



water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

# **PROVISION OF ONCE-OFF ON-SITE PREVENTATIVE MAINTENANCE OF 10KVA UNINTERRUPTIBLE POWER SUPPLY, INCLUDING SUPPLY AND INSTALLATION OF BATTERIES**

## **FOR THE DEPARTMENT OF WATER AND SANITATION**

### **KIMBERLEY REGIONAL OFFICE**



## 1. BACKGROUND

The current UPS (10KVA, single-phase) that supplies power to the main server room located in the Kimberley office, was commissioned in 2021 and is out of warranty, and without a maintenance or support contract. The UPS is due for battery replacement and preventative maintenance. To ensure business continuity and avoid possible loss of data or hardware due to power interruption it is critical that we procure batteries and a once-off preventative maintenance service and health check.

## 2. SERVICE REQUIRED

Once-off preventative maintenance of the UPS, health checks according to Original Equipment Manufacturer and supply and installation of batteries according to Original Equipment Manufacturer standards.

*Address for delivery of goods, render of once-off service and replacement of batteries:*

DWS Water and Sanitation Kimberley, 28 Central Road, Beaconsfield, Kimberley.

## 3. CURRENT ENVIRONMENT

### Existing Infrastructure

#### Uninterruptible Power Supply

Manufacturer	: Delta
Model	: Amplon RT single phase online 10kVA
Model Number	: UPS103R2RT2N035
Capacity	: 10 kVA
Batteries	: 20 x VRLA RITAR RA12-100 (12V 100AH)
Warranty Status	: Out of warranty
Last Service	: March 2024

### Generator

200kVA Generator



#### **4. SCOPE OF WORK**

The Department of Water and Sanitation (Kimberley office) will require the following goods and services and related equipment.

- 4.1 Dismantle and removal of existing batteries out of UPS cabinet and transferred to DWS storeroom..
- 4.2 Supply and installation of 20 x 12V 100AH 10HOURS Valve Regulated Lead-acid batteries as per OEM guidelines / standards.
- 4.3 Once-off on-site preventative maintenance of on-line single phase Delta 10kVA UPS at 28 Central Road, Beaconsfield, Kimberley UPS, per OEM guidelines / standards, inclusive of but not limited to:
  - Visual Inspection of terminals inter cell/battery connections, cable and associated hardware.
  - Visual inspection cell/battery covers, containers, and post seals.
  - Visual Inspection battery racks or cabinets and associated components and hardware.
  - Visual cell/battery jar or cover, noting any excessive distortion.
  - Perform cleaning of all accessible surfaces as required.
- 4.4 Provide comprehensive health check / diagnostics and recommendation report stating corrective maintenance and replacement parts (if any) required for longevity of equipment.
- 4.5 Testing according to OEM standards and maintenance schedule
- 4.6 Provide certificate of compliance and certificate of service upon completion of work executed.

#### **5. QUALITY MANAGEMENT**

All work shall be done in a professional manner by qualified technical personnel. Bidders must ensure that work is done only by a competent workforce. Maintenance must be executed as per the OEM standard maintenance and repair schedules. Replacement parts must be new.



## **6. MAINTENANCE / WARRANTY**

6 months guarantee on workmanship and two year warranty on replacement parts..

## **7. PRICING**

Quotation must be all-inclusive of parts and services required to complete once-off preventative on-site maintenance and installation of batteries, according to OEM standard maintenance and repair schedules.

## **8. GENERAL**

Service provider to provide a comprehensive certificate of service after performing the service task.

All proof / documentation listed under Phase 2 Evaluation Criteria must accompany quotation.

All parts provided must be SABS approved.

The DWS relevant personnel will require 2 weeks prior notification to get approval should there be downtime during the battery installation period.

## **9. EVALUATION STAGES**

Department of Water and Sanitation will evaluate all proposals in terms of the Preferential Procurement Regulations 2022. In accordance with the Preferential Procurement Regulations 2022, submissions will be adjudicated on 80/20 points system and the evaluation criteria.

<b>Phase</b>	<b>Description</b>
<b>Phase 1</b>	Administrative Requirements
<b>Phase 2</b>	Mandatory Criteria
<b>Phase 3</b>	Preferential Procurement Evaluation 2022



## PHASE 1: ADMINISTRATIVE REQUIREMENTS

Please note that all bidders must comply with the following administrative compliance.

No	Criteria	Requirement
1	Companies must be registered with National Treasury's Central Supplier Database.	<b>Provide proof of print out from CSD.</b>
2	Tax compliant with SARS (to be verified through CSD and SARS).	Tax compliant status
3	SBD 1, SBD 3.1, SBD 3.3, SBD 4, SBD 6.1	Complete, sign, submit SBD 1, SBD 3.1 SBD 3.3, SBD 4, SBD 6.1

## PHASE 2: MANDATORY CRITERIA

*Bidders are required to comply with the following listed below. Failure to comply with the criteria stated hereunder **shall** result in the quotation offer being disqualified from further consideration.*

No	Criteria	Requirement
1.	Bidder must OEM / Delta accredited	Attach a letter from OEM or according to list provided by OEM
2.	Bidder must be in possession of a wireman's license	Suppliers to provide proof of registration by Department of Labour
3.	Bidders must have provided a service of this nature in the last 5 years to 3 clients	Respondents must have at least 3 signed reference letters clearly reflecting company name, contact number, and nature of the service rendered (SIMILAR SERVICE).
4.	Registration for compensation for occupational Injuries and Diseases (COIDA)	COIDA letter of good standing



### PHASE 3: STANDARD EVALUATION CRITERIA IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

The 80/20 Preferential Procurement System will be used in evaluating these bids:

Evaluation element	Weighting (Points)
SPECIFIC GOALS	20
PRICE	80
<b>Total</b>	<b>100</b>

#### Price

A maximum of 80 points are allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

#### Preference point system

SPECIFIC GOALS	NUMBER OF POINTS TO BE ALLOCATED
Women	5
People with disability	5
Youth (35 and below)	5
Location of enterprise (Province)	2
B-BBEE status level contributors from level 1 to 2 which are QSE or EME	3
<b>Total points for SPECIFIC GOALS</b>	<b>20</b>



Documents Requirement for verification of Points allocation: -

<b>Procurement Requirement</b>	<b>Required Proof Documents</b>
Women	Full CSD Report
Disability	Full CSD Report
Youth	Full CSD Report
Location	Full CSD Report
B-BBEE status level contributors from level 1 to 2 which are QSE or EME	Valid BBBEE certificate/sworn affidavit Consolidated BEE certificate in cases of Joint Venture Full CSD Report

**The definition and measurement of the goals above is as follows:**

**Women, disability, and youth:**

This will be measured by calculating the pro-rata percentage of ownership of the bidding company which meets this criterion. E.g., Company A has five shareholders each of whom own 20% of the company. Three of the five shareholders meet the criterion, i.e. they are women/disability/youth. Therefore, this bidder will obtain 60% of the points allowable for this goal.

**Location of enterprise**

Local equals province. Where a project cuts across more than one province, the bidder may be located in any of the relevant provinces to obtain the points.

**B-BBEE status level contributors from level 1 to 2 which are QSE or EME**

Measured in terms of normal BBBEE requirements.

**Note: Formula for calculating points for specific goals**



Preference points for entities are calculated on their percentage shareholding in a business, provided that they are actively involved in and exercise control over the enterprise. The following formula is prescribed:

$$PC = \frac{Mpa \times P\text{-own}}{100}$$

Where

**PC**= Points awarded for specific goal

**Mpa**= The maximum number of points awarded for ownership in that specific category

**P-own** = The percentage of equity ownership by the enterprise or business

## 9. CONDITIONS

- 9.1 The department reserves the right to engage with the successful bidder to negotiate the price as submitted. If it is envisaged that the negotiations will be conducted only with the successful supplier, the negotiations will be based on the best estimate of the cost of works.

## 10. BRIEFING SESSION

Non-compulsory virtual briefing session scheduled for Friday 19 September 2025 at 10am.

[https://teams.microsoft.com/join/19%3ameeting\\_NjNmY2Y0MGEtODI4Mi00NWRiLTgyZGMtNTUxMjJiNTRiMjMx%40thread.v2/0?context=%7b%22Tid%22%3a%22c0491358-a254-4466-ab3d-ff428faeea29%22%2c%22Oid%22%3a%22bd97e8c6-980c-4ef0-b82d-cc68ddaa35dc%22%7d](https://teams.microsoft.com/join/19%3ameeting_NjNmY2Y0MGEtODI4Mi00NWRiLTgyZGMtNTUxMjJiNTRiMjMx%40thread.v2/0?context=%7b%22Tid%22%3a%22c0491358-a254-4466-ab3d-ff428faeea29%22%2c%22Oid%22%3a%22bd97e8c6-980c-4ef0-b82d-cc68ddaa35dc%22%7d)

Meeting ID: 371 267 313 112 8  
Passcode: oX39vJ9F





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## **11. CONTACT**

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