	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>


**ESKOM UGANDA LIMITED (EUL)**

**Invitation to Tender**

**FOR**

**PROVISION OF FUMIGATION SERVICES FOR KIIRA & NALUBAALE POWER STATIONS AND ESKOM RESIDENCES FOR A PERIOD OF 3 (THREE) YEARS.**

<b>Tender number/ RFP number/</b>	<b>RTO/ 2966</b>
<b>Issue date</b>	<b>19<sup>th</sup> March 2018</b>
<b>Closing date and time</b>	<b>4<sup>th</sup> April 2018 at 3h00PM Eastern Africa Time (EAT).</b>
<b>Tender validity period</b>	<b>120 days from the tender closing date.</b>
<b>Compulsory clarification/site meeting</b>	<b>Date: 26<sup>th</sup> March 2018</b> <b>Time: 11h00AM</b> <b>Venue: Nalubaale Power Station (NPS)</b>  <b>Date: 26<sup>th</sup> March 2018</b> <b>Time: immediately after NPS site tour</b> <b>Venue: Kiira Power Station</b>
<b>Tenders are to be delivered to the following address on the stipulated closing date and time:</b>	<b>Procurement Department Room 6 for tender submission registration.</b>  <b>Nalubaale Power Station (NPS)</b> <b>Jinja, UGANDA</b>

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Eskom Uganda Limited (hereinafter “EUL”) invites you to submit a *tender* for the **PROVISION OF FUMIGATION SERVICES FOR KIIRA & NALUBAALE POWER STATIONS AND ESKOM RESIDENCES FOR A PERIOD OF 3 (THREE) YEARS.**

The enquiry documents are supplied to you on the following basis:

- Free of charge

EUL has a delegated email address for this tender which is *tenders@eskom.co.ug*. A submission of a tender/proposal by you in response to this *Invitation* will be deemed as your acceptance of the Eskom Uganda Limited Conditions of Tender.

Queries relating to these Invitation documents may be addressed on *tenders@eskom.co.ug*.

Yours faithfully





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Nobert Jiga

Ag Procurement Manager

(Full name and Designation)

Date: 19<sup>th</sup> March 2018

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

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5. **Annexures**

Number	Description	Annexure/to be downloaded and attached	Attached (Y/N)
5.1	*Acknowledgement form	Annexure A	Y
5.2	*Tenderer's particulars	Annexure B	Y
5.3	* Integrity Declaration Form	Annexure C	Y
5.4	* Form of Secrecy Declaration	Annexure D	Y
5.5	*Confirmation of Receipt of addenda to the Enquiry	Annexure E	Y
5.6	*Parent Companies and Ownership	Annexure F	Y
5.7	*Financial Information	Annexure G	Y


	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

### 1.1 Tender Data


Clause Number from Standard Conditions of Tender	Tender Data
1.1.1 Parties	<p>The <i>Employer</i> is <b>Eskom Uganda Limited (EUL)</b></p> <p><b>The Eskom Representative is:</b>  The Procurement Manager  Eskom Uganda Limited  P.O Box 942  Nalubaale Power station – Jinja  Tel: +256 332 240 403  Email: <i>tenders@eskom.co.ug</i></p>
1.1.2 Eligible tenders	<p>Submit a tender only if the tenderer (whether a single company or a structure similar to a Joint Venture) complies with the <i>eligibility criteria</i> stated in the Tender Data and the tenderer, or any of his principals, is not under any restriction to do business with EUL.</p> <p>Tenderers are deemed <b>ineligible</b> to submit a [<b>tender/proposal</b>] if:</p> <ul style="list-style-type: none"> <li>• A Tenderer has a conflict of interest.  All Tenderers found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest with one or more parties in this [tendering/RFP] process, if : <ul style="list-style-type: none"> <li>○ (a)they have a controlling partner/majority shareholder in common; or</li> <li>○ (b)they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or</li> </ul> </li> </ul>

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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	<p>influence on the tender/proposal of another Tenderer, or influence the decisions of the Employer regarding this bidding process;</p> <ul style="list-style-type: none"> <li>• Tenders signed by non- authorized persons</li> <li>• A tenderer that sub-contracts 100% Scope of Work.</li> </ul> <p><b>Ineligible tenderers will be disqualified.</b></p>
1.1.3 Enquiry documents	<p>The Invitation to tender /RFP number is : <b>RTO/2966</b></p> <p>See the content list above for the enquiry documents.</p>
1.1.4 Type of Invitation to Tender/RFP	<p><b>This invitation to tender is:</b></p> <ul style="list-style-type: none"> <li>• An open Invitation to tender</li> </ul>
1.1.6 Eskom's rights to accept or reject any tender	<p>Eskom Uganda Limited is not bound to accept the lowest bidder or any bid.</p>
1.1.7 Tender Closing	<p>The deadline for <b>Tender</b> submission is :  Date: <b>4<sup>th</sup> April 2018</b>  Time: <b>3:00PM</b></p> <p><b>Late Tenders may not be accepted</b>  Tenders are to be submitted to the <b>Procurement Department Room 6 for tender submission registration.</b></p> <p>at the following physical address:</p> <p><b>Nalubaale Power Station (NPS)</b>  <b>Jinja, UGANDA</b></p> <ol style="list-style-type: none"> <li>1) The Bid documents must be received and registered by a designated procurement professional at EUL, Jinja Offices not later than <b>3:00PM</b> on <b>04<sup>th</sup> April 2018</b>.</li> <li>2) Proof of posting will not be accepted as proof of delivery and the tender delivered after the stipulated time, from whatever cause arising will not be considered.</li> <li>3) Any tender received by EUL after the prescribed deadline for submission of tender will be returned unopened to the tenderer.</li> </ol>

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

<b>1.2 Commercial tender returnables</b>	<p>See below list of <b>Tender Returnables (2.2)</b>, some of these are mandatory at the Tender submission deadline, and others are mandatory prior to contract award.</p> <p>The tenderer will be disqualified if mandatory tender returnables are not submitted on/before the stipulated deadlines. However, where required for scoring purposes only; they will be scored zero; but not disqualified. Where certain documents may be required as evidence of compliance to Pre-qualification criteria; and these are not provided by stipulated deadlines; then the tenders will be disqualified.</p>
1.2.1 Copy of original tender	<p>The <b>Commercial</b> (Pricing, Financial reports, and eligibility documents) and <b>Technical</b> proposals shall be separated and submitted as <b>two copies</b> (one original and one copy) and clearly marked on envelopes as “<b>ORIGINAL</b>” and “<b>COPY</b>” respectively.</p> <p>These shall be <b>sealed in separate envelopes</b> (one for technical proposals only and the other for commercial proposals only) clearly marked <b>TENDER – PROVISION OF FUMIGATION SERVICES FOR KIIRA &amp; NALUBAALE POWER STATIONS AND ESKOM RESIDENCES FOR A PERIOD OF 3 (THREE) YEARS (REF: RTO 2966)</b> and shall be hand delivered or by courier.</p> <p>Tenders must be <b>registered</b> at the Eskom Uganda Limited (<b>EUL</b>) office <b>at Nalubaale Power station (NPS)</b>. The Bid document must be received and registered by a <b>designated procurement professional</b> at Eskom offices (Eskom Jinja offices) not later than <b>1500hrs 04<sup>th</sup> April 2018</b></p> <p><b>NB:</b> Where a Tenderer does not submit 1 complete hard copy of the original tender at tender submission deadline, the tenderer will be disqualified.</p>
1.2.2 Tender Validity Period	The tender validity period is <b>120 days months.</b>
1.2.3 Site/clarification meetings	<p>A <b>compulsory clarification meeting/site visit</b> with representatives of the <i>Employer</i> will take place as follows:</p> <p><b>Date: 26<sup>th</sup> March 2018</b>  <b>Time: 11h00AM</b>  <b>Venue: Nalubaale Power Station (NPS)</b></p>


	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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	<p><b>Date: 26<sup>th</sup> March 2018</b>  <b>Time: immediately after NPS site tour</b>  <b>Venue: Kiira Power Station</b></p> <p><i>Tenderers</i> must confirm their intention to attend on <a href="mailto:tenders@eskom.co.ug">tenders@eskom.co.ug</a> stating the name, position and contact details of each proposed attendee.</p> <p><b>NB: Please note that if the tender stipulates that a site/clarification meeting is mandatory/compulsory; then suppliers must attend such meeting. Those suppliers who do not attend such mandatory/compulsory meeting will be disqualified and will not be evaluated further.</b></p>
1.2.4 Clarification on enquiry documents	The tenderer will notify the <i>Employer</i> of any clarifications required before the closing time for clarification queries, which is <b>5 (five)</b> working days before the deadline for tender submission.
1.2.5 Conditions of contract	The conditions of contract will be the <b>NEC3 Term Services Contract</b> .
1.2.6 Alternative tenders	The Tenderer may submit, in addition to the base Tender, an alternative proposal which differs in whole or in part from that specified and which offers to provide additional economic, financial or technical merits. Such an alternative offer will be given consideration provided it is submitted with full particulars, including specifications and proposed methodology to enable a complete evaluation to be made.
1.2.7 Provision of security for performance	If security for performance (e.g. Performance Bond) is required, the names of two financial institutions that will be approached, must be submitted with the tenderer.
1.2.8 Opening of tenders	<p>Tenders will be opened at the same date and time as the tender deadline; or</p> <p><b>Tenders will be opened on:</b></p> <p>Place: <b>Nalubaale Power station – Jinja</b>  Date: <b>04<sup>th</sup> April 2018</b>  Time: <b>3 : 15 PM</b></p> <p>1. EUL will open the tenders in the presence of the tender’s representatives who choose to attend at the time and location indicated in the letter of invitation to tender. The tenderers’</p>


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	<p>representatives present shall sign a register evidencing their attendance.</p> <p><b>2.</b> Tenders not opened and read out at tender opening shall not be considered further for the evaluation, irrespective of the circumstances.</p>
1.2. 5 Prices to be read out	Prices will not be read out.
<b>2.1 Basic Compliance</b>	<p>Basic compliance for this invitation to tender/ RFP are:</p> <ul style="list-style-type: none"> <li>• Meet the eligibility criteria for a tenderer.</li> <li>• Submit a complete original tender with commercial, financial and technical information.</li> <li>• Submit one (1) complete hard copy of the original tender to Eskom.</li> <li>• Submission of the mandatory commercial, financial and technical tender returnables as at stipulated deadlines.</li> </ul>
<b>2.2 Mandatory tender returnables</b>	<p>Mandatory tender returnables required for scoring are listed hereunder. <b>(See 1.2 below);</b></p> <p><b>NB: Tenderers who do not submit mandatory tender returnables as at stipulated deadlines will be disqualified.</b></p>
<b>2.3 Pre-qualification criteria</b>	Registered company with valid trading licence for 2018.
<b>2.4 Functional requirements</b>	<p>Functional requirements are applicable. <b>(Appendix A) TOR</b></p> <p><b>Note:</b> the requirements for technical functional scoring hereunder <b>(See 1.2 below).</b></p>
<b>2.5 Evaluation of price</b>	<p><b>Prices will be evaluated as follows:</b></p> <ul style="list-style-type: none"> <li>• Making the specified correction for arithmetical errors</li> <li>• Excluding contingencies in any bill of quantities or activity schedule.</li> <li>• Making an appropriate adjustment for any other acceptable variations, deviations, loss evaluation or alternative tenders submitted.</li> </ul>



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	<ul style="list-style-type: none"> <li>• Making a comparison of the Nett Present Value of each adjusted tender based on the tendered programme (if provided) and prices, on the estimated effect of Price Adjustment Factors and rate of exchange fluctuations (if applicable) and on other evaluation parameters relating to uncertainty and risk.</li> <li>• Unconditional discounts must be taken into account for evaluation purposes;</li> <li>• Conditional discounts must not be taken into account for evaluation purposes but should be implemented when payment is affected.</li> <li>• <b>Prices will be scored as Follows:</b></li> </ul> <table border="1" style="margin-left: 40px;"> <tr> <th colspan="4" style="text-align: left;">RTO/ 2966 - Price Scoring Criteria - Fumigation Services</th> </tr> <tr> <th colspan="4" style="text-align: center;">Tender Price/Commercial Evaluation</th> </tr> <tr> <td style="text-align: center;">1</td> <td>Payment terms</td> <td style="width: 10%;"></td> <td style="text-align: center;">10%</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Price Score (% of lowest)</td> <td></td> <td style="text-align: center;">90%</td> </tr> <tr> <td colspan="3" style="text-align: right;"><b>Total (1 and 2)</b></td> <td style="text-align: center;"><b>100%</b></td> </tr> </table>	RTO/ 2966 - Price Scoring Criteria - Fumigation Services				Tender Price/Commercial Evaluation				1	Payment terms		10%	2	Price Score (% of lowest)		90%	<b>Total (1 and 2)</b>			<b>100%</b>
RTO/ 2966 - Price Scoring Criteria - Fumigation Services																					
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<b>Total (1 and 2)</b>			<b>100%</b>																		
<b>2.6 Ranking of tenders</b>	<ul style="list-style-type: none"> <li>• EUL will review all bids received to determine the Most Economically Advantageous Bidder Eskom Uganda reserves the right to determine the suitability of the bid on the basis of a bidder meeting the requirements, contract delivery methodology and price quotes.</li> <li>• Only proposals that have been technically approved will proceed to the commercial evaluation. Proposals shall be ranked and the first on the list shall be selected to provide the service given that its financials are within the budget.</li> <li>• EUL will then add the score from Pricing/Commercial Score and Technical together and rank the suppliers from the highest to the lowest.</li> </ul>																				
<b>2.7 Financial Evaluation</b>	Audited and signed Financial Statements Ratio analysis will be performed to ascertain the Tenderer's capability to meet its financial obligations.																				
<b>2.8 Objective criteria (if applicable)</b>	Objective criteria <b>The following objective criteria apply:</b> <ul style="list-style-type: none"> <li>• Outcome of Due Diligence.</li> </ul>																				

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	<p><b>Please note:-</b></p> <ul style="list-style-type: none"> <li>• Tenderers will not be disqualified if they do not comply with the objective criteria.</li> <li>• “EUL reserves the right to award the tender to a supplier who may not be the highest scoring/highest ranked tenderer, before award is made.</li> </ul>
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**Please note:**

EUL reserves the right to negotiate with preferred bidders after a competitive bidding process or price quotations; should the tendered prices not be deemed market-related.

EUL may cancel a tender and the decision to cancel a tender invitation will be published in the same manner in which the original tender invitation was advertised.

Main contractors/suppliers are discouraged from subcontracting with their subsidiary companies as this may be interpreted as subcontracting with themselves and / or using their subsidiaries for fronting. Where primary contractor subcontracts with a subsidiary this must be declared in tender documents. **Rejection of Bids**

**REJECTION OF BIDS**

Eskom Uganda reserves the right in its sole discretion to reject any or all bids submitted in whole or in part, without incurring any cost or liability whatsoever. All bids will be reviewed for completeness of the submission requirements.

If a bidder fails to meet a submission requirement of this Terms Of Reference (TOR), or if it is incomplete or contains irregularities, the proposal may be rejected.


A deviation is material to the extent that a bid is not in substantial accord with TOR requirements.

Immaterial deviation may cause a bid to be rejected. Eskom Uganda may or may not waive an immaterial deviation or defects in the proposal. Eskom Uganda waiver of immaterial deviation or defect shall in no way modify the TOR or excuse a bidder from full compliance to the TOR requirements.

A bid may be rejected where it is determined not to meet Eskom Uganda Limited’s requirements, not responsive enough, not competitive or where the cost is not reasonable.

Eskom Uganda Ltd is not bound to consider the lowest or any bid presented.

A bid containing false or misleading statements may be rejected if in Eskom Uganda’s opinion the information was intended to mislead the company regarding a requirement of the TOR.

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### 1.3 TENDER RETURNABLES (refer to 2.2 to 2.8 above)

The tenderer must submit the returnables set out hereunder as part of its tender. (Mandatory returnables are indicated by a tick (✓), and if they are not included by tender deadline, the tenders will be disqualified from further evaluation).

Documents preceded by \* are required at tender returnable stage and although will not result in disqualification, will impact the scoring. A zero will be allocated, if not submitted by tender closing deadline.

No	Returnable Document/ Schedule	Mandatory for evaluation	Mandatory for contract award	Mandatory for points allocation
<b>2.2</b>	<b>Commercial Tender Requirements</b>			
2.2.1	Cover sheet		✓	
2.2.2	*Acknowledgement form – Annexure A		✓	
2.2.3	*Tenderer’s particulars – Annexure B		✓	
2.2.4	* Integrity Declaration Form – Annexure C		✓	
2.2.5	* Form of Secrecy Declaration – Annexure D		✓	
2.2.6	*Confirmation of Receipt of addenda to the Enquiry – Annexure E		✓	
2.2.7	*Parent Companies and Ownership – Annexure F		✓	
2.2.8	*Financial Information – Annexure G		✓	
2.2.9	Company Registration certificate		✓	
2.2.10	Memorandum or Articles of Association		✓	
2.2.11	Tax Registration Certificates/ VAT		✓	
2.2.12	Trading Licenses 2018/Operating Licenses		✓	
2.2.13	Insurance Cover (Workmen’s Compensation)		✓	
<b>2.3</b>	<b>Pre-Qualification Criteria</b>			
	Certificate of Registration and Trading licence 2018.	✓		✓
<b>2.4</b>	<b>Functionality (TECHNICAL REQUIREMENTS) (Refer to Appendix B – TOR)</b>			

2.4.1	<ul style="list-style-type: none"> <li>Provide all the documents and evidence as requested on the Technical Evaluation Criteria under the under the <b>Terms of Reference (TOR)/ Appendix A</b> which is depicted below:</li> </ul> <table border="1" data-bbox="188 584 935 1153"> <thead> <tr> <th colspan="4">RTO/2699 Evaluation Criteria for Fumigation Services for NPS, KPS, and Eskom Residences.</th> </tr> <tr> <th>No.</th> <th>Particulars</th> <th>Proof</th> <th>Weight</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Certificate of registration with NEMA.</td> <td>Provide proof of registration and certification</td> <td>15</td> </tr> <tr> <td>2</td> <td>Evidence of previous relevant works done</td> <td>LPO, Certificates of completion of works, abstracts of at least 2 environmental audits conducted in the last 3 years.</td> <td>15</td> </tr> <tr> <td>3</td> <td>Compatibility to perform fumigation services</td> <td>Submit MSDS for all chemicals intended use. Submit training certificates in fumigation and hazardous waste handling. Submit a valid workers compensation and public liability insurance cover. Provide a guarantee certificate of 1 month no-recall for works completed. Provide two separate warranties/guarantees; at least one year for the supplied equipment.</td> <td>25</td> </tr> <tr> <td>4</td> <td>Works Methodology</td> <td>Method Statement</td> <td>20</td> </tr> <tr> <td>5</td> <td>SHEQ</td> <td>Submit the Company's SHE Policy signed by the Company Ceo/Director. Submit certificates of annual medical fitness for proposed workers; for at least 3 years. Submit a detailed risk assessment based on the chemical to be used and site conditions.</td> <td>25</td> </tr> </tbody> </table> <p><b>NB!! Tenderers who do not meet the minimum threshold of 70% for Technical scoring will be disqualified and not be evaluated further.</b></p>	RTO/2699 Evaluation Criteria for Fumigation Services for NPS, KPS, and Eskom Residences.				No.	Particulars	Proof	Weight	1	Certificate of registration with NEMA.	Provide proof of registration and certification	15	2	Evidence of previous relevant works done	LPO, Certificates of completion of works, abstracts of at least 2 environmental audits conducted in the last 3 years.	15	3	Compatibility to perform fumigation services	Submit MSDS for all chemicals intended use. Submit training certificates in fumigation and hazardous waste handling. Submit a valid workers compensation and public liability insurance cover. Provide a guarantee certificate of 1 month no-recall for works completed. Provide two separate warranties/guarantees; at least one year for the supplied equipment.	25	4	Works Methodology	Method Statement	20	5	SHEQ	Submit the Company's SHE Policy signed by the Company Ceo/Director. Submit certificates of annual medical fitness for proposed workers; for at least 3 years. Submit a detailed risk assessment based on the chemical to be used and site conditions.	25	✓		✓
RTO/2699 Evaluation Criteria for Fumigation Services for NPS, KPS, and Eskom Residences.																																
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2.5	<b>PRICING SCHEDULE /FINANCE (Refer to Pricing Schedule/Finance folder)</b>																															
2.5.1	Price List – <b>Appendix B</b> (Scoring as per 2.5 above) Delivery Schedule ( <b>N/A</b> )	✓	✓	✓																												
2.5.2	Tenderer's Payment Terms for this Service.	✓	✓	✓																												
2.5.3	<p><b>Audited and signed</b> Financial Statements of the <i>tenderer</i> for the previous <b>2 (Two) financial years</b>, or to the extent that such statements are not available, for the last year. Tenderers must note that in the case of a joint venture or special purpose vehicle (SPV) especially formed for this tender, audited financial statements for each participant in the JV / SPV is required.</p> <p><b>Start-up enterprises</b> formed within the last 12 (Twelve) months are not required to send in statements, but if successful with their tender will be required to send statements for the first year when once available.</p>		✓																													


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<b>2.9</b>	<b>SAFETY, HEALTH ENVIRONMENTAL AND QUALITY (SHE) – (SHEQ) <i>(Part of Technical requirements)</i></b>			
2.9.1	Submit company’s SHE Policy signed by the Company CEO/Director.	✓	✓	✓
2.9.2	Submit certificates of annual medical fitness for proposed workers; for the last 3 years.	✓	✓	✓
2.9.3	Submit a detailed risk assessment based on the chemicals to be used and site conditions.	✓	✓	✓

**2.5 FUNCTIONALITY CRITERIA AND SUB-CRITERIA FOR TECHNICAL SCORING**

The Technical scoring will be done in one phase which entails desktop scoring taking into account the scope of work requirements and the evaluation criteria and will be based on the documents and information provided by the Tenderer with the Tender as evidence for points scoring.

Technical Evaluation Criteria and Scoring: **Appendix A**

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>


**RTO/2699 Evaluation Criteria for Fumigation Services for NPS, KPS, and Eskom Residences.**

No.	Particulars	Proof	Weight
1	Certificate of registration with NEMA.	Provide proof of registration and certification	15
2	Evidence of previous relevant works done	LPO, Certificates of completion of works, abstracts of at least 2 environmental audits conducted in the last 3 years.	15
3	Compatibility to perform fumigation services	Submit MSDS fo all chemicals intended use. Submit training certificates in fumigation and hazardous waste handling. Submit a valid workers compensation and public liability insurance cover. Provide a guarantee certificate of 1 month no-recall for works completed. Provide two seperate warranties/guarantees; at least one year for the supplied equipment.	25
4	Works Methodology	Method Statement	20
5	SHEQ	Submit the Company's SHE Policy signed by the Company Ceo/Director. Submit certificates of annual medical fitnedd for proposed workers; fo at least 3 years. Submit a detailed risk assessment based on the chemical to be used and site conditions.	25

**NB!! Tenderers who do not meet the minimum threshold of 70% for Technical scoring will be disqualified and not be evaluated further.**

**3. Appendix A - Scope of work/Works Information/Employers Requirements (TOR)**

The provision of fumigation services for Kiira (KPS) and Nalubaale (NPS) power stations and all Eskom residences on an as and when required basis for a period of 3 (Three) years.

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**The Scope of Work covers the following:**

Fumigation and Pest and vermin control of:

Cockroaches and Ants	Tsetseflies	All types of Lizards
Snakes	Mosquitoes	Among other pests
Rats	Caterpillars	
Bats	Bed bugs	

-at Kiira Power Station, Nalubaale Power Station and various locations within Kampala.

**NOTE: The fumigation is against all the pests and vermins (bats, rats, snakes etc.) as listed above.**

**Fumigation is done at least once every two months at the sites listed in the BOQ as per the Price list (Appendix B) or when the need arises.**

**DELIVERABLES**

The successful bidder will be required to:

- Submit a thorough Safety and Chemical Risk Assessment prior to all works.
- Submit Safety Data Sheets (SDS) for all chemicals intended for use.
- Possess equipment to facilitate fumigation of high-riser complex.
- Observe all the Safety, Health and Environmental Requirements; not limited to Personal Protective Wear.
- Submit certificates of annual medical fitness for proposed workers; for the last 3 years. Provide a guarantee certificate of 1 month No-recall for works completed.
- Ensure a dry and clean working area after completion of works.


**Site Requirements.**

**Existing/Prevailing Site conditions**

- The plant is fully operational and it is intended to keep it operational during the course of the implementation of the project.
- The successful bidder must co-operate with other users of the power station during the course of the project implementation.
- No lunch provisions for Tenderers.

**General Site Requirements**

- Access to site is 0800hrs to 1700hrs Monday to Thursday and 1500hrs on Fridays. Except the last Friday of the month when work finishes at 1230hrs. Extensions to these times are negotiable.

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- Extra works should be communicated before execution.
- Lunch break starts at 1300hrs to 1330hrs.
- Tenderer and personnel shall be identifiable on site using IDs and/or uniforms.
- All persons on site shall be subject to Eskom Uganda Limited policies and regulations. Copies are available on request.

#### **Security Requirements**

- A week after notification award, the Tenderer shall provide copies of Identity documents of personnel to be employed. On the basis of these documents, access Identification badges shall be provided to be used for daily access to site, without which access shall be denied.
- The Tenderer's personnel shall be subjected to normal access procedure as local employees to include spot checks.

#### **Contractor safety regulations**

The Tenderer should clearly indicate his intention to comply with EUL Plant Safety Regulations. Available on request.

#### **Contractor environmental regulations**

The Tenderer should clearly indicate his intention to comply with EUL Environmental policy and associated legislation. Available on request.

#### **Industrial relations**

The Tenderer shall be familiar with labour relations in Uganda. The Tenderer shall fully acquaint himself with the trend and type of labour payment, negotiation procedures and Site Agreements including but not limited to any relevant Registered Agreements and all applicable legislation in Uganda.


In respect of major projects in Uganda, it is highly recommended that the Tenderer contact the Uganda's Employers Federation who where possible, shall advise generally on such projects and on labour conditions pertaining to Uganda, whether in the form of basic increases in labour rates, subsistence allowances, travelling allowances, industrial relations allowances, payments in lieu of notice allowances, productivity or incentive bonuses, shift allowances or any other matters concerning the employment of labour which could affect the orderly progress of the Works.

The Tenderer acknowledges that the price quoted in his Tender is inclusive of all costs and expenses associated with complying with the terms of this Clause not only for himself but for all of his sub-contractors, agents and/or employees. The Tenderer shall ensure that any necessary specialist staff from subcontractors or equipment supplies for erection, checking of erection, putting plant in service and/or commissioning is available as required."

#### **Site (Please correct to talk to NPS, KPS, and other Eskom Residences)**

The work detailed in the scope of work is to be carried on at Nalubaale Power Station and Kiira Power Station at Jinja, Uganda. Others are the Kampala Office and residence. During site visits, the Tenderer shall be accompanied by authorized Personnel.



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The costs of visiting the site shall be at the Tenderers own expense.

The Tenderer and any of its personnel or agents will be granted permission by the Purchaser to enter upon its premises and lands or the purpose of such inspection, but only upon the express conditions that the Tenderer, its personnel or agents, will release and indemnify the Purchaser and its personnel and agents from and against all liability in respect of, and will be responsible for personnel injury (whether fatal or otherwise), loss of or damage to property and any other loss, damage, cost and expense, however caused, which but for the express of such permission would not have arisen.

**Site Requirements.**


**Existing/Prevailing Site conditions**

- The plant is fully operational and it is intended to keep it operational during the course of the implementation of the project.
- The successful bidder must co-operate with other users of the power station during the course of the project implementation.
- No lunch provisions for Tenderers.

**Security Requirements**

- A week after notification award, the Tenderer shall provide copies of Identity documents of personnel to be employed. On the basis of these documents, access Identification badges shall be provided to be used for daily access to site, without which access shall be denied.
- The Tenderer’s personnel shall be subjected to normal access procedure as local employees to include spot checks.

**4. APPENDIX B – PRICE SHEDULE and PRICE SCORING CRITERIA**

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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**RTO/2699 Price Schedule for the provision of Fumigation Services**

**BILLS OF QUANTITIES**

Item	Description	Qty	Rate	Total
1	Nalubaale Power Station complex 132 and 33kV plant houses Administration building and surrounding area Risk department offices and surrounding area Main gate, Sluice Gate and general surrounding area			
2	Kiira Power Station complex Power house and surrounding area Lameya offices and surrounding area Main gate and general surrounding area			
3	2nd Floor, Studio House, 5 Bandali Rise Bugolobi, Kampala			
4	Plot 6, Naguru East Road in Naguru.			
<b>Sub-Total</b>				
<b>Total(A+B)</b>				
<b>Vat 18%</b>				
<b>Grand Total</b>				

**Currency:**

All proposals must be quoted in Uganda Shillings (UGX).

**CPA (Contract Price Adjustment)**

Prices quoted by the Bidder shall be fixed throughout the contract duration. Any price adjustments will be subject to mutual agreement between parties to the contract subject to prevailing market conditions.

**Payment Terms:**

Payment Terms shall be clearly indicated by the Tenderer.

**Withholding Tax:**

The Prices will be subject to withholding Tax with each Invoice Payment.

**VAT**

The Prices quoted must clearly indicate excluding and including VAT and the applicable percentage.

**ANNEXURE A - ACKNOWLEDGEMENT FORM**

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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**Acknowledgement:**

We are in receipt of the Invitation to Tender/Proposal from Eskom Uganda Ltd (EUL) and the following addenda issued by Eskom:

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We confirm that the documentation received by us is: **(Indicate by ticking the box)**

Correct as stated in the Invitation to Tender / RFP Content List, and that each document is complete.

**Or:** Incorrect or incomplete for the following reasons:

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**Cataloguing Acknowledgement:**

**[Please select the relevant statement by ticking the appropriate box below]:**

1. We agree to provide the cataloguing information as described in the *tender submission*.
2. We have already supplied Eskom with the cataloguing information pertaining to this enquiry in a previous contract/order [***insert previous invitation to tender/RFQ number***]  \_\_\_\_\_
3. We do not intend to provide the cataloguing information for the required scope / specifications. for the reasons stated hereunder:

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4. I confirm that I am a Distributor/Importer/Agent and my Principal, being the Original Equipment Manufacturer (OEM) is or is not in the position to supply cataloguing information for items. See attached letter from OEM confirming his position.

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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Invitation to Tender/Request for Proposal No. **RTO/**

\_\_\_\_\_

Name of company/JV: \_\_\_\_\_

Country of registration \_\_\_\_\_


Name of contact person: \_\_\_\_\_

Contact details of contact person:

Tel (landline) \_\_\_\_\_

Cell phone \_\_\_\_\_

e-mail address \_\_\_\_\_

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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**ANNEXURE B**


**TENDERER'S PARTICULARS**

The *tenderer* must furnish the following particulars where applicable:

Indicate the type of tendering structure by marking with an 'X' (where applicable provide registration number):	
Individual tenderer	
Unincorporated Joint venture (registration number for each member of the JV)	
Incorporated JV	
Other	
Contact person	
Telephone number	
Physical Address	

Please complete the following: **(If Applicable)**

Name of lead partner/member in case of JV	
Company Registration Number (for each individual company / JV member)	
VAT registration number (for each individual company / JV member)	
Shareholding information (for each individual company/JV member) clearly identifying percentages owned by individual shareholders (full names & ID Numbers) and other entity shareholders (provide full	Include as separate tender returnable if required.

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legal/trading name and respective identifying registration/trust numbers)	
Contact person	
Telephone number	
E-mail address	
Postal address (also of each member in the case of a JV)	
Physical address (also of each member of the JV)	

**A. Single tenderers**

I, the undersigned, \_\_\_\_\_(Full names) hereby confirm that I am duly authorised to sign all documents in connection with this tender and any contract resulting from it, on behalf of \_\_\_\_\_ (insert the full legal name of the tenderer).


Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_


**B. Joint Ventures**

We, the undersigned, are submitting this tender in Joint Venture and hereby authorise Mr/Ms \_\_\_\_\_(full names), an authorised signatory of \_\_\_\_\_, (insert the full legal name of the business entity serving as the lead partner) acting in the capacity of lead partner, to sign all documents in connection with the tender and any contract resulting from it on our behalf.

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		<b>Enquiry no</b>	<b>RTO/2966</b>

We attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

<b>Legal Name of Joint Venture Member</b>	<b>Full Name and Capacity of Authorised Signatory</b>	<b>Signature</b>

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

## **ANNEXURE C**

### **INTEGRITY DECLARATION FORM**


*(Form to be completed and signed by supplier/tenderer as Invitation to Tender/RFP returnable or as part of contract modification documentation)*

#### **1. DECLARATION OF INTEREST**

I/We understand that any natural/legal person, including employees of the State and/or those related to an EUL employee/director (as per the definition of “related” set out hereunder), may tender to EUL. However, in view of possible allegations of favouritism (the practice of showing favour to, or giving preference to some person/group, to the detriment of, or at the expense of another that is entitled to equal treatment or an equal opportunity), should the resulting tender, or part thereof, be awarded to such natural/legal person, as described herein, it is required that the *tenderer/s* declare such interest/relationship where:-

- the *tenderer/s* employees/directors are also employees/contractors/consultants/ directors in the state or a state owned entity.
- the *tenderer/s* employees/directors are also employees/contractors/consultants/ directors of EUL
- the *tenderer/s* employees/directors are also employees/contractors/consultants or directors in another entity together with Eskom employees/consultants/contractors/ directors
- the *legal person/s (including its employees/contractors/directors/members/ shareholders)* on whose behalf the tender documents are signed, is in some other way “related” to an EUL employee/contractor/consultant/director involved in the tender evaluation/tender adjudication/tender negotiation. “Related” meaning that:-
  - an individual is related to another individual if they are married, or live together in a relationship similar to marriage;
  - or are separated by no more than two degrees of natural or adopted consanguinity or affinity;
  - an individual is related to a juristic person if the individual directly or indirectly controls the juristic person, as determined in accordance with the definition of “control” (as per Companies Act section 2(1) ); and
- **a juristic person is “related” to another juristic person if :-**
  - (1) either of them directly/indirectly controls the other, or the business of the other, as determined in accordance with the definition of “control”(as per Companies Act section 2(1) );
  - (2) either is a subsidiary of the other; or
  - (3) a person directly/indirectly controls each of them, or the business of each of them, as determined in accordance with the definition of “control”
- the *tenderer/s* and one or more of the *tenderers* in this tendering/RFP process have a controlling partner in common, or a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the tender/proposal of another tenderer, or influence the decisions of EUL regarding this bidding process;



	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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To give effect to the provisions above, please complete the table hereunder with all required information.

Full Name & Capacity/ Position within tenderer (e.g. employee/Director/member/ owner/shareholder)	Identity Number	Confirm and provide details (including employee number) if you are a State/State owned entity employee/contractor/ director.	Full Names & Capacity/Position of Eskom employee/ director/ consultant and details of the relationship or interest(marital/ familial/personal/ financial etc.)	To your knowledge is this person involved in the evaluation/ adjudication/ negotiation of tenders


1. If any employee/director/member/shareholder/owner of tenderer/s is also currently employed by EUL, state whether this has been declared and whether there is authorisation(Y/N) to undertake remunerative work outside public sector employment, and attach proof to this declaration.  
\_\_\_\_\_
2. Do the tenderer/s and other tenderer in this tendering/RFP process share a controlling partner or have any relationship with each other, directly or through common third parties? (Y/N) If Yes, attach proof to this declaration. \_\_\_\_\_

## 2. DECLARATION OF FAIR TENDERING PRACTICES

This serves as a declaration that when goods/services are being procured, all reasonable steps have been taken to address and/or prevent the exploitation of the procurement process and the use of any unfair tendering practices.

A [*tender/proposal*] will be disqualified if the *tenderer/s*, or any of its directors have:

- abused the institution's procurement process (e.g. bid rigging/collusion)
- committed fraud or any other improper conduct in relation to such system.

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
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Please complete the declaration with an 'X' under YES or NO

Item	Question	Yes/No	No
1.1	Was the <i>tenderer/s</i> (or any of its directors/members/shareholders) convicted by a court of law (including a court outside South Africa) for fraud and/or corruption with respect to the procurement/tendering processes/procedures during the past five years?		
1.1.1	Provide details.		
1.2	Was the <i>tenderer/s</i> (or any of its directors/members/shareholders) prohibited from doing business with any International Financial Development/funding Agency or Lending Institution		

I, the undersigned, \_\_\_\_\_ hereby confirm that I am duly authorised to sign all documents in connection with this tender and any contract resulting from it on behalf of \_\_\_\_\_ *(insert the full legal name of the tenderer)*

**I declare that all information furnished herein is correct, that it is understood that the tenderer's tender/proposal may be rejected, and that EUL will act against the tenderer should any aspect of this this declaration prove to be false.**

<b>Signature:</b>	
<b>Designation and capacity in which signing:</b>	
<b>Date:</b>	

**Joint Ventures**


I, the undersigned, \_\_\_\_\_ hereby confirm that acting in the capacity of lead partner, I am duly authorised to sign all documents in connection with the tender and any contract resulting from it on behalf of \_\_\_\_\_ *(insert the full legal name of the JV)*.

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

I declare that all information furnished herein is correct, that it is understood that the JV's tender/proposal may be rejected, and that Eskom will act against the JV should any aspect of this this declaration prove to be false.

<b>Signature:</b>	
<b>Designation and capacity in which signing :</b>	
<b>Date:</b>	

(A copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners is attached to the invitation to tender/Request for proposal).

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

**ANNEXURE D – FORM OF SECRECY DECLARATION**

We, undersigned, in consideration of the receipt of the above referenced call for tenders hereby declare to Eskom Uganda:

1. We shall at no time, without the prior written consent of Eskom Uganda, disclose to any third party CONFIDENTIAL INFORMATION except when and to the extent that such disclosure is required in connection with the preparation of the tender. CONFIDENTIAL INFORMATION shall mean any technical or commercial data and any other information of a confidential nature contained in the documents issued to us as part of the call for tenders or developed by us in connection with said tender. The undertaking here above shall not apply to CONFIDENTIAL INFORMATION:

- a) Which at the time of the disclosure was already common knowledge.
- b) Which subsequent to the disclosure becomes common knowledge through no fault on our part.
- c) Which prior to the disclosure was already part in our lawful possession d) Which is disclosed to us without restriction by a third party who has the lawful right to disclose such information.

2. We shall not use CONFIDENTIAL INFORMATION for any other purpose than the preparation of the tender.

3. We hereby acknowledge that all property and title to the CONFIDENTIAL INFORMATION shall remain with Eskom Uganda.

4. We shall only convey CONFIDENTIAL INFORMATION to such person or persons as shall be necessary for the preparation of the tender and shall bind such person or persons to observe the terms of this secrecy declaration.

5. In the event that the work will not be awarded to us and upon receipt by us of your notification to that effect, we shall promptly return the complete call for tenders' documents to you.

6. This declaration shall be effective on the date on which the call for tenders' documents are supplied to us.

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7. This declaration shall be governed by the laws of Uganda.

**Accepted and agreed on behalf of:**

<b>Name of Contracting Company:</b>	
<b>Name:</b>	
<b>Signature:</b>	
<b>Designation and capacity in which signing :</b>	
<b>Date:</b>	

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

**ANNEXURE E - CONFIRMATION OF RECEIPT OF ADDENDA TO THE ENQUIRY**


We confirm that the following communications received from the *Employer* before the submission of this **Tender**, amending the tender documents, have been taken into account in the **tender**:

Item	Date Received	Title or Description
1.		
2.		
3.		
4.		
5.		
6.		

*(Attach additional pages if more space is required)*

\_\_\_\_\_  
Name and Designation

\_\_\_\_\_  
Signature

	<b>Invitation to Tender</b>	<b>Procurement and Supply Chain Management (P&amp;SCM)</b>	
		<b>Enquiry no</b>	<b>RTO/2966</b>

**ANNEXURE F - PARENT COMPANIES AND OWNERSHIP**

PARENT COMPANY	REGISTERED LOCATION	SHARE %

ULTIMATE PARENT COMPANY:


**ASSOCIATED / AFFILIATED COMPANIES**

COMPANY NAME	ASSOCIATE/AFFILIATE	SHARE %

**DOCUMENTS TO BE PROVIDED:**

Company corporate and contracting organisation.

Company corporate and contracting general presentation brochure.

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## ANNEXURE G – FINANCIAL INFORMATION

### CAPITAL AND TURNOVER

<b>MAXIMUM AUTHORISED CAPITAL</b>			
<b>TURNOVER</b>		<b>Global</b>	<b>Profit / Loss</b>
ANNUAL TURNOVER OF THE TENDERER FOR EACH OF THE LAST THREE YEARS	Y-3		
	Y-2		
	Y-1		

### BANKERS, EXTERNAL AUDITORS & BANK GUARANTEE

	NAME	ADDRESS
MAIN BANKERS		
FIRST CLASS INTERNATIONAL BANKS PROPOSED FOR PROVIDING GUARANTEE FOR THIS SERVICE.		

Name bankers and auditors to be approached for references.....

#### DOCUMENTS TO BE APPROVED:

- Certified annual financial reports for the last three fiscal years.
- Documents giving references to current/proposed financing scheme.

#### TAXES



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- Provide following tax information:
- Taxpayer Identification Number (TIN) in Uganda \_\_\_\_\_
- VATnumber (if VAT registered) \_\_\_\_\_
- Withholding tax company status (\*): applicable rate: \_\_\_\_\_%
- Trading Licences

(\*): if withholding tax exempt, Company shall provide copy of its exemption certificate.