

**CBE 1/2025: DATABASE OF QUALIFIED
REGISTERED BUILT ENVIRONMENT
PROFESSIONALS TO PROVIDE VARIOUS
SERVICES TO THE CBE FOR A PERIOD OF 3
YEARS**

1. BACKGROUND

The Council of the Built Environment (CBE) is a statutory body established in terms of the Council for Built Environment Act (No. 43 of 2000) and an entity of the Department of Public Works and Infrastructure (DPWI). The CBE is a schedule 3(a) public entity and is subject to compliance with the Public Finance Management Act (PFMA) Act No. 29 of 1999 and Treasury regulations.

Sections 3(c) and (d) of the CBE Act mandate is to promote ongoing human resource development in the built environment, and to facilitate participation by the built environment professions in integrated development in the context of achieving national goals. It is an overarching body that leads, regulates, coordinates and advises the six Professional Councils namely: Architectural Profession, Landscape Architectural Profession, Engineering Profession, Property Valuers Profession, Project and Construction Management Professions, and Quantity Surveying Profession. The CBE also entered into a working relationship with the following professional bodies as part of the built environment family – South African Council for Planners, Environmental Assessment Practitioners Association of South Africa, and South African Geomatics Council. In the main, the central mandate of the Council for the Built Environment is to:

- Transform the Built Environment Industry
- Create skilled Built Environment professionals
- Expedite the empowerment of women, youth and persons with disabilities

The objects of the CBE are to:

- promote and protect the interests of the public in the built environment;
- promote and maintain a sustainable built environment and natural environment;
- promote ongoing human resource development in the built environment;
- facilitate participation by the built environment professions in integrated development in the context of national goals;
- promote appropriate standards of health, safety and environmental protection within the built environment;
- promote sound governance of the built environment professions;
- promote liaison in the built environment in the field of training, both in the Republic and elsewhere, and to promote the standards of such training in the Republic;
- serve as a forum where the representatives of the built environment professions may discuss the relevant required qualifications; standards of education; training and

competence; promotion of professional status; and legislation impacting on the built environment.

- ensure the uniform application of norms and guidelines set by the councils for the professions throughout the built environment.

The CBE's key priorities focus on the following strategic areas:

- Capable and developmental Built Environmental Professional bodies
- Built Environment Education and Career Advancement
- Research, policy, advocacy and transformation
- Protect and Promote Public interest

2. OBJECTIVE

The objective of this project is to appoint suitable professionals on the CBE's Panel of Qualified Registered Professionals in the Built Environment to offer the following services over a three (3) year period:

- 2.1 Assessor and Mentorship Services
- 2.2 Serving as an expert member to the Appeals Committee
- 2.3 Advisory Services
- 2.4 Forensic Investigations within the Built Environment

Once the panel is constituted, the procuring organisation will issue requests for quotations to the relevant panellists on a rotational basis as and when a certain service is required. **The Panel may be utilised by other government Built Environment organisations/CBE stakeholders.**

Note that government and state-owned entity officials submitting a response to this bid will not receive remuneration for services rendered.

3. RANGE OF SERVICES

The scope of work, requirements of bid and evaluation criteria to be utilised in assessing the suitability of a bidder is divided into **PARTS A-D** as per service category. Depending on the service(s) bidders wish to offer, please tick the relevant PART in the table below and respond accordingly. **Bidders must clearly indicate the service(s) that they wish to be considered for.**

SERVICE	PLEASE TICK (X) ONE OR MORE OF THE SERVICES YOU WISH TO APPLY FOR AND PROVIDE THE RELEVANT SUPPORTING DOCUMENTATION FOR EACH CATEGORY OF SERVICE
PART A: Assessor and Mentorship Services	
PART B: Serving as an expert member to the Appeals Committee	
PART C: Advisory Services	
PART D: Forensic Investigation within the Built Environment	

4. PART A - ASSESSOR AND MENTORSHIP SERVICES

4.1 PROJECT OBJECTIVE

The National School of Government (NSG) has implemented the Professionalisation Framework for the Public Sector, which functions as a strategic roadmap to guarantee that public sector employees are professionalised. The CBE has been identified as the custodians of professionalising the built environment (BE) sector. In pursuance of CBE's programme to support public sector organisations towards the professionalisation of their BE practitioners in line with the framework a comprehensive approach to professional development is required. The CBE developed the structured candidacy framework to institutionalise training and development of practitioners within the built environment professions via candidacy programmes in eligible organisations, in a structured, uniform and coordinated manner. The Framework ensures that practitioners within the built environment professions achieve appropriate professional development and professional registration in the shortest prescribed period thus benefiting their respective organisations.

Thus, the structured candidacy programme requires the services of registered built environment professionals to serve as mentors or assessors. The mentor or assessor shall provide mentorship, review professional development strategies, and assist in navigating the processes associated with candidate registration, monitoring of professional development and recommending continuing professional development (CPD).

4.2 SCOPE OF WORK

The service provider will be expected to monitor and assess the professional development of candidates as follows:

4.2.1 Project administration

- 4.2.1.1 Development and management of a candidate database.
- 4.2.1.2 Participation in the induction session.
- 4.2.1.3 Develop a mentorship schedule.
- 4.2.1.4 Identify relevant training courses.
- 4.2.1.5 Reporting

4.2.2 Registration of candidates

- 4.2.2.1 Facilitation of registration of candidates.
- 4.2.2.2 Ensure the annual renewal of candidature.

4.2.3 Mentorship and coaching

- 4.2.3.1 Development and review of Workplace Training Plans.
- 4.2.3.2 Conduct four mentorship sessions per year.
- 4.2.3.3 Review of Training and Experience Reports.

4.2.4 Assessment

- 4.2.4.1 Assessment of candidate applications.
- 4.2.4.2 Preparation of candidates for interviews and/or submission of reports or applications.
- 4.2.4.3 Feedback on assessment.

4.2.5 Reporting:

- 4.2.5.1 Quarterly progress reports.
- 4.2.5.2 Final report.

The service provider is required to take full responsibility for the mentorship approach, content and quality of the engagement sessions. Mentorship materials and engagement sessions must be in English.

4.3 REQUIRED SKILLS, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE

4.3.1. Bidders are eligible to bid in their personal capacity or as a company and must have the following experience:

4.3.1.1 Preferably five (5) years' experience in assessing, determining suitability of candidates to participate in a candidate programme and preparing candidates for professional registration. CVs of the proposed resource(s) must be submitted in the prescribed format in (Annexure A).

4.3.2. Have an established functional online (Web based) system for:

4.3.2.1 Assessment of experience to date; the completion of training and experience summaries.

4.3.2.2 Development of training plans and issuing of assignments by mentors.

4.3.2.3 Scheduling of mentoring meetings; progress of candidates on activities; competency in the achievement of outcomes prescribed by the relevant statutory body.

4.3.2.4 Management of secondment and or rotation at professional service providers and the development of training plans at such locations.

4.3.3. Bidders must provide a detailed proposal, including a Project Plan with a well-articulated methodology, in assessing, determining suitability of candidates to participate in a candidate programme and preparing candidates for professional registration, including a demo of an established functioning online system as contained in these terms of reference. The Project Plan must include the following:

4.3.3.1 Facilitating workshops for training and supporting candidates, supervisors and mentor on professional registration.

4.3.3.2 Assessing the workplace to determine adequate work that meets the requirements of the relevant statutory council and recommend rotation or secondment.

4.3.3.3 Evaluating candidates training and assessing reports compiled for professional registration.

4.3.3.4 Conduct mock interviews or assessment to assist the candidate before professional assessment or interview by statutory council.

4.3.4. Bidders are required to submit a proposal that demonstrates their capability to carry out the task at hand as per the above requirements. This includes presenting a project implementation methodology that aligns to the scope of work to provide mentorship services for professions under the following Councils for Built Environment Professions, ECSA; SACAP; SACLAP; SACPCMP; SACPVP; SACQSP; SAGC; SACPLAN and EAPASA.

Furthermore including:

4.3.4.1 Personal Capacity

- i) **Mentorship proposal indicating the professional discipline**
- ii) Mentor CV (**supplied in Annexure A**) including certified copies of technical qualification/s, professional registration certificates with relevant statutory body/ Council for Built Environment Professions (CBEP).
- iii) Letter of good standing with statutory body/CBEP.
- iv) Bidders must indicate the province preferences. Bidders will be required to conduct both online and physical sessions (where required).
- v) Travel expenses incurred will be paid by the procuring organisation in line with their institutional policies. Should there be any travelling required, please note that idle time will not be compensated for.

4.3.4.2. Company

- i) **Mentorship proposal indicating professional discipline**
- ii) A company profile
- iii) Mentor CV (**supplied in Annexure A**) including a copy of technical qualification, a valid professional registration certificates with relevant statutory body/CBEP.
- iv) Letter of good standing with statutory body/CBEP
- v) Bidders must indicate the province preference. Bidders will be required to conduct both online and physical sessions (where required).
- vi) Travel expenses incurred will be paid by the procuring organisation in line with their institutional policies. Should there be any travelling required, please note that idle time will not be compensated for.

4.3.4.3 Skills and knowledge of mentor and or team members:

- i) Report writing, communication and presentation skills
- ii) Mentoring and coaching skills
- iii) Knowledge of statutory body registration requirements
- iv) Training facilitation

4.3.4.4 The service provider must have a record of past performance in skills development, training and capacity building, mentoring, developing training manual projects. **Provide preferably 3 reference letters to attest to this.**

4.3.4.5 The Professionals must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.

4.4 PRICING - Bidders must ensure that the hourly rate quoted in response to this bid invitation does not exceed the maximum threshold of **R 1 500 per hour (including VAT)**. Rates submitted above this ceiling will be deemed non-compliant and such bids will be disqualified

ITEM	AMOUNT
Hourly Rate	R per hour (Including VAT) (if applicable)
Travel expenses	In line with the relevant policies of the procuring organisation

If a mentor(s) is/are used by the CBE, travel costs shall be reimbursed based on actual kilometres travelled, in accordance with the applicable Department of Transport (DoT) tariff valid at the time of travel. Bidders must not include fixed travel distances in their pricing. All travel claims will be subject to verification and will only be paid in accordance with DoT rates and actual kilometres travelled.

4.5 EVALUATIVE CRITERIA

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>Expertise and experience relevant to the assignment</p> <p>Bidding organisations or individuals must preferably have 5 years post qualification experience in the relevant field of registration. CVs of the proposed resource(s) must be submitted in the prescribed format in (Annexure A).</p> <p><i>If more than one resource is proposed, each resource's experience will be scored separately and then averaged to yield a final score {score will be rounded off to the nearest 2 decimal places (where applicable)}.</i></p>	15	<p>Less than 3 years =0 3-4 years= 2 5 years= 3 6-9 years = 4 10 years plus = 5</p>
<p>Reference letters relevant to the assignment</p>	20	<p>No letters submitted or unsigned/undated letters/letters fail to include the information requested/or</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>The Bidding organisations or individuals must have previously successfully reviewed the professional registration processes with statutory councils, evaluated training and quality assurance of training within the built environment professions.</p> <p>Provide preferably three (3) signed reference letters in the field of expertise where the bidder has successfully undertaken similar work in terms of scope and complexity.</p> <p>The letters must address successfully completed project/s and include the following: Description of the project, Client name, Client contact (i.e., email and office number), Project start date, project end date, and contract value</p> <p>The reference letters must:</p> <ul style="list-style-type: none"> ○ contain valid contact details ○ be on an official letterhead ○ bear the signature of a company official ○ not be older than three years 		<p>letters not relevant to the assignment= 0</p> <p>List of contactable references relevant to the assignment = 1</p> <p>Below 3 letters relevant to the assignment = 2</p> <p>3 letters relevant to the assignment = 3</p> <p>4 letters relevant to the assignment = 4</p> <p>5+ letters relevant to the assignment = 5</p>
<p>Candidacy Project methodology</p> <p>Bidders must provide a detailed proposal including a Project Plan with a well-articulated methodology, in assessing, determining suitability of candidates to participate in a candidate programme and preparing candidates for professional registration. Including a demo of an established functioning online system for as contained in these terms of reference. The Project Plan must include the following:</p> <ul style="list-style-type: none"> - Induction meeting/workshop requirements for candidate, mentor and supervisor - Professional Council requirements for the discipline mentoring - Individual training plan template 	40	<p>0 = no information submitted</p> <p>1 = Very Poor Response: Contains 1 element only.</p> <p>2 = Poor Response: Contains 2-3 elements.</p> <p>3 = Adequate Response: Contains 4 elements</p> <p>4 = Very Good Response: Contains 5 elements.</p> <p>5 = Excellent Response: Contains all 6 elements.</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
<ul style="list-style-type: none"> - Supplementary training required for the discipline mentoring - Mock exam/interview in preparation for candidates' final interview - Online web-based system 		
Location of Mentors Bidding organisations or individuals must specify the province/s in which mentoring will be carried out	5	0= No indication of provinces to mentor within 1= Mentorship in preferably 1 province 2= Mentorship in preferably 2-3 provinces 3= Mentorship in preferably 4 provinces 4= Mentorship in preferably 5-8 provinces 5= Mentorship in all 9 provinces
BENL Registration All mentoring individuals within an organisation must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.	10	0 = no proof of registration submitted 5 = proof of registration submitted
Empowering Supplier	10	5= ownership to the value of: <ul style="list-style-type: none"> - ≥75% black female; and/or - Any value for youth; and/or - Any value for persons with disabilities 4= 100% black-owned entity and/or ≥ 51% black female owned entity 3= 51% or more black-owned entity 0 = No information submitted/requirement not met An additional point will be allocated if an entity has demonstrated that it employs persons with disabilities unless a score of 5 has already been allocated.
Total Score	100	
Threshold Score	60	

5. PART B - SERVING AS AN EXPERT MEMBER TO THE APPEALS COMMITTEE

5.1 PROJECT OBJECTIVE

The Council for the Built Environment (CBE) has the statutory mandate to decide on appeals lodged by any person aggrieved by a decision of any of the Councils for the Built Environment Professions (CBEP). The CBE is obligated by its enabling legislation to appoint an Appeal Committee to conduct appeals in terms of section 33 of the Constitution of the Republic of South Africa and the Appeal Committee must decide appeals within 60 days of lodgement.

In terms of the CBE Act the Appeal Committee must consist of three members appointed from the following categories of persons: a) a generalist; b) a legally qualified person; and c) a person who specialises in the professional field concerning the appeal. Such specialists are sourced, usually, as and when the appeals are received by the CBE.

The CBE invites applications from suitably qualified and experienced professionals registered with any of the CBEP to serve as experts of the Appeal Committee **in terms of section 21(3)(c) of the CBE Act. The aforesaid individual is required to be a professional i.e. person who is a specialist in the professional field concerning the appeal.**

5.2 SCOPE OF WORK

The role of the expert of the Appeal Committee shall, include but not be limited to, the following:

- 5.2.1 reviewing documents submitted in support of an appeal
- 5.2.2 attending appeals hearing and committee meetings
- 5.2.3 providing expert opinion to the Appeal Committee in writing if required by the Chairperson of the Appeal Committee; and
- 5.2.4 performing any other duties as directed by the Chairperson of the Appeal Committee

5.3 REQUIRED SKILLS, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE

5.3.1 Due to the nature of the appointment, the applicant must demonstrate leadership qualities, integrity, independence, dedication and must possess good communication skills, analytical ability and independent judgement. The applicant must possess the following academic qualifications, experience and competence:

- 5.3.1.1 Registration with the relevant CBEP (architecture, landscape architecture, engineering, property valuation, project and construction management and quantity surveying). A valid professional registration certificate with the relevant statutory body/CBEP must be submitted
- 5.3.1.2 Seven (7) years post professional registration experience

5.3.1.3 Knowledge of legislation governing the built environment professions and councils in relation to which appeals may arise

5.3.1.4 Ability to provide expert opinion based on oral and written evidence submitted in support of an appeal

5.3.1.5 **Applicants must not be a Council or Committee member of a CBEP. In the event that an applicant is a Council or Committee member, the bid will be disqualified**

5.3.2 Applicants motivation for appointment must be accompanied by the following:

5.3.2.1 Motivation justifying the applicant’s suitability

5.3.2.2 Comprehensive curriculum vitae (CV) **(supplied in Annexure A)**

5.3.2.3 Certified copy of identity document

5.3.2.4 Proof of registration and good standing with professional Council

5.3.2.5 Two (2) copies of written expert opinions previously delivered

5.3.3 The Professionals must be registered on the CBE’s BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.

5.4 **PRICING** - Bidders must ensure that the hourly rate quoted in response to this bid invitation does not exceed the maximum threshold of **R 1 500 per hour (including VAT)**. Rates submitted above this ceiling will be deemed non-compliant and such bids will be disqualified

ITEM	AMOUNT
Hourly Rate	R per hour (Including VAT) (if applicable)
Travel expenses	In line with the CBE Travel Policy

Travel costs shall be reimbursed based on actual kilometres travelled in accordance with the Department of Transport (DoT) tariff applicable at the time of travel. Bidders must not include fixed travel distances in their pricing. All travel claims will be subject to verification and will only be paid in accordance with DoT rates and actual kilometres travelled.

EVALUATIVE CRITERIA

Criteria for Technical Evaluation	Weight	Scoring Guideline
Experience relevant to the assignment Bidders must submit detailed CVs illustrating the following information:	35	Less than 3 years post professional registration experience = 0 3-6 years post professional registration experience = 2

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>Preferably 7 years post professional registration experience. CVs of the proposed resource(s) must be submitted in the prescribed format in (Annexure A).</p> <p><i>If more than one resource is proposed, each resource's experience will be scored separately and then be averaged to yield a final score {score will be rounded off to the nearest 2 decimal places (where applicable).</i></p>		<p>7 years post professional registration experience = 3</p> <p>8-9 years post professional registration experience = 4</p> <p>10 years plus post professional registration experience = 5</p>
<p>Written Expert Opinions</p> <p>Provide preferably two (2) copies of written expert opinions previously delivered.</p> <p>The written opinion must contain:</p> <ul style="list-style-type: none"> • name of company or client it was delivered to • valid contact details 	30	<p>No written opinion = 0</p> <p>List of contactable clients wherein written opinion was provided= 1</p> <p>Below 2 written opinions = 2</p> <p>2 Written opinions = 3</p> <p>3 Written opinions = 4</p> <p>4+ Written opinion = 5</p>
<p>Appeals or Technical Expert Skills</p> <p>Bidders must have served as an expert on an Appeals Committee/Technical Forum of a similar nature.</p> <p>Bidders must provide preferably 3 reference letters as proof of the bidder having successfully undertaken similar work in terms of scope and complexity.</p> <p>The reference letters must:</p> <ul style="list-style-type: none"> o contain valid contact details o be on an official letterhead o bear the signature of a company official o not be older than three years 	15	<p>0= No letters submitted or unsigned/undated letters or letters not relevant to the assignment</p> <p>1= 1 award letter</p> <p>2= 2 award letters</p> <p>3= 3 award letters</p> <p>4= 4 award letters</p> <p>5= +5 award letters</p>
<p>BENL Registration</p> <p>The Professional must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.</p>	10	<p>0 = no proof of registration submitted</p> <p>5 = proof of registration submitted</p>
<p>Empowering Supplier</p>	10	<p>5= ownership to the value of:</p> <ul style="list-style-type: none"> - ≥75% black female; and/or - Any value for youth; and/or - Any value for persons with disabilities <p>4= 100% black-owned entity and/or ≥ 51% black female owned entity</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
		3= 51% or more black-owned entity 0 = No information submitted/requirement not met An additional point will be allocated if an entity has demonstrated that it employs persons with disabilities unless a score of 5 has already been allocated.
Total Score	100	
Threshold Score	60	

6. PART C - ADVISORY SERVICES

6.1 PROJECT OBJECTIVE

This project is conceptualized in terms of the following sections of the Council for the Built Environment (CBE) Act, (Act 43 of 2000):

- serve as a forum where the representatives of the built environment professions may advise government on any matter falling within the scope of the built environment, including resource utilisation, socio-economic development, public health and safety and the environment, and for this purpose carry out such investigations as it or the relevant Minister deems necessary.
- facilitate interministerial co-operation concerning issues relating to the built environment.
- Investigate or initiate investigation into matters pertaining to its functions and policies with regard to the built environment and, if necessary, recommend legislation in this regard.

6.2 FIELDS OF EXPERTISE

The CBE requires advisory services in the built environment, including but not limited to areas such as:

- 6.2.1 Training and Capacity Building
- 6.2.2 Technical Built Environment Advisory
- 6.2.3 Universal Design and Access (UDA) Expertise
- 6.2.4 Sustainability Expertise
- 6.2.5 Technology and Innovation Expertise

6.3 SCOPE OF WORK

The Advisor's role will include, but is not limited to:

- 6.3.1 Reviewing documents submitted in support of the advisory services
- 6.3.2 Attending inception meetings
- 6.3.3 Performing duties as directed by the Project Lead
- 6.3.4 Submitting detailed proposals for advisory services on a case-by-case basis
- 6.3.5 Providing written advisory opinions as required by the CBE
- 6.3.6 Developing comprehensive advisory reports

All intellectual property, including investigation reports, supporting documentation, and working papers, generated during the advisory services will become the exclusive property of the CBE.

6.4 REQUIRED SKILLS, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE

- 6.4.1 The bidding organisation or individual must be registered with the relevant Professional Council and be in good standing.
- 6.4.2 The bidding organisation's or individual's proposed key resources must have five (5) years post registration experience and provide evidence of providing built environment related advisory services. Provide CV(s) of the relevant resource(s) (supplied in Annexure A)
- 6.4.3 Bidders must note that the proposed resources will be contracted resources.
- 6.4.4 In the event of the proposed key resources changing, the appointed service provider must provide a resource of the same number of years of experience indicated above.
- 6.4.5 It would be an added advantage for Bidding organisations or individuals to be members of a recognised voluntary association (VA) and be in good standing with the VA. Proof of a valid membership certificate must be submitted.
- 6.4.6 The Bidder must provide preferably three (3) Built Environment related advisories.
- 6.4.7 The Professionals must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.

6.5 PRICING - Bidders must ensure that the hourly rate quoted in response to this bid invitation does not exceed the maximum threshold of **R 1 500 per hour (including VAT)**. Rates

submitted above this ceiling will be deemed non-compliant and such bids will be disqualified

ITEM	AMOUNT
Hourly Rate	R per hour (Including VAT) (if applicable)
Traveling	In line with the relevant policies of the procuring organisation

Travel costs shall be reimbursed based on actual kilometres travelled in accordance with the Department of Transport (DoT) tariff applicable at the time of travel. Bidders must not include fixed travel distances in their pricing. All travel claims will be subject to verification and will only be paid in accordance with DoT rates and actual kilometres travelled.

6.6 EVALUATIVE CRITERIA

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>Expertise and experience relevant to the assignment</p> <p>Bidders must submit detailed CVs illustrating the following information:</p> <p>Preferably five (5) years post qualification experience in the relevant field of registration. CVs of the proposed resource(s) must be submitted in the prescribed format in (Annexure A).</p> <p><i>If more than one resource is proposed, each resource's experience will be scored separately and then be averaged to yield a final score {score will be rounded off to the nearest 2 decimal places (where applicable)}.</i></p>	20	<p>Less than 3 years =0</p> <p>3-4 years= 2</p> <p>5 years= 3</p> <p>6-9 years = 4</p> <p>10 years plus = 5</p>
<p>Technical Expert Skills</p> <p>Bidders must demonstrate that they have resources and technical expertise to undertake and successfully complete any sort of advisory in the Built Environment.</p> <p>Bidders must provide preferably three (3) signed advisories in any field of expertise in the Built Environment where the bidder successfully concluded the work. The proposed advisor</p>	20	<p>No advisory submitted =0</p> <p>1-2 advisories = 2</p> <p>3 Advisories = 3</p> <p>4 – 5 Advisories = 4</p> <p>5+ Advisories = 5</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>must provide examples of successfully completed advisories. The list of completed advisories must contain the following information:</p> <ul style="list-style-type: none"> 4.3.1.2 Project Description 4.3.1.3 Nature of Work 4.3.1.4 Duration 4.3.1.5 Client Contact Details 		
<p>Reference letters relevant to the assignment</p> <p>The bidder must have previously provided an advisory on built environment related matters, Provide preferably three (3) signed reference letters in the field of expertise where the bidder has successfully provided advisory services.</p> <p>The letters must address successfully completed project/s as the following: Description of the project, Client name, Client contact (i.e., email and office number), Project start date, project end date, and contract value or attach a completion certificate signed by the client or a letter from the client confirming the successful completion of the project. Completion certificate or reference letters must be on the referral client letterhead and signed.</p> <p>The reference letters must:</p> <ul style="list-style-type: none"> o contain valid contact details o be on an official letterhead o bear the signature of a company official o not be older than three years 	30	<p>No letters submitted or unsigned/undated letters/letters fail to include the information requested/or letters not relevant to the assignment= 0</p> <p>List of contactable references relevant to the assignment = 1</p> <p>Below 3 letters relevant to the assignment = 2</p> <p>3 letters relevant to the assignment = 3</p> <p>4 letters relevant to the assignment = 4</p> <p>5+ letters relevant to the assignment = 5</p>
<p>As an added advantage, Bidding organisations or individuals should be members of a recognised voluntary association (VA). Proof of a valid membership certificate must be submitted</p>	10	<p>0 = certificate not submitted</p> <p>5 = certificate submitted</p>
BENL Registration	10	<p>0 = no proof of registration submitted</p> <p>5 = proof of registration submitted</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
The professionals must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.		
Empowering Supplier	10	5= ownership to the value of: <ul style="list-style-type: none"> - ≥75% black female; and/or - Any value for youth; and/or - Any value for persons with disabilities 4= 100% black-owned entity and/or ≥ 51% black female owned entity 3= 51% or more black-owned entity 0 = No information submitted/requirement not met An additional point will be allocated if an entity has demonstrated that it employs persons with disabilities unless a score of 5 has already been allocated.
Total Score	100	
Threshold Score	60	

7. PART D - FORENSIC INVESTIGATIONS WITHIN THE BUILT ENVIRONMENT

7.1 PROJECT OBJECTIVE

In terms of section 4 of the CBE Act the Council may investigate or initiate investigations into matters pertaining to its functions and policies with regards to the built environment. Thus, the objective of this project is to invite applications and appoint a built environment professional in any of the professional fields as determined by the CBE Act to conduct comprehensive forensic investigations within the built environment on behalf of the CBE as and when the need arises.

7.2 SCOPE OF WORK

7.2.1 Develop a detailed investigative plan.

7.2.2 Provide regular progress reports during the investigation to the CBE. The timing of said progress reports will depend on the duration of the investigation and will be determined by the CBE.

7.2.3 All intellectual property including the investigation reports, supporting documentation, and working papers will become the property of the CBE.

- 7.2.4 All information obtained from the CBE (documentary or otherwise) shall be regarded as classified and as such must be handled appropriately as required by the Prevention of Personal Information (POPI) Act.
- 7.2.5 Discuss the findings with CBE and gather management comments before finalising the reports.
- 7.2.6 Testify in court and depose to affidavits if required for purposes of court proceedings.
- 7.2.7 Present comprehensive findings to CBE on the outcome of the investigation.
- 7.2.8 Service providers appointed to the panel must be able to commence an investigation within three working days from the date of receiving an instruction from the CBE.
- 7.2.9 The service provider may be requested to present findings and or comprehensive reports to the Board or any other stakeholder identified by the CBE.
- 7.2.10 Investigations must adhere to all legal obligations and or conditions for the lawful processing of personal information as stipulated by POPIA.
- 7.2.11 The service provider must be conversant with South African laws and other legislative requirements.
- 7.2.12 The service provider will furnish the CBE with a report on the factual findings resulting from its investigation as well as specific recommendations.

It should be noted that project details will be determined on a case-by-case basis, as the specifications of the investigation will vary.

7.3 REQUIRED SKILLS, KNOWLEDGE AND EXPERIENCE

- 7.3.1 The bidding organisation or individual must be a Forensic expert in any of the professional fields as determined by the CBE Act.
- 7.3.2 The bidding organisation or individual must be registered with the relevant Professional Council and be in good standing
- 7.3.3 The bidding organisation' proposed key resources or individual must have 5 years post registration experience and 5 years' experience in forensic investigations. Bidders must provide a detailed CV in this regard **(supplied in Annexure A)**.
- 7.3.4 Bidders must note that the proposed resources will be contracted resources.
- 7.3.5 In the event of the proposed key resources changing, the appointed service provider must provide a resource of the same number of years of experience indicated above.
- 7.3.6 The Professionals must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.

7.4 PRICING - Bidders must ensure that the hourly rate quoted in response to this bid invitation does not exceed the maximum threshold **blended rate of R 3 500 per hour (included VAT)**. Rates submitted above this ceiling will be deemed non-compliant and such bids will be disqualified

ITEM	AMOUNT
Hourly Rate per Key personnel	R per hour (Including VAT) (if applicable)
Traveling	In line with the relevant policies of the procuring organisation

The travel costs shall be reimbursed based on actual kilometres travelled in accordance with the Department of Transport (DoT) tariff applicable at the time of travel. Bidders must not include fixed travel distances in their pricing. All travel claims will be subject to verification and will only be paid in accordance with DoT rates and actual kilometres travelled.

EVALUATIVE CRITERIA

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>Expertise and experience relevant to the assignment</p> <p>Bidders must submit detailed CVs illustrating the following information:</p> <p>Preferably five (5) years post qualification experience in the relevant field of registration. CVs of the proposed resource(s) must be submitted in the prescribed format in (Annexure A)</p> <p><i>If more than one resource is proposed, each resource's experience will be scored separately and then be averaged to yield a final score {score will be rounded off to the nearest 2 decimal places (where applicable)}.</i></p>	<p>30</p>	<p>Less than 3 years =0 3-4 years= 2 5 years= 3 6-9 years = 4 10 years plus = 5</p>
<p>Technical Expert Skills</p> <p>Bidders must demonstrate that they have resources and technical expertise to undertake and successfully complete forensic investigations.</p> <p>Bidders must submit detailed CVs illustrating the following information:</p> <p>Preferably five (5) years' experience in Forensic investigation services</p>	<p>20</p>	<p>Less than 3 years =0 3-4 years= 2 5 years= 3 6-9 years = 4 10 years plus = 5</p>
<p>Reference letters relevant to the assignment</p> <p>Provide preferably three (3) signed reference letters in the field of expertise where the bidder has successfully concluded similar work in terms of scope and complexity.</p> <p>The letters must address successfully completed project/s as the following: Description of the project, Client name, Client contact (i.e., email and office number), Project start date, project end date, and contract value or attach a completion certificate signed by the</p>	<p>25</p>	<p>No letters submitted or unsigned/undated letters/letters fail to include the information requested/or letters not relevant to the assignment= 0</p> <p>List of contactable references relevant to the assignment = 1</p> <p>Below 3 letters relevant to the assignment = 2</p> <p>3 letters relevant to the assignment = 3</p> <p>4 letters relevant to the assignment = 4</p> <p>5+ letters relevant to the assignment = 5</p>

Criteria for Technical Evaluation	Weight	Scoring Guideline
<p>client or a letter from the client confirming the successful completion of the project. Completion certificate or reference letters must be on the referral client letterhead and signed. The reference letters must:</p> <ul style="list-style-type: none"> ○ contain valid contact details ○ be on an official letterhead ○ bear the signature of a company official ○ not be older than three years 		
<p>Forensic Affiliation</p> <p>The proposed key resource must be a certified Fraud Examiner. Proof must be submitted.</p>	5	<p>0 = no affiliation 5 = certified Fraud Examiner</p>
<p>BENL Registration</p> <p>The Professionals must be registered on the CBE's BENL (Built Environment National Logbook). Proof of registration must be submitted in the form of screenshots of the BENL profile.</p>	10	<p>0 = no proof of registration submitted 5 – proof of registration submitted</p>
<p>Empowering Supplier</p>	10	<p>5= ownership to the value of:</p> <ul style="list-style-type: none"> - ≥75% black female; and/or - Any value for youth; and/or - Any value for persons with disabilities <p>4= 100% black-owned entity and/or ≥ 51% black female owned entity 3= 51% or more black-owned entity 0 = No information submitted/requirement not met</p> <p>An additional point will be allocated if an entity has demonstrated that it employs persons with disabilities unless a score of 5 has already been allocated.</p>
<p>Total Score</p>	100	
<p>Threshold Score</p>	60	

8. EVALUATION PROCESS

After the closing date, the appointed Bid Evaluation Committee will evaluate the proposals received. The following evaluation process shall be followed:

8.1 Pre-qualification Criteria (Bidders must meet the following pre-qualification criteria. *Failure to meet these requirements shall result in the disqualification of your proposal*):

- Potential service providers must be registered on the National Treasury Central Supplier Database (CSD). The CSD registration report must be submitted. Prospective bidders must be tax compliant. **This proposal will not be awarded to any bidder who is not registered on the CSD, or whose tax matters are not in order and/or who is a restricted supplier.**

- **The below HDI and small business requirement will not apply to PART A: Assessor and Mentorship Services.**

In line with the Preferential Procurement Regulations, 2022, this bid will only be targeted at the following categories of:

- **Historically Disadvantaged Individuals on the basis of gender, race and disability:**
 - 51% - 100% black owned businesses and/or
 - Any % of Women ownership and/or
 - Any % of Youth ownership and/or
 - Any % of Persons with Disabilities
- Exempted Micro Enterprises (EMEs) with an annual turnover of less than R 10 million.
- Qualifying Small Enterprises (QSEs) with an annual turnover of more than R 10 million and less than R 50 million.
- **All bidding organisations and individuals responding to this bid must provide a Letter of Good Standing for the relevant statutory body/CBEP. Proof of good standing must be submitted.**
- **Applicants must not be a Council or Committee member of a CBEP. In the event that an applicant is a Council or Committee member, the bid will be disqualified. This criteria is only applicable to PART B - SERVING AS AN EXPERT MEMBER TO THE APPEALS COMMITTEE.**
- Bidders will be required to attend an **online compulsory briefing session**. The details of which are below.

Date : 13 March 2026
Time : 10:00 – 12:30
Venue : Teams Link below

Microsoft Teams meeting

Join:

<https://teams.microsoft.com/meet/36385327352674?p=TU696Cd0o0Eavd6Zqy>

Meeting ID: 363 853 273 526 74

Passcode: 7FB3Te7H

**** The CBE reserves the right to verify the authenticity of the information submitted. The results of the verification will take precedence.**

8.2 Evaluation Phases

- Phase 1: Technical Evaluation

The bidders' proposal will be evaluated against the set criteria indicated under the Evaluative Criteria tables under PARTS A-D. A form will be used which will reflect the name of the service provider, the different criteria, with space provided to record the points awarded and motivation for points awarded. The allocation of points will not be affected on a basis of consensus.

The following scoring matrix will be used:

Unable to evaluate	Substantially below the requirements	Partial compliance with requirements	Full compliance with requirements	Exceeds requirements	Exceptionally exceeds requirements
0	1	2	3	4	5

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 technical evaluation by proposal under consideration
So	=	Total score of proposal under consideration
Ms	=	Maximum possible score

Bidders will be expected to achieve a minimum threshold score of 60% in order to proceed to the due diligence process.

A due diligence process will be conducted in respect of all short-listed bidders to determine the capability and ability of short-listed bidders to execute this contract.

The CBE reserves the right to utilise any one or more of the below due diligence methods:

- Presentation by bidders with pre-determined questions being posed by the CBE. A set of pre-determined questions based on the submitted proposal will be posed. This will be evaluated based on a grading scheme of either consistent or not consistent with the proposal. Should more than 20% of the responses not be consistent to the bidder's proposal their proposal will be disregarded.
- An investigation by the CBE of the bidder's previous contracts carried out, availability of skills or knowledge, existing workload etc.
- Confirmation of the authenticity and content of the reference letters submitted (bidders must provide preferably 3 signed reference letters of the same work undertaken even if this method is not selected for due diligence). The reference letters must:
 - contain valid contact details
 - be on an official letterhead
 - bear the signature of a company official
 - not be older than three years

Should negative feedback be obtained from the aforementioned that will render the bidder unsuitable to execute the assignment, their proposal will be disregarded at this point, and they will not proceed for further evaluation.

It must be noted that if a service provider has previously undertaken work for the CBE to which a positive report is on record, such report may be used for the purpose of due diligence in the event that the selected method(s) above is/are unsuccessful.

Should the bidder meet the requirements of due diligence, their proposal will proceed to Phase 2.

- Phase 2: Calculation of points

Please note that the proposals will be evaluated using the 80/20 preference point system as outlined in the Preferential Procurement Regulations, 2022 where:

- 80 points will be allocated for price and 20 points will be allocated for specific goals.
- During phase 2, points for price will be calculated for all shortlisted bidders 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 price of proposal under consideration
 P_t = Rand value of proposal under consideration
 P_{\min} = Rand value of lowest acceptable proposal

- The final points will be calculated as follows:

Points for price:	80 points
Specific Goals Contributor:	<u>20 points</u>
Final points:	<u>100 points</u>

Points awarded for Specific Goals

Provisions of the Preferential Procurement Policy Framework Act (PPPFA) of 2022 and its regulations will apply in terms of awarding points.

Bidders must submit documents as valid proof to substantiate points claimed for specific goals, that should include amongst others the Shareholder Certificate/business registration documents, certified copies of ID for directors, B-BBEE certificates/affidavits, CSD report and Approved Annual Financial statements. In the event that points are claimed by persons with disabilities, please provide a medical report issued by a registered Medical Professional to

confirm your disability. The CBE reserves the right to utilize one or a combination of the source documents.. The CBE reserves the right to utilize one or a combination of the source documents.

Failure to submit a fully completed Preference points claim form and proof to substantiate points will result in the forfeiture of specific goal points. Only points for price will be allocated.

Special note: Bidders must please ensure that B-BBEE affidavits indicate the title of the deponent i.e. director or member or owner (please circle/underline the relevant title applicable to you); and the full financial year must be stated i.e. date, month and year (not only the calendar year), in addition to the requirements set out under the Broad Based Black Economic Empowerment Practice Guide 1 of 2022, Determining the validity of a Broad-based Black Economic Empowerment verification certificate, B-BBEE certificate and affidavit, paragraph 17. Failure to do so will invalidate the affidavit, resulting in points not being allocated.

In terms of Regulation 3 (1) an organ of state must, in the tender documents, stipulate goals in the invitation to submit the tender for which a point may be awarded, and the number of points that will be awarded to each goal, and proof of the claim for such goal as per below table.

<u>Small business development</u>	<u>5</u>
EME (Turnover less than R10 million)	5
QSE (Turnover higher than R10 million less than R50million)	3
<u>Ownership</u>	<u>5</u>
100% black owned	5
At least 51% black owned	4
<u>Specific goal</u>	<u>10</u>
<i>Women ownership</i>	<i>4</i>
100% women owned	4
At least 51% women owned	3
Less than 51% women owned	2
<i>Youth ownership</i>	<i>4</i>
100% youth owned	4
At least 51% youth owned	3
Less than 51% youth owned	2
<i>Disabled ownership</i>	<i>2</i>
Any disabled ownership	2

All qualifying bidders will be recommended for appointment on the Panel.

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

9. IMPORTANT CONDITIONS

- Unless expressly agreed otherwise in writing by the parties, all rights, title, and interest in and to any Intellectual Property Rights (IPR) developed, created, or otherwise generated by the Bidder (including its employees, agents, or subcontractors) in the course of or in connection with the provision of services to the CBE shall vest exclusively in the CBE.
- Protection of Personal Information - All bidders agree that personal information of persons related to or linked with bidders or respondents to this Bid for quotations/request for proposals or tender document is/may be required to fulfil the requirements for submitting a bid. All bidders agree that the CBE may collect, keep and process such information provided that the aforesaid uses shall be for purposes of evaluating the bid submitted. Where the information is sought to be used for other purposes, further and specific consent shall be obtained.
- Bidders shall note that any personal information that they may disclose to or share with the CBE pursuant to this request/Bid may be processed by the CBE in terms of the Protection of Personal Information Act, No.4 of 2013 and Regulations promulgated thereunder (“POPI Act”). By disclosing or sharing any personal information, the bidder is unconditionally consenting to the processing thereof by the CBE, its stakeholders or partners of such personal information for purposes related to this request/Bid. Further, the bidder declares all consents required by the POPI Act or any other law applicable in respect of all personal information disclosed has been duly and legally obtained. Thus, the bidder hereby indemnifies the CBE against any civil or criminal action, administrative fine or other penalty or loss that may arise as a result of the processing of any personal information disclosed to the CBE pursuant hereto.
- **Bidders must ensure that the hourly rates quoted for Parts A, B, C and D in response to this bid invitation do not exceed the maximum thresholds indicated. Rates submitted above this ceiling will be deemed non-compliant and such bids will be disqualified.**
- All rates shall remain **firm** for the duration of the contract period.
- Bidders are responsible for ensuring the accuracy of all calculations and prices submitted. The CBE reserves the right to disqualify bids if material miscalculations are found to affect the fairness and competitiveness of the bidding process.
- For the purposes of this bid, a “material miscalculation” refers to any arithmetic error within the Bidder’s submission that materially affects the evaluation, comparison and fairness of the bid. Where a material miscalculation is identified, the CBE reserves the right to reject

the bid as non-responsive. Minor or immaterial arithmetic discrepancies that do not affect the bid's responsiveness, comparability, or scoring may be condoned at the sole discretion of the CBE, provided such condonation does not violate principles of fairness and equal treatment.

- Bidders must note that the proposed resources will be the contracted resources. In the event of the proposed key resources changing, the appointed service provider must provide a suitable resource of the same credentials as the previous resource.
- All Supply Chain Management compliant (required) documents must be completed in full and submitted. These include SBD 1, 4 and 6.1.
- Bidders must submit their business registration documents e.g. CIPC, share certificate etc, including ID documents of all Directors etc.
- Any award made to a Bidder under this bid is conditional upon the Bidder accepting the terms and conditions contained in the General Conditions of Contract as the minimum terms and conditions upon which the CBE is prepared to enter into a contract with the successful Bidder.
- The General Conditions of Contract (GCC) are to be acknowledged and returned with your bid.
- All parties forming a joint venture or consortium for the purpose of this assignment must submit a separate CSD report for each party and all SBD forms and GCC must be completed by each party to the joint venture or consortium and submitted accordingly.
- Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements (where applicable). The CBE will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement.
- The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.
- The CBE reserves the right to disregard a bidders' proposal should it be found that work was previously undertaken for the entity to which poor performance was noted during the execution of such contract that subsequently led to the cancellation of said contract in the last five years. Documentary evidence of poor performance without a cancellation of the contract may also result in the disqualification of the bidders' proposal.
- Any communication between the closing date and the award of the proposal by Bidders is discouraged.
- Whilst all due care has been taken in connection with the preparation of this bid invitation, the CBE makes no representations or warranties that the content of the bid invitation or

any information communicated to or provided to Bidders during the bidding process is, or will be, accurate, current or complete. The CBE and its employees and advisors will not be liable with respect to any information communicated which may not be accurate, current or complete.

- If a Bidder(s) finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this proposal or any other information provided by the CBE (other than minor clerical matters), the Bidder(s) must promptly notify the CBE in writing of such discrepancy, ambiguity, error or inconsistency in order to afford the CBE an opportunity to consider what corrective action is necessary (if any).
- Any actual discrepancy, ambiguity, error or inconsistency in the proposal or any other information provided by the CBE will, if possible, be corrected and provided to all Bidders without attribution to the Bidder(s) who provided the written notice.
- Bidders' attention is drawn to the fact that amendments to any of the Bid Conditions or setting of counter conditions by Bidders or qualifying any Bid Conditions will result in the invalidation of such proposals.
- The CBE supports the spirit of broad based black economic empowerment and recognises that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the CBE condemns any form of fronting.
- The CBE, in ensuring that Bidders conduct themselves in an honest manner may, as part of the evaluation process, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry / investigation, the onus will be on the Bidder / contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the proposal / contract and may also result in the restriction of the Bidder /contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies the CBE may have against the Bidder / contractor concerned.
- A Bidder is responsible for ensuring that its personnel (including agents, officers, directors, employees, advisors, and other representatives), its sub-contractors (if any) and personnel of its sub-contractors comply with all terms and conditions of this BID. In the event that the CBE allows a Bidder to make use of sub-contractors, such sub-contractors will at all times remain the responsibility of the Bidder and the CBE will not under any circumstances be liable for any losses or damages incurred by or caused by such sub-contractors.

- If a Bidder breaches the conditions of this proposal and, as a result of that breach, the CBE incurs costs or damages (including, without limitation, the cost of any investigations, procedural impairment, repetition of all or part of the bid process and/or enforcement of intellectual property rights or confidentiality obligations), then the Bidder indemnifies and holds the CBE harmless from any and all such costs which the CBE may incur and for any damages or losses the CBE may suffer.
- Should the bidder fail to meet any of the administrative requirements stipulated on this Terms of Reference, the CBE reserves the right to request the bidder(s) to rectify and re-submit the relevant documents within a pre-determined timeframe. **Should the bidder fail to submit within the stipulated timeframe, their bid will be disqualified**
- **Proposals must be emailed to renusha@cbe.org.za. Bidder(s) are required to submit their technical and pricing proposal as two separate files/attachments. Bidders must please note that the CBE server can receive files to a maximum size limit of 150mb (inclusive of message content and attachment). Should files exceed this size limit, bidders may either send their files in separate emails or alternatively compress the files and submit. Files sent through electronical applications will not be accepted.**
- It is the responsibility of prospective bidders to ensure that their proposal documents are submitted before the closing date and time of the proposal.
- Proposals received after the closing time and date will not be considered for evaluation.
- The CBE reserves the right not to award this contract.
- The award of this bid may be subject to price negotiation with the preferred bidders.
- The CBE will enter into a formal contract with the successful bidder.
- An inception meeting will be held with the successful service providers upon award of the bid.
- Any change of information provided in the bid document that may affect service delivery by the successful bidder must be brought to CBE's attention as soon as possible. Failure to comply may result in the contract being terminated.
- Should the bidder present information intentionally incorrectly/fraudulently their proposal will be disqualified.
- It must be noted that payment will be made upon satisfactory delivery of the service and receipt of an invoice.
- The invoice will be paid within 30 days of receipt thereof. No deposit, advance and lump-sum payments will be made.
- The closing date for submission of proposals is **23 March 2026 at 11:00AM**.
- Proposals will be valid for a period of **90 days** from the closing date of the proposal.

10. ENQUIRIES

All queries must be directed to the relevant officials; as follows:

Supply Chain Management:

Mrs S. Nanthlall Prithiviraj

Procurement & Contract

Management Specialist

Tel: 012 346 3985

Email: renusha@cbe.org.za

Technical:

Ms K. Letlape

Transformation Programme Specialist

Tel: 012 346 3985

Email: keabetswe@cbe.org.za