's Party name: <i>[insert full name of Applicant's Party]</i>
Applicant's Party country of registration: <i>[indicate country of registration]</i>
Applicant Party's year of constitution: <i>[indicate year of constitution]</i>
Applicant Party's legal address in country of constitution: <i>[insert street/ number/ town or city/ country]</i>
Applicant Party's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITA 5.5. <input type="checkbox"/> In case of a Government-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and absence of dependent status, in accordance with ITA 5.9.
2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Form CON – 2

Historical Contract Non-Performance, Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Party Name: *[insert full name]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

Non-Performed Contracts in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Contract non-performance did not occur since 1 st January <i>[insert year]</i> specified in Section III, Qualification Criteria and Requirements, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed since 1 st January <i>[insert year]</i> specified in Section III, Qualification Criteria and Requirements, requirement 2.1			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and N\$ equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for non performance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> No pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2 as indicated below.			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Employer" or "Contractor"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
<input type="checkbox"/> No pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2. <input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), NAD Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Employer" or "Contractor"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>

Form FIN – 3.1 Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, and year]*

Applicant's Party Name: *[insert full name]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in currency, currency, exchange rate*, NAD equivalent)				
	Year 1	Year 2	Year 3	Year4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 15 for the exchange rate

2. Sources of Finance

[The following table shall be filled in for the Applicant and all parties combined in case of a Joint Venture]

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (N\$ equivalent)
1		
2		
3		

3. Financial documents

The Applicant and its parties shall provide copies of financial statements for **3** years pursuant Section III, Qualifications Criteria and Requirements, Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member , and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

Attached are copies of financial statements¹⁵ for the _____ years required above; and complying with the requirements

¹⁵ If the most recent set of financial statements is for a period earlier than 12 months from the date of application, the reason for this should be justified.

Form FIN - 3.2 Average Annual Construction Turnover

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's/Joint Venture Member's Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant's Party Name: *[insert full name]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual turnover data (construction only)			
Year	Amount Currency	Exchange rate*	NAD (N\$) equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Construction Turnover **	

* Refer ITA 15 for date and source of exchange rate.

** Total NAD equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, Clause 3.2.

Form EXP - 4.1

General Borehole Drilling, Rehabilitation and Test Pumping Experience

[The following table shall be filled in for the Applicant and in the case of a JV Applicant, each Member]

Applicant's/Joint Venture Member's Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant JV Party Name: *[insert full name]*

OAB No. and title: *[insert OAB number]*

Page *[insert page number]* of *[insert total number]* pages

[Identify contracts that demonstrate continuous construction work over the past [number] years pursuant to Section III, Qualification Criteria and Requirements, Sub-Factor 4.1. List contracts chronologically, according to their commencement (starting) dates.]

Starting Year	Ending Year	Contract Identification	Role of Applicant
<i>[indicate year]</i>	<i>[indicate year]</i>	Contract name: <i>[insert full name]</i> Brief Description of the Works performed by the Applicant: <i>[describe works performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and N\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>
		Contract name: <i>[insert full name]</i> Brief Description of the Works performed by the Applicant: <i>[describe works performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and N\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>
		Contract name: <i>[insert full name]</i> Brief Description of the Works performed by the Applicant: <i>[describe works performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and N\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>

* Refer ITA 15 for date and source of exchange rate.

Form EXP - 4.2(a)

Specific Borehole Drilling, Rehabilitation, Test Pumping and Contract Management Experience

[The following table shall be filled in for contracts performed by the Applicant, each member of a Joint Venture, and Specialized Sub-contractors]

Applicant's/Joint Venture Member's Name: *[insert full name]*

Date: *[insert day, month, year]*

JV Party Name: *[insert full name]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>	Information			
Contract Identification	<i>[insert contract name and number, if applicable]</i>			
Award date	<i>[insert day, month, year, i.e., 15 June, 2015]</i>			
Completion date	<i>[insert day, month, year, i.e., 03 October, 2018]</i>			
Role in Contract <i>[check the appropriate box]</i>	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount	<i>[insert total contract amount in local currency]</i>		N\$ <i>[insert Exchange rate and total contract amount in N\$ equivalent]*</i>	
If member in a JV or sub-contractor, specify participation in total Contract amount	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert exchange rate and total contract amount in N\$ equivalent]*</i>	
Employer's Name:	<i>[insert full name]</i>			
Address:	<i>[indicate street / number / town or city / country]</i>			
Telephone/fax number	<i>[insert telephone/fax numbers, including country and city area codes]</i>			
E-mail:	<i>[insert e-mail address, if available]</i>			

* Refer ITA 15 for date and source of exchange rate.

Form EXP - 4.2(a) (cont.)
Specific Borehole Drilling, Rehabilitation, Test Pumping and
Contract Management Experience (cont.)

Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>	Information
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	<i>[insert amount in local currency, exchange rate, N\$ in words and in Figures]</i>
2. Physical size of required works items	<i>[insert physical size of items]</i>
3. Complexity	<i>[insert description of complexity]</i>
4. Methods/Technology	<i>[insert specific aspects of the methods/technology involved in the contract]</i>
5. Construction rate for key activities	<i>[insert rates and items]</i>
6. Other Characteristics	<i>[insert other characteristics as described in Section V, Scope of Works]</i>

Form EXP - 4.2(b)

Borehole Drilling, Rehabilitation and Test Pumping Experience in Key Activities

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant's Party Name: *[insert full name]*

Sub-contractor's Name¹⁶ (as per ITA 25.2 and 25.3): *[insert full name]*

OAB No. and title: *[insert OAB number and title]*

Page *[insert page number]* of *[insert total number]* pages

All Sub-contractors for key activities must complete the information in this form as per ITA 25.2 and 25.3 and Section III, Qualification Criteria and Requirements, Clause 4.2.

1. Key Activity No. One: *[insert brief description of the Activity, emphasizing its specificity]*

Total Quantity of Activity under the contract: _____

	Information			
Contract Identification	<i>[insert contract name and number, if applicable]</i>			
Award date	<i>[insert day, month, year, i.e., 15 June, 2015]</i>			
Completion date	<i>[insert day, month, year, i.e., 03 October, 2018]</i>			
Role in Contract <i>[check the appropriate box]</i>	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub- contractor <input type="checkbox"/>
Total Contract Amount	<i>[insert total contract amount in contract currency(ies)]</i>		N\$ <i>[insert exchange rate and total contract amount in N\$ equivalent]</i>	
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year <i>[Insert extent of participation indicating actual quantity of key activity successfully completed in the role performed]</i>	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i) x (ii)
Year 1				
Year 2				
Year 3				

¹⁶ If applicable

Year 4			
Employer's Name:	<i>[insert full name]</i>		
Address:	<i>[indicate street / number / town or city / country]</i>		
Telephone/fax number	<i>[insert telephone/fax numbers, including country and city area codes]</i>		
E-mail:	<i>[insert e-mail address, if available]</i>		

2. Activity No. Two

3.

	Information
Description of the key activities in accordance with Sub-Factor 4.2(b) of Section III:	
	<i>[insert response to inquiry indicated in left column]</i>

PART 2 – Works Requirements

Section V. Scope of Works

Contents

1. Description of the Works.....	2
2. Construction Period	1
3. Site and Other Data.....	2

1. Description of the Works

1. SCOPE

This Specification covers the requirements relating to borehole drilling and construction, reaming, supply, delivery and installation/extraction of borehole casing and screens, supply, delivery and placing of gravel pack transport of screens and/or casing supplied by the CORPORATION (where applicable), perforation of casing where applicable, , development and pump testing of boreholes, and other additional borehole drilling and rehabilitation related work, for example cementing of casing, sealing or partial sealing of boreholes, cleaning and repair of existing boreholes.

2. STANDARD SPECIFICATIONS

The following Standard Specifications form part of this Specification when reference is made thereto. The Contractor must therefore, keep himself fully up to date on the latest addition of these Standard Specifications.

SABS 044	covering welding.
SABS 062	covering steel casing with outside diameter smaller than 165 mm with smooth ends.
SABS 455	covering welding electrodes.
SABS 626	covering cement.
SABS 719	covering steel casing with an outside diameter of 165 mm or more with smooth ends.
SABS 720	covering coating and lining of steel casing.
SABS 966	covering Unplasticised Polyvinyl Chloride (uPVC) casing
BS 2782	covering plastic borehole casing.
BS 879	covering thread design for UPVC casing.
DIN 4925	covering uPVC well screens and plain casing, with lateral slotting and threaded joints.
BS 6316	covering test pumping of water wells.

3. MATERIALS

3.1 Steel Casing:

All steel casing supplied by the Contractor and which is permanently installed into boreholes must comply with the Standard Specification SABS 719 or SABS 62. Grade A steel will be the minimum requirement and the **nominal wall thickness of all casing must be at least 4,5 mm**, unless otherwise required.

3.2 Installation of Steel Casing:

Unless otherwise specified, all steel casing which is permanently placed in boreholes, must be fitted with centralisers. Centralisers should be constructed from lengths of 25 mm flat bar, 3 mm thick, and welded vertically onto the outside of the casing. The centralisers must be semilunar shaped and protrude from the outside of the casing by a perpendicular length equal to half the annular space. Two sets of four such stabilizers must be provided per 6 m length of casing.

Casing must be lowered down the borehole by its own weight and no force must be used to push the casing down.

3.3 UPVC Casing:

Unless otherwise specified, all UPVC casing supplied by the Contractor and which is installed permanently in boreholes, must comply with the Standard Specification SABS 966 (latest edition), or DIN 4925 (latest edition) for PVC well screens and plain casing made of softener free polyvinyl chloride (rigid UPVC) with thread joints, and/or BS 2782 (latest edition) standards for plastic borehole casing and BS 879 for coupling thread design. All casing shall be supplied with ends square cut and externally beveled suitable for field solvent welding or threaded in accordance with BS 879 or DIN 4925. Couplings shall be in accordance with the same specifications. Joints should be flush internally and a protrusion of not more than 6mm will be accepted externally. External protrusions must be beveled.

3.4 Installation of UPVC Casing:

Unless otherwise specified, all UPVC must be installed into the completed borehole with casing clamps. UPVC casing which is not threaded should be attached together with a commercially available "fast setting" solvent cement or glue adhering to the manufacturer's specifications and also secured in a manner approved by the Consultant.

3.5 Screens:

All screens to be installed into permanent boreholes will be of internal and external diameter and wall thickness as specified by the CORPORATION. The

CORPORATION will also specify the type, size of the screen opening and the percentage of open area on the screen. Under no circumstances will screens be supplied and installed into boreholes without the presence of the CORPORATION and/ or his Representative.

3.6 **Cement:**

All cement that is used must comply with the Standard Specification SABS 626 and must not be older than three months. Unless otherwise specified, a hardening agent such as calcium chloride should be used to accelerate the cement setting process. The normal aggregate size for use with the cement may not exceed 20 mm unless otherwise stated.

3.7 **Concrete Block:**

The Contractor must excavate around the steel casing until a reasonable firm formation is reached, and construct a concrete block with the dimensions 0.8 m x 0.8 m x 0.5 m to avoid the steel casing from sinking and/or to avoid surface water from entering next to the casing. In all cases where no firm formation is available close to the surface on which the cement block can rest, the space around the casing up to 1 m below the ground surface must be filled with concrete before the concrete block itself is constructed.

The concrete shall have a mix of one cement, three sand and six aggregate. If no concrete stone is available, a mix of one cement and four sand will be acceptable. No mixes of ordinary soil and cement will be accepted.

3.8 **Gravel Pack:**

Only fresh quartz and/or granite sand will be accepted as a gravel pack material and must be approved by the CORPORATION before use. The CORPORATION will specify the grain size of gravel pack required.

3.9 **Filter Mesh/Geotextile screens:**

In some specific areas of Namibia, the use of a suitable gravel pack is restricted because of availability and also because of the nature of the geological conditions of the area. In these specific areas the use of a filter mesh and/or geotextile screen will be permitted. The size and texture of such material will be specified.

3.10 **Welding Electrodes:**

All welding electrodes must comply with the Standard Specifications SABS 445 or AWS Standard Specification (American Welding Standard) except if otherwise required. For the welding of casing, only low hydrogen electrodes may be used as superweld 36 S code E 344, B 24 G or Ferran No. 1 Code E 434, B 24 GJ. For the welding of stainless steel screens to ordinary steel casing, only low carbon stainless steel electrodes may be used, i.e. AWS Code E 316 L-16. All above mentioned welding electrodes are available in Namibia.

3.11 **Drilling Mud:**

Unless otherwise specified all drilling mud should be of a biodegradable type and non-toxic. The Contractor must ensure that if mud drilling is specified by the CORPORATION, he has the necessary equipment including mud pumps, viscosity measuring apparatus, water tanks etc, to enable him to successfully complete the Works.

4. **STORAGE OF MATERIALS**

4.1 **Steel Casing:**

All steel casing that will be permanently placed in boreholes, must be stored in such a manner that it is not in contact with damp or wet earth.

4.2 **UPVC Casing:**

All UPVC casing that will be permanently placed in boreholes, must be stored in such a manner that it is not in contact with damp or wet earth. In addition the casing shall not be exposed to direct sunlight and should preferably be stored in containers or in a shaded place to the satisfaction of the CORPORATION.

4.3 **Screens:**

All screens must be stored in a manner so that they are not in contact with damp or wet earth, and if they are plastic coated they must not be exposed to direct sunlight and must be handled carefully to prevent damage.

4.4 **Cement:**

All cement must, during transport to the Site and whilst on Site, be protected against rain and dampness.

4.5 **Welding Electrodes:**

All welding electrodes must, during transport to the Site and whilst on Site, be protected against rain and dampness.

4.6 **Drilling Mud:**

All drilling mud, revert etc, must be protected against rain and dampness during transport to the Site and whilst on Site.

5. PROVISION OF CASINGS AND SCREENS

Unless otherwise stated, the Contractor must supply all casing and screens necessary to construct the boreholes as required. If the casing or screens are provided by the CORPORATION, such casing or screens must be added or subtracted at the tariff stated in the Bill of Quantities / Payment Form. Casing supplied by the CORPORATION and which is removed from boreholes must be cut squarely at the original length, ready for re-use. The Contractor must take due caution against damage or loss of screens and/or casings and any shortages will be debited against the Contractor's costs.

6. TRANSPORT OF SCREENS AND/OR CASING SUPPLIED BY THE CORPORATION

If requested by the CORPORATION, the Contractor must transport the casing and/or screens supplied by the CORPORATION for installation in the boreholes from any railway station, bus terminal, or other point to the relevant site or drilling point.

After completion of the Assignment, the Contractor must, if so required by the CORPORATION, return any excess casing and/or screens to a point from where it could be loaded onto a suitable means of transport as directed by the CORPORATION.

7. EQUIPMENT

7.1 General:

The CORPORATION could subject all machines, equipment and vehicles that are to be used by the Contractor for the execution of the Assignment to inspection. Machines and vehicles must be of a reasonably modern nature and in good working order. Other equipment must at least be in an acceptable working condition.

7.2 Drilling Machines (General):

Drilling machines, whether jumper (cable tool), or rotary drilling (compressed air and mud) machines, must be capable to do the work required in the Assignment Form and must be equipped with applicable equipment for drilling, reaming and the handling of casing. The Contractor must have adequate fishing equipment available for the recovering of drilling equipment, casing, test pumps etc.

7.3 Rotary Drilling Machines:

Where rotary drilling machines are tendered, the Contractor must specify in the schedule of plant and equipment provided the machine's model and size, type and size of air compressor system and/or mud pumps and the depth and diameter which can be drilled or reamed with the drill machine using the different drilling mediums.

7.4 Welding and Cutting Equipment:

7.4.1 Electrical Welding Equipment:

All machines must be equipped with an electrical welding plant with a minimum welding current of 180 A in good working order.

7.4.2 **Oxy-acetylene Cutting Equipment:**

Oxy-acetylene cutting equipment must be properly equipped for the perforation of steel casing by making cuts as described hereunder or as required for general cutting work.

7.5 **Test Pumps:**

The Contractor must be in possession of at least one test pump for the execution of test pumping, except where otherwise specified.

Such test pumps must comply with the requirements of BS 6316 and must be in good working order.

7.6 **Airlift Pump System:**

If the airlift method is to be used for the development of boreholes, the inside diameter of the lift pipe must be at least 75 mm for the development of a borehole with a nominal diameter of 150 mm, and at least 100 mm for boreholes with diameters larger than 150 mm. The air pipe must, in both cases, not be smaller than 25 mm inside diameter.

7.7 **Trucks:**

The Contractor must have enough trucks for the transport of casing, gravel pack, pulling of drilling machines where applicable and servicing of machines in general. Trucks must have a carrying capacity of at least 5 tons and must preferably be four wheel drive.

8. **DRILLING**

8.1 **General:**

For the purpose of this Assignment, drilling work will be defined as the drilling of a borehole with a nominal diameter not exceeding 600mm.

8.2 **Reaming:**

Reaming means the enlargement of any borehole to a nominal diameter larger than the drilled borehole diameter.

8.3 **Drill collars / Stabilizers:**

Drill collars / stabilizers shall be used in all drilling operations. Drill pipes as such will not be acceptable as constituting drill collars / stabilizers. The minimum standard for drill collar / stabilizer sizes will be as discussed in Driscoll's "Groundwater and Wells, 2nd edition". The recommended sizes are shown in the table on the next page (SSD7).

Borehole and casing diameters are given in the general terminology used regarding borehole and casing sizes.

Diameters in Inches			Diameters in SI units (mm)		
		Recommended			Recommended
Borehole	Casing	Collar / stabilizer	Borehole	Casing	Collar / stabilizer
6	4	4.75	152	101	120.65
8	6	6.50	204	152	165.10
10	6 - 6.5	8.00	254	152-168	203.20
10	8	8.50	254	204	215.90
12	8	8.50	311	204	215.90

8.4 Boreholes where Gravel Pack must be supplied:

This type of borehole must first be drilled to the depth and diameter as specified in the Assignment Form. All sand, or other loose collapsible formation, must be cased off correctly or if drilling mud is used, the sides must remain stable for at least 24 hours to provide adequate time for the installation of the perforated casing and/or screens and the emplacement of the gravel pack.

8.4.1 Boreholes where Collapsible Formation is cased off:

The following procedure must be followed with the emplacement of the gravel pack when the collapsible formation is cased off.

8.4.1.1 After the installation of the perforated casing and/or screens, the first part of the gravel pack is poured into the borehole between the perforated casing and the outer temporary casing until two metres of depth between the casing is filled. It is very important that gravel is poured at a slow rate to avoid any blockages. **Tests have proven that a rate of about 20 litres of gravel per minute is safe.**

8.4.1.2 After the placing of the first two metres depth of gravel pack, the outside temporary casing is pulled back and the height of the gravel relative to the bottom point of the outside casing must be regularly measured by means of a lead plum line. An absolute minimum of 1 metre of gravel must at all times be kept between the two casings to avoid ingress of the surrounding formation.

8.4.1.3 The gravel pack must be placed to at least 8 m above the perforated casing and/or screens before development of the borehole can begin.

8.4.1.4 The Contractor must ensure that the portion of the borehole above the gravel pack up to the surface must remain open to enable the addition of more gravel pack if necessary.

8.4.1.5 After completion of the pump tests, the Contractor must ensure that the gravel pack is stabilized up to the prescribed height of 8 m above the perforated casing and/or screens.

8.4.1.6 The outer temporary casing, if any, must then be removed and the borehole must then be further filled to the surface with sand, soil, or any other acceptable material.

8.4.2 Boreholes where collapsible Formation is kept stable with Drilling Mud:

The following procedure must be followed when drilling mud is used for drilling.

8.4.2.1 The perforated casing and/or screens must be installed to the drilled depth of the borehole while the borehole is filled with drilling mud and is stable.

8.4.2.2 The gravel must then be placed up to the prescribed height above the perforations, again at a slow rate to avoid blockages. As there is in this case no outside casing pipes to isolate the collapsible formation, it is only necessary to measure the gravel height at regular intervals to insure that no blockages have occurred. It is recommended that a lead plum line be used to measure the height of the gravel pack.

8.4.2.3 After the emplacement of the gravel pack, the borehole must stand for a time specified by the CORPORATION before development of the borehole can begin.

8.4.2.4 If the CORPORATION is of the opinion that all the drilling mud has not been removed with the development of the borehole, he may instruct the Contractor to use a suitable solvent to insure that the gravel pack and surrounding aquifer formation is clean.

8.4.2.5 After completion of the development process and the pump tests, the Contractor must ensure that the gravel pack has stabilized to the prescribed height of 8 m above the perforated casing and/or screens and the borehole can then be backfilled as previously described.

8.5 Collection of Drill and Water Samples:

As required by the CORPORATION, the Contractor must collect drill and water samples free of charge.

If written requirements are not given, unwashed drill samples must be taken at a depth of every meter as well as at a change of formation between the meter depth. These must be placed in small bags or other suitable containers, marked with the depth of the formation and the number of the borehole.

Water samples must be taken at every water strike found during the drilling process, so that changes in quality can be ascertained, unless otherwise stated.

8.6 Water Strikes:

The Contractor must notify the CORPORATION as soon as water is found and must not drill deeper than 15 meters below the depth of the water strike or deeper than the minimum depth prescribed without further instructions.

8.7 Perforation of Steel Casing:

Perforation of casing must be done by means of an oxy-acetylene torch unless otherwise specified. Slots must be vertical, 100 mm in length and spaced at 100 mm intervals offset around the perimeter of the casing. The CORPORATION for each individual borehole shall determine the width of the slots.

The number of slots around the perimeter of the steel casing will depend upon the casing diameter. The numbers of lines of slots recommended are as follows:

- Ø 125 mm casing - 5 lines of slots
- Ø 150 mm casing - 6 lines of slots
- Ø 200 mm casing - 8 lines of slots
- Ø 250 mm casing - 10 lines of slots
- Ø 300 mm casing - 12 lines of slots
- Ø 350 mm casing - 14 lines of slots

All slots cut must be equally spaced.

8.8 Perforation of UPVC Casing:

Unless otherwise specified, under no circumstances shall UPVC be perforated on site. All UPVC perforated casing must be "factory" perforated for use on site.

8.9 Completion of Borehole with UPVC Casing:

Unless otherwise specified, upon the successful installation of the UPVC casing to the required depth and the satisfactory emplacement of gravel pack and/or suitable backfill material and development to the satisfaction of the CORPORATION, the borehole must be completed by installing steel casing of a length of 3 metres or more and a nominal diameter larger than the UPVC casing. The steel casing must surround the UPVC casing and must protrude 0,5 metres above ground level. This steel casing should then be cemented

8.10 **Capping of the Borehole and Inscription of Numbers on Concrete Block:**

The casing must protrude 0,5 m above the ground surface unless otherwise specified by the CORPORATION, and a circular steel cap of at least 4 mm in thickness must be welded on each completed borehole. For certain boreholes which are used for observation purposes, the CORPORATION may require the Contractor to provide a 50 mm or larger screw cap.

The borehole number must be welded/inscribed onto the lid and onto the side of the casing pipe and must be clearly marked on the concrete block.

8.11 **Provision of Plug for Water Measurements:**

Unless otherwise specified by the CORPORATION every successful borehole should be constructed with a small observation hole of approximately 25mm diameter, which should be plugged with a moveable bolt of the same diameter as the observation hole to enable water level measuring apparatus to be lowered into the borehole.

8.12 **Borehole Records**

The Driller's Diary should be kept for each borehole in progress. In addition, separate records shall be provided for each borehole upon completion. The relevant templates highlighting the information needed to be contained in these records will be provided to the successful bidder.

Two copies of all records shall be handed to the CORPORATION upon completion of every borehole and a third copy shall be retained at the drilling site and shall be available for inspection by the CORPORATION on request.

9. ABANDONMENT

The CORPORATION shall have the right at any time during the progress of the Assignment to order the abandonment of a borehole.

The Contractor thereupon shall withdraw the casing from the borehole, if applicable, and salvage or attempt to salvage all such materials as the CORPORATION shall direct and/or up until the CORPORATION revokes such direction, and shall fill in or leave the borehole to the satisfaction of the CORPORATION or the Consultant.

Payment shall be made for such abandoned boreholes at the rates and tariffs shown in the Bill of Quantities / Payment Form

10. LOST BOREHOLES

Should any accident to the Plant, jamming of the tools, or casing, or any other cause due to the Contractor's negligence, prevent the satisfactory completion of the Assignment, the borehole shall be deemed to be lost and no payment shall be made for that borehole or for any materials not recovered therefrom, nor for any time spent during drilling operations or while attempting to overcome problems.

Any casing that is not recovered from the lost boreholes in good condition shall be replaced immediately by the Contractor at his own expense.

In the event of a lost borehole, the Contractor shall drill a borehole adjacent to the lost borehole or at a site indicated by the CORPORATION. The option of declaring any lost borehole shall rest with the Contractor, subject to direction from the CORPORATION.

11. TOLERANCES

11.1 General:

Drilling work must be done strictly according to the tolerances listed hereunder and the measurements made by the CORPORATION will be accepted as correct according to the stipulation of the Tolerances. Should drilling work deviate from the tolerances, the CORPORATION reserves the right to do replacement or remedial work at the Contractors cost.

11.2 Erection of Drilling Machine at Borehole Site:

The drilling machine must be erected at the borehole site in such a way that the hole will be drilled within 500 millimeters of the geological peg or other mark which is shown to the Contractor by the CORPORATION.

11.3 Diameter of Boreholes:

The drilled or reamed diameter of boreholes may normally vary between 150mm and 400mm, unless stipulated differently. The required nominal diameter, as specified in the Assignment Form is a minimum diameter, and must be maintained for the full depth of the borehole, unless otherwise desired or approved by the CORPORATION.

11.4 Depth of Borehole:

The final completed depth of the borehole must, when measured by the CORPORATION, be not less than one metre, or deeper than 3 metres, than the specified depth of the borehole

11.5 **Perpendicularity:**

All completed boreholes with a final diameter as specified must be vertical, and conform to SABS 045.

When the CORPORATION is of the opinion that the permissible deviation has been exceeded, the real deviation will be measured and the Contractor must help with the measuring should it be required of him.

11.6 **Linearity:**

A borehole of any nominal diameter must satisfy a test where a pipe (“dummy”), at least 7 metres long and with an external diameter as specified in SABS 045, can freely be passed down the borehole without force.

11.7 **Placing of Casing:**

All casing placed in the borehole whether it is for temporary purposes or for a permanent installation, must be linearly welded. Slotted casing or screens placed in boreholes must be provided with centralisers, before the emplacement of gravel pack. Centralisers for steel casing must be constructed as stipulated in Clause 3.2 of this Standard Specifications for Drilling. Spacers made for UPVC casing must fit over the outside diameter of the casing. The casing and screens must fit into the borehole with the minimum of play and hold the casing in the middle of the borehole.

11.8 **Welding of Steel Casing and/or Screens:**

All welding joints for steel casing and/or screens must satisfy the Standard for welding as described in SABS 044 and must form a tight joint with a smooth, straight lining on the inside of the casing. Welding rods (electrodes) used, must satisfy the requirements as in the Material clause 3.8 and if so desired by the CORPORATION, the welding joints inside and outside of the casing or screens must be painted with epoxy tar.

12. **TESTS ON BOREHOLES FOR WATER PRODUCTION**

All tests on boreholes for water supply purposes are to be conducted in accordance with the Standard Specifications for Test Pumping of Boreholes for Water Supply Purposes.

13. DEVELOPMENT OF BOREHOLES

13.1 General:

Borehole development is mainly applicable to boreholes constructed with gravel packs or where the borehole yield is impeded by dust blown by compressed air into the aquifer formations which substantially reduces the yield of the borehole.

13.2 Developing using Airlift Apparatus:

This method comprises the use of an Airlift pumping system as specified under the Equipment clause 7.6 which is connected to the air compressor on the drilling machine. An outlet pipe and T piece will be necessary to take the air lifted water away from the borehole.

Development must begin from the bottom of the borehole, the apparatus being placed about 1,5 m above the base of the borehole. The 25 mm air hose is then withdrawn 1 metre within the 100 mm pipe and compressed air is passed through the hose. This process is continued until the water is clean and free of sand. The air is turned on and off repeatedly to agitate the fine material within the gravel pack and the surrounding formation. This process is continued every two meters upwards within the borehole until the static water level is reached. Once this is completed the apparatus is lowered to the bottom of the borehole to remove all fallen debris and the borehole is still airlifted until the water is totally clean.

For further information regarding borehole development the Contractor is referred to the Johnson Water Well Bulletin No 1033 of June 1975 and also to the textbook "Groundwater and Wells" Second Edition (1986) produced by the Johnson Division (ISBN No. 0-9616456-0-1).

13.3 Developing using Cable Tool / Bailing techniques:

This method comprises the bailing of the borehole until all unconsolidated material is removed from the borehole. Upon completion of the bailing, the borehole is to be surged for a minimum of 4 hours by means of a rubber plunger that is designed to fit tightly inside the casing. Development must begin from just below the main water strike. The plunging and bailing process should be repeated at intervals of 3 m downward up to about 1.5 m above the bottom of the borehole. Each process should involve a minimum period of at least 1 hour. The water should be completely clean upon completion of the plunging.

In the case where a borehole is to be rehabilitated, the borehole should first be cleaned with a steel brush prior to the plunging.

14. CEMENTING CASING IN ARTESIAN AREAS

Whenever drilling is undertaken in artesian areas, it is essential that the upper geological formation is sealed off to prevent artesian or sub-artesian water from being absorbed and lost into the unproductive geological strata.

If artesian conditions are expected in the area where the Assignment is to be performed, then suitable methods for the sealing off of the upper formations will be described.

15. CLEANING AND REHABILITATION OF EXISTING BOREHOLES

Cleaning and rehabilitation of existing boreholes may entail the following.

- 15.1 Opening, cleaning or blowing (if compressor is used) of the borehole.
- 15.2 A pump test to ascertain the quantity of water supply.
- 15.3 The placing of casing of a smaller diameter in the existing borehole.
- 15.4 The removal of existing casing, if possible, and the reaming of the borehole to install larger diameter casing.
- 15.5 The perforation of the steel casing.
- 15.6 The removal of obstructions in the borehole.
- 15.7 Deepening of the existing borehole.
- 15.8 The dismantling of existing pumping apparatus for repair or replacement with new equipment.

16. MEASUREMENT AND PAYMENT

16.1 Mobilization and Demobilization Costs:

The mobilization and demobilization of the Contractor's plant and equipment and site organization for drilling and test pumping must be quoted as a lump sum at the item provided in the Bill of Quantities / Payment Form. Should the quantity of work on the Assignment be reduced or increased this amount will stay fixed.

16.2 Setting up and dismantling of Drilling Machine at Every Borehole:

The Contractor must state the unit cost for erecting and dismantling the drilling machine and pump testing equipment at every borehole to be visited during the Assignment and should be submitted as a cost per borehole.

16.3 Movement between sites:

The distance between boreholes will be measured by the shortest possible route in kilometers and paid to the nearest kilometer. Payment will be made by the kilometer rate stated in the Contractor's completed Bill of Quantities / Payment Form. Haulage of all the Contractor's plant and equipment for the drilling or pump testing must be included in the one specified rate per kilometer.

16.4 Drilling Work:

All drilling work at the specified drilled diameter will be paid for in metre depths according to the Specifications and unit tariffs for steps as set out in the Bill of Quantities / Payment Form.

16.5 Reaming Work:

All reaming irrespective of the diameter will be paid for in metre depths according to the Specifications and unit tariffs for steps as set out in the Bill of Quantities / Payment Form.

Payment for reaming will only be made if it is required that the original specified diameter be increased to a larger diameter for the installation of borehole casing or where the formation is unstable, according to the opinion of the CORPORATION, or by reason of unstable formations being encountered whilst drilling.

16.6 Supply and Delivery of Casing and Screens:

The supply and delivery of casing and screens will be paid for in metre lengths according to the diameter and unit tariffs set out in the Bill of Quantities / Payment Form. Payment will only be made for casing used permanently on a borehole.

16.7 Installation and Extraction of Casing and Screens:

Installation and extraction of casing and screens will be paid for in metre lengths. Payment will only be made for casing permanently placed or removed from the borehole in accordance to the Specifications and unit tariffs as set out in the Bill of Quantities / Payment Form.

16.8 Supply, Delivery and Emplacement of Gravel Pack:

Gravel pack supplied and placed in boreholes will be paid for per cubic metre according to the Specifications and unit tariffs as set out in the Bill of Quantities / Payment Form.

16.9 Supply of Gravel to Backfill and Construction of Cement Sanitary Seal:

The remainder of the borehole above the gravel pack will be backfilled with gravel and then sealed with a cement sanitary seal at the unit tariff for each borehole.

16.10 Developing and airlifting:

The Contractor must state the unit cost per hour for developing and cleaning the borehole with the drilling machine. Installation and extraction of equipment for the purposes of development and/or airlifting cannot be charged.

16.11 Standing Time:

Standing time will be measured according to the hourly/daily tariffs for drilling and test pumping as stated in the Bill of Quantities / Payment Form.

16.11 Supply and Fitting of Borehole Caps:

Borehole caps supplied by the Contractor and fitted to boreholes according to the above Specifications, will be measured and paid for according to the unit tariff stated in the Bill of Quantities / Payment Form.

16.11 Construction of Concrete Slab for Borehole:

The construction of the concrete slab for the borehole by the Contractor as specified above, will be measured and paid for according to the unit tariff stated in the Bill of Quantities / Payment Form.

16.16 Inscription of Borehole Number on Casing and Block:

The inscription of the borehole number on the casing and the concrete block by the Contractor will be measured and paid for according to the unit tariffs stated in the Bill of Quantities / Payment Form.

2. Construction Period

The Intended Completion period is 36 months (three years). Alternative Completion Time will not be permitted.

3. Site and Other Data

1. ASSIGNMENT AREAS

The assignment areas are located at different localities in Namibia; preferably, the Contractor should be prepared to work at any of the NamWater Water Supply Scheme.

2. SITES AND ACCESSIBILITY

Access to the assignment areas and sites is generally good and accessible via good tar roads and secondary gravel roads. However, some water supply schemes are located in dry river beds and sandy areas, where 4-wheel drive capabilities for all types of vehicles to reach the replacement and rehabilitation sites will be required. Therefore, the contractor must be prepared to haul heavy loads or equipment in 4x4 driving conditions.

The Contractor must repair (at own cost) all damage caused during the execution of the Assignment.

Upon completion of work, the project sites will be properly cleaned of all rubble and waste. Waste disposal sites may not be nearby and the contractor must make arrangements for proper disposal of rubble and waste. The Contractor will adhere to the Environmental Management Plan for Drilling Works and will be strictly enforced by the NamWater representative.

3. Electricity

There might be **no electricity available** at some of the boreholes. Therefore, provision the power needed for the execution of tasks will be the sole responsibility of the Contractor