

**Appointment of a Fire Protection Expert to Review the Performance Criteria for the Assessment of
the Fire Performance of Buildings for Agrément South Africa Certification**

RFQ Number	ASA 13/03/2025
Date of Issue	19 March 2025
Compulsory Briefing Session	26 March 2025 10:00am to 11:00am Join the meeting now
Closing Date & Time	31 March 2025 @12:00pm NO LATE SUBMISSIONS WILL BE ACCEPTED
Submissions	procurement@agrement.co.za

1. AGRÉMENT SOUTH AFRICA BACKGROUND

The Agrément South Africa Act was signed into law by the Honourable President of the Republic of South Africa as Act No. 11 of 2015, effective 1 April 2017. Agrément South Africa (ASA) was established as a Schedule 3A entity on the same date. The organisation operates under a delegation of authority from the Minister of Public Works and Infrastructure.

The main objectives of ASA are:

- To assure fitness-for-purpose of non-standard construction-related products and systems to specifiers and users.
- To support and promote integrated socio-economic development related to the construction industry in the Republic.
- To support and promote the introduction and use of certified non-standardised construction-related products or systems in the local or international market.
- To support policymakers in minimising the risk associated with the use of non-standard construction-related products or systems and
- To be an impartial and internationally acknowledged South African centre for assessing and confirming fitness-for-purpose of non-standard construction-related products or systems.

2. INVITATION FOR PROPOSALS

Agrément South Africa invites qualified fire protection experts to submit proposals for developing performance criteria on fire protection for non-standardised building systems and products for all building structures.

3. OBJECTIVES

This document outlines the scope of work involved in developing an updated version of the fire protection performance criteria with the following objectives:

- Update current fire protection performance criteria per the latest market trends, environmental practices, regulations, advancements in materials, and fire protection practices.
- Ensure alignment with local and international fire protection performance standards or engineering first principles for requirements, tests and calculations.
- Develop comprehensive performance criteria for fire protection performance specific to non-standardised building systems and products.

It will include the background, criteria requirements, geographical inclusion, and product types applicable to non-standardised products, materials and systems in the built environment.

4. SCOPE OF WORK

4.1 Background to the Fire Protection Performance Criteria

The Agrément South Africa (ASA) Act 11 of 2015 ensures that non-standardised construction-related products or systems are suitable for their intended use. Technical assessments are conducted to evaluate these products or systems to achieve this. If the assessments meet the required standards, certification is granted to confirm their fitness for use. This process involves assessing the products against specially developed performance criteria. It's essential to regularly review these performance criteria to keep up with the latest requirements, standards, and market trends.

This document outlines the requirements for developing performance criteria that ASA will use to assess non-standardised building systems or products in the built environment and civil infrastructure. Annexure A details the current building fire protection criteria that must be reviewed.

Criteria must be provided for the fire protection of non-standardised products and systems for all building structures.

The fire resistance of building elements and systems must be assessed based on specific criteria, which include:

- Tests to standards or rational designs according to engineering first principles;
- Fire resistance calculations per proven formulae; and

- Full-scale and other ad hoc tests.

4.2 Performance Criteria Requirements for Fire Protection

4.2.1 Criteria Guidelines

Propose additional critical areas for fire protection performance criteria requirements. The expert needs to include current criteria and go beyond them. This will assist in updating the standards and testing methods for revising Annexure A. The minimum requirements are outlined in SANS 10400 Part T and SANS 10177—Series. In addition to assessing the combustibility of building materials and components and fire resistance in the current criteria, experts should identify other essential areas for fire protection. This includes considerations for non-standardised building products and systems.

Relevant areas to explore may include measurements and tests for flame spread rating (such as ASTM E84 and ASTM E286-69), thermal stability, smoke development, fire load and ignitability, external cladding's reaction to fire, and fire propagation (e.g., BS 8414). Any other applicable SANS and international standards should also be taken into account.

4.2.2 System and Product Types

All standard building materials and products are applicable, as well as non-standardised products and systems, of which examples are provided:

- **Systems and Products:** Insulation materials, cladding, interior finishes, and structural elements.
- **Other Products:** These could include fire retardant coatings, composite materials, advanced insulation systems, modular construction systems, smart detection systems and passive fire protection systems.

4.2.3 Geographical Inclusion

- **Energy Zones:** The fire performance must be suitable for the specific climate zones/energy zones.

- **Fire Zones:** Some areas in South Africa are prone to wildfires, particularly in regions with significant vegetation, such as the Western Cape. Fire Performance criteria must consider resistance to fire sources and ember attacks in these zones.
- **Rapid Fire:** High-density urban areas may require stricter fire safety standards due to the potential for rapid fire spread and the difficulty of evacuation.
- **Firefighting Services:** Accessibility for firefighting services can vary significantly across regions, influencing the importance of passive versus active fire safety features.

4.2.4 Deliverables

The appointed fire expert shall deliver the following:

- A report on the research and analysis of existing fire protection criteria under the scope.
- A report motivating the reviewed performance requirements for fire protection.
- A presentation of the analysis and motivation report at the ASA Technical Committee (TECO) for approval.
- A final report of the reviewed performance criteria requirements for fire protection.
- Training material and workshops.

4.2.5 Timeline

The project deliverables will be completed within 4 months from the start date to the workshop stage, and for every deliverable, working group meetings will be held for feedback. The vital milestones will be:

- **Tender submission:** Submit proposal and quote
- **Month 1:** Research and analysis report of existing performance criteria for fire protection.
- **Month 2:** Motivation report of the reviewed performance criteria requirements for fire protection.
- **Month 3:** Presentation of the analysis and motivation report at TECO for approval.
- **Month 4:** Final report of the reviewed performance criteria requirements for fire protection.
- **Month 5:** Training material and workshops.

5. SUBMISSION OF PROPOSALS AND EVALUATION CRITERIA

5.1 Submission of procurement documents.

- National Treasury's Central Supplier Database (CSD) report. It must be noted that no contract with a service provider will be entered if such a service provider is not registered on the CSD,
- Completed and signed standard bidding documents, **SBD 4 and 6.1 forms**.
- Signed General Conditions of Contract.

5.2 Mandatory Documents to be submitted for eligible technical evaluation

- Completed price schedule.

NB: Failure to submit any of the above-requested mandatory documents will lead to disqualification.

5.2 Evaluation Criteria

5.2.1 Phase 1: Technical Scope of Work and Functionality Evaluation

The bids shall first be evaluated for functionality. A **minimum score of 70%** must be obtained on functionality before a proposal is considered for further evaluation. Details of the functionality scoring and how the points shall be allocated are as follows:

	Description	Weight (%)
1.	Company Experience The number of years the company has been in business conducting fire protection designs and assessments of building infrastructure. A company profile clearly indicating the number of years the company has been assessing the fire protection field related to the building infrastructure must be submitted as evidence. <ul style="list-style-type: none"> • Has less than 3 years' experience – 0 points • Has 3 – 5 years' experience – 3 points • Has more than 5 years – 5 points 	33
2.	References where similar work was done.	32

	<p>The service provider must have dealt with various organisations, from small to large-scale enterprises and clientele, designing and assessing fire protection in building infrastructure.</p> <p>At least 3 contactable references where similar services have been rendered in the past 3 years</p> <ul style="list-style-type: none"> • Less than 3 references – 0 points • 3 contactable references – 3 points • More than 3 contactable references – 5 points 	
3.	<p>Relevant qualifications, experience and registration with the Engineering Council of South Africa (ECSA).</p> <p>The service provider must submit a professional Fire Protection Engineer's curriculum vitae (CV) that includes years of experience, copies of relevant qualifications and the ECSA registration certificate in fire protection related to building infrastructure.</p> <ul style="list-style-type: none"> • Has less than 3 years' experience post ECSA registration – 0 points • Has a degree in civil engineering with an ECSA Professional Engineer registration and 3 – 5 years' experience post-ECSA registration – 3 points • Has a degree in civil engineering with ECSA Professional Engineer registration and more than 5 years' experience post ECSA registration – 5 points 	35
	TOTAL	100

The following formula will be used to convert the points scored against the weight:

$$Ps = \left(\frac{So}{Ms} \right) \times 100$$

Where:

Ps = Percentage scored for functionality by bid under consideration

So = Total score of bid under consideration

Ms = Maximum possible score

Service providers will be expected to achieve a minimum threshold score of 70% to proceed to Phase 2.

5.2.2 Phase 2: Calculation of points

Please note for acquisitions below or equal to R50 Million, ASA evaluates these in terms of the 80/20 preference point system where:

80 points are allocated for price and 20 points will be awarded based on the specific goals.

Points for price will be calculated for all shortlisted service providers in accordance with the following formula:

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

Where:

P_s = Points scored for the price of the quotation under consideration

P_t = Price of the quotation under consideration

P_{\min} = Price of lowest acceptable quotation

Preference points for the specific goals will be allocated as follows:

NO.	SPECIFIC GOALS ALLOCATED POINTS	PREFERENCE POINTS ALLOCATION	SUPPORTING EVIDENCE TO BE SUBMITTED
1.	SMMEs	10 points	- A B-BBEE certificate /sworn affidavit as supporting evidence
2.	>50% Black female ownership	5 points	- CSD report or, - Company registration certificate, as issued by the CIPC, clearly indicating the percentage shareholding of all owners
3.	>50% Black youth ownership	5 points	- CSD report, - Company registration certificate, as issued by the CIPC, clearly indicating the percentage shareholding of all owners or - Identification Documentation of all owners

The final points will be calculated as follows:

CRITERIA	WEIGHTING POINTS
Price	80
Specific goal	20
TOTAL	100

ASA also reserves the right to investigate the bidder's financial position, previous contracts carried out, availability of skills or knowledge, existing workload, etc.

A recommendation for award will then be formulated for approval by the relevant delegated authority.

6. TERMS OF CONTRACT AND SERVICE LEVEL AGREEMENT

Before the bid is awarded, the successful bidder must enter into a Service Level Agreement (SLA) with Agrément South Africa (ASA). The SLA shall form the contractual basis for delivering the service as well as how performance shall be measured. Contract extensions are at the sole discretion of ASA.

1. PRICE SCHEDULE

Item no	Item Description	Unit	Total Price
01	A report on the research and analysis of the existing performance criteria	1 Report	
02	A report motivating the reviewed performance criteria requirements	1 Report	
03	Presenting the analysis and motivation report at TECO for approval	1 Presentation	
04	A final report on the reviewed criteria requirements	1 Report	

05	Training material and workshops	2 Workshops	
TOTAL AMOUNT (EXCL VAT)			
15% VAT			
TOTAL AMOUNT (ALL INCLUSIVE)			

7. COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS.

Considering the fees paid, the service provider expressly assigns to ASA any copyright arising from the works the consultant produces while executing this contract. The consultant may not use, reproduce or otherwise disseminate or authorise others to use, reproduce or disseminate such works without prior consent from ASA.

8. FINAL APPROVAL

ASA reserves the right not to accept the lowest bid, reject any or all of the proposals, and/or not to appoint any service provider.

9. PROCEDURE FOR SUBMISSION OF PROPOSALS

- 9.1 All proposals must be submitted electronically to
- 9.2 Respondents must use the DOCUMENT number as the subject reference number when submitting bids.
- 9.3 All documents submitted electronically via e-mail must be clear and visible.
- 9.4 All proposals, documents, and late submissions after the due date will not be evaluated.

NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED

10. VALIDITY PERIOD OF PROPOSAL

Each proposal shall be valid for a minimum period of **three (3) months** calculated from the closing date.

11. APPOINTMENT OF SERVICE PROVIDER

- 11.1 The contract will be awarded to the bidder who scores the highest total number of points during the evaluation process, except where the law permits otherwise.
- 11.2 Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. If the parties fail to reach such an agreement, ASA reserves the right to appoint an alternative supplier.
- 11.3. Awarding of contracts will be announced on the National Treasury website, and no regret letters will be sent to unsuccessful bidders.

12. ENQUIRIES AND CONTACT WITH ASA

- 12.1 Any enquiry regarding this DOCUMENT shall be submitted in writing to ASA at LKhalo@agrement.co.za with ASA 13/03/2025 as a subject.
- 12.2 Any other contact with ASA personnel involved in this Quotation is not permitted during the document process other than as required through existing service arrangements or as requested by ASA as part of the DOCUMENT process.

13. MEDIUM OF COMMUNICATION

All documentation submitted in response to this Document must be in English.

14. COST OF PROPOSAL

Tenderers are expected to fully acquaint themselves with the conditions, requirements, and specifications of this RFP before submitting proposals. Each bidder assumes all risks for resource commitment and direct or indirect expenses of proposal preparation and participation throughout the RFP process. ASA is not directly or indirectly responsible for any costs incurred by tenderers.

15. CORRECTNESS OF RESPONSES

- 15.1 The bidder must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFP. The prices and rates quoted must cover all obligations under any resulting contract.
- 15.2. The bidder accepts that any mistakes regarding prices and calculations will be at their own risk.

16. VERIFICATION OF DOCUMENTS

- 16.1 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. ASA will accept no liability concerning anything arising from the fact that pages are missing or duplicated.
- 16.2 Only one electronic copy of the proposal must be submitted via email to procurement@agrement.co.za. If the bidder sends more than one proposal, the first submission shall take precedence should it not have been recalled/withdrawn in writing by the bidder.

17. ADDITIONAL TERMS AND CONDITIONS

- 17.1 A tenderer shall not assume that information and/or documents supplied to ASA at any time before this request are still available to ASA and shall consequently not make any reference to such information document in its response to this request.
- 17.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 17.3 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender or cancellation of any subsequent contract.
- 17.4 Failure to comply with any of the terms and conditions as set out in this document will invalidate the proposal.

18. ASA RESERVES THE RIGHT TO

- 18.1 Extend the closing date.
- 18.2 Verify any information contained in a proposal.
- 18.3 Request documentary proof regarding any tendering issue.

- 18.4 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal).
- 18.5 Award this Document as a whole or in part.
- 18.6 Cancel or withdraw this Document as a whole or in part

19. DISCLAIMER

This document is only a request for proposals only and not an offer document. Answers to this Document must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submitting this proposal, tenderers shall be deemed to have satisfied themselves with and accepted all Terms & Conditions of this Document. ASA makes no representation, warranty, assurance, guarantee, or endorsement to the tenderer concerning the Document, whether its accuracy, completeness or otherwise. ASA shall have no liability towards the tenderer or any other party.