



## **TENDER NOTICE AND INVITATION TO BID**

**CONTRACT NO CDC/319/23 et al.**

### **REQUEST FOR PROPOSAL**

### **PROFESSIONAL SERVICE PROVIDER TO PROVIDE ENGINEERING SERVICES IN CHRIS HANI DISTRICT AND ALFRED NZO DISTRICT**

*The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders on the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones.*

*The CDC's advanced capabilities are successful enablers in sustainable economic zone development and management, real assets management, infrastructure planning and development, technology integration while realising related socio-economic impact areas such as skills and SMME development. The CDC's high-performance ethos is grounded in its commitment to sustainable development, the protection of its people and the planet, and the delivery of infrastructure solutions that support a just social and economic transition to a low-carbon, resource efficient, and climate resilient future.*

*The foundational culture of the CDC's approach, backed by its core values, is innovation and continuous improvement.*

*The CDC has been appointed by the Eastern Cape Department of Human Settlements (EC DoHS) to assist with rolling out Human Settlements Projects in various Regions of Eastern Cape for Internal Services and Top Structure Delivery Programme.*



## **INVITATION TO TENDER AND SCOPE OF WORKS**

The CDC is inviting capable, experienced, and competent Professional Service Providers (PSP) to submit Proposals **as Consortia/Joint Ventures (JVs) or as Multidisciplinary entities** for the provision professional consulting services in in **Table 1** below, in Chris Hani District Region and Alfred Nzo Region in the Eastern Cape Province.

**TABLE 1: PROJECT DETAILS AND SCOPE OF WORK**

#	Contract Numbers	Project Name	Location	Scope of Works
1	CDC/319/23	Engcobo-Moshe 1500-300 (100)	Dr AB Xume Local Municipality- Chris Hani District Municipality	Planning, design, procurement, contract administration, Inspections and close out
2	CDC/331/23	Xhameni 100	UMzimvubu Local Municipality- Alfred Nzo District	Planning, design, procurement, contract administration, Inspections and close out
3	CDC/334/23	Sterkstroom 1214 Rectification (500)	Enoch Mgijima Local Municipality- Chris Hani District Municipality	Planning, design, procurement, contract administration, Inspections and close out
4	CDC/336/23	Middelburg 1628 Rectification (500)	Inxuba Yethemba Local Municipality- Chris Hani District Municipality	Planning, design, procurement, contract administration, Inspections and close out



The consortium/JV or Multi-disciplinary entity must consist of the following professional disciplines services:

- (a) Principal Agent / Lead Consultancy Function (to be provided by a Professional Civil & Structural Engineer who is ECSA & NHBRC registered); Stage 1 - 6.
- (b) Geotechnical Engineering Function (to be provided by a Professional Geotechnical Engineer who is ECSA registered; Stage 1 - 3
- (c) Town Planning Function (to be provided by a Town Planner who is registered with SACPLAN; Only through Stage 1
- (d) Health and Safety Agent Function (to be provided by a Health and Safety Agent who is professionally registered with SACPCMP); Stage 4- 6 and
- (e) Civil and Structural Engineering Function (to be provided by the same resource who will be assigned as a Principal Agent / Lead Consultant by the Bidder). Stage 1 - 6
- (f) Land Surveying Function (to be provided by a Land Surveyor who is professionally registered with SAGC); Stage 1 - 3

Joint Venture (JV)/Consortia or Multidisciplinary Entities shall include **ALL** the disciplines listed above. Any bid from JV/Consortia or Multidisciplinary Entities that does not meet this requirement will be considered as non-responsive.

The objective of this Request for Proposal (RFP) to solicit a team of Professional Service Providers led by the Civil & Structural Engineers as principal agents (PA) for the planning and the execution of these projects. The CDC invites competent Professional Service Providers to submit proposals for planning, design, procurement, contract administration, inspections and close out stages, in Chris Hani District and Alfred Nzo District as, Joint Venture/Consortia or Multidisciplinary Entities. The successful bidders will subsequently enter into a Service Level Agreement (SLA) with the CDC.

### **PROJECT SCOPE OF WORKS**

Respondents are required to have relevant knowledge and demonstrated experience in the planning, design, procurement, contract administration, Inspections and close out of Human Settlement Project. The successful bidders will subsequently enter into Service Level Agreements (SLA's) with the CDC.

The services to be provided are detailed in **Annexure A of the RFP Document**, and will also include the following:

The services to be provided include the following:

- (a) Land investigation and base Map preparation;
- (b) Clarity on other Legislation to be used;
- (c) Quality assurance and ensuring compliance with set norms and standards applicable;
- (d) Conduct feasibility studies and produce a report with detailed cost estimates per site;

- (e) It is required of the engineer to conduct flood line assessment (i.e. 1:100 year Flood line) and indicate on base map as well as providing a report;
- (f) The Geotechnical Investigation:
  - (i) Must be conducted in accordance with SANS 634 (Geotechnical Investigation for Housing Developments) and any other applicable specifications, standards, regulations & laws. It must also be led by and certified/signed off by a person meeting the requirements of a Competent Person as defined in SANS 634
  - (ii) Provide geotechnical information for design and construction of platforms;
  - (iii) Present geotechnical report, with recommendations;
  - (iv) The report must be reviewed and approved by the NHBRC;
  - (v) Samples must be tested at a civil engineering materials testing laboratory accredited by the South African National Accreditation System and the laboratory's accreditation must still be active. Therefore, the laboratory which will be used to test the samples must be indicated on the quotation for verification of the accreditation at the time of evaluation;
- (g) The layout plan must indicate;
  - (i) The dimensions of all Erven and streets in meters;
  - (ii) The layout plan must have a scale, north-south point and must also include the locality plan;
- (h) Development of, preliminary designs, detailed designs, and tender documentation. All designs must be reviewed with the CDC at planned design review meetings and approved before moving to the next stage;
- (i) Assist with contractor procurement services which shall inter alia include conducting risk analysis of tendered rates during tender evaluation;
- (j) Provide contract administration and site supervision during the construction stage, working in close collaboration with the appointed CDC Project Manager;
- (k) Ensure compliance with the Safety, Health, Environment, Heritage and Legal including other requirements;
- (l) Compile and submit monthly progress reporting in prescribed formats by the CDC;
- (m) Perform overall coordination and principal agency activities;
- (n) Handover Housing Units to beneficiaries;
- (o) Produce a close-out report with as-built documentation and happy letters to beneficiaries; and
- (p) DWG drawings (in their native electronic format) must be provided to the client..

### **CONDITIONS OF TENDER**

- (a) The successful bidder/s will be required to comply with the OH&S Act and regulations, Act (85 of 1993); Compensation for Occupational Injuries & diseases Act, Act (130 of 1993) and NEMA Act(107 of 1998) and all applicable legal & other requirements through the duration of contract;

- (b) SHE Condition – upon award the Principal Agent will be given the responsibility to appoint **SHEQ Specialist** as per the project profile to meet the requirements by Authority and assisted by CDC PMs-
- (c) The following legislation shall apply:
  - (i) Public Finance Management Act (PFMA),
  - (ii) Preferential Procurement Policy Framework Act, 2000,
  - (iii) The Preferential Procurement Regulations 2022,
  - (iv) National Treasury Regulations i.e., FIDPM relevant codes etc
  - (v) Occupational Health and Safety Act and Regulations, Act (85 of 1993),
  - (vi) Compensation for Occupational injuries and disease Act (130 of 1993),
  - (vii) BBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013),
  - (viii) NEMA National Environmental Management Act (107 of 1998),
  - (ix) National Heritage Resources Act, Act (25 of 1999),
  - (x) National Housing Act 107 of 1997 of & National Housing Code, 2009
  - (xi) National Home Building Regulation Council (NHBRC)
- (d) Any other applicable Acts related to the Built Environment and Human Settlements Development including all applicable Municipal Bylaws.
- (e) The 80/20 preference point system, as per the Preferential Procurement Policy Framework Act 2000 will apply. The allocation of points will apply as follows:
 

(i)	Price	80,
(ii)	Specific goals	20.
- (f) Bidders and all Consortium/Joint Venture (JV) members, if any, must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (g) All Bidders are required to note that prices are to exclude 15 % VAT, (vat zero rated, because HSDG funding is a schedule 5 grant).
- (h) Bidders (all the members in the Bidding Team in the case of Consortia or JVs)) must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g., MAAA0.
- (i) The CDC will only award the Bid to a successful Bidder who is tax compliant. The tax compliant status of the Bidders (and all the members in the Bidding Team the case of Consortia or JVs) will be verified through the CSD and South African Revenue Services (SARS) website.
- (j) As per the amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSEs' with at least a 51% and EMEs with an annual turnover of above R1.8 million are required to submit a B-BBEE verification certificate from a

SANAS accredited verification agency as they must comply with the 40% sub-minimum requirement on the QSE Skills Scorecard to avoid being discounted a level. EMEs with a turnover of less than R1.8 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. In the case of a JV or Consortium, a consolidated B-BBEE certificate must be submitted as well as individual B-BBEE Certificates/affidavit of the member entities to confirm the type of enterprise.

- (k) Capacity assessment will be conducted if the recommended bidder is legible to be awarded more than two (2) projects under EC DoHS Programme. CDC will not award more than two active projects to one bidder, unless one project has reached 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended bidder is the only responsive service provider and has already been awarded two contracts.
- (l) The CDC will not allocate additional projects to any bidder who has Final Accounts/Close out Reports outstanding for more than 60 days from the date of contractual obligation, this is applicable to JV's, where both parties have outstanding final accounts.
- (m) The performance of the bidders on projects they have been awarded (past and current projects) shall be reviewed and evaluated on an on-going basis by the CDC Project Manager. Poor performance on awarded projects may result in a bidder not being awarded future projects by the CDC.
- (n) No priced quotation or competitive bids will be awarded to a person or entities who fail to provide proof of tax compliance status and NHBRC registration of competent Natural or Juristic Person within the timeframe given to do so.
- (o) Proof of valid registration with relevant Professional Statutory Bodies or membership with Voluntary Associations (whichever is specified). Confirmation of professional registration will be conducted at a point in time of the evaluation process through the Professional Bodies' Registries, therefore professionals must ensure that their registrations are valid and appear in the registers throughout the evaluation process.
- (p) Public servants are prohibited from conducting any form of business with any organ of state or be a director of a public private company conducting business with an organ of state, unless such an employee is in an official capacity a director of a company listed in schedule 2 and 3 of the PFMA. Verification will be done, and bidders will be disqualified should they be found to be in contravention with the regulations.
- (q) No telephonic or any other form of communication with any other CDC member of staff, other than the named individual below, relating to this request for bid will be permitted. All enquiries regarding this bid must be in writing only, and must be directed to: Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address: [dhstenders@coega.co.za](mailto:dhstenders@coega.co.za)
- (r) The tender validity period shall be **twelve (12) weeks**.



Bid documents will be available for download from the CDC Website ([www.coega.co.za](http://www.coega.co.za)) from **Friday the 28th of July 2023 10:00 am**, at no cost. Potential bidders will be required to provide their email addresses in the system before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

**Compulsory briefing** meetings to be held and tender closing dates will be as per **Table 2** below;

**TABLE 2: COMPULSORY BRIEFING DETAILS**

#	Contract Number	Project Name	Briefing: Date & Time	Briefing: Location & Venue	Closing Date & Time	Closing Venue
1	CDC/319/23	Engcobo-Moshe 1500-300 (100)	Monday, 7th August 2023 @ 11:00 AM	Dr AB Xuma Town Hall, Engcobo 58 Union Street, Ngcobo	Monday, 21st August 2023 at 12:00 PM	CDC MTHATHA Office, 76 on Blakeway, Mthatha
2	CDC/331/23	Xhameni 100	Thursday, 10th August 2023 @ 14:00 PM	Next to Nophoyi Hall – Thusong Centre kwangushe Village).	Monday, 21 <sup>st</sup> August 2023 @ 12:00 PM	CDC MTHATHA Office, 76 on Blakeway, Mthatha
3	CDC/334/23	Sterkstroom 1214 Rectification (500)	Tuesday, 15th August 2023 @ 10:00 AM	Enoch Mgijima Town Hall – 57 John Voster Dr, Sterkstroom	Monday, 28th August 2023 at 12:00 PM	CDC's Main Office, Cnr Alcyon Road and Zibuko Street, Zone 1, Coega SEZ, GQEBERHA (formerly known as Port Elizabeth).

#	Contract Number	Project Name	Briefing: Date & Time	Briefing: Location & Venue	Closing Date & Time	Closing Venue
4	CDC/336/23	Middelburg 1628 Rectification (500)	Wednesday, 16th August 2023 @ 10:00 AM	Inxuba Yethemba Town Hall - Cnr. Spokenstrom & Market St, Middelburg	Monday, 28th August 2023 at 12:00 PM	CDC's Main Office, Cnr Alcyon Road and Zibuko Street, Zone 1, Coega SEZ, GQEBERHA (formerly known as Port Elizabeth).





One original completed bid document shall be placed in a sealed envelope clearly marked and mentioning contract number, for example: **“CONTRACT NUMBER- CDC.../23 PROFESSIONAL SERVICE PROVIDERS FOR (PROJECT NAME) IN CHRIS HANI DISTRICT, EASTERN CAPE”**.

The closing date and venue as per **Table 2** Above. Bids will NOT be opened to the public, and no late submission will be considered. An opening register will be sent within 48 hours of opening bids.

Failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive.

No telephonic or any other form of communication with any other CDC member of staff, other than the named individual below, relating to this request for tender will be permitted. All enquiries regarding this tender must be in writing only, and must be directed to Zine Mtanda, Unit Head: Supply Chain Management; E-mail: [dhstenders@coega.co.za](mailto:dhstenders@coega.co.za)

***The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.***