	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

ESKOM HOLDINGS SOC LTD

INVITATION TO TENDER


FOR

The establishment of a lease agreement of between 2015m² - 4200m² of land with building structures with total floor space between 389 m² – 462m² which will be used for Offices, workshops, Standby Quarters and ablutions with a minimum of 26 open/covered parking bays, be within a 1.5km radius from the current site based at Erf 3186, 81 Helpmekaar, Ladysmith, for a period of 39 months from 1 January 2024 and not extending beyond 31 March 2027.

RFP number	KZN073
Issue date	5 April 2023
Closing date and time	21 April 2023 at 10h00
Tender validity period	24 Weeks from the closing date and time
Tenders are to be emailed to the following address on the stipulated closing date and time:	Email : tenderofficekzn@eskom.co.za N.B – please ensure the Tender Number KZN073 is reflected on the submission to the tender advice centre (TAC) via email. <u>Please do not send to the Buyer only to the TAC Office on: tenderofficekzn@eskom.co.za</u>

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

Invitation to Tender

Eskom Holdings SOC Ltd (hereinafter “Eskom”) invites you to submit a tender for the following:

For the establishment of a lease agreement of between 2015m² - 4200m² of land with building structures with total floor space between 389 m² – 462m² which will be used for Offices, workshops, Standby Quarters and ablutions with a minimum of 26 open/ covered parking bays, be within a 1.5km radius from the current site based at Erf 3186, 81 Helpmekaar, Ladysmith, for a period of 39 months from 1 January 2024 and not extending beyond 31 March 2027.

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

- Free of charge

Eskom has delegated the responsibility for this tender to the Eskom *Representative* whose name and contact details are set out in the Tender Data. A submission of a proposal by you in response to this invitation will be deemed as your acceptance of the Eskom Standard Conditions of Tender (to be accessed via www.eskom.co.za).

Queries relating to these invitation documents may be addressed to the Eskom *Representative*.

Yours faithfully




Thandi Xaba CEC KZN 5049

Acting Procurement Manager

Date: 05 March 2023

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

The following documents listed hereunder are attached to this enquiry:

Annexures


Number	Description	Annexure/to be downloaded and attached	Attached (Y/N)
1	Pre-qualification Checklist	Appendix 1	Y
2	On-site Evaluation	Appendix 2	Y
3.	Supplier declaration of Interest	Appendix 3	Y
4.	SBD4 – Bidders Disclosure	Appendix 4	Y

- 1.2 The Tender Data makes several references to the **Eskom Standard Conditions of Tender** and in those instances, the clause numbers are referenced hereunder. If the **Eskom Standard Conditions of Tender** are not attached to the **Request for Proposal**; then the tenderers are required to download this from www.eskom.co.za. The “**Tender Data**” as detailed herein shall take precedence over the **Standard Conditions of Tender** in the event of any ambiguity or inconsistency between the two documents.

Clause Number from Standard Conditions of Tender	Tender Data
1.1 Parties	<p>The <i>Employer</i> is Eskom Holdings SOC Ltd</p> <p>The Eskom <i>Representative</i> is: Name: Anita Rickhoff Tel: 031 710 5436 E-mail: Anita.Rickhoff@eskom.co.za</p>
1.3 Enquiry documents	<p>The RFP number is : KZN073</p> <p>See the content list above for the enquiry documents.</p>
1.4 Type of Invitation to RFP	<p>This invitation to tender is:</p> <p>1. An open Invitation to tender – pre-qualification</p>
1.6 Eskom's rights to accept or reject any tender	<p>The tender shall be for the whole of the contract.</p>

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

<p>2.1 Eligible tenders</p>	<p>Submit a tender only if the tenderer (whether a single company or a structure similar to a Joint Venture) complies with the <i>eligibility criteria</i> stated in the Tender Data and the tenderer, or any of his principals, is not under any restriction to do business with Eskom/State Owned Companies.</p> <p>Tenderers are deemed ineligible to submit a [tender/proposal] if</p> <ul style="list-style-type: none"> • Tenderers have the nationality of a country on any international sanctions list. A tenderer shall be deemed to have the nationality of a country if the tenderer is a national or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including related services. • Tenderers submit more than one [tender/proposal] either individually or as a partner in a joint venture (JV) or consortium • [Tenders/proposals] submitted by a JV or consortium where the JV/consortium agreement does not explicitly state that the parties of the JV or consortium shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms. • A Tenderer must not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest with one or more parties in this [tendering/RFP] process, if : <ul style="list-style-type: none"> ○ (a)they have a controlling partner/majority shareholder in common; or ○ (b)they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the tender/proposal of another Tenderer, or influence the decisions of the Employer regarding this bidding process; • Tenders signed by non- authorized persons • Where the tenderers are not registered on National Treasury's Central Supplier Database (except Foreign Suppliers) • A tender that fails to meet any pre-qualifying criteria stipulated in the tender documents is an unacceptable tender (section 4 (2) of PPPFA Regulations • Any tenderer that is restricted by National Treasury • A tenderer that sub-contracts 100% Scope of Work. <p>Ineligible tenderers will be disqualified.</p>
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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

2.2 -2.5 Tender Closing	<p>The deadline for <i>Pre-qualification</i> submission is : Date 21 April 2023 Time: 10h00AM</p> <p>Late Proposals will not be accepted Please email your tender to: Email Address : tenderofficekzn@eskom.co.za N.B – please ensure the Tender Number KZN073 is reflected on the submission <u>Please do not send to the Buyer only to the TAC Office on: tenderofficekzn@eskom.co.za</u></p>
2.9 Copy of original tender	Email one (1) copy via email of the prequalification questions and answers at tender submission deadline
2.13 Tender Validity Period	<i>The proposal validity period is 24 Weeks from closing date and time.</i>
2.17 Clarification on enquiry documents	The tenderer will notify the <i>Employer</i> of any clarifications required before the closing time for clarification queries, which is two (2) working days before the deadline for tender submission.
2.23 Alternative tenders	Alternative offers are <i>not allowed</i>
2.25 Conditions of contract	The conditions of contract will be a Lease Agreement
3.4 Opening of tenders	Tenders will be opened at the same date and time as the tender deadline
3.5 Prices to be read out	Prices will <i>not be read out.</i>
3.9 Basic Compliance	<p>Basic compliance for this tender are:</p> <ul style="list-style-type: none"> • Meet the eligibility criteria for a tenderer Email one (1) copy via email of the tender at tender submission deadline, • Submission of the mandatory commercial tender returnables as at stipulated deadlines – <u>pre-qualification checklist</u>
3.10 Mandatory tender returnables	<p>A tenderer that does not submit mandatory documents/information required as stipulated in the Tender Returnable section of the respective Invitation to Tender; will be deemed non-responsive.</p> <ul style="list-style-type: none"> • Completed Pre-Qualification Questionnaire. <p>Lessor must also provide commercial documents to ensure registration on Eskom vendor management system. During the lease period the Lessor will be required to be registered on CSD. They will also be required to provide commercial documents to ensure registration on Eskom vendor management system. Registration on both systems is mandatory. Should any of the Lessor information</p>

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

	change during this agreement the Lessor will be required to resubmit all required documents to ensure they comply with the registration process
3.11 Pre-qualification criteria	<p>In terms of PPPFA, the preference point system to be applied is the 80/20 scoring. All responsive tenders will be evaluated further for mandatory functionality requirements:</p> <p><u>Pre-qualification</u></p> <ol style="list-style-type: none"> 1. Tenderer's name 2. Physical address of the property, if possible, include GPS location. 3. Contact details of tenderer. 4. E-mail address of tenderer. 5. Net rentable area of land required is between 2015m²- 4200m², this includes building office space, workshops, standby quarters and ablutions. 6. Total Fixed building space to be used as offices, workshops, standby quarters and ablutions required is between 389 m² – 462m², this is included in the square meter for land. 7. Minimum of 26 parking bays (open/ covered parking bays). 8. Property to be located within a 1.5km radius from Erf 3186, 81 Helpmekaar, Ladysmith. 9. Are you registered on the Central Supplier Database (CSD)? <p>Refer to Pre-Qualification Questionnaire – Appendix 1</p> <p><u>1. Functionality (Technical) Evaluation [To be used in Pre-qualification]</u></p> <p>The following requirements will need to be met in the prequalification to advance to the closed tender process</p> <p>A two part weighted score-card approach is used to prequalify the</p>

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

technical compliance of the tenderers.

Functionality (Technical) Evaluation [To be used in Pre-qualification]

The following requirements will need to be met in the prequalification to advance to the closed tender process

A two-part weighted score-card approach is used to prequalify the technical compliance of the tenderers.


Part 1- Desk Top Evaluation

The supplier will be requested to complete a Pre-qualification questionnaire. Based on the information supplied on the questionnaire; Part 1 of the technical evaluation will be conducted. Scoring will be done in line with the criteria specified below

Technical Evaluation Criteria - Part 1 - Desk Top	Weight
1. Net rentable area of land required is between 2015m ² - 4200m ² , this includes building office space, workshops, standby quarters and ablutions	20%
Score 100 if sufficient land space is supplied	
Score 0 if sufficient land space is not supplied	
2. Total Fixed building space to be used as offices, workshops, standby quarters and ablutions required is between 389 m ² – 462m ² , this is included in the square meter for land	20%
Score 100 if sufficient office space is supplied	
Score 0 if required size of office space is not supplied	
3. Minimum of 26 parking bays (open/ covered parking bays)	20%
Score 100 if minimum no. of parking bays is supplied	
Score 0 if minimum no. required parking bays are not supplied	

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

	4. Property to be located within a 1.5km radius from Erf 3186, 81 Helpmekaar, Ladysmith	20%
	Score 100 if property is within required radius	
	Score 0 if property is not within the required radius	
	5. Are you registered on the Central Supplier Database (CSD)?	20%
	Score 100 if registered/ willing to register Score 0 if not registered/ not willing to register	
	Total Score 100%	
	The physical condition of the site evaluation will only be conducted for those tenderers that achieve a 100% threshold on Part 1 of the technical evaluation based on the tender submission.	
	The physical condition of the site evaluation will only be conducted for those tenderers that achieve a 100% threshold on Part 1 of the technical evaluation based on the tender submission.	
	<u>Part 2 - Site Technical Evaluation</u>	
Part 2 of the evaluation will only be done if a score of 100% is achieved in Part 1.		
This will entail an on-site assessment of the property. The supplier must achieve a 100% on Part 1 and Part 2 to pass the pre-qualification evaluation Technical Evaluation Criteria – Part 2 – On Site	Weight	
1. Location suitability assessment (does the location serve the need, ease of accessibility to end-users such as closeness to main roads, taxi routes etc.) Score 100 if property meet requirements Score 0 if property does not meet requirements	20%	

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

	2. Condition of the property assessment, evaluation of systems and certificates, grade of the building, availability of services Score 100 if property meet requirements Score 0 if property does not meet requirements	20%
	3. Existing layout and fit for use assessment (e.g. office space, storage space, disability access, Walk-in-centre/HUB , Training Centre/ warehouse space, parking space and distance to entrances, ablutions, kitchens, drawings etc.) Score 100 if property meet requirements Score 0 if property does not meet requirements	20%
	4. IT Assessment, including Metro internet connectivity assessment to site if required Score 100 if property meet requirements Score 0 if property does not meet requirements	20%
	5. Security Assessment including access control, CCTV, electric fence, type of perimeter fence, security gates and burglar bars to windows and doors, safety to end-users, crime rate of the area Score 100 if property meet requirements Score 0 if property does not meet requirements	20%
	Total Score	100%
<p>Only tenders that pass the Part 1 and 2 will be invited to tender in the closed tender process.</p> <p>Eskom may add an exit clause to be part of the agreement. The Agreement may be terminated in whole for convenience and without cause by Eskom by giving prior notice designating the termination date. Eskom shall have no liability to the service provider with respect to such termination.</p>		
3.15 Evaluation of price	Pricing is not applicable as this is a pre-qualification Prices will be requested during the 'closed tender' process if more than technically compliant tender is received.	
3.17 Evaluation of B-BBEE	B-BBEE will not be evaluated at this stage as this is a pre-qualification BBBEE will be evaluated during the closed tender process.	
3.18 Ranking of tenders	Suppliers will be not ranked at this stage – as no prices will be submitted	
3.19 Objective Criteria (if applicable)	<ul style="list-style-type: none"> Objective criteria are not applicable 	

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		Effective Date	18 February 2022		
		Review Date	February 2027		

Please note:

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

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

A report containing a list of potential sub-contractors may be drawn by accessing the following link: www.csd.gov.za

“proof of B-BBEE status level of contributor” means-

- (a) the B-BBEE status level certificate issued by an authorized body or person; or
- (b) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
- (c) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act;


1.3 **TENDER RETURNABLES**

The tenderer must submit the returnables set out hereunder as part of its tender. Returnables that are mandatory for evaluation will result in disqualification if not submitted at tender closing.

Reference	Returnables from supplier	Returnables mandatory for evaluation purposes and due at tender closing	Returnables mandatory for contract award and due prior to contract award
Basic Compliance	Submission of the Pre-qualification Questionnaire via an email to the Confidential email address at submission deadline.	✓	
<i>Pre-qualification criteria</i>	Tenderer's name 2. Physical address of the property, if possible, include GPS location. 3. Contact details of tenderer.	✓	

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

	<p>4. E-mail address of tenderer.</p> <p>5. Net rentable area of land required is between 2015m²- 4200m², this includes building office space, workshops, standby quarters and ablutions.</p> <p>6. Total Fixed building space to be used as offices, workshops, standby quarters and ablutions required is between 389 m² – 462m², this is included in the square meter for land.</p> <p>7. Minimum of 26 parking bays (open/ covered parking bays).</p> <p>8. Property to be located within a 1.5km radius from Erf 3186, 81 Helpmekaar, Ladysmith.</p> <p>9. Are you registered on the Central Supplier Database (CSD)?</p> <p>Refer to Pre-Qualification Questionnaire – Appendix 1.</p>		
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A physical 'On-Site' evaluation will be conducted for those tenderers that meet the above requirements – As per Appendix 2

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

PRE-QUALIFICATION QUESTIONNAIRE – Ladysmith CNC

Appendix 2: Pre–Qualification Questionnaire


Property Owners Name	
Physical address of the property. Include GPS location if possible	
Contact details	
E-mail Address	

Please tick YES/NO

CRITERIA	YES	NO
Do you have between 2015m ² - 4200m ² of net rentable area of land, this includes building office space, workshops, standby quarters and ablutions?		
Do you have between 389 m ² – 462m ² of total fixed building space to be used as offices, workshops, standby quarters and ablutions this is included in the square meter for land?		
Do you have a minimum of 26 parking bays?		
Is the property located within a 1.5km radius from Erf 3186, 81 Helpmekaar, Ladysmith?		
Are you registered on the Central Supplier Database (CSD)?		

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	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

If Yes, Provide the MAAA number		
If NO, are you willing to register on CSD		
<i>NB. CSD registration is mandatory at tender award</i>		

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 Eskom	Invitation to Tender Ladysmith CNC KZN	Document Identifier	240-114238630	Rev	11
		Effective Date	18 February 2022		
		Review Date	February 2027		

APPENDIX 2 - Site Technical Evaluation

The following will be assessed during the on site evaluation

1. Location suitability assessment (does the location serve the need, ease of accessibility to end-users such as closeness to main roads, taxi routes etc.)
2. Condition of the property assessment, evaluation of systems and certificates, grade of the building, availability of services
3. Existing layout and fit for use assessment (e.g. office space, storage space, disability access, warehouse space, parking space and distance to entrances, ablutions, kitchens, drawings etc.)
4. IT Assessment, including Metro internet connectivity assessment to site if required
5. Security Assessment including access control, CCTV, electric fence, type of perimeter fence, security gates and burglar bars to windows and doors, safety to end-users, crime rate of the area

Please refer to scoring detailed on page 7, 8 & 9 of 14.

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