

BW241/HO/STI/23

REQUEST FOR PROPOSAL (RFP): PROVISION OF SHORT-TERM INSURANCE FOR PERIOD OF 36 MONTHS

Section T1.1: Tender Notice and Invitation to Tender

1. Background

Bloem Water is a Water Board, with the mandate to provide water services to the areas of the Free State and Northern Cape Provinces. Bloem Water, formerly known as the Bloem Area Water Board, was established in 1991 in terms of Section 108(2) of the Water Act, 1956. The primary reason for establishing the Water Board was to operate the Caledon/Bloemfontein Government Water Scheme, constructed to supply purified water to the Municipal areas of Bloemfontein, Bainsvlei, Bloemspruit, Botshabelo and Dewetsdorp. The name was officially changed from "Bloem Area Water Board" to "Bloem Water" in 1994.

Bloem Water derives its primary mandate from the Water Services Act 108 of 1997 and is in terms of the Public Finance Management Act (PFMA), Act 1 of 1999, Schedule 3B, a National Government business entity, which reports to the Executive Authority, represented by the Minister of Water and Sanitation through the Department of Water and Sanitation (DWS).

2. Bloem Water specific goals

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Specific Goals	POINTS	POINTS
Historically Disadvantaged Individuals (HOI)	(90/10)	(80/20)
Enterprises with ownership of 51% or more by a person/s who are black Persons/s	5	10
Enterprises with ownership of 51% or more by a person/s who are woman	2	5
Enterprises with ownership of 51% or more by a person/s who are youth	2	3
Enterprises with ownership of 51% or more by a person/s within Bloem Water area of supply	1	2
Total	10	20

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Bloem Water accordingly invites suitably qualified and experienced Service Providers to submit proposals to Bloem Water for the following:

3. Scope of Work

Bloem Water hereby invites tenders from suitably qualified and experienced Short-Term Insurance Brokers for insurance (risk financing), short-term insurance brokering services as well as supporting services such as claims management to Bloem Water. The bidders should be experienced in rendering insurance services to public entities or government institutions and have a soundtrack record of work of a similar nature. Bidders are requested to attach proof of the above on the respective company letterhead. The contract period is for Thirty Sixty months (3 years).

The scope of work includes and addresses the following:

- Provision of short-term insurance cover for Bloem Water assets portfolio and related perils.
- Provision of regular services including advice and consultation on Risk Management and property insurance related measures.
- A comprehensive and specific insurance portfolio that represents Bloem Water in all insurance related matters with the insurers.
- Implementation Plan for Thirty-Six Months (3 years) contract with specific details which will be offered by the successful bidder and will be reviewed annually.
- Your tender is to be valid until 30 June 2026 and you will undertake not to amend the terms or conditions prior to that date.
- Bidders are required to submit proposals on the best value for money insurance covers out in the market relating to the following items:
 - Insurance Cover for all Bloem Water insurable Assets
 - SASRIA
 - Loss of Revenue
 - Assets All Risk
 - Fidelity
 - Public Liability
 - Directors & Officers Liability
 - Personal Accident
 - Marine
 - Plant All Risk
 - Motor Fleet

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Required Qualifications/Evaluation of Bids:

Preference will be given to Service Providers who demonstrate previous expertise in the relevant field, capabilities, and have the required qualified human resources and expertise. The prospective service providers must demonstrate competency, mention experience and attach a list of projects they have successfully completed of a similar nature and demonstrate sound ability for project Implementation.

NB: The tender document will be available from National Treasury e-tenders and Bloem Water portal from **Wednesday, 12 April 2023**.

Completed tender documentation must be addressed as below and deposited before **12:00** on **Wednesday, 03 May 2023** at the **Tender Box situated at the Bloem Water Head Office** for attention:

Supply Chain Management

Bloem Water
2 Mzuzu Street,
Pellissier,
BLOEMFONTEIN,
9322

Each bidder must submit One envelope clearly marked Tender No. **BW241/HO/STI/23 – Provision of Short-Term Insurance for Period of 36 Months** with the bidder's name and address. Bloem Water promotes Broad Black Economic Empowerment. The name of the firm submitting the tender shall be clearly shown on all correspondence. An appointment will be made in terms of the approved Supply Chain Management Policy of the Board of Bloem Water.

Each proposal must be submitted in 1 envelope clearly marked:

1. Request for Proposal (RFP): Provision of Short-Term Insurance for Period of 36 Months – Contract No.: BW241/HO/STI/23

The invitation for proposal does not amount to an invitation for offers and Bloem Water reserves the right to accept or reject any proposal or part thereof.

Tenders may only be submitted on the tender documentation that has been issued. **A two-envelope system will not be followed.**

Proposals which are incomplete, filled in incorrectly, or telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted which is received after the close of the tender, will not be accepted.

Should you not receive any feedback from Bloem Water after 90 days of submission, consider your tender unsuccessful.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Technical Queries can be directed to:

Mr Carl du Toit
Assistant Manager Logistics/Disposal
Tel: 051 403 0800
Fax: 051 422 5333
E-mail: carld@bloemwater.co.za

Tender Administrative Queries can be directed to:

Supply Chain Management
Tel: 051 - 403 0800
Fax: 051 - 422 5333
Email: thatok@bloemwater.co.za
leratom@bloemwater.co.za
lerekos@bloemwater.co.za

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2