

- (f) In requesting the electronic version of the tender document or parts thereof, the tenderer is deemed to have read, understood and accepted all of the above conditions.

C.4.10 Evaluation of functionality of Tender Offer

- (a) Tenders will be evaluated on the functionality criteria as set out below. Bidders that score less than 80 out of 100 points for this criteria will be regarded as non-responsive and will not be evaluated on price and B-BBEE. Unclear, vague, fragmented or incomplete information provided will result in no points being allocated.
- (b) The Bid Evaluation Committee reserves the right to request any documentation required to perform a meaningful pre-evaluation. Bidders must therefore ensure that only relevant information is submitted. Please note that all feedback requested is time barred and SCM Evaluation team will not award any points for late submission and/or lack of response.
- (c) Tenderers that score less than 80 points for the functionality criteria will be regarded as submitting a non-responsive Tender and will not be evaluated on (preference points).
- (d) Tenderers must ensure that all the information requested is provided in detail. Failure on the Tenderer part to provide the evidence required to award points will result in no points being awarded for that criteria.
- (e) Unclear or incomplete information provided will result in no points being allocated.
- (f) Tenderers must submit applicable information for this tender. Reference to any attached documentation must be clearly indicated.
- (g) Points will be allocated in terms of the evidence provided by the Tenderer. If the information provided during the course of the evaluation of contract are known to be false, the municipality will reserve the right not to award points or cancel the contract.
- (h) The following criteria will be used to calculate points for the functionality of tenders and bidders should ensure that they submit all information in order to be pre-evaluated on the criteria mentioned below:

No.	CRITERIA	MAXIMUM POINTS	BIDDER SCORE
1	Company (or JV) Experience	30	
2	References Related to that Experience	15	
3	Key Site Staff & Personnel allocated/reserved for this Tender	25	
4	Plant, Equipment, Tools & Machinery allocated/reserved for this Tender	30	
TOTAL		100	

Functionality criteria are further divided as follows and points will be awarded as indicated on the following pages:

CRITERION 1: COMPANY (OR JV) EXPERIENCE

- (a) A maximum of 30 points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided. Please note that this section refers to the Company's and its legacy firms past experience and is not a duplication of Criterion 2's Key staff and Personnel. Meaning this section takes into consideration that the company as an entity has gained relevant experience in the past and showcase that the company is in the business of said Scope of Works
- (b) Relevant experience is defined as the accumulation of knowledge or skill that results from direct participation in relevant/similar events or activities and/or as determined by the Hessequa Municipality and/or professional consulting engineer where applicable.

EXPERIENCE REQUIRED	MAXIMUM POINTS	BIDDER SCORE
Successfully completed civil projects with emphasis on earthworks, building work and associated works for buildings		
*Prices below include VAT		
3 or more projects completed with value of R 1 500 000 - R 3 000 000	10	
3 or more projects completed with value of > R3 000 000 to R 5 000 000	20	
3 or more projects with value of R5 000 000 or more	30	
TOTAL (MAXIMUM 30 POINTS)		

- (c) In order to claim points for the above, bidders must submit the following information:
- Company profile of how long the business is in existence supported by Company or Business registrations documents. At the very least, the information included in the company profile must include all the information requested on returnable schedule T.2.2.1T.
 - Detailed list of information containing:
 - Names of previous employers.
 - Description of work performed and when it was performed.
 - Duration of previous contracts.
 - Completion of schedule T.2.2.1T in document.**
 - Points will only be awarded for relevant experience.

CRITERION 2: REFERENCES RELATED TO EXPERIENCE

- Please note that this section refers to the Company's and its legacy firms' references (**Engineers and Employers**) related to the experience. It also takes into account that the references are related & relevant to Civil or Building construction projects with emphasis on emphasis on masonry and associated works required for buildings.
- Please note that points will not overlap, meaning points are awarded only once per reference/company/entity per project experience. Please refrain from submitting multiple references from the same company on the same project. Please note it is the duty of the Bidder to ensure that the references given are relevant to the Scope of Works.
 - Reference Scoring: A maximum of 15 points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided.
 - To claim points Bidders must ensure that schedule T.2.2.1S is completed by the references (Engineers and Employers).**
 - It is the bidders' responsibility to ensure that the details provided are correct, before submitting his tender, and that the references will be available and be able to provide additional feedback, if necessary.
 - If the references are unable to validate, verify or provide additional information on the projects, no points will be awarded for that particular reference.
 - 5 points will be awarded for each reference letter which is positive and relevant to the Scope of Works of this contract, subject to the final discretion of SCM bid evaluation staff.

(c) Bidder must attach reference feedback to schedule T.2.2.1S

REFERENCE RELATED EXPERIENCE	MAXIMUM POINTS	BIDDER SCORE
Points will only be scored if the reference favourably rated relevant previous experience as stated in criterion 1		
Reference 1	5	
Reference 2	5	
Reference 3	5	
TOTAL (MAXIMUM 15 POINTS)		

CRITERION 3: SITE STAFF AND PERSONNEL ALLOCATED / RESERVED FOR THIS TENDER

- (a) A maximum of 25 points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided and will be split as follows. Points will only be awarded once for each staff/personnel allocated to this Tender, no multiple scoring per person.
- (b) The work at both sites must be executed at the same time therefore two construction managers and two site foremen must be available. Points allocated below will be respectively for two site agents and two foremen.

SITE STAFF & PERSONNEL REQUIRED	POINTS FOR YEARS EXPERIENCE	BIDDER SCORE
Construction Manager / Site Agent (min 8 hours / 1 days per week) <ul style="list-style-type: none"> • Must be suitably skilled and have CV verifiable experience managing Civil projects as described under criterion 1 with a minimum value of R 5 000 000. Is overall responsible for the execution of the works and all associated project management • Must manage all Municipal instructions and ensure execution of Tender specifications. Must inspect and approve all works. Manage Payment Certificates • Must be computer literate, compile admin reports, proficient in the use of Excel Spread Sheets, capture data and quantities, daily communication electronically via email etc. 	Max 15 points <2yrs, (0pts) 2-3yrs, (6pts) >3-5yrs (10pts) >5yrs (15 pts)	
General Foremen (min 40 hours / 5 days per week/ full time on site) <ul style="list-style-type: none"> • Must be suitably skilled and have CV verifiable experience as foreman on Civil projects as described under criterion 1 with a minimum value of R3 000 000. • Must supervise the works full-time on site, the team/ the workers and the correct use of all plant/ machinery. • Must be able to work with local labour. • Must ensure the all Codes & Standards specifications are met and carried out. • Must be able to do setting-out & levelling. 	Max 10 points <2yrs, (0pts) 2-3yrs, (5pts) >3-5yrs (7pts) >5yrs (10pts)	
TOTAL (MAXIMUM 25 POINTS)		

- (c) In order to claim points for the above bidders must complete schedule T.2.2.1J and submit detailed Curriculum Vitae (CV) of each key personnel to be used/allocated for this Tender. The staff or personnel listed above must currently be employed by the Bidder company, if not then a letter stating such intent to employ this person, including this person's signature of willingness & acceptance for the intended duration of the project. CV experience listed of key staff must be relevant and current. Points can only be allocated once, meaning one-person-one-score, no multiple scoring. Please note the staff allocated to this Tender must be on-site and used for this Tender. If the person is unavailable during time of execution he/she must be replaced with someone of equal or better value and experience and proof as per CV submitted.
- (d) NB: Relevant experience is defined as experience relating to Civil or Building construction projects with emphasis on masonry and associated works required for buildings.

CRITERION 4: PLANT / TOOLS / EQUIPMENT

- (a) If the Bidder intends to use plant / tools / equipment other than those stipulated in the Tender Specifications the Bidder must qualify/declare this in their tender document, for the evaluation process. If nothing is qualified or declared then those stipulated in the Tender Specifications are applicable to this Tender.
- (b) A maximum of 30 points will be awarded based on the information provided.
- (c) The tenderer shall record on schedule T2.2.1U what plant / tools / equipment will be available specifically for this Contract. The tenderer shall differentiate, if applicable, between plant /

tools / equipment immediately available plant / tools / equipment will be acquired or hired for the work should he be awarded the tender.

(d) Information has to be provided under T2.2.1U

EQUIPMENT	OWNED BY BIDDER	INTENT TO RENT / HIRE	BIDDER SCORE
Tractor-Loader-Backhoe (TLB) Machine of 58Kw	6	4	
Hand operated Steel Drum Vibration Roller Compactor Machine	6	4	
1 tonner Transport LDV / Bakkle of 1 ton capacity	6	2	
Tipper Truck 5 cubes capacity or more	6	4	
TOTAL (MAXIMUM 30 POINTS)			

C.4.12 Community liaison officer

It is a requirement of this Contract that a Community Liaison officer (CLO) be appointed for the area represented by the Tender. The function of the CLO shall be to represent the local community in matters concerning the use of local labour on the works and to assist with and facilitate communication between the Contractor, the Engineer and the local communities. The period of appointment of the CLO shall be as stated in the Contract for Temporary Employment as a Community Liaison officer referred to below. It must be noted that the date of commencement of temporary employment of the CLO shall be no later than the date of commencement of the Contract. The identification of the approved CLO to be appointed by the Contractor under the Contract shall be resolved by the Contractor, the particular Ward Councillor in collaboration with the Local Communities.

It will be required, therefore, that the successful Tenderer enters into a contract for the employment of the above-mentioned CLO. As said contract will be between the Tenderer and the CLO, all costs involved shall be borne by the Tenderer and the tender shall be deemed to include for this.

Further to all the above, the Tenderer is referred to the relevant items contained in the Special Conditions of Contract.

C.4.13 Labour intensive construction/use of local labour

It is a requirement of the Contract that the work be executed in such a manner as to maximise the use of labour intensive construction systems in order to provide the local community with employment opportunities.

The Tenderer is to identify all activities for which it is intended to employ workers from the local community, and full details thereof are to be provided in the relevant Annexure of this Contract Document.

The total value of work that is to be of a labour-intensive nature may be a consideration in the adjudication process. Once a tender is accepted the activities and number of persons stated in the above-mentioned Annexure shall become the minimum contractual commitment.

In applying the principles set out above, it is a specific requirement of this Tender that the successful Tenderer employs, in consultation with the CLO, unemployed persons from the ranks of the local communities and the immediate surroundings, who poses the appropriate skills required for a contract of this nature.

- In order to achieve the recruitment of local labour, the Local Communities together with the CLO would establish, a database of unemployed persons, indicating their specialised training, previous experience and employment, etc. The successful Tenderer will be required to liaise with the CLO to recruit his workforce and will be required to produce monthly records suitably detailed to enable the Engineer, or his authorised representative, and the Local Communities to ascertain that the abovementioned labour requirements are achieved.
- The Tenderer is required to provide informal skills training so that the required standard of workmanship is maintained.
- Any difficulty experienced by the Tenderer in the procurement of the requirement percentages of local labour is to be referred immediately to the Engineer.