

PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL DEPARTMENT OF PUBLIC WORKS



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

BILLS OF QUANTITIES

with GCC for Construction Works - Second Edition 2010

RETURNABLE DOCUMENT

ONE VOLUME APPROACH

**Department Of Transport – Umgungundlovu District – RTI Traffic Training College
– Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And
Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI
Traffic Training College**

Engineer/Principal Agent

KZN Public Works: SRO
Private Bag X9153
Pietermaritzburg
Pietermaritzburg
3200
033 897 1464 - Tel Number
N/A - Fax Number
mandisa.khesa@kznworks.gov.za

Employer:

Head: Public Works
KZN Department of Public Works
Private Bag X 9041
PIETERMARITZBURG
3200

Tel Number: 033 - 8971300

Fax Number: 033 - 8971399

Tender Number: ZNTM01242W

CIDB Grading: 4 GB

ECDP Number: N/A

Professional Architect

Mr Ryan Sutherland
Private Bag X9153
Pietermaritzburg
3200
033 897 1315 - Tel Number
N/A - Fax Number
ryan.sutherland@kznworks.gov.za

Region:

Regional Manager
KZN Department of Public Works
X9041
Pietermaritzburg
3200

Tel Number: 033-897 1421/1422

Fax Number: 033-897 1399

Project Code: 068226

Document Date: 22-May-2024

Contract Period: 4 Calendar Months

Contracting Party: _____

CIDB Registration number: N/A

Central Suppliers Database Registration Number: _____

**PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL
DEPARTMENT OF PUBLIC WORKS**

BILLS OF QUANTITIES

FOR

**Department Of Transport – Umgungundlovu District – RTI Traffic Training College
– Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And
Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI
Traffic Training College**

Professional Quantity Surveyor

Ms Vikiwe Ngubane
Private Bag X9153
Pietermaritzburg
3200
Tel Number 033 897 1362
Fax Number N/A
vikiwe.ngubane@kznworks.gov.za

Professional Civil Engineer

Mr Celumusa Manqele
Private Bag X9153
Pietermaritzburg
3200
Tel Number 033 897 1369
Fax Number N/A
celumusa.manqele@kznworks.gov.za

Employer

Head: Public Works
KZN Department of Public Works
Private Bag X 9041
PIETERMARITZBURG
3200
Tel Number: 033 - 8971300
Fax Number: 033 - 8971399

Region

Regional Manager
KZN Department of Public Works
X9041
Pietermaritzburg
3200
Tel Number: 033-897 1421/1422
Fax Number: 033-897 1399

Tender Number: ZNTM01242W

Project Code: 068226

CIDB Grading: 4 GB

Document Date: 22-May-24

ECDP Number: N/A

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College



THE TENDER

1. PART T1: TENDER PROCEDURES	<u>Page No.</u>
T1.1 Tender Notice and Invitation to Tender	5
PA04.1 Summary for Tender Opening	1
T1.2 Tender Data	4
T1.3 Annexure C - Standard Conditions of Tender	10
2. PART T2: RETURNABLE DOCUMENTS	
T2.1 List of Returnable Documents	3
T2.2 Authority to Sign Tender (T2.2)	1
T2.3 Authority for Consortia or Joint Venture's to Sign Tender (T2.3)	2
T2.4 Special Resolution of Consortia or Joint Venture's (T2.4)	3
T2.5 Joint Venture Involvement Declaration (T2.5)	2
T2.6 Schedule of Proposed Sub-Contractors (T2.6)	1
T2.7 Capacity of Tenderer (T2.7)	3
T2.8 Financial Standing and other resources of Business Declaration (T2.8)	1
T2.9 Preference Points Claim Form (T2.9)	3
T2.10 Site Inspection Certificate as proof for attendance of compulsory briefing meeting (T2.10)	N/A
T2.11 Bidder's Disclosure - SBD 4 (T2.11)	3
T2.12 Record of Addenda to Tender Documents (T2.12)	1
T2.13 Particulars of Electrical Contractor (T2.13)	1
T2.14 Schedule of Imported Materials and Equipment (T2.14)	1
T2.15 Annual Financial Statement for past financial year (2.15)	1
T2.16 Equipment Schedules (T2.16)	5
T2.17 Contractor's Safety, Health and Environmental Declaration (T2.17)	1
T2.18 Compulsory Enterprise Questionnaire (T2.18)	1
T2.19 Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing (T2.19)	1
T2.20 Proof of Good Standing With the Compensation Commissioner (T2.20)	1
T2.21 Form of Offer and Acceptance (Bound into Section 1 of 2) (T2.21)	3
T2.21a Confirm Receipt of Offer and Acceptance (T2.21a)	1
T2.22 Final Bill of Quantity (T2.22)	1
T2.23 Certified Proof of Paid Municipal Rates and Taxes (Attach) (T2.23)	0
T2.24 Proof of Unemployment Insurance Fund (2.24)	0
T2.25 The National Industrial Participation Programme (T2.25)	2
T2.26 Proof of Registration on the Central Supplier Database (CSD) (T2.26)	1
T2.27 Certified Proof of CIDB Registration Number (T2.27)	1
T2.28 Proof of Deposit (T.28)	1

T2.29	Contract Form - Purchase of Goods/Works - Part 1 (T2.29)	1
T2.30	Contract Form - Purchase of Goods/Works - Part 2 (T2.30)	1
T2.31	OHSE Plan Structure (T2.31)	10
T2.32	Client's specific requirements for the Contractor's detailed OHSE Plan (T2.32)	12
T2.33	Baseline Risk Assessment (T2.33)	9
T2.34	Functionality Criteria (Mandatory Requirements (T2.34)	3
T2.35	Invitation to Tender - SBD 1 (T2.35)	2

THE CONTRACT

3. PART C1: AGREEMENT AND CONTRACT DATA

C1.1	Form of Offer and Acceptance	1
C1.2	Contract Data	7
C1.3	Form of Guarantee (C1.3)	3

4. PART C2: PRICING DATA

C2.1	Pricing Instructions	4
C2.2	Preliminaries for GCC for Construction Works - 2nd edition 2010	17
C2.3	Bills of Quantities	5

5. PART C3: SCOPE OF WORKS

C3.1	Scope of Works	7
C3.2	Specification for HIV/AIDS awareness	3
C3.3	HIV/STI Compliance report	2

6. PART C4: SITE INFORMATION

C4.1	Site Information	1
------	------------------	---

7. DRAWINGS

C5.1	List of Drawings	1
------	------------------	---

8. ANNEXURES

Annexure 1	Model Preambles for Trades 2008	1 to 49
Annexure 2	General Electrical Specifications	E/1 to E/20
Annexure 3	Lightning Protection Specifications	LP/1 to LP/6
Annexure 4	Map of Tender submission location	
Annexure 5	Joint Venture Agreement	
Annexure 6	Health and Safety Specification	
Annexure 7	Health and Safety Bill of Quantities	
Annexure 8	Builders Lien Agreement	
Annexure 9	Geotechnical Investigation Report (If applicable)	
Annexure 10	EPWP Employment Contract	
Annexure 11	Attendance Register - Infrastructure and Other projects	

Annexure 12 | EPWP Data Collection tool for Phase 3 system
0

IMPORTANT NOTICE TO TENDERERS

Any reference to words Tender or Tenderder herein and/or in any other documentation shall be construed to have the same meaning as the words Tender or Tenderer. These forms are for internal and external use for the KZN Department of Public Works, Provincial Administration of KwaZulu-Natal.

"Quality" shall mean totality of features and characteristics of a product or service that bears on the ability of the product or service to satisfy stated or implied needs.

No alternative Tenders will be accepted.

The Total (Including Value Added Tax) on the Final Summary of the Bill of Quantities must be carried to the "Offer" part only of the Form of Offer and Acceptance - T2.21

Enterprise shall mean the legal Tendering Entity or Tenderer who, on acceptance of the Offer, would become the contractor"

- 1 The Department reserves the right not to award to the lowest tenderder.
- 2 In addition, the Department will conduct a detailed risk assessment prior to the award of the bid.
- 3 The bid document can be downloaded from e-Tender Portal at no cost.
- 4 Proof of payment from the bank will be needed prior to handing over the Bid document, No EFT payments and its proof will not be accepted. Original deposit slips issued only and stamped by the bank teller.
- 5 Late submissions will not be accepted.
- 6 Faxed or e-mailed bids are not accepted.
- 7 Only bidders registered on the applicable CIDB grading and on the Central Suppliers Database will be eligible to submit bids.
- 8 Multiple award of bids will be limited (unless by exception due to circumstances) in order to spread the work amongst many successful bidders and to minimize the risk to the Department. Multiple awards shall be limited to the ceiling value of the applicable CIDB grading of the recommended bidder unless previous contracts awarded has been more than 60% completed in terms of the actual scope of the contract and time expended are within the allocated time lines of the contract period of the contract with specific reference to the activity based construction program and concise demonstration has been given that the bidder has the capability and resources to complete the project successfully.
- 9 The Preference point system is applicable for this bid 80/20, where 20 points of specific goals will be allocated as follows;
 - * 51 % Ownership by people who are Youth - 05 points
 - * 51% Ownership by people who are Women - 05 points
 - * Promotion of enterprises located in uMgungundlovu District Municipality area for work to be done or services to be rendered - 10 points



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road
Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New
Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College**

THE TENDER



**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road
Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New
Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College**

PART T1. - TENDER PROCEDURES



**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic
Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New
Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College**

T1.1 - TENDER NOTICE AND INVITATION TO TENDER

T1.1 TENDER NOTICE AND INVITATION TO TENDER

THE KZN DEPARTMENT OF PUBLIC WORKS INVITES TENDERS FOR THE PROVISION OF:

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226
Advertisement date:	19 April 2024	Closing date:	22 May 2024
Closing time:	11:00	Validity period:	84 Calender Days

It is estimated that tenderers must have a CIDB contractor grading designation of 4GB or higher. No alternative Class of work, as referred to in Clause 25(3)(a)(i) of the CIDB Regulations, as amended, is anticipated for this project.

	<p>It is estimated that Potentially Emerging enterprises should have a CIDB contractor grading of 4GB and satisfy the criterion stated in the Tender Data. (<i>Only applicable if Client has an Official Mentorship programme in place to assist potentially emerging enterprises</i>)</p> <p>All Tenderer's should have a CIDB Class of Construction Contractor Grading Designation as indicated above. No Tenderer with a PE status can be considered If "N/A" is indicated above because the Department does not have an Official Mentorship Programme in place to assist a Potentially Emerging Enterprise.</p>
--	---

Only Tenderder's who are responsive to the following responsiveness criteria are eligible to submit Tenders:

	<p>Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a : 9ME or higher, class of construction work, are eligible to have their Tenders evaluated.</p>
<input checked="" type="checkbox"/>	<p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> 1 every member of the joint venture is registered with the CIDB; 2 the lead partner has a contractor grading designation in the or higher, class of construction work; or not lower than one level below the required the required grading designation in the class of works construction works under considerations and possess the required recognition status 3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : 4 GB or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.
<input checked="" type="checkbox"/>	Tender document must be properly received on or before the tender closing date and time specified on the invitation, fully completed and signed in ink (All as per Standard Conditions of Tender).
<input checked="" type="checkbox"/>	Submission of Compulsory Returnable Schedules documents as per List of returnable documents.
<input type="checkbox"/>	Tax Compliance Status (TCS) PIN number and Tenderder's or entity tax reference number.
<input checked="" type="checkbox"/>	Contractor's Safety, Health and Environmental Declaration.
<input checked="" type="checkbox"/>	Complete priced Bill of Quantities to be submitted on the day of the Tender closing date.
<input checked="" type="checkbox"/>	Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a Tenderder may not be awarded a contract if he/she is not registered and in good standing with the Compensation Commissioner.

<input type="checkbox"/>	Certified Proof of Paid Municipal Rates and Taxes (Attach) (T2.23)
<input type="checkbox"/>	Certified Proof of UIF Registration (Attach) (T2.24)
<input checked="" type="checkbox"/>	Financial Standing and other resources of Business Declaration (T2.8)
<input checked="" type="checkbox"/>	Compulsory Enterprise Questionnaire (T2.18)
<input checked="" type="checkbox"/>	Tenderers must submit all mandatory requirements first before they can be considered for price and preference by means of specific goals
<input checked="" type="checkbox"/>	Invitation to Tender - SBD 1

Please note the following for POPIA:

By submitting this tender, I hereby acknowledge consent that the KZN Department of Public Works, may, from time to time, collect/store/use/destroy/delete/share or otherwise process my Company and Director's/Shareholders personal information as the context or circumstances may require and as contemplated in terms of POPIA. (TICK)

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR TENDER BEING DISQUALIFIED)

Name of Tenderer: _____

Postal Address: _____

Street Address: _____

Telephone Number CODE _____ NUMBER _____

Cellphone Number: _____

Facsimile Number: CODE _____ NUMBER _____

E-mail Address: _____

VAT Registration Number: _____

TAX COMPLIANCE STATUS (TCS) PIN TO VERIFY ON LINE COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING YES or NO
(T2.19)

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [If yes, enclose proof] YES or NO

This tender will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022:

80/20 Preference point scoring system 90/10 Preference point scoring system (T

NOTE	Refer to T2.35 - Functionality Criteria
-------------	---

Functionality requirement:	65 Points
Price:	80 points

1. The Specific Goal/s Allocated Points in terms of this tender:

Preference points system:
 Preferences are offered to Tenderder's who have attained points for the specific goals in accordance with the table below; Documentary Proof required to satisfy the points claimed are also indicated in the table below:

No	Specific Goal	Number of Points Allocated
1	Ownership by People who are Youth Documentary Proof Required: 1) Certified copy of Identity Document/s 2) SANAS Approved B-BBEE Certificate	5
2	Ownership by People who are Women Documentary Proof Required: 1) Sworn Affidavit; signed and dated by Commissioner of Oaths 2) Certified Copy of Identity Document/s	5
3	Promotion of enterprises located in a specific municipal area for work to be done or services to be rendered Documentary Proof Required: 1) Proof of Municipal Account depicting Physical Address of the business OR 2) Lease Agreement	10
4		
5		

2. Other specific goals (according to the PPPFA):			
(a)	51% Ownership by People who are Youth	5	Points
(b)	51% Ownership by People who are Women	5	Points
(c)	Promotion of enterprises located in uMgungundlovu District municipality area for work to be done or services to be rendered	10	Points
(d)	[insert specific goal]	0	Points
Total must equal 10 or 20 points		20	Points

Notes:

- 1 The successful Tenderder will be required to fill in and sign a written GCC 2010 2nd Edition Contract.
- 2 Tenderders should ensure that Tenders are delivered timeously to the correct address. If the Tender is late, it will not be accepted for consideration.
- 3 The requirements in respect of the application of either 80/20 and 90/10 preference points scoring system, will apply and the points reflected above for preferences will be adjusted accordingly on a pro-rata basis if required.
- 4 The Tender box is generally open during official working hours.
- 5 All Tenders must be submitted on the official forms – (Not to be re-typed)
- 6 This Tender is subject to the PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS (GCC2010) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT
- 7 **The documentary proof required to satisfy the points claimed for specific goals in terms of this tender, are duly indicated on the table (1) above.**
- 8 Where stated in the tender data that a two-envelope system has been followed, open only the non-financial proposal of valid tenders in the presence of tenderer's agents, who choose to attend, at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

Evaluate that non-financial proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals are to be opened.

Open only the financial proposals of tenderers who, in the Functionality evaluation score, have more than the minimum number of points for Functionality stated in the tender data, and announce the score obtained for the non-financial proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose non-financial proposals failed to achieve the minimum number of points for Functionality.

THE PHYSICAL ADDRESS FOR COLLECTION OF TENDER DOCUMENTS:

Tender documents may be collected during working hours at the following address :

Department of Public Works, Physical Address, Pietermaritzburg, Southern Region

A non-refundable tender deposit of R330 is payable as per the tender advertisement , on collection of the Tender documents. The Tenderders must deposit the the above amount into the Department's bank account. The Account details are:

Account Name: KZN PROV GOV-WORKS
Bank Name: STANDARD BANK
Account Number: 052106446
Bank Code: BUSINESS CHEQUE
Reference No: Ref No 14019647

The Tenderder must attach the account statement with above reference, to this Tender as proof of payment of the deposit.

COMPULSORY CLARIFICATION MEETING

N/A

QUERIES REGARDING THE TENDERING PROCEDURE OR TECHNICAL INFORMATION MAY BE DIRECTED TO:

DOPW Project Manager:	Ms M Khesa	Telephone no:	033 897 1464
Cell no:	066 472 0147	Fax no:	033-897 1399
E-mail:	mandisa.khesa@kznworks.gov.za		

DEPOSIT / RETURN OF TENDER DOCUMENTS:

Telegraphic, telephonic, telex, facsimile, electronic, posted and / or late tenders will **not** be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the **Tender Data document**.

All tenders must be submitted on the official forms – (not to be re-typed)

**TENDER
DOCUMENTS MAY
BE:**

**DEPOSITED IN THE TENDER
BOX AT:**

Southern Region
Southern Region Office, 10 Prince Alfred Street
Pietermaritzburg
3200

PA-04.1: SUMMARY FOR TENDER OPENING

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender / Bid no:	ZNTM01242W	WIMS no:	068226

To facilitate **announcing details of an Offer at the opening** of Tenders at the stated venue as recorded in this document, the Tenderer shall provide by way of summary below the following information.

Name of Tendering Entity: _____

Tender Sum

R _____ (as stated in the Form of Offer, inclusive of VAT)

Amount in Words

I, _____ (name of person authorised to sign on behalf of Tenderer) certify that the offer is fully in accordance with this Tender Document and specifications.

Duly signed at _____ on this day of _____ of _____, 200__

 Signature
 (of person authorised to sign Tender)

 Date

NB: THIS IS ONLY FOR TENDER OPENING PURPOSES AND DOES NOT REPLACE THE OFFER AND ACCEPTANCE FORM (DOW-07 KZN)

Tenderers attention is drawn to the fact that Offer and Acceptance Form (DOW-07 KZN) should be completed in full and signed as the official Offer to the Employer. Failure to submit the DOW-07 KZN could lead to the Tenderer's offer being disqualified and non-responsive



KWAZULU-NATAL PROVINCE
PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic
Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated
Classrooms And Other Upgrades For RTI Traffic Training College**

T1.2 - TENDER DATA

T1.2 TENDER DATA			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Project Code:	068226		
Tender no:	ZNTM01242W	Closing date:	22 May 2024
Closing time:	11:00	Validity period:	84 Calender Days
Clause number:			
	<p>The conditions of Tender are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts as per Board Notice 423 of 2019 in Government Gazette 42622 of 8 August 2019 as amended from time to time. (see www.cidb.org.za) Refer to Conditions of Tender as bound into this document.</p> <p>The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked “C” in the above mentioned Standard Conditions of Tender.</p>		
C.1.1	<p>The Employer is the Head: Public Works (KZN Department of Public Works-Province of KwaZulu-Natal)</p> <p>For this contract the <u>single volume</u> approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings for a single volume approach as contained in table 5 of the CIDB’s “Standard for Uniformity in Engineering and Construction Works Contracts.”</p> <p>The list of Returnable Documents identifies which of the documents a Tenderder must complete when submitting a Tender. The Tenderder must submit his Tender by completing the Returnable Documents including the priced Final Summary of the Bills of Quantities, signing the “Offer” section in the “Form of Offer and Acceptance” and delivering the whole of the procurement document back to the Department bound up as it was when it was received.</p>		
C.1.2	<p>The single volume procurement document issued by the Employer comprises the following:</p> <p>TENDER</p> <p>Part T1: Tendering procedures</p> <p>T1.1 - Tender Notice and Invitation to Tender</p> <p>PA04.1 Summary for Tender Opening</p> <p>T1.2 - Tender Data</p> <p>T1.3 - Annexure C - Standard Conditions of Tender</p> <p>Part T2: Returnable documents</p> <p>T2.1 - List of returnable documents</p> <p>T2.2 - Returnable schedules (See different forms listed in T2.1 - Returnable Schedule)</p> <p>CONTRACT</p> <p>Part C1: Agreements and Contract Data</p> <p>C1.1 - Form of Offer and Acceptance</p> <p>C1.2 - Contract Data</p> <p>C1.3 - Form of Guarantee (C1.3)</p> <p>Part C2: Pricing data</p> <p>C2.1 - Pricing Instructions</p> <p>C2.2 - Preliminaries for GCC for Construction Works - 2nd edition 2010</p> <p>C2.3 - Bills of Quantities</p> <p>Part C3: Scope of works</p> <p>C3.1 - Scope of Works</p> <p>C3.2 - Specification for HIV/AIDS awareness</p> <p>C3.3 - HIV/STI Compliance report</p> <p>C3.4 - Project Specific Construction Safety, Health and Environmental Specification</p> <p>C3.5 - Supplementary Preambles</p> <p>Part C4: Site information</p> <p>C4.1 - Site Information</p>		

C4.2 -	Builders Lien Agreement														
Part 5: List of Drawings/Annexure's															
C5.1 -	List of Drawings														
C5.2 -	Model Preambles for Trades 2008														
C5.3 -	General Electrical Specifications														
C5.4 -	Lightning Protection Specifications														
C5.5 -	Map of Tender submission location														
C5.6 -	Joint Venture Agreement														
C5.7 -	Health and Safety Specification														
C5.8 -	Health and Safety Bill of Quantities														
C5.9 -	Builders Lien Agreement														
C5.10	Geotechnical Investigation Report (If applicable)														
C5.11	EPWP Employment Contract														
C5.12	Attendance Register - Infrastructure and Other projects														
C5.13	EPWP Data Collection tool for Phase 3 system														
C.1.4	<p>The Employer's agent (Engineer/Principal Agent) is:</p> <table border="1"> <tr> <td>Name:</td> <td>KZN Public Works: SRO</td> </tr> <tr> <td>Capacity:</td> <td>Principal Agent/Engineer</td> </tr> <tr> <td>Address:</td> <td>Private Bag X9153 , Pietermaritzburg , Pietermaritzburg , 3200</td> </tr> <tr> <td>Tel:</td> <td>033 897 1464</td> </tr> <tr> <td>Fax:</td> <td>N/A</td> </tr> <tr> <td>E-mail:</td> <td>mandisa.khesa@kznworks.gov.za</td> </tr> <tr> <td>Responsible person:</td> <td>Ms M Khesa</td> </tr> </table> <p>The second sentence shall read "Communications can be in any of the official languages recognised in KwaZulu-Natal which is English, Afrikaans or Zulu but writing is preferred in English as this is generally accepted as a business language"</p>	Name:	KZN Public Works: SRO	Capacity:	Principal Agent/Engineer	Address:	Private Bag X9153 , Pietermaritzburg , Pietermaritzburg , 3200	Tel:	033 897 1464	Fax:	N/A	E-mail:	mandisa.khesa@kznworks.gov.za	Responsible person:	Ms M Khesa
Name:	KZN Public Works: SRO														
Capacity:	Principal Agent/Engineer														
Address:	Private Bag X9153 , Pietermaritzburg , Pietermaritzburg , 3200														
Tel:	033 897 1464														
Fax:	N/A														
E-mail:	mandisa.khesa@kznworks.gov.za														
Responsible person:	Ms M Khesa														
C.1.6	<table border="1"> <tr> <td>PP2-Competitive Selection Procedure</td> <td>Design by Employer</td> </tr> <tr> <td colspan="2">PP2B-Open Procedure</td> </tr> <tr> <td colspan="2">Tenderers must submit all mandatory requirements first before they can be considered for price and preference by means of specific goals</td> </tr> </table>	PP2-Competitive Selection Procedure	Design by Employer	PP2B-Open Procedure		Tenderers must submit all mandatory requirements first before they can be considered for price and preference by means of specific goals									
PP2-Competitive Selection Procedure	Design by Employer														
PP2B-Open Procedure															
Tenderers must submit all mandatory requirements first before they can be considered for price and preference by means of specific goals															
C.2.1	<p>For eligibility refer to T1.1 Tender Notice and Invitation to Tender</p> <p>This is not an EPWP project</p> <p>Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a :</p> <p>4 GB or higher class of construction work, are eligible to have their tenders evaluated.</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> 1 every member of the joint venture is registered with the CIDB; 2 the lead partner has a contractor grading designation in the or higher, class of construction work; or not lower than one level below the required the required grading designation in the class of works construction works under considerations and possess the required recognition status 3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : 4 GB or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations. 														
	See end of T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER for combinations of JV's arrangements.														
C.2.7	For particulars regarding a pre-tender site inspection meeting (clarification meeting), see T1.1 Tender Notice and Invitation to Tender.														

C.2.12	<p>Alternative tender offer permitted: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If a tenderer wishes to submit an own alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies the Employer's standards and requirements. A tenderer may submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. Provided that the tenderer's main tender offer is according to specification and would under normal circumstances be recommended for acceptance, his alternative tender offer may also be considered for the purpose of the award of the contract.</p> <p>Calculations, drawings and all other pertinent technical information and characteristics as well as modified or proposed Pricing Data must be submitted with the alternative tender offer to enable the Employer to evaluate the efficacy of the alternative and its principal elements, to take a view on the degree to which the alternative complies with the Employer's standards and requirements and to evaluate the acceptability of the pricing proposals. Calculations must be set out in a clear and logical sequence and must clearly reflect all design assumptions. Pricing Data must reflect all assumptions in the development of the pricing proposal.</p> <p>Acceptance of an alternative tender offer will mean acceptance in principle of the offer. It will be an obligation of the contract for the tenderer, in the event that the alternative is accepted, to accept full responsibility and liability that the alternative offer complies in all respects with the Employer's standards and requirements.</p> <p>The modified Pricing Data must include an amount equal to 5% of the amount tendered for the alternative offer to cover the Employer's costs of confirming the acceptability of the detailed design before it is constructed.</p>
Only the complete Service as per the Bills of Quantities	
C.2.13.2	Tenderers are to ensure that their company details appear on the entire relevant Tender documentation and must be legible.
C.2.13.3	Part of each tender offer communicated on paper shall be submitted as an original, plus ONE copy of the tender document including supporting documents and priced Bill of Quantities where applicable, scanned onto a readable compact disk (CD) in pdf format, at the Tenderers own cost. The CD must be clearly marked with the tender information and company details.
C.2.13.4	The second sentence shall read as follows "The Employer will hold all authorised signatories jointly and severally liable on behalf of the tenderer". Tenderers proposing to contract as a Joint Venture shall submit a valid Joint Venture Agreement before the Joint Venture's offer could be accepted. Individuals, Partnerships and Companies proposing to contract as a party to a Joint Venture shall be jointly and severally liable on behalf of the Joint Venture.
C.2.13.5	The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are as per T1.1 Tender Notice and Invitation to Tender .
A Open Procedure will be followed	
C.2.15	The closing time for submission of tender offers is as per T1.1 Tender Notice and Invitation to Tender .
C.2.16	The tender offer validity period is as per T1.1 Tender Notice and Invitation to Tender .
C.2.17	Sub-clause C2.17 does not preclude the negotiation of the final terms of the contract with the preferred tenderer, following a competitive selection process, should the Employer elect to do so and provided that the competitive position of the preferred tenderer is not affected.
The tenderer is to submit the Priced Bills of Quantities with the Returnable's at the closing of the tender.	
This is not an EPWP project	
C.2.19	Access shall be provided for inspections, tests and analysis as may be required by the Employer.
C.2.22	Tenderers do not have to return all retained tender documents within 28 days after expiry of the Tender validity period.
Tenderers are to refer to List of Returnable Schedules and Scope of Works to establish what is required to be submitted with this tender.	
C.3.4	The location for opening of the tender offers, immediately after the closing time thereof shall be at: KZN Department of Public Works, Southern Region Office, 10 Prince Alfred Street, Pietermaritzburg, 3200 at the time indicated on T1.1 Notice and Invitation to Bid

C.3.8	<p>The employer must determine, on opening and before detailed valuation, whether each Tender offer properly received:</p> <ol style="list-style-type: none"> a) complies with the requirements of the Conditions of Tender. b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the Tender documents. <p>A responsive tender is one that conforms to all the terms, conditions and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:</p> <ol style="list-style-type: none"> a) detrimentally affect the scope, quality, or performance of the Works, services or supply identified in the Scope of Work or b) significantly change the Employers or the Tenderers risks and responsibilities under the contract, or c) affect the competitive position of other Tenderers presenting responsive tenders, if it were to be rectified. <p>Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>
C.3.13	<p>Tender offers will only be accepted if:</p> <ol style="list-style-type: none"> (a) Tenderers must be registered on Government's Central Supplier Database (CSD) and include their master registration number (MAAA number) on the cover page of the tender document in order to enable the institution to verify the tenderers tax status on the CSD (b) the Tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation is required for this tender and the Tenderer has submitted a CIDB certificate of registration which clearly indicates the status "Active" (c) the Tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal services charges. (d) the Tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderer's ability to perform to the contract in the best interests of the employer or potentially compromise the Tender process. (e) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the public sector; and (f) the Tenderer has not: <ol style="list-style-type: none"> i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given a written notice to this effect. (g) the Tenderer is registered with: <ol style="list-style-type: none"> i) the Unemployment Insurance Fund (UIF); and ii) the Workmen's Compensation Fund (h) the Tenderer submitted Authority to Sign the tender. (i) the Tenderer submitted Financial standing & other resources of Business Declaration. (j) the Tenderer submitted Equipment Schedules, if applicable. (k) the Tenderer signed the Form of Offer that is part of the Form of Offer and Acceptance. (l) the Tenderer submitted Preference Certificate, if applicable. (m) the Tenderer submit Final Summary of Bill of Quantities at tender closing. (n) the Tenderer submitted Bidder's Disclosure. (o) the Tenderer submitted Site Inspection Certificate from the Compulsory Briefing Meeting (p) All information required to assess "Functionality" as per Tender Data scheduled requirements <p>Providing the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful Tenderer as described in the form of offer and acceptance.</p>
C.3.15	<p>Tenderers are informed that any formal dispute shall be resolved by being referred to Arbitration only.</p>
C.3.17	<p>Provide to the successful Tenderer one copy of the signed contract document and one copy of an unpriced bills of quantities</p>



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic
Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated
Classrooms And Other Upgrades For RTI Traffic Training College**

T1.3 - Annexure C - Standard Conditions of Tender

T1.3 - Annexure C - Standard Conditions of Tender

Note: Where this document refers to Bid or Bidder it shall be read as tender or tenderer

C.1 General

C.1.1 Actions

C.1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in C.2 and C.3, timeously and with integrity, and behave equitably, honestly and transparently and comply with all legal obligations and not engage in anticompetitive practices.

C.1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderer's shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note: 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

C.1.1.3 The employer shall not seek and the tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

C.1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the **tender data**.

C.1.3 Interpretation

C.1.3.1 The **tender data** and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

C.1.3.2 These conditions of tender, the **tender data** and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender.

C.1.3.3 For the purposes of these conditions of tender, the following definitions apply:

- a) **conflict of interest** means any situation in which:
 - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
 - ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
 - iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee.
- b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;
- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;

- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

C.1.4 Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Communication shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the **tender data**.

C.1.5 Cancellation and Re-Invitation of Tenders

- C.1.5.1** An employer may, prior to the award of the tender, cancel a tender if-
- a) due to changed circumstances, there is no longer a need for the engineering and construction works specified in the invitation;
 - b) funds are no longer available to cover the total envisaged expenditure; or
 - c) no acceptable tenders are received.
 - d) there is a material irregularity in the tender process.
- C.1.5.2** The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised.
- C.1.5.3** An Employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time.

C.1.6 Procurement procedures

C.1.6.1 General

Unless otherwise stated in the **tender data**, a contract will, subject to C.3.13, be concluded with the tenderer who in terms of C.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

C.1.6.2 Competitive negotiation procedure

C.1.6.2.1 Where the **tender data** requires that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of C.3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of C.3.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

C.1.6.2.2 All responsive tenderers, or at least a minimum of not less than three responsive tenderers that are highest ranked in terms of the evaluation criteria stated in the **tender data**, shall be invited to enter into competitive negotiations based on the principle of equal treatment, keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of C.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

C.1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to revise their tender offer based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

C.1.6.2.4 The contract shall be awarded in accordance with the provisions of C.3.11 and C.3.13 after tenderers have been requested to submit their best and final offer.

C.1.6.3 Proposal procedure using the two stage-system

C.1.6.3.1 Option 1

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the **tender data**, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

F.1.6.3.2 Option 2

C.1.6.3.2.1 Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement

C.1.6.3.2.2 The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the **tender data**, and award the contract in terms of these conditions of tender.

C.2 Tenderer's obligations

C.2.1 Eligibility

C.2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the **tender data** and the tenderer, or any of his principals, is not under any restriction to do business with employer.

C.2.1.2 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

C.2.2 Cost of tendering

C.2.2.1 Accept that, unless otherwise stated in the **tender data**, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

C.2.2.2 The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

C.2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

C.2.4 Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

C.2.5 Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

C.2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the **tender data**, in order to take the addenda into account.

C.2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the **tender data**.

C.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the **tender data**.

C.2.9 Insurance

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the **contract data**. The tenderer is advised to seek qualified advice regarding insurance.

C.2.10 Pricing the tender offer

C.2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the **tender data**.

C.2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

C.2.10.3 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the **contract data**.

C.2.10.4 State the rates and prices in Rand unless instructed otherwise in the **tender data**. The conditions of contract identified in the contract data may provide for part payment in other currencies.

C.2.11 Alterations to documents

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

C.2.12 Alternative tender offers

C.2.12.1 Unless otherwise stated in the **tender data**, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

C.2.12.2 Accept that an alternative tender offer must be based only on the criteria stated in the **tender data** or criteria otherwise acceptable to the employer.

C.2.12.3 An alternative tender offer must only be considered if the main tender offer is the winning tender.

C.2.13 Submitting a tender offer

C.2.13.1 Submit one tender offer only, either as single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the **contract data** and described in the **scope of works**, unless stated otherwise in the **tender data**.

C.2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

C.2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the **tender data**, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

- C.2.13.4** Sign the original and all copies of the tender offer where required in terms of the **tender data**. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.
- C.2.13.5** Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the **tender data**, as well as the tenderer's name and contact address.
- C.2.13.6** Where a two-envelope system is required in terms of the **tender data**, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the **tender data**, as well as the tenderer's name and contact address.
- C.2.13.7** Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the **tender data**.
- C.2.13.8** Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
- C.2.13.9** Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the **tender data**.

C.2.14 Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

C.2.15 Closing time

- C.2.15.1** Ensure that the employer receives the tender offer at the address specified in the **tender data** not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.
- C.2.15.2** Accept that, if the employer extends the closing time stated in the **tender data** for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

C.2.16 Tender offer validity

- C.2.16.1** Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the **tender data** after the closing time stated in the **tender data**.
- C.2.16.2** If requested by the employer, consider extending the validity period stated in the **tender data** for an agreed additional period with or without any conditions attached to such extension.
- C.2.16.3** Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period lapses before the employer evaluating the tender offer(s), the contractor reserves the right to review the price based on Consumer Price Index (CPI)
- C.2.16.4** Where a tender submission is to be substituted, a tenderer must submit a substitute tender in accordance with the requirements of C.2.13 with the packages clearly marked as "SUBSTITUTE".

C.2.17 Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: *Sub-clause C.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.*

C.2.18 Provide other material

C.2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employers request, the employer may regard the tender offer as non-responsive.

C.2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.

C.2.19 Inspections, tests and analysis

Provide access during working hours to premises for inspections, tests and analysis as provided for in the **tender data**.

C.2.20 Submit securities, bonds and policies

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the **contract data**.

C.2.21 Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

C.2.22 Return of other tender documents

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the **tender data**.

C.2.23 Certificates

Include in the tender submission or provide the employer with any certificates as stated in the **tender data**.

C.3 The employer's undertakings

C.3.1 Respond to request from the tenderer

C.3.1.1 Unless otherwise stated in the **tender data**, respond to a request for clarification received up to five (5) working days before the tender closing time stated in the **tender data** and notify all tenderers who collected tender documents.

C.3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

C.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three (3) days before the tender closing time stated in the **tender data**. If, as a result a tenderer applies for an extension to the closing time stated in the **tender data**, the Employer may grant such extension and, shall then notify all tenderers who collected tender documents.

C.3.3 Return late tender offers

Return tender offers received after the closing time stated in the **tender data**, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

C.3.4 Opening of tender submissions

- C.3.4.1** Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the **tender data**. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.
- C.3.4.2** Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the **tender data**, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its BBBEE status level and time for completion for the main tender offer only.
- C.3.4.3** Make available the record outlined in C.3.4.2 to all interested persons upon request.

C.3.5 Two-envelope system

- C.3.5.1** Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the **tender data** and announce the name of each tenderer whose technical proposal is opened.
- C.3.5.2** Evaluate the functionality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the functionality evaluation more than the minimum number of points for functionality stated in the **tender data**, and announce the score obtained for the technical proposals and the total price and any points claimed on BBBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

C.3.6 Non-disclosure

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

C.3.7 Grounds for rejection and disqualification

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

C.3.8 Test for responsiveness

- C.3.8.1** Determine, after opening and before detailed evaluation, whether each tender offer properly received:
- a) complies with the requirements of these Conditions of Tender,
 - b) has been properly and fully completed and signed, and
 - c) is responsive to the other requirements of the tender documents.
- C.3.8.2** A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:
- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
 - b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
 - c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

C.3.9 Arithmetical errors, omissions and discrepancies

- C.3.9.1** Check Responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.
- C.3.9.2** Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with C.3.11 for:
- a) the gross misplacement of the decimal point in any unit rate;

- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
 - i) line items totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - ii) the summation of the prices.

C.3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices

- C.3.9.4** Where the tenderer elects to confirm the tender offer as tendered, correct the errors as
- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
 - b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

C.3.10 Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

C.3.11 Evaluation of tender offers

The Standard Conditions of Tender standardize the procurement processes, methods and procedures from the time that tenders are invited to the time that a contract is awarded. They are generic in nature and are made project specific through choices that are made in developing the Tender Data associated with a specific project.

Conditions of tender are by definition the document that establishes a tenderer's obligations in submitting a tender and the employer's undertakings in soliciting and evaluating tender offers. Such conditions establish the rules from the time a tender is advertised to the time that a contract is awarded and require employers to conduct the process of offer and acceptance in terms of a set of standard procedures

The CIDB Standard Conditions of Tender are based on a procurement system that satisfies the following system requirements:	
Requirement	Qualitative interpretation of goal
Fair	The process of offer and acceptance is conducted impartially without bias, providing simultaneous and timely access to participating parties to the same information.
Equitable	Terms and conditions for performing the work do not unfairly prejudice the interests of the parties.
Transparent	The only grounds for not awarding a contract to a tenderer who satisfies all requirements are restrictions from doing business with the employer, lack of capability or capacity, legal impediments and conflicts of interest.
Competitive	The system provides for appropriate levels of competition to ensure cost effective and best value outcomes.
Cost effective	The processes, procedures and methods are standardized with sufficient flexibility to attain best value outcomes in respect of quality, timing and price, and least resources to effectively manage and control procurement processes.

The activities associated with evaluating tender offers are as follows:

- a) Open and record tender offers received
- b) Determine whether or not tender offers are complete
- c) Determine whether or not tender offers are responsive
- d) Evaluate tender offers
- e) Determine if there are any grounds for disqualification
- f) Determine acceptability of preferred tenderer
- g) Prepare a tender evaluation report
- h) Confirm the recommendation contained in the tender evaluation report

C.3.11.1 General

The employer must appoint an evaluation panel of not less than three persons conversant with the proposed scope of works to evaluate each responsive tender offer using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

C.3.12 Insurance provided by the employer

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the **contract data**, require the employer to provide.

C.3.13 Acceptance of tender offer

Accept tender offer, if in the opinion of the employer, it does not present any risk and only if the

- a) Is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;
- e) complies with the legal requirements, if any, stated in the **tender data**, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

C.3.14 Prepare contract documents

C.3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

C.3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

C.3.15 Complete Adjudicator's Contract

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

C.3.16 Registration of the Award

An Employer must, within twenty-one (21) working days from the date on which a contractor's offer to perform a construction works contract is accepted in writing by the employer, register and publish the award on the cidb Register of Projects.

C.3.17 Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the tender data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

C.3.18 Provide written reasons for actions taken

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.



**Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic
Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated
Classrooms And Other Upgrades For RTI Traffic Training College**

PART T2 - RETURNABLE DOCUMENTS

T2.1 LIST OF RETURNABLE DOCUMENTS

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Project Manager:	Mr T Gwaze	Tender no:	ZNTM01242W

Pl
be

(Tenderer to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the tender) (Ins)

Tender document name	Returnable document	
Bidder's Disclosure - SBD 4 (T2.11)	Yes	
Authority to Sign Tender (T2.2)	Yes	
Authority for Consortia or Joint Venture's to Sign Tender (T2.3)	Yes	
Special Resolution of Consortia or Joint Venture's (T2.4)	Yes	
Schedule of Proposed Sub-Contractors (T2.6)	Yes	
Joint Venture Involvement Declaration (T2.5)	Yes	
Capacity of Tenderer (T2.7)	Yes	
Annual Financial Statement for past financial year (2.15)	Yes	
Site Inspection Certificate as proof for attendance of compulsory briefing meeting (T2.10)	No	N/A
Preference Points Claim Form (T2.9)	Yes	
Compulsory Enterprise Questionnaire (T2.18)	Yes	
Financial Standing and other resources of Business Declaration (T2.8)	Yes	
Contractor's Safety, Health and Environmental Declaration (T2.17)	Yes	
Complete Priced Bill of Quantities (T2.22)	Yes	
Certified Proof of CIDB Registration Number (T2.27)	No	N/A
Contract Form - Purchase of Goods/Works - Part 1 (T2.29)	Yes	
Contract Form - Purchase of Goods/Works - Part 2 (T2.30)	Yes	
Functionality Criteria (T2.34)	Yes	
Invitation to Tender - SBD 1 (T2.35)	Yes	

2. RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES BUT TO BE SUPPLIED BY THE TENDERER

(Tenderer to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the tender)

Tender document name	Returnable document	
Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing (T2.19)	Yes	
Certified Proof of Good Standing with the Compensation Commissioner (Attach) (T2.20)	Yes	
Proof of payment of Tender deposit (T2.28)	Yes	
Certified Proof of Paid Municipal Rates and Taxes (Attach) (T2.23)	No	N/A
Certified Proof of UIF Registration (Attach) (T2.24)	No	N/A
Certified Proof of Registration Number on the Central Suppliers Database (T2.26)	Yes	
Annual Financial Statement for past financial year (2.15)	Yes	
Entire tender document including returnable and supporting documents, scanned as PDF onto a CD, clearly marked with the Tender information.	Yes	

3. RETURNABLE SCHEDULES THAT WILL BE INCORPORATED INTO THE CONTRACT

(Tenderer to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Tender)

Tender document name	Returnable document
Form of Offer and Acceptance (Bound into Section 1 of 2) (T2.21)	Yes
Record of Addenda to Tender Documents (T2.12)	Yes
Particulars of Electrical Contractor (T2.13)	Yes
Equipment Schedules-Mechanical / Electrical / Security Material (T2.16)	Yes
Schedule of Imported Materials and Equipment (T2.14)	Yes
Confirm Receipt of Offer and Acceptance (T2.21a)	Yes

4. OTHER DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT

Tender document name	Returnable document
Bill of Quantities (T2.22)	Yes
Form of Guarantee (C1.3)	Yes
List of Drawings/Annexure's (C5.1)	Yes
The National Industrial Participation Programme (T2.25)	Yes
Required Structure of Contractor's detailed OHSE Plan (T2.31)	Yes
Client's specific requirements for the Contractor's detailed OHSE Plan (T2.32)	Yes
Base line Risk Assessment (T2.33)	Yes

5. DOCUMENTS REQUIRED FOR THE EVALUATION OF FUNCTIONALITY

(Tenderer to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Tender)

Tender document name	Returnable document
Proof of working capital of at least 2,5% of project value. Signed letter or Statement stamped from a registered Financial Institution (not older than 3 months from the date of advert).	Yes
Letter of credit reference from supplier with stipulated credit limits (not older than 06 months). • 1 Letter of credit reference from a building materials supplier with credit limit of R100 000.00 & above, Letter to be on official letterhead, signed and credit limit stipulated.	Yes
Proof of company offices. • Utility bill (not older than 3 months) / valid signed lease agreement, to be in the company's name or name/s of Director/s	Yes
Schedule of projects of similar value and nature (projects in the last 5 years)* List of two (02) similar projects completed in the CIDB General Building Works (GB), including supplying Parkhomes and specific reference to:- Project name, description (type/nature), duration (start & completion dates), Project value and name of the client. *Attach X 2 Completion Certificates for the above-listed projects, signed by the Institution Client/Engineer /Principal Agent indicating successful completion of the above-projects	Yes
Provide 2 No. reference letters for above-listed projects either from the Client / Consultants / Project Manager, commenting on bidder's positive performance. (template attached)	Yes
Submission of a project-specific organogram, indicating the individual's role & capacity specific to this project, whether management / technical staff, having the following information: <ul style="list-style-type: none"> • Name and surname • Number of years of experience • Role & capacity 	Yes

<p>CVs with references, experience and relevant qualifications of personnel involved in the project as per the Project-specific organogram.</p> <p>[To obtain points, a person must have relevant experience in the area of construction being considered]</p> <ul style="list-style-type: none"> • Site Foreman • Safety Officer 	<p>Yes</p>	
<p>Letter from Specialist Prefab supplier/ manufacturer confirming agreement of working together on this project or a letter confirming that you are a Specialist Prefab supplier/ manufacturer.</p>	<p>Yes</p>	

T2.2 AUTHORITY TO SIGN TENDER

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

held at (town): _____ on (date): _____

RESOLVED that:

1. The Enterprise submits a Tender to the KZN Department of Public Works in respect of the following project:

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

Tender Number: **ZNTM01242W**

2.

*Mr./Mrs./Ms: _____

in *his/her capacity as: _____ *(Position in the Enterprise)*

and who will sign as follows: _____ *(Authorised Signatory)*

be, and is hereby, authorised to sign the Tender, and any and all other documents and/or correspondence in connection with and relating to this Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			

Note:

1. * Delete which is not applicable.
2. NB. This resolution / Power of Attorney must be signed by all the Directors / Members / Partners of the Legal Tendering Enterprise authorising the Representative to make this Offer.
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.
4. In the case of the tendering Enterprise being a Close Corporation, a **certified copy of the Founding Statement** of such corporation must be attached to this tender.

ENTERPRISE STAMP (If Any)

T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

held at (town): _____ on (date): _____

RESOLVED that:

1. The Enterprise submits a Tender, in consortium/Joint Venture with the following Enterprises:

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

to the KZN Department of Public Works in respect of the following project:

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

Tender Number: **ZNTM01242W**

2. * Mr. / Mrs. / Ms.: _____ in

*his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

3. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.

4. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: _____

_____ (Postal Code)

Postal Address: _____

_____ (Postal Code)

Telephone number: (Dialling Code followed by number) _____

Fax number: (Dialling Code followed by number) _____

Email Address : _____

***BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Note:

- * Delete which is not applicable.
- NB. This resolution / Power of Attorney must be signed by all the Directors / Members / Partners of the Tendering Enterprise.
- Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

ENTERPRISE STAMP (If Any)

<u>Deemed to satisfy joint venture arrangements</u>
Grading 2 + Grading 2 + Grading 2
Grading 3 + Grading 3 + Grading 3
Grading 4 + Grading 4
Grading 4 + Grading 3 + Grading 3
Grading 5 + Grading 5
Grading 5 + Grading 4 + Grading 4
Grading 6 + Grading 6
Grading 6 + Grading 5 + Grading 5
Grading 7 + Grading 7 + Grading 7
Grading 8 + Grading 8 + Grading 8

<u>Designation</u>	
= 3	Tenderers who envisage entering into a Joint Venture shall complete a submit a Joint Venture Agreement (see copy of CIDB's agreement elsewhere in this document) with this Tender.
= 4	
= 5	
= 5	
= 6	
= 6	THE CIDB JOINT VENTURE GRADING DESIGNATION CALCULATOR sums the capacity of all joint venture partners and calculates a grading designation for the joint venture
= 7	
= 7	
= 8	
= 8	
= 9	

T2.4 SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly tender for the project mentioned below: *(legally correct full names and registration numbers, of the Enterprises forming a Consortium/Joint Venture)*

- _____
- 2. _____
- _____
- 3. _____
- _____
- 4. _____
- _____
- 5. _____
- _____
- 6. _____
- _____
- 7. _____
- _____
- 8. _____
- _____

held at: _____ (place) ON _____ (date)

RESOLVED that:

A. The above-mentioned Enterprises submits a Tender in Consortium/Joint Venture to the KZN Department of Public Works in respect of the following project:

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

Tender Number: **ZNTM01242W**

Project Code: **068226**

B. Mr/Mrs/Ms: _____ in

*his/her Capacity as: _____ *(Position in the Enterprise)*

and who will sign as follows: _____

be, and is hereby, authorised to sign the Tender, and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Tender to the Enterprises in Consortium/Joint Venture mentioned above.

C. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.

E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.

F. No Enterprise to the Consortium/Joint venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.

G. The Enterprises choose as the *domicilium citandi et executandi* of the consortium/joint venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: _____

 _____ (Postal Code)

Postal Address: _____

 _____ (Postal Code)

Telephone number: (Dialling Code followed by number) _____

Fax number: (Dialling Code followed by number) _____

Email Address : _____

***BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	Name	Capacity	Signature
1			
2			
3			
4			
5			

6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Note:

1. * Delete which is not applicable.
2. **NB.** This resolution / Power of Attorney must be signed by all the Duly Authorised Representatives of the Legal Entities to the Consortium/Joint Venture submitting this Tender.
3. Should the number of Duly Authorised Representatives of the Legal Entities joining forces in this Tender exceed the space available above, additional names and signatures must be supplied on a separate page.
4. Resolutions, duly completed and signed, from the separate Enterprises who participate in this Consortium/Joint Venture must be attached to the Special Resolution.

T2.5 JOINT VENTURES INVOLVEMENT DECLARATION

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

DECLARATION RELATING TO A TENDER SUBMITTED BY A JOINT VENTURE :

I/We the undersigned parties do hereby declare that our respective involvement in the Works, of which I/we tender by Joint Venture, would be as follows :-

Party No. 1	
CENTRAL SUPPLIERS DATABASE REGISTRATION NO:	
TenderDERS CIDB REGISTRATION NUMBER:	
Name	
Address	
Percentage involvement	%

Party No. 2	
CENTRAL SUPPLIERS DATABASE REGISTRATION NO:	
TENDERERS CIDB REGISTRATION NUMBER:	
Name	
Address	
Percentage involvement	%

Party No. 3	
CENTRAL SUPPLIERS DATABASE REGISTRATION NO:	
TenderDERS CIDB REGISTRATION NUMBER:	
Name	
Address	
Percentage involvement	%

T2.6 SCHEDULE OF PROPOSED SUBCONTRACTORS			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

We notify you that it is our intention to employ the following Subcontractors for work in this contract. The Subcontractors will all be CIDB registered and their CIDB Registration number shall be submitted below.

If we are awarded a contract we agree that this notification does not change the requirement for us to submit the names of proposed subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us.

We confirm that all subcontractors who are contracted to construct a house **are registered as home builders with the National Home Builders Registration Council.**

No	Name and address of proposed Subcontractor	Nature and extent of work	Year Completed	Value (R):	Contact Tel No:	Previous experience with Subcontractor
1						
	CIDB Registration Number:					
2						
	CIDB Registration Number:					
3						
	CIDB Registration Number:					
4						
	CIDB Registration Number:					
5						
	CIDB Registration Number:					
Name of authorised representative		Signature		Capacity		Date
Name of Enterprise:						

T2.7 CAPACITY OF TENDERER			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

1. **WORK CAPACITY:** (The Tenderer is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Tender being disregarded.)

1.1. **Artisans and Employees:** (*Artisans and Employees to be, or are, employed for this project*)

Categories of Employee - Key Personnel (part of Business Enterprise)	Professional Registration No.	Date of Employment	Number
Site Agent			
Project Manager			
Foreman			
Quality Control & Safety Officer-Construction Supervisor			
Artisans			
Unskilled employees			
Others			

1.2. **Provide full particulars of the following Assets:** (*Assets owned and to be hired - Indicate owned assets*)

Machinery	Plant	Equipment	Vehicles

1.3. **Workshops:**

Address of Main Workshop:	Address of Regional Workshop (If Applicable):

1.4. **Other offers submitted at time of this tender for which results are pending:**
 (*Any other client's tender must also be included*)

Tender No.	Project Name	Client Name & Contact No.	Value Tendered in R's	Date Tender submitted	Contact Detail

2. PARTICULARS OF THE TENDERERS CURRENT AND PREVIOUSLY COMPLETED COMMITMENTS:

2.1. Current private sector projects: (List the 5 projects closest to the contractor grading designation of this project)

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

2.2. Current Government sector projects: (List the 5 projects closest to the contractor grading designation of this project)

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	

	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

2.3. Previously completed projects: *(List the 5 projects closest to the contractor grading designation of this project)*

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	

Name of Tenderer	Signature of authorised representative	Date

T2.8 FINANCIAL STANDING AND OTHER RESOURCES OF BUSINESS DECLARATION			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226
<p>(a) Based on the track record determined on the Minimum Average Annual Turnover coupled to the assessed Works Capabilities of Contracting Enterprises, the Construction Industry Development Board (CIDB) awards Grading Designations and accordingly registers it on the system.</p> <p>(b) However, it regularly occurs that a Contractor will at the same time submit tenders for a number of projects that are advertised during an overlapping period. Moreover, the Contractor may be busy with a Contract that is of the registered CIDB Grading Designation (value) or is even attending to a number of smaller valued Contracts.</p> <p>(c) It therefore becomes the prerogative of a Tenderer in such instances to prove to the Department that the Enterprise has the capacity in every respect to attend to more than one (1) contract at a time.</p> <p>(d) A Tenderer who wishes to be considered for this tender Contract award, over and above other tenders that they have submitted, shall submit when requested by the DoPW the necessary proof that:</p> <p style="margin-left: 20px;">(i) he/she has access to additional finance (inclusive of a PERFORMANCE GUARANTEE BY A REGISTERED FINANCIAL INSTITUTION),</p> <p style="margin-left: 20px;">(ii) he/she has additional Human Resources available to successfully complete this project.</p> <p style="margin-left: 20px;">(iii) he/she has adequate Equipment, Plant and Machinery that all of the above can, undoubtedly, be sourced for this tender. (Please submit to the DoPW the name and contact details of the supplier if the Tenderer is going to hire Equipment, Plant or Machinery, when requested.)</p> <p>(e) Tenderer to submit their latest 12 months audited financial statements with the returnable documents.</p> <p>I, the undersigned, _____ <div style="text-align: right; margin-right: 50px;"><small>(name of person authorized to sign on behalf of the Tenderer)</small></div> understand that it is the responsibility of the Tenderer to prove and provide when requested by the DoPW, evidence of the good Financial Standing of the Business to complete the Contract successfully.</p> <p>Furthermore, it is understood that failure to provide when requested by DoPW, at least the information as stated in paragraphs (d)(i)(ii) AND (iii) above will not enable the Evaluation Team to assess the CURRENT financial standing of the Business and the failure to provide said information when requested will, therefore, invalidate the Tender.</p> <p>I accept and understand that the KZN Department of Public Works, as representative of the Provincial Administration of KwaZulu-Natal in this tender, may act against me and the Tenderer, jointly and severally, should this declaration and/or any information provided be found to be false.</p> <p>Duly signed at..... on this the..... day of..... 20..</p>			
_____		_____	
Full Name of Signatory		Name of Enterprise	
_____		_____	
Capacity of Signatory		Signature of authorised representative	

T2.9 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

Project Title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College
Tender Number:	ZNTM01242W
Project Code:	068226

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) “tender” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) “price” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) “rand value” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) “tender for income-generating contracts” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) “the Act” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps=80(1-(Pt-P_{min})/P_{min}) \text{ or } Ps=90(1-(Pt-P_{min})/P_{min})$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10
 $P_s = 80(1 + (P_t - P_{max}) / (P_{max} - P_t))$ or $P_s = 90(1 + (P_t - P_{max}) / (P_{max} - P_t))$

Where
 Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of Points allocated (90/10 system) (to be completed by the Organ of State)	Number of Points allocated (80/20 system) (to be completed by the Organ of State)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
51% ownership by people who are Youth		05 points		
51% ownership by people who are Women		05 points		
Promotion of enterprise located in uMgungundlovu District Municipality area for work to be done or services to be rendered		10 points		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company Registration Number :.....

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:
DATE:
ADDRESS:
.....
.....

T2.10 SITE INSPECTION MEETING CERTIFICATE			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226
Site Inspection Date:		As per Tender Advertisement	

This is to certify that I, _____ (Name of authorised Representative)
 representing _____ (Name of Enterprise)
 visited the site on: _____ (Date)

I have made myself familiar with all local conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the site inspection meeting and that I understand the work to be done, as specified and implied, in the execution of this contract.

I declare that the representative, named above, is my authorised representative and **not** a third party agent and that my representative's attending of this site meeting, shall be deemed conclusive proof that my Enterprise are fully aware of what was said and discussed at this meeting.

	N/A	
Name of Tenderer		Date
	N/A	
Name of DOPW Representative		Date

This form is only to be completed when applicable to the tender and if a Compulsory Briefing meeting has been called.



Departmental Stamp:

T2.11 BIDDER'S DISCLOSURE

Project title: Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

Tender no:	ZNTM01242W	Project Code:	068226
-------------------	------------	----------------------	--------

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any

person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium¹ will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided

¹ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature Date

.....
Position Name of bidder

T2.12 RECORD OF ADDENDA TO TENDER DOCUMENTS

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

The undersigned confirm that the following communications received from the employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

Attach Additional Pages if more space is required

Tenderer to attach proof of receipt of above listed addenda

Signed		Date	
Name		Position	
Tenderer			

T2.13 PARTICULARS OF ELECTRICAL CONTRACTOR

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

Name of Electrical Contractor: _____

Address: _____

Telephone Number: _____

(Area Code)(Number)

Fax Number: _____

(Area Code)(Number)

Registration number at the Electrical Contracting Board of S.A.:

Name of authorised representative	Signature	Date

T2.14 SCHEDULE FOR IMPORTED MATERIALS AND EQUIPMENT

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

This schedule should be completed by the tenderer. *(Attach additional page(s) if more space is required)*

Item	Material / Equipment	Quotation (Excluding VAT)
1		R
2		R
3		R
4		R
5		R
6		R

The Contractor shall list imported items, materials and/or equipment which shall be excluded from the Contract Price Adjustment Provisions (if applicable) and shall be adjusted in terms of currency fluctuations only. Copies of the supplier's quotations for the items, materials or equipment (provided that such costs shall not be higher than the relevant contract rate as listed above) should be lodged with the Principal Agent / Engineer of the Department of Public Works within 60 (sixty) days from the date of acceptance of the tender. No adjustment of the local VAT amount, nor the contractor's profit, discount, mark-up, handling costs, etc. shall be allowed. (See P&G E16)

These net amounts will be adjusted as follows:

FORMULA:

The net amount to be added to or deducted from the contract sum:

$$A = V \left(\frac{Z}{Y} - 1 \right)$$

A = the amount (R) of adjustment

V = the net amount (supplier's quotation) (R) of the imported item

Y = exchange rate 14 days prior to closing date of tender submission

Z = exchange rate on the date of the Bill of Lading* of exporters invoice.

** A bill of lading (sometimes abbreviated as B/L or BoL) is a document issued by a carrier which details a shipment of merchandise and gives title of that shipment to a specified party. Bills of lading are one of three important documents used in international trade to help guarantee that exporters receive payment and importers receive merchandise. A straight bill of lading, which is referred to above, is used when payment has been made in advance of shipment and requires a carrier to deliver the merchandise to the appropriate party. It is therefore the date of the paid up invoice when the shipment leaves the exporter's location.*

[http://en.wikipedia.org/wiki/Bill_of_lading]

Name of authorised representative	Signature	Date

T2.15a LATEST 12 MONTH ANNUAL FINANCIAL STATEMENT

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

ATTACH A CERTIFIED COPY OF THE ANNUAL FINANCIAL STATEMENT OF THE COMPANY FOR THE PAST FINANCIAL YEAR TO THIS PAGE FOR ADJUDICATION PURPOSES

NOTE

In the case of a Tender by a Joint Venture, certified copies of the annual financial statements of the past financial year in respect of each party to the Joint Venture must be attached to this page

ATTACH COMPANY LATEST 12 MONTHS ANNUAL FINANCIAL STATEMENTS TO THIS PAGE

T2.16 EQUIPMENT SCHEDULES			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

The Tenderer shall complete the following schedules giving details of the various items of materials or equipment that he includes in his offer.

TECHNICAL DATA: STANDBY GENERATOR

Manufacturer:	
Model number:	
Serial number:	
Voltage	
KVA	
Frequency	
RPM	
Cylinder/stroke	
Fuel capacity and consumption	
Sound pressure level	
Condenser air flow rate	
Attenuation type	
Battery Type	
AMF Change Over Panel Type	
Starter Motor Type and Voltage	
Standard Compliance	

Project Code: 068226

EQUIPMENT SCHEDULES

TECHNICAL DATA: UNINTERRUPTABLE POWER SUPPLY UPS

Manufacturer	
Model	
Frequency	
Harmonic Distortion Reduction	
Operating Temperature	
Range of Protection – Lightning Strike	
KVA	
Maximum current, cooling mode	
Agent	
Telephone number of Agent	
Brochure enclosed	Yes/No

TECHNICAL DATA: PARCEL X-RAY UNITS

Manufacturer	
Model	
Dimension /Size	
Resolution	
Zoom ranges	
External Radiation Levels	
Standard Compliance	
Electrical nominal voltage	
Monitor Type and size	
Agent	
Telephone no of Agent	
Brochure enclosed	Yes/No

N A

Project Code: 068226

EQUIPMENT SCHEDULES

TECHNICAL DATA: WALK THROUGH DETECTOR

Manufacturer		
Model		
Timer mode		
No of sequential settings per time switch		
No of N/O and N/C contacts per setting		
Adjustable time lapse between settings		
Operating voltage	NA	
Operating current		
Agent		
Telephone number		
Brochure enclosed		
		Yes/No

TECHNICAL DATA: TURNSTILE

Manufacturer		
Size		
Range		
Voltage		
Battery Back Up Time		
Finish	NA	
Agent		
Telephone number		
Brochure enclosed		
		Yes/No

Project Code: 068226

EQUIPMENT SCHEDULES

TECHNICAL DATA: PARAPLEGIC LIFT

Manufacturer	
Panel thickness	
Load	
Stops	
Car Size	
Door Opening	NA
Door Type	
Speed	
Type of Drive	
Speed Control	
Type of Car and Landing Buttons	
Type of Landing Door Frames	
Type of Door	
Internal Finishes	
Pit	
Head Room	
Battery Type	
Method of joining panels	
Floor construction	
Standard Compliance	
Agent	
Telephone number of Agent	
Brochure enclosed	Yes/No

Project Code: 068226

EQUIPMENT SCHEDULES

TECHNICAL DATA: AIR-CONDITIONING AND VENTILATION INSTALLATION

Area:		
Manufacturer:		
Model number:	WCPU	
	Cooling Tower	
Serial number:	WCPU	
	Cooling Tower	
Voltage		V
Starting amps		A
Running amps		A
System supply gauge pressure		kPA
System return gauge pressure		kPA
Condenser water inlet temperature		°C
Condenser water outlet temperature		°C
Condenser water flow rate		l/s
Blower unit air inlet temperature		°C
Blower unit air outlet temperature		°C
Blower unit air flow rate		m ³ /s
Conditioned room air temperature after 1 hour, Design		°C
Conditioned room air temperature after 1 hour, Actual		°C

**T2.17 CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL
 DECLARATION**

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

In terms of Regulation 5(1)(h) of the Construction Regulations of February 2014 a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

DECLARATION

1. I, the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications attached to this document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction works under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
3. I hereby confirm that adequate provisions has been made in my Tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
4. I hereby undertake that if my Tender is accepted, to provide before commencement of the Works under the contract or as required by the Conditions of the Contract, a suitable and sufficiently documented Construction Safety, Health and Environmental Management Plan in accordance with Regulation 7(1)(a) of the Construction Regulations of February 2014, which shall be subject for approval by the Client.
5. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety Health and Environmental Management Plan has been approved in writing by the Client.
6. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
 - a) Client's Construction Safety, Health and Environmental Specification.
 - b) Approved Construction Safety, Health and Environmental Plan.
 - c) Occupational Health and Safety Act, Act 85 of 1993.
 - d) Construction Regulations of February 2014.
7. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014, and accept that my Tender will be rejected.

Duly signed at..... on this the..... day of..... 20.....

 Full Name of Signatory

 Name of Enterprise

 Capacity of Signatory

 Signature of authorised representative of Tenderer

T2.18 Compulsory Enterprise Questionnaire			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:	
Section 2: VAT registration number, if any:	
Section 3: CIDB registration number, if any:	
Section 4: CSD Number:	

Section 5: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 6 partners

Section 6: Particulars of companies and close corporations

Company registration number	
Close corporation number	
Tax reference number	

Section 7: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to verify the tenderers tax clearance status from the South African Revenue Services that it is in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name			
Position			
Enterprise name			

T2.19 TAX COMPLIANCE STATUS (TCS) PIN TO VERIFY ON LINE COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING			
Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

TAX CLEARANCE REQUIREMENTS

It is a condition of Tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the tenderer's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance.

1. In order to meet this requirement Tenderers are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderers / individuals who wish to submit tenders.
2. SARS will then furnish the tenderer with a Tax Compliance Status (TCS) **PIN** that will be valid for a period of 1 (one) year from the date of approval.
3. In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.
4. Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website www.sars.gov.za.
5. Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

IMPORTANT NOTICE

1. The South African Revenue Services (SARS) has phased out the issuing of paper Tax Clearance Certificates.
2. From 18 April 2016 SARS introduced an enhanced Tax Compliance (TCS) system.
3. The new system allows taxpayers to obtain a Tax Compliance Status (PIN), which can be utilised by authorised third parties to verify taxpayers compliance status online via SARS e-filing.
4. Tenderers are required to fill in clearly, legibly, in bold print and black ink the SARS (TCS) PIN number and Tax Reference number in the space hereunder:

Tax Compliance Status(TCS) PIN Number	
Company / Tendering Entity Tax Reference Number	

Name of Tenderer:

Signature of tenderer:

Date:

**T2.20 CERTIFIED PROOF OF GOOD STANDING WITH THE
COMPENSATION COMMISSIONER**

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

**ATTACH A CERTIFIED COPY OF PROOF, THAT THE
TENDERER IS IN GOOD STANDING WITH THE
COMPENSATION COMMISSIONER, TO THIS PAGE FOR
ADJUDICATION PURPOSES**

NOTE

In the case of a Tender by a Joint Venture, certified copies of proof of Good Standing with the Compensation Commissioner in respect of each party to the Joint Venture must be attached to this page

T2.21 - FORM OF OFFER AND ACCEPTANCE

Tender no: ZNTM01242W

OFFER

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of :

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

The Tenderer, identified in the Offer signature block, has examined the documents listed in the Tender Data and Addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the tenderer offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

Amount (in words):	
Amount in figures:	R

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

Signature (s)			
Name (s)			
Capacity			
For the tenderer			
	(Name and address of tenderer)		
Name and signature of witness			Date

ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below, accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the contract that is the subject of this Agreement.

The terms of the contract, are contained in:

- Part C1 Agreement and Contract Data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.
- Part C4 Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the returnable schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer’s agent (whose details are given in the contract data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature (s)			
Name (s)			
Capacity			
For the employer			
	<i>(Name and address of employer)</i>		
Name and signature of witness			

Schedule of Deviations

Notes:

1. The extent of deviations from the tender documents issued by the employer before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

1.1.1. Subject:
Details:

1.1.2. Subject:
Details:

1.1.3. Subject:
Details:

1.1.4. Subject:
Details:

By the duly authorised representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

T2.21a CONFIRMATION OF RECEIPT

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

Tender no.:	ZNTM01242W	Project Code:	068226
--------------------	------------	----------------------	--------

The Tenderer (now Contractor), identified in the Offer part of this Agreement hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this Agreement, including the Schedule of Deviations (if any) today:

the _____ (day)

of _____ (month)

_____ (year)

at _____ (Place)

For the Contractor:

Signature

Name

Capacity

Signature and name of witness:

Signature

Name

T2.22 - FINAL BILL OF QUANTITY SUMMARY

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

ATTACH SUMMARY PAGE OF THE BILL OF QUANTITIES

**SOUTHERN REGION: DEPARTMENT OF TRANSPORT – UMGUNGUNDLOVU DISTRICT – RTI TRAFFIC TRAINING COLLEGE - ROAD TRAFFIC INSPECTORATE – 240 BURGER STREET, PMBURG 3200:
SUPPLY AND INSTALLATION OF TWO NEW PREFABRICATED CLASSROOMS AND OTHER UPGRADES FOR RTI TRAFFIC TRAINING COLLEGE**

WIMS NO. 068226

SECTION NO.	SUMMARY OF SECTIONS	AMOUNT	
1	PRELIMINARIES & GENERAL	R	
2	DEMOLITION AND ALTERATION	R	
3	PROVISIONAL SUMS	R	
4	SUB TOTAL	R	
5	ADD VAT @ 15%	R	
	TOTAL CARRIED FORWARD TO FORM OF OFFER	R	

T2.25 THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

This document must be signed and submitted together with your tender

INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

1 PILLARS OF THE PROGRAMME

- 1,1 The NIP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$ 10 million or other currency equivalent to US\$ 10 million will have a NIP obligation. This threshold of US\$ 10 million can be reached as follows:
- (a) Any single contract with imported content exceeding US\$10 million.
or
 - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$10 million.
or
 - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$10 million.
or
 - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$10 million.
- 1,2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30 % of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a pro-rata basis.
- 1,3 To satisfy the NIP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.
- 1,4 A period of seven years has been identified as the time frame within which to discharge the obligation.

2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2,1 In order to ensure effective implementation of the programme, successful tenderers (contractors) are required to, immediately after the award of a contract that is in excess of R10 million (ten million Rands), submit details of such a contract to the DTI for reporting purposes.
- 2,2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1. (d) above.

3 Tender SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF TenderDERS AND SUCCESSFUL TenderDERS (CONTRACTORS)

- 3,1 Tenderders are required to sign and submit this Standard Tendering Document (SBD 5) together with the Tender on the closing date and time.

3,2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIP obligation, successful Tenderders (contractors) are required, immediately after being officially notified about any successful Tender with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:

- Tender / contract number.
- Description of the goods, works or services.
- Date on which the contract was accepted.
- Name, address and contact details of the government institution.
- Value of the contract.
- Imported content of the contract, if possible.

3,3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr. Elias Malapane within five (5) working days after award of the contract. Mr. Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at Elias@thedti.gov.za for further details about the programme.

4 PROCESS TO SATISFY THE NIP OBLIGATION

4,1 Once the successful Tenderder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:

- a. the contractor and the DTI will determine the NIP obligation;
- b. the contractor and the DTI will sign the NIP obligation agreement;
- c. the contractor will submit a performance guarantee to the DTI;
- d. the contractor will submit a business concept for consideration and approval by the DTI;
- e. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
- f. the contractor will implement the business plans; and
- g. the contractor will submit bi-annual progress reports on approved plans to the DTI.

4,2 The NIP obligation agreement is between the DTI and the successful Tenderder (contractor) and, therefore, does not involve the purchasing institution.

Tender number:	_____	Closing date:	_____
Name of tenderer:	_____		
Postal address:	_____ _____		
Signature:	_____	Name (in print):	_____
Date:	_____		

**T2.26 - CERTIFIED PROOF OF REGISTRATION ON CENTRAL SUPPLIERS
DATABASE**

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Bid no:	ZNTM01242W	Project Code:	068226

**ATTACH A CERTIFIED COPY OF PROOF, THAT THE BIDDER
IS REGISTERED ON THE CENTRAL SUPPLIERS DATABASE
TO THIS PAGE FOR ADJUDICATION PURPOSES**

NOTE

In the case of a Tender by a Joint Venture, certified copies of proof of registration on the Central Suppliers Data Base in respect of each party to the Joint Venture must be attached to this page

T2.27 - CERTIFIED PROOF OF CIDB REGISTRATION NUMBER

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

ATTACH A CERTIFIED COPY OF PROOF, THAT THE TENDERER IS REGISTERED WITH THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD (CIDB) TO THIS PAGE FOR ADJUDICATION PURPOSES

NOTE

In the case of a Tender by a Joint Venture, certified copies of proof of registration with the CIDB in respect of each party to the Joint Venture must be attached to this page

T2.28 - PROOF OF PAYMENT OF TENDER DEPOSIT

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

ATTACH A COPY OF PROOF OF PAYMENT WHERE AVAILABLE OF THE TENDER DEPOSIT BY THE TENDERER, TO THIS PAGE FOR ADJUDICATION PURPOSES

NOTE

In the case of a Tender by a Joint Venture a certified copy of proof of payment where available of the tender deposit is only necessary in respect of any one party to the Joint Venture and must be attached to this page

T2.29 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 1

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL TENDERER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL TENDERER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE TENDERER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached tendering documents to Head: Public Works (Department of Public Works: Province of KwaZulu-Natal) in accordance with the requirements and specifications stipulated in tender number ZNTM01242W at the price/s quoted.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Tendering documents, viz
 - Invitation to tender;
 - Tax Compliance Status (TCS) **PIN**;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claims for SPECIFIC GOAL/S, for this tender in terms of the Preferential Procurement Regulations 2022;
 - Bidder's Disclosure;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract for construction works Edition 2 - GCC2010; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my Tender; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the Tendering documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any Tenderer or any other person regarding this or any other Tender.

I confirm that I am duly authorised to sign this contract.

NAME (PRINT): _____
CAPACITY: _____
SIGNATURE: _____
NAME OF FIRM: _____
DATE: _____

Witnesses:
1. _____
2. _____
Date: _____

T2.30 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 2

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as

accepts your tender under reference ZNTM01242W dated _____ for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.

3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT _____ ON _____
[Place] [Date]

NAME (PRINT): _____

SIGNATURE: _____



OFFICIAL STAMP:

Witnesses:

1. _____

2. _____

Date: _____

T2.31 - OHSE PLAN STRUCTURE

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

A detailed OHSE Plan is to be submitted by the successful tenderer as per Construction Regulation 7(1)(a). The following are the minimum standard legal documentation that must form part of the OHSE Plan based on the risks attached in executing this project titled;

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

NOTE TO THE COMPILER OF THIS DOCUMENT : PLEASE INSERT PROJECT SPECIFIC OHSE PLAN STRUCTURE AS RECEIVED FROM THE KZN DoPW OFFICIAL APPOINTED TO THE PROJECT OR AN APPOINTED PROFESSIONAL CONSTRUCTION HEALTH AND SAFETY AGENT.



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

Occupational Health and Safety Specification (OHSE SPEC)

PROJECT NAME

Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

ZNT NUMBER:	ZNTM 01242 W	WIMS NO:	068226
REGION:	SOUTHERN REGION	DISTRICT:	UMGUNGUNDLOVU
OHS OFFICER:	K.R. MNCWABE	COMPILATION DATE:	05 JUNE 2023

TABLE OF CONTENTS

1. Definitions
2. Introduction
3. Scope of application
 - 3.1. *Site Location*
 - 3.2. *Scope of work*
4. Contractual Issues
5. Administrative Requirements
 - 5.1. *Notification of Construction Work*
6. Appointment of Full Time Safety Officer
7. Annexures
 - i. *Annexure A - Structure of the detailed OHSE Plan*
 - ii. *Annexure B - Client Specific Legal Requirements*
 - iii. *Annexure C - OHS Declaration for Tenders*
 - iv. *Annexure D - Summary of Designers Risk Reports*
 - v. *Annexure E - Baseline Risk Assessment*

1. DEFINITIONS

For the purpose of the OHSE Spec, the abbreviations or definitions given hereunder shall apply and the reference to gender will apply to any other gender.

“**CR**” refers to the Construction Regulations 2014

“**Agent (Pr.CHSA)**” means a competent person who acts as a representative for a Client in terms of Regulation (5)5.

“**Client**” means Department of Public Works

“**Competent person**” means a person who-

- (a) Has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications, specific for that work or task: Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No.67 of 2000), those qualifications and that training shall be regarded as the required qualifications and training; and
- (b) Is familiar with the OHS Act, Act 85 of 1993 and with the applicable regulations made under the Act;

“**Construction Manager (Site Agent)**” means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site;

“**Construction Site**” means a work place where construction work is being performed;

“**Construction Supervisor**” means a competent person responsible for supervising construction activities on a construction site;

“**Construction Vehicle**” means a vehicle used as a means of conveyance for transporting persons or material, or persons and material, on and off the construction site for the purposes of performing construction work;

“**Construction work**” means any work in connection with –

- (a) The construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or
- (b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work;

"Construction Work Permit" means a document issued in terms of regulation 3 of the Construction Regulations 2014;

"Contractor" means an employer who performs construction work;

"Fall Protection Plan" means a documented plan, which includes and provides for-

- (a) All risks relating to working from a fall risk position, considering the nature of work undertaken;
- (b) The procedures and methods to be applied in order to eliminate the risk of falling; and
- (c) A rescue plan and procedures;

"Health and Safety File" means a file, or other record containing the information in writing required by these Regulations;

"Health and Safety Plan" means a site, activity or project specific documented plan in accordance with the client's health and safety specification;

"Health and Safety Specification" means a site, activity or project specific document prepared by the client pertaining to all health and safety requirements related to construction work;

"Medical Certificate of Fitness" means a certificate contemplated in regulation 7(8) of Construction Regulations 2014;

"Principal Contractor" means an employer appointed by the client to perform construction work;

"Safety Officer" – a person deemed competent by SACPCMP under the relevant category of registration.

"Professional Engineer or Professional Certificated Engineer" means a person holding registration as either a Professional Engineer or Professional Certificated Engineer in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000);

2. INTRODUCTION

The Kwa-Zulu Natal Department of Public Works is deemed as the **"Client"** in terms of the definitions of Construction Regulations of 2014 as published in the *Government Gazette No.37305*. The Construction Regulations of 2014 under *CR (5) (1)* stipulates that that the client shall prepare a suitable, sufficiently documented and coherent site specific Occupational Health and Safety Specification for the intended construction work based on the baseline risk assessment.

The purpose of this Occupational Health and Safety Specification document (which hereinafter will be referred to as OHSE Spec) is to provide designers and the successful tenderer with essential OHS information to ensure effective safety management during the design and construction phase of the project.

This OHSE Spec forms an integral part of the contract between the Client and the Principal Contractor, so as to ensure compliance with the Occupational Health and Safety Act, Act 85 of 1993 and its applicable regulations and shall serve as the basis for the Principal Contractor to develop his/her Project Safety, Health and Environmental Management Plan. As with any other plan for it to be implemented and managed effectively it requires the allocation of sufficient funds to achieve the objectives set out in the plan. In line with this requirement Construction Regulation 5(1) (g) requires the Client to ensure that the Principal Contractor has made adequate provisions for the cost of Health and Safety Measures in their tenders.

It shall be noted that this OHSE Specification, as much as it is detailed, it is not exhaustive and the onus is on the Principal Contractors to ensure that they comply with Section 8 of the OHS Act, Act 85 of 1993 which states that "*Every Employer shall provide and maintain, as far as is reasonably practicable, a working environment that is safe and without risk to the health of his employees.*" This means that Principal Contractors as they are employers in their own right shall at all times ensure continuous assessments are done for continued provision and maintenance of a healthy and safe working environment.

3. SCOPE OF APPLICATION

This OHSE Specification document stipulates the minimum Occupational Health, Safety, and Environmental requirements that the tenderer need to address in his/her OHSE Plan. This Specification also addresses legal compliance, hazard identification, risk assessment, risk control, and promotion of Health & Safety culture amongst those working on the project.

This Specification also makes provision for the protection of persons other than employees. This OHSE Spec is exclusively applicable to the following project pending any change of scope which may necessitate changes to the OHSE Specification.

3.1. Site location

Department of Transport RTI Traffic training college is located in the CBD of Pietermaritzburg town 240 Burger Street, in the uMgungundlovu District of KwaZulu-Natal.

The GPS coordinates of the school are 30, 382014; -29, 60602

3.2. Scope of work

This project involves the supply and installation of new prefabricated structures (Park home) as per;

SPECIAL REQUIREMENTS:

1. Supply and installation of two new Park home structures to be used as classrooms
2. Each park home must accommodate 25 students with sufficient space taking social distancing into account;
3. Connect electricity to the main supply of facility;
4. Air-conditioning- split units- based on the sizes of the offices;
5. Blinds;
6. Electric 3 tier trunking (for plug points);
7. Fluorescent lights (Energy saving LED lighting);
8. Vinyl flooring;
9. Firefighting equipment;
10. Emergency entrance/exits;
11. Burglar bars on all windows;
12. Burglar gates on entrance/exit doors;
13. Gutters and down pipes;
14. Ramp access for persons with disabilities with railing; and 15. Relocation of outdoor lights (6).

This OHSE Specification further seeks to achieve the following;

- a) To provide Principal Contractors with the Structure of the Detailed OHSE Plans they will have to prepare and submit for this project. **See Annexure A**
- b) Provide the overarching framework within which the Principal Contractor is required to demonstrate compliance with certain requirements for occupational health and safety established by the Occupational Health and Safety Act, Act 85 of 1993, all applicable regulations and Client Specific Requirements. **See Annexure B**
- c) To bring to the attention of the Bidding Principal Contractors that they need to make an undertaking that the costs for executing the project includes the costs of complying with the OHS Act, Act 85 of 1993, all applicable regulations including Client Specific requirements. Such undertaking is made by appending signatures on the OHS Declaration for Tenders. **See Annexure C**
- d) Ensure that the Principal Agent as the Professional Service Provider appointed by the Department to manage the project on its behalf in terms of the Conditions of Contract applicable to this project ensures that the contents of this document and the attached Baseline Risk Assessment are taken into consideration during design by all professions appointed and that the OHSE Specification is incorporated into the tender documents. **See Annexure D**

4. CONTRACTUAL ISSUES

Acceptance by the Principal Contractor of the contract with KZN DOPW shall constitute acknowledgement that the Principal Contractor has familiarised him/herself with the contents of the OHSE Spec and that he/she will comply with all its obligations in respect thereof. Due to fact that this document is based on legislative requirements, the Client requires that all Contractors comply with the requirements of this document and all other relevant legislative requirements not covered by this document.

The Client or its duly appointed Construction Health practitioner reserves the right to stop any Principal Contractor or Sub-Contractors from working whenever Safety, Health or Environmental requirements are being violated as required by regulation 5(1)(q). Any resultant costs of such work stoppages will be for the relevant Contractor's account.

The requirements as specified by the Client in this document shall not be deemed to be exhaustive and the Client reserves the right to make changes as and when the Client deems fit to address issue of OHSE Compliance.

The Client will not entertain any claim of any nature whatsoever which arises as a result of costs incurred or delays being experienced due to the Contractor not complying with the requirements of this document and/or any other applicable legislative requirements imposed on the Contractor.

5. ADMINISTRATIVE REQUIREMENTS

5.1. Notification of Construction Work

The successful tenderer shall at least within 07 working days before commencing with construction work notify the Provincial Director in writing using **Annexure "2"**. A copy of the notification once stamped by a DoL Official shall be submitted to the client prior to commencing with construction work.

6. APPOINTMENT OF A CONSTRUCTION HEALTH AND SAFETY OFFICER

The Principal Contractors will have to appoint a competent fulltime Construction H&S Officer. Before commencing work, the Contractor shall designate a competent SACPCMP registered Health and Safety officer on full time basis. The Principal Contractor shall provide the Departmental Health and Safety representative on this project with certificate of competency and Curriculum Vitae of the Health and Safety Officer. The Health and Safety Officer will be expected to attend the Site progress meetings. NB Safety officer appointed shall be full time on site under CR8(5) ,safety representative can never be appointed as a full time safety officer under section 17(1) appointment and section 18 duties, that will be not accepted on any site.

STRUCTURE OF THE DETAILED OHSE PLAN

A detailed OHSE Plan is to be submitted by the successful tenderer as per section 8 above. The following are the minimum standard legal documentation that shall form part of the OHSE Plan, based on the risks attached in executing this project:

- i) The notification to commence with construction work made to the Provincial Director of Labour using Annexure 2. *(Filled in only to be submitted on approval of the Safety Plan)*
- ii) Letter of Good Standing with Compensation Commissioner or Compensation insurer
- iii) The Contractor's Health, Safety & Environmental Policy, signed by the Chief Executive Officer, which outlines the Contractor's OHSE compliance objectives and how they will be achieved.
- iv) Pre-Construction risk assessment
- v) Risk Assessment and Method Statements
- vi) Fall Protection
- vii) Relevant checklists and registers.
- viii) Site specific OHSE Organogram
- ix) Preliminary Induction Program
- x) Environmental Management Plan
- xi) Proof of competency for the following legal appointees:

- *Construction Manager - (Detailed CV reflecting qualification, relevant experience and references from previous clients)*
- *Construction Work Supervisor - Detailed CV reflecting qualification, relevant experience and references from previous clients.*
- *Construction Health And Safety Officer – SAMTRAC or equivalent & plus proof of SACPCMP Registration*
- *Risk Assessor – Risk Assessor Certificate*
- *Fall Protection Planner – SAQA*
- *Electrician – wireman's licence*

CLIENT SPECIFIC REQUIREMENTS

Legal appointments	
Prior Site Handover	After Site Handover (on commencement with Construction work)
<ul style="list-style-type: none"> ☐ Section 16(1) CEO ☐ Section 16(2) assistant CEO/ ☐ Construction Manager CR 8(1) & Competency. <i>Detailed CV reflecting qualification, Valid Supervisor Certificate, relevant experience and references from previous clients.</i> ☐ Construction Work Supervisor & CR 8(7) Competency. <i>Detailed CV reflecting qualification, Valid Supervisor Certificate, relevant experience and references from previous clients</i> ☐ Assistant Construction Work Supervisor & CR 8(8) Competency. <i>Detailed CV reflecting qualification, Valid Supervisor Certificate, relevant experience and references from previous clients.</i> ☐ Construction Health and Safety Officer CR 8(5) & Competency. <i>Valid registration with SACPCMP and CV reflecting appropriate experience and contact details.</i> ☐ Risk Assessor & Competency CR 9(1). ☐ Fall Protection Planner & Competency CR 10(1)(a). ☐ First Aider & Competency GSR 3(4). ☐ Incident investigator & Competency GAR 9(2). ☐ Fire fighter and inspector & Competency CR 29(h)(i). ☐ Construction Vehicle/plant operator and inspector & Competency CR 23(1)(d)(k). 	<ul style="list-style-type: none"> • Emergency co-ordinator& Competency • Portable Electrical tool inspector • Hand tools inspector • Housekeeping inspector CR 27 • Stacking and storage inspector & Competency CR 28(a) • Temporary electrical installation inspector & Competency EIR(9)(2) • Flammable liquids Storage Inspector • Hazardous substance storage inspector • Electrician & Competency CR 24(d) • Ladders Inspector GSR 13 (a) • Principal Contractor appointment CR 5(1)(k). • Health and Safety Representative .Section 17(1) where applicable. • Anyone on site with the highest ranking and fulltime on site COVID-19 manager 16(5) • Working at heights :SANS 229995 • Fall rescuer :SANS 229998

-

T2.32 - OHSE CLIENT SPECIFIC REQUIREMENTS

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College
Tender no:	ZNTM01242W
Project Code:	068226

NOTE TO THE COMPILER OF THIS DOCUMENT : PLEASE INSERT PROJECT SPECIFIC OHSE CLIENT SPECIFIC REQUIREMENTS AS RECEIVED FROM THE KZN DoPW OFFICIAL APPOINTED TO THE PROJECT OR AN APPOINTED PROFESSIONAL CONSTRUCTION HEALTH AND SAFETY AGENT.



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

Annexure B	
Items	Client Specific Requirements
OHS BOQ	<ul style="list-style-type: none"> • The contractor shall ensure that OHS items and cost are included in the BOQ to ensure that compliance is not compromised at the project implementation phase.
Site Office location	<ul style="list-style-type: none"> • The location of the site office should be in an area that will not require visitors to pass through or enter area where construction work is active and will not require the re-location of the office as the project progresses.
Site Establishments	<ul style="list-style-type: none"> • The following welfare facilities must be provided for in a clean and suitable condition, unless agreement with the Client/Agent's representative has been confirmed regarding the use of existing facilities (Refer to Construction Regulation and BCEA): <ol style="list-style-type: none"> a) Shower facilities for both genders Males and females; b) Sanitary facilities for both genders Males and females; c) Changing facilities for both genders Males and females; d) Sheltered, fully boarded enclosed eating areas with enough dining table and chairs; e) Drinking water at strategic locations on site; f) Safe pedestrians walk ways; g) OHS charts including all acts and all regulations charts to be posted on the notice board /eating area for the convenience of information to workers; h) Water for consumption purposes shall be drawn only from taps in dining areas and ablution blocks and at points on Site marked "drinking water".
Extreme weather conditions	<ul style="list-style-type: none"> • If the weather condition poses a threat to the health & safety of employees be it extreme heat, cold, lightning or any adverse weather condition appropriate safety measures have to be taken.
Change to scope of work	<ul style="list-style-type: none"> • Should there be changes to the original scope of work, the Principal Agent shall inform appointed Construction Health and Safety Agent to effect changes to the OHSE Specification.
Safety Plan Submission	<ul style="list-style-type: none"> • The successful Tenderer shall submit a copy of the detailed OHSE Plan for approval and keep the original for onsite use during construction. The principal Contractor will not be allowed to start site establishment before his/her SHE Plan has been approved in writing.
Bylaws	<ul style="list-style-type: none"> • The Principal Contractor shall incorporate any aspects of the Local Municipal bylaws which affect the, Safety and Environmental wellbeing of the employees and the public into his/her OHSE Plan and ensure compliance to such bylaws.

<p>Method Statement and Risk Assessment for construction work</p>	<ul style="list-style-type: none"> • To comply with CR(9) and to also address environmental issues (<i>See the attached baseline risk assessment to be considered by both the designer and the principal contractor</i>). • The Principal Contractor is required to perform project specific method statement risk assessments, compile Safe Working Procedures for each activity executed in the project. The risk assessment shall be performed by a competent person and shall form part of the health and safety plan to be applied on the site. • The risk assessment shall include: <ul style="list-style-type: none"> - identification of the risks and hazards to which persons may be exposed to; - analysis and evaluation of the risks and hazards identified; - a monitoring plan and review plan. • The Principal Contractor shall ensure that all Contractors are informed regarding any hazards that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessments monitoring and review plan of the relevant site.
<p>Fall protection</p>	<ul style="list-style-type: none"> • To comply with CR (10), as to properly protect employees from falling off elevated positions or falling into floor openings. • Any work undertaken at height above ground level higher than two metres or any floor. • Employees working in elevated positions shall be trained to do this safely, without risk and compliant with legislation. Proof to be available on file. • The Risk Assessment shall take the possibility into account of persons falling through fragile material, skylights and other openings in the roof. • Edge protection and protection of floor openings need to be of such a manner
<p>Temporary work</p>	<ul style="list-style-type: none"> • To comply with CR (12)
<p>Excavations</p>	<ul style="list-style-type: none"> • To comply with CR(13) and the following: <ul style="list-style-type: none"> • If the risk exists of a person in an excavation being enclosed in an event of a collapse the following will apply; shoring sufficient to prevent enclosure, any excavated material shall be placed at least 1metre from the edge and at the maximum angle of repose to the horizontal. • No excavation may affect the stability of any adjoining structure or road unless steps have been taken as identified by an Engineer or a Technologist. • Adequate provisions shall be made to ensure that water is drained from excavations where water may enter such excavations as a result of seepage or rain • All excavations made by the Principal or Sub Contractors shall be barricaded by means of solid barricading and barricading tape may only be used to make such barricading more visible. • Excavated trenches shall be barricaded with an orange netting in ensuring high visibility to the public and such barricades shall be attached with a warning sign of deep excavation. • Daily inspections excavations shall be by a competent person. • Inspection after inclement /adverse weather conditions shall be done by an appointed competent person. • Access into the excavation shall be in the form of an aluminium ladder the is suitable to the size of the excavation, NB no homemade ladder allowed on site.

Construction vehicles and mobile plant	<ul style="list-style-type: none"> • All Construction Plant and vehicle shall comply with the requirement of Construction Regulation 23. • All Construction Plant and vehicle shall be operated and inspected by a person who has received appropriate training, is certified competent and in possession of proof of competency and is appointed in writing.
Electrical installations and machinery on construction sites	<p><u>Temporary Installations Inspections</u></p> <p>Where contractor camps are to be established then the requirements of CR regulation 24 the Electrical Installation Regulations and the Electrical Machinery regulations shall be adhered to.</p> <p>When construction work is to be performed in urban areas and occupied rural areas, prior to start work and throughout the progress of work, all contractors are required to ascertain as to what services are buried underground and take the necessary precautions to prevent damage to such services.</p> <p><u>Earth leakages</u></p> <p>All earth leakage devices that have been installed in any electrical system shall be subjected to the relevant testing and operation on a regular basis.</p> <p>Where earth leakage devices have not been installed in old electrical systems, then all work shall be done through a portable earth leakage, unless such electrical equipment and or tools are of the double insulated type.</p>
Use and temporary storage of flammable liquids on construction sites	<ul style="list-style-type: none"> • The Principal Contractor is to appoint a competent person to control the storage, use and transportation of any Hazardous Chemical Substances. • All employees shall be adequately and comprehensively informed and trained with regards to the potential risks to health caused by exposure. • All hazardous chemical substances storage areas shall have an area with a bund wall /drip trays to be used during the decanting of hazardous chemicals. • Hazardous chemical stores shall be constructed in a manner that there is enough ventilation to prevent any chemical vapours and smell that might harm the workers and environment. • Hazardous chemical store shall be labelled with no naked flame and no smoking sign inside and outside. • A firefighting (DCP) equipment shall be installed between 3 meter and 5 meter away from the hazardous chemical storage area, such firefighting equipment shall be free of obstruction, covered to prevent any excessive sunlight and wind conditions. • A list of all the identified Hazardous Chemical Substances shall be available on site. • Material Safety Data Sheet indicating hazardous properties and emergency procedures in case of incident shall be available on site.
Water environments	<ul style="list-style-type: none"> • A contractor shall provide suitable drinking water for all their employees I (free of charge) whilst working in the field. Every effort must be made to keep the water as cold as possible. A principal contractor shall provide enough water for hands washing and bathing of workers on site.
Housekeeping and general safeguarding on construction sites	<ul style="list-style-type: none"> • To comply with CR (27) and the following: <ul style="list-style-type: none"> - Contractor to designate areas for placing refuse and rubble prior to being removed from site; - Contractor shall implement a daily task site clean-up for all activities these should cover work areas, stairways, walkways etc. to free of any construction debris obstruction; - Refuse to be separated for recycling purposes; - Hazardous materials such as asbestos may not be included in general rubble and need to be disposed of as per applicable legislative requirements.

Stacking and storage on construction sites	<ul style="list-style-type: none"> • To comply with CR (28); <ul style="list-style-type: none"> - The Principal Contractor must appoint in writing a stacking supervisor. Storage areas must be designated, kept neat and under control.
Fire precautions on construction sites	<ul style="list-style-type: none"> • To comply with CR (29) and the following; <ul style="list-style-type: none"> - No smoking may be permitted on site except in designated smoking areas
Construction employees' facilities	<ul style="list-style-type: none"> • To comply with CR (30) and the following; <ul style="list-style-type: none"> - Gender signs to be placed at appropriate locations; - All welfare facilities to be kept in a hygienic condition at all times; - Employees to be trained in good hygiene practices
Public Safety & Signage	<ul style="list-style-type: none"> • The Principal Contractor engaged in construction work shall ensure that each person working on or visiting a site, and the general public in the vicinity of the construction site, shall be made aware of the dangers likely to arise from onsite activities and the precautions to be observed to avoid or minimise those dangers. • Appropriate signage shall be posted at conspicuous points within and around the perimeter of the site. The steps to comply with this requirement shall be outlined in the OHSE Plan. • The public or visitors may only be permitted on site if they go through an appropriate health and safety induction detailing hazards and risks they may be exposed to and what measures are in place to control these hazards and risks • The entire project site shall be secured against unauthorized access and provided with appropriate warning signage. Where roadways or walkways shall be encroached or closed due to work, adequate barriers shall be installed to safely redirect the flow of vehicles and pedestrians and protect them from construction activities. • Whenever it is necessary to maintain public use of work areas (such as sidewalks, ramps, entrances to buildings, corridors, or stairways), the public shall be protected with appropriate guardrails, barricades, temporary fences, overhead protection, or temporary partitions and hoarding. The public shall also be adequately protected from any work created hazards, such as excavations. Appropriate warnings, signs, warning lights and instructional safety signs shall be conspicuously posted and placed where necessary. • The public shall also be protected from falling debris and objects from the project site. Overhead protection shall be provided that will fully protect the public and be capable of withstanding the maximum forces that could be applied from potential falling objects. Special attention shall also be given to developing adequate means to protect against wind-blown debris and construction-related materials.

<p>On Site Health and Safety Training & Induction</p>	<ul style="list-style-type: none"> • The Principal Contractor shall ensure that all site personnel and visitors undergo a risk-specific health & safety induction training session before starting work or being permitted to enter the site. A record of attendance shall be kept in the health & safety file. • The Principal Contractor shall ensure that the school induction where construction is going to be done, undergo a risk-specific health & safety induction training session on arrival of a contractor to the new site. This will give a crucial orientation to the scholars and educators to understand the hazard and risk of construction activities in a nearby prohibited areas(s). A records of such induction must have a school principal's signature, school stamp and or signature any SGB authorised personnel. • The Principal Contractor shall ensure that, on site periodic toolbox talks take place at least once per week. These talks should deal with risks relevant to the construction work at hand. A record of attendance shall be kept in the health & safety file. The above should also cover all sub-contractors that are onsite. • All Contractors have to comply with this minimum requirement. Environmental issues to be included in toolbox talks where required.
<p>General Record Keeping</p>	<ul style="list-style-type: none"> • The Principal Contractor and all Sub Contractors shall keep and maintain Health and Safety records to demonstrate compliance with this Specification, The OHS Act 85/1993; and with the Construction Regulations of 2014. The Principal Contractor shall ensure that all records of incidents/accidents, training, inspections; audits, etc. are kept in a health & safety file held in the site office, which shall be present on site at all times. The Principal Contractor shall ensure that every Sub Contractor opens its own health & safety file, maintains the file and makes it available on request.
<p>Health & Safety Audits, Monitoring and reporting</p>	<ul style="list-style-type: none"> • The Client or its duly appointed Agent shall conduct monthly health & safety audits. The Principal Contractor is obligated to conduct similar audits on all Sub Contractors appointed by them at least once a month. Detailed audit reports shall be presented and discussed at all levels of project management meetings and a copy of such audit will be provided to the Client or it's duly appointed Agent within 7 working days of such audit. Copies of the Client's audit reports shall be kept in the Principal Contractors Health & Safety File.
<p>Emergency Procedures</p>	<ul style="list-style-type: none"> • The Principal Contractor shall submit a detailed Emergency Plan for approval by the Client prior to commencement on site. The plan shall detail the response procedure including the following key elements: <ol style="list-style-type: none"> 1. List of key competent personnel; 2. Details of emergency services; 3. Actions or steps to be taken in the event of the specific types of emergencies; 4. Information on hazardous material/situations.
<p>First Aid Boxes and First Aid Equipment</p>	<ul style="list-style-type: none"> • The appointed First Aider(s) to be in possession of a valid first aid training certificate Level 2. Valid certificates are to be kept in the Site Safety File. All Sub Contractors with more than 5 employees shall supply their own first aid box, except if otherwise agreed upon between Principal and Sub- Contractor in writing.

<p>Accident / Incident Reporting and Investigation</p>	<ul style="list-style-type: none"> Injuries are to be categorised into Near miss, first aid, LTI, fatal etc. Fatal accidents to be reported in addition to applicable legislative requirements to the Client or its duly appointed Agent with immediate effect. The Principal Contractor shall stipulate in its construction phase OHSE Plan how it will handle each of these categories. When reporting injuries to the Client, these categories shall be used. The Principal Contractor shall investigate all injuries, with a report being forwarded to the Client immediately. All Sub- Contractors have to report on the abovementioned categories of injuries to the Principal Contractor at least monthly. All categories of incidents/accidents shall be in the Statistics Section of the Monthly Audit Reports, submitted to the Client or it's duly appointed Agent. All medical reports from the doctor as from WCL 2, WCL 4 and WCL 5 reports shall be communicated to the client's project manager appointed for the project and copy all project management stakeholders.
<p>Hazards and Potential Situations</p>	<ul style="list-style-type: none"> The Principal Contractor shall immediately notify other Sub Contractors as well as the Client of any hazardous or potentially hazardous situations that may arise during performance of construction activities. Should a hazardous situation require work stoppages, the work shall be stopped and corrective steps taken such as the issue of Written Safe Work Procedures and the issue of Personal Protective Equipment.
<p>Personal Protective Equipment (PPE) and Clothing</p>	<ul style="list-style-type: none"> The Principal Contractor shall ensure that all workers are issued with the required PPE as required by the risks associated with the activities they perform .The minimum PPE to be worn on site will be Safety Shoes/Boots, Hard Hats, Overalls. No Visitors may enter the site without Safety Shoes/Boots and Hardhats. The Principal Contractor and all Sub Contractors shall make provision and keep adequate quantities of SABS approved PPE on site at all times. All employees issued with PPE to be trained in correct use, records of training and issue to be kept in the Site SHE File .Procedure to be in place to deal with: <ol style="list-style-type: none"> Lost or stolen PPE; Worn out or damaged PPE replacement. Employees not utilising PPE as required The above procedure applies to Principal Contractors and their appointed Sub-Contractors, as they are all employers in their own right.
<p>Speed Restrictions and Protections</p>	<ul style="list-style-type: none"> Unless otherwise stipulated, the maximum speed limit on sites shall be limited to 10 km/h. <ul style="list-style-type: none"> Vehicle movement routes on site shall be clearly indicated where applicable. Signage to ensure the safe movement of vehicles on site, as well as to ensure the health and safety of all employees and visitors on site, shall be displayed in strategic locations.
<p>Hazardous Chemical Substances (HCS)</p>	<ul style="list-style-type: none"> To comply with Hazardous Chemical Substances Regulations as published in Government Notice No. R. 1179 dated. In addition to the abovementioned, Material Safety Data Sheets shall be kept on site for all materials, which may contain hazardous chemical substances.
<p>Fire Extinguishers and Fire Fighting Equipment</p>	<ul style="list-style-type: none"> The Principal Contractor and Sub-Contractors shall allow for and provide adequate provision of regularly serviced temporary firefighting equipment located at strategic points on site, specific for the classes of fire likely to occur. The appropriate notices and signs shall be allowed for and be erected as required. Contractors may not utilize fire protection equipment belonging to the Client without prior consent.

Ladders and Ladder Work	<ul style="list-style-type: none"> • The Principal Contractor shall allow for and ensure that all ladders are inspected at least monthly, are in a good safe working order, are the correct height for the task, extend at least 1m above the landing, are fastened and secured and are placed at a safe angle. • Records of inspections shall be kept in a register on site.
General Machinery	<ul style="list-style-type: none"> • To comply with Driven Machinery Regulations as published in Government Notice No. R. 1010 dated 18 July 2003.
Portable Electrical Tools and Hand Tools	<ul style="list-style-type: none"> • The Principal Contractor shall ensure that all electrical tools, electrical distribution boards, extension leads, and plugs are kept in a safe working order. • The Principal Contractor shall ensure all portable electrical Equipment is clearly numbered, inspected by a Competent appointed person and records of such inspections to be kept on record in an appropriate register on the site SHE file. • The Principal Contractor shall allow for and ensure the following in relation to hand Tools: <ol style="list-style-type: none"> 1) That a “Competent Person” undertakes routine inspections and records are kept on site. 2) That only authorized trained persons use the tools. 3) That safe working procedures apply. 4) That PPE is provided and used.
High Voltage Electrical Equipment Installations and Equipment	<ul style="list-style-type: none"> • All Employees shall be made aware of the presence and location of High Voltage Equipment such as underground cables and overhead lines, and ensure that the necessary precautionary steps are taken where work has to be executed in the vicinity of such equipment. • Precautionary measures such as Isolation and Lock-Out of electrical systems or the use of electrically isolated tools shall be used.
Adequate Lighting	<ul style="list-style-type: none"> • All Contractors shall allow for and ensure that adequate lighting is provided to allow for work to be carried out safely.

<p>Transportation of Workers</p>	<p>In addition to CR 23 the following will apply:</p> <ol style="list-style-type: none"> 1) The Principal Contractor and Sub-Contractors shall not: <ul style="list-style-type: none"> • Transport persons together with goods or tools unless there is an appropriate area or section of the vehicle in which to store such goods. • Transport persons on the back of trucks except if a proper canopy (properly covering the sides and top) has been provided with suitable seating areas. • Permit workers to stand or sit on the edge of the transporting vehicle. • Transport workers in LDVs unless they are closed/covered and have the correct number of seats for the passengers • No driver may transport more than six people on the back of a 1 Ton LDV and more than four passengers on the back of a ½ Ton LDV. 2) The driver of any LDV may not permit more than two passengers to occupy the cab of any LDV. 3) Drivers of such vehicles shall have a valid driver's license for the code of vehicle being driven by them. 4) No servicing of vehicles will be permitted on a Construction Site. No Vehicles or machinery leaking oil will be permitted on site due to the risk posed to the environment. 5) Any oil or diesel spilled on site shall be cleaned up as per accepted environmental practice. 6) In the event that Earth Moving Machinery is present on site the following shall be adhered to: <ul style="list-style-type: none"> - Drivers of vehicles shall be instructed to avoid parking behind earth moving machinery in order to ensure that their vehicles are visible to the operators of earth moving machinery. - Right of way shall be afforded to earth moving machinery at all times. - Vehicles shall only be permitted to park, where possible, in designated areas
<p>Occupational Hygiene</p>	<ul style="list-style-type: none"> • Occupational exposure is a major problem and all Contractors shall ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards. • All Contractors shall prevent inhalation, ingestion and absorption of any harmful chemical or biological agents. • Water to be utilized for drinking purposes may only be drawn from taps designated for drinking water purposes. Fire hydrants and fire hose reels may not be utilized for drinking water purposes.

<p>Environmental Management</p>	<ul style="list-style-type: none"> • The Principal Contractor and Sub-Contractors shall comply with the requirements of NEMA Act 107 of 1998 • The Principal Contractor shall develop a waste management plan, implement and maintained it onsite • Cement mixing to be done at a predetermined location on site which shall include a solid, slab, and bund edges to prevent runoff • Contaminated run off water from the site shall be treated such as to ensure that it does not pose a risk to the environment. • Any material which may have a harmful effect when disposed of by normal means shall be disposed of in an appropriate manner to eliminate its harmful effect on the environment after disposal. • The Principal Contractor shall allow for and ensure that adequate procedures are implemented and maintained to ensure that waste generated is placed in suitable receptacles and removed from the site promptly. • Plans to deal with spillages shall be in place and maintained. • No waste materials (liquid or solid) may be disposed of in drains. • No burning of waste material may take place on site as such material being burned may result in pollution of the air or give off toxic vapours which could be harmful to the health of employees or any other person present on site. • The Principal Contractor shall develop a waste management plan with relations to desludging, transportation and disposal of microbiological waste and proof of disposal (Disposal certificate of toilet waste) as well as servicing of chemical toilets.
<p>Alcohol and other Drugs</p>	<ul style="list-style-type: none"> • No alcohol and other drugs will be allowed on site without the express permission of the Principal Contractor • No person may be under the influence of alcohol or any other drugs while on the construction site. • Any person on the construction site who is on prescription drugs shall inform his/her Employer accordingly and the Employer shall in turn report this to the Principal Contractor immediately. • Any person on the construction site who is suffering from any illness/condition that may have a negative effect on his/her safety performance shall report this to his/her Employer, who in turn shall report this to the Principal Contractor forthwith. • Any person on the construction site who is suspected of being under the influence of alcohol or other drugs shall be removed from site immediately and be instructed to report back the next day for a preliminary inquiry. A full disciplinary procedure shall be followed by the Contractor concerned and a copy of the disciplinary action shall be forwarded to the Principal Contractor for his records.
<p>Fall protection</p>	<ul style="list-style-type: none"> • To comply with CR (10), • as to properly protect employees from falling off elevated positions or falling into floor openings. • Any work undertaken at height above ground level higher than two metres or any floor • Employees working in elevated positions shall be trained to do this safely, without risk and compliant with legislation. Proof to be available on file. • The Risk Assessment shall take the possibility into account of persons falling through fragile material, skylights and other openings in the roof. • Edge protection and protection of floor openings need to be of such a manner

CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL DECLARATION FOR TENDERS

INTRODUCTION

In terms of *Construction Regulation 5(1) (h)* of the *Construction Regulations of February 2014* a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the *Occupational Health and Safety Act, Act 85 of 1993* and the *Construction Regulations of February 2014*. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

DECLARATION

1. I the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification attached in the tender document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction work under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification.
3. I hereby confirm that adequate provisions has been made in my tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification.
4. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety, Health and Environmental Plan has been approved in writing by the Client.
5. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
 - a) Client's Construction Safety, Health and Environmental Specification
 - b) Approved Construction Safety, Health and Environmental Plan
 - c) Occupational Health and Safety Act, Act 85 of 1993, and
 - d) Construction Regulations of February 2014.
6. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and Construction Regulations 2014, and accept that my tender will be rejected.

Signature:

(*Person duly authorised to sign on behalf of Tenderer*)

Date:

HEALTH AND SAFETY BILL OF QUANTITIES					
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Hi Visibility conti-suit	Annual/ As required or needing replacing			R-
2	Hi- Visibility T-Shirts	Annual/ As required or needing replacing			R-
3	Steel Toe-Capped Safety Boots	Annual/ As required or needing replacing			R-
4	Hi-Visibility Safety Vest	Annual/ As required or needing replacing			R-
5	SABS Approved Hard Hat	Annual/ As required or needing replacing			R-
6	Hi-Visibility Rain Suits	Annual/ As required or needing replacing			R-
7	Steel Toe Capped Gumboots	Annual/ As required or needing replacing			R-
8	Dust Masks (Stipulate FFP):	Annual/ As required or needing replacing			R-
9	Safety Glasses	Annual/ As required or needing replacing			R-
10	Gloves (Stipulate Type):	Annual/ As required or needing replacing			R-
11	Safety Harnesses	Annual/ As required or needing replacing			R-
12	Other:				R-
TRAININGS:					
13	Safety Representative Training	Once off			R-
14	First Aider Training	Once off			R-
15	Fire Fighting Training	Once off			R-
16	Legal liability	Once off			R-
HEALTH AND SAFETY SALARIES:					
17	CHS Manager	Monthly			R-
18	CHS Officer	Monthly			R-
19	Other:				R-

SPECIFIC HEALTH AND SAFETY ITEMS:					
20	Medicals	Pre-placement, Annual & Exit			R-
21	Spill Kit	Once off			R-
22	Accommodation of Traffic as per Client BOQ	Once off			R-
23	Inductions	Annual			R-
24	First Aid Kits	Once off			R-
25	Fire Extinguishers	Once off			R-
26	Ablutions	Once off			R-
27	Barrier Netting	Once off			R-
28	Appointment of AIA for asbestos	Not applicable			R-
29	Asbestos Management plan	Not applicable			R-
30	Asbestos removal by competent asbestos contractor	Not applicable			R-
31	Disposal of products containing asbestos	Not applicable			R-
32	Disposal of hazardous chemicals and contaminated soil	Once off			R-
33	Other:				
SAFETY SIGNAGE:					
34	Construction Boards	Once off			R-
35	Fire Extinguisher	Once off			R-
36	Directional signs	Once off			R-
37	Emergency Assembly point	Once off			R-
38	No Smoking	Once off			R-
39	Ladies and Men's Toilets (Gender sign)	Once off			R-
40	No Naked Flames	Once off			R-
<p>----- Principal Contractor</p> <p>..... Signature</p>					

T2.33 - BASELINE RISK ASSESSMENT

Project title:	Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College		
Tender no:	ZNTM01242W	Project Code:	068226

NOTE TO THE COMPILER OF THIS DOCUMENT : PLEASE INSERT PROJECT SPECIFIC BASELINE RISK ASSESSMENT AS RECEIVED FROM THE KZN DōPW OFFICIAL APPOINTED TO THE PROJECT OR AN APPOINTED PROFESSIONAL CONSTRUCTION HEALTH AND SAFETY AGENT.

Annexure E Baseline Risk Assessment

***Please note that this is a Baseline Risk Assessment and not a detailed Risk Assessment.
Activities may not be in a same sequence as preferred by the Contractor:***

PROJECT:	DEPARTMENT OF TRANSPORT – UMGUNGUNDLOVU DISTRICT – RTI TRAFFIC TRAINING COLLEGE – ROAD TRAFFIC INSPECTORATE – 240 BURGER STREET, PMBURG 3200: SUPPLY AND INSTALLATION OF TWO NEW PREFABRICATED CLASSROOMS AND OTHER UPGRADES FOR TTIU – OLD TRAFFIC TRAINING COLLEGE									
REF NO	CHSO 4045/2021			RISK ASSESSOR			REVISION	00	DATE	05-06-2023
LIKELIHOOD		CONSEQUENCE		RISK VALUE = LIKELIHOOD X CONSEQUENCE			RISK RANKING			
Rare	1	Insignificant	1				0-5	1		
Unlikely	2	Minor	2				6-10	2		
Possible	3	Moderate	3				11-16	3		
Likely	4	Major	4				17-20	4		
Almost certain	5	Severe	5				21-25	5		
MAIN ACTIVITY	SITE ESTABLISHMENT AND SITE DEMARCATION									
REF NO	SUB ACTIVITY	HAZARDS SHE	HEALTH RISK	ENVIRO ENTAL RISK	PUBLIC RISK	PURE RISK	RECOMMENDED RISK CONTROL MEASURE	RESIDUAL RISK	Risk Prioritisation Number	
	Demarcation and location of an access for construction activities, etc.	Struck by tools, cuts, wrist twisting, weather conditions, faulty tools, hands caught between areas, etc.	Permanent wrist pains, heat stroke, permanent back strains etc.	Land Pollution from poor housekeeping etc.	Poor housekeeping; place old fencing away from public to avoid injuries etc.	5x3=15:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training etc.	4x2=8	2	

	Vehicles entering and exiting a construction site, etc.	Incompetent drivers, noise, Poor traffic control e.g. Flagman, no clear safety signage, etc.	Death or physical injuries from vehicles colliding with other vehicles, employees knocked / run-over by construction etc.	Land pollution from petrol and oil leaks & spillages from construction vehicles etc.	Exposed to intermittent noise levels & dust inhalation generated by construction vehicles entering & exiting site, etc.	3x4=12:3	Safe systems of work, training, PPE, Competent Drivers, Good Housekeeping Practises, Supervision. etc.	2x2=4	1
	Off-loading material/ equipment	Caught between , bump against, sharp edges, hazardous substances, excessive enviro temps, etc.	Cuts, bruising, muscular strain, heat stroke, etc.	Fuel spillage	None	4x3=12:3	Safe systems of work, training, PPE, Competent Drivers, Good Housekeeping Practises, Supervision.	2x2=4	1
	Placement or allocation of site office and Construction Facilities (<i>i.e. toilets, changing areas, sheltered eating area, etc.</i>)	Incorrect lifting, faulty lifting machinery or equipment, lifting heavy equipment, tripping, workers bump into each other, heat exhaustion, sharp edges, etc.	Permanent back injuries, heat stroke etc.	None	None	4x4=8:2	Service lifting equipment, training, drinking lots of fluid, Correct PPE, competent machinery operator, Load testing etc.	3x2=6	2

MAIN ACTIVITY									
REF NO	SUB ACTIVITY	HAZARDS SHE	HEALTH RISK	ENVIRO ENTAL RISK	PUBLIC RISK	PURE RISK	RECOMMENDED RISK CONTROL MEASURE	RESIDUAL RISK	Risk Prioritisation Number
Electrical works	Use of portable electrical tools	<ul style="list-style-type: none"> Noise, Dust inhalation. Defective portable electrical tools. Live electricity Defective PPE. Tripping hazard. Falling objects. Awkward positioning, etc. 	<ul style="list-style-type: none"> Hearing loss. Respiratory illness. Electric shock. Bodily injuries. Breaking body limbs. Back injuries, etc. 	None	None	5x5=25:5	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, risk assessment and supervision etc.	4x2=8	2
Crane operation.		<ul style="list-style-type: none"> Defecting lifting equipment. Live overhead services. Trees obstruction around the work area. Fumes inhalations. Spillage of chemicals. Terrain areas. Defecting lifting gear. Public and vehicles around the work areas. etc. 	<ul style="list-style-type: none"> Equipment failure and fatal accident. Electric shock. Collision with a load and fatal injuries. Respiratory illness. Land pollution. Snapping and head injuries. Head injuries and damage to the property. etc 	Land and Air pollution.	None	5x4=20:4	Service lifting equipment, training, drinking lots of fluid, Correct PPE, competent machinery operator, Load testing tool box training, inspection, signage, risk assessment and supervision etc.	3x3=9	2

Paint works		<ul style="list-style-type: none"> • Fumes inhalation. • Spillage of paint. • Tripping hazards. • Defective PPE. • Defective tools been used. • Falling objects. • Splashing of paints. • Skin contact with the paint. • Naked flames. etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Land pollution. • Breaking limbs. • Body injuries. • Head injuries. • Eyes injuries. • Skin corrosion. • Burns injuries, etc. 	Land Pollution.	None	4x5=20:4	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, risk assessment, control access zones and supervision. etc.	3x4=12	3
Roof work		<ul style="list-style-type: none"> • Falling objects. • Falling. • Pinch points to the hands. • Sharp edges. • Defective working at height tools. • Dust inhalations. • Defective PPE won, etc. 	<ul style="list-style-type: none"> • Injuries to hands. • Head injuries. • Fatal injuries. • Collapsing of scaffold with fatal injuries. • Collapsing of scaffold with fatal injuries. • Bodily injuries, etc. 	None	None	5x5=25:5	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, risk assessment, control access zones and supervision. etc.	4x3=12	3
Installation and Painting of ceilings.		<ul style="list-style-type: none"> • Fumes inhalation. • Spillage • Awkward positions. • Dust inhalations. • Dust irritation to the eyes. • Falling objects. • Tripping objects. • Defective PPE won. • Defective tools been used. etc. 	<ul style="list-style-type: none"> • Injuries to hands. • Head injuries. • Fatal injuries. • Collapsing of scaffold with fatal injuries. • Bodily injuries, etc. 	None	None	4x5=20:4	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, risk assessment, control access zones and supervision. etc.	3x3=9	2

Plumbing		<ul style="list-style-type: none"> • Pinch points to the hands. • Dust inhalation • Sharp edges. • Wet floors • Heavy objects lifted. • Tripping hazards, etc. 	<ul style="list-style-type: none"> • Hands injuries. • Respiratory illness. • Cuts and bruises. • Back injuries. • Breaking limbs, etc. 	None	None	2x5=10:2	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping and risk assessment. etc.	2x2=4	1
Glazing		<ul style="list-style-type: none"> • Broken glasses. • Sharp edges. • Noise. • Defective tools. • Falling objects. • Tripping hazard, etc. 	<ul style="list-style-type: none"> • Cuts and bruises. • Cuts to hands and body. • Strain to hands. • Hand injuries. • Breaking limbs, etc. 	None	None	3x4=12:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping and risk assessment.	3x3=9	2
Sanding		<ul style="list-style-type: none"> • Dust inhalation. • Dust irritations to the eyes. • Unsafe platform. • Defective PPE, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Eyes injuries. • Falling and breaking limbs. • Body injuries. 	None	None	6x2=12:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping and risk assessment. etc.	2x3=6	2
Installation of firefighting equipment		<ul style="list-style-type: none"> • Dust inhalation. • Flying objects. • Defective grinding machines. • Pinch points. • Sharp edges. • Live power lines. • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Eyes injuries. • Cuts and bruises. • Electric shock. • Hearing loss, etc. 	None	None	5x5=25:5	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping, Supervision and risk assessment. etc.	3x3=9	2

Water reticulations		<ul style="list-style-type: none"> • Dust inhalation. • Flying objects. • Defective grinding machines. • Pinch points. • Sharp edges. • Live power lines. • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Eyes injuries. • Cuts and bruises. • Electric shock. Hearing loss, etc. 	None	None	8x2=12:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping, Supervision and risk assessment. etc.	3x3=9	2
Construction of walk ways		<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Sharp edges. • Live power lines • Noise, etc. 	<ul style="list-style-type: none"> • Hands injuries. • Cuts and bruises. • Electric shock. Hearing loss, etc. 	None	None	6x2=12:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, Housekeeping and risk assessment.	2x3=6	2
Mechanical installation		<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Sharp edges. • Live power lines • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Cuts and bruises. • Electric shock. • Hearing loss, etc. 	None	None	5x3=15:3	Signage for public awareness to avoid injuries, PPE, tool box training, signage and risk assessment. etc.	3x3=9	2
Installation of signage		<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Sharp edges. • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Cuts and bruises. • Hearing loss, etc. 	None	None	5x3=15:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage and risk assessment etc.	3x3=9	2
Sanitary fittings	Installation of toilet sits and hand wash basins	<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Sharp edges. • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Cuts and bruises. • Hearing loss, etc. 	None	None	5x2=10:2	PPE, drink lots of fluid, tool box training, signage, Housekeeping and risk assessment. etc.	2x2=4	1

	Rehabilitation of a constructed area	<ul style="list-style-type: none"> • Struck by tools, cuts, wrist twisting, weather conditions, faulty tools, hands caught between areas, etc. 	<ul style="list-style-type: none"> • Hand injuries. • Back injuries. • Breaking limbs, etc. 	Dust and oil spill	Dust inhalation	8x2=16:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	3x3=9	2
Disconnection of and reconnection lights		<ul style="list-style-type: none"> • Noise, Dust inhalation. • Defective portable electrical tools. • Live electricity • Defective PPE. • Tripping hazard. • Falling objects. • Awkward positioning, etc 	<ul style="list-style-type: none"> • Hearing loss and respiratory illness. • Electric shock. • Bodily injuries. • Breaking limbs. • Head injuries. • Bodily strains. 	None	None	6x4=24:5	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	4x3=12	3
Disconnection and reconnecting of plumbing		<ul style="list-style-type: none"> • Noise, Dust inhalation. • Defective PPE. • Tripping hazard. • Falling objects. • Awkward positioning, etc 	<ul style="list-style-type: none"> • Hearing loss and respiratory illness. • Electric shock. • Bodily injuries. • Breaking limbs. • Head injuries. • Bodily strains. 	None	None	3x5=15:3	Signage for public awareness to avoid injuries, PPE, tool box training, signage and risk assessment. etc.	3x2=6	2
Installations of blinds		<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Flying objects. • Sharp edges. • Noise, etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Cuts and bruises. • Hearing loss. • Lung illnesses. • Bodily injuries. 	None	None	4x5=20:4	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	3x3=9	2

Vinyl Flooring		<ul style="list-style-type: none"> • Dust inhalation. • Pinch points. • Sharp edges. • Noise. • Fumes. • Smoke inhalation. • Defective tools. • Fire flames. • Incompetent workers. 	<ul style="list-style-type: none"> • Respiratory illness. • Hands injuries. • Cuts and bruises. • Hearing loss. • Lung illnesses. • Bodily injuries. • Bodily and 	Air Pollution	None	7x2=14:3	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	4x2=8	2
Bugler guards installation		<ul style="list-style-type: none"> • Noise, Dust inhalation. • Defective portable electrical tools. • Sharp edges • Defective PPE. • Tripping hazard. • Falling objects. • Awkward positioning, etc 	<ul style="list-style-type: none"> • Hearing loss and respiratory illnesses. • Electric shock. • Cuts and bruises. • Bodily injuries. • Breaking limbs. • Head and bodily. • Back injuries. 	None	None	5x2=10:2	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	2x2=4	1
Installations of Awning		<ul style="list-style-type: none"> • Dust inhalation. • Noise • Pinch points. • Lifting heavy material by hands • Sharp edges. etc. 	<ul style="list-style-type: none"> • Respiratory illness. • Hearing loss. • Hand injuries. • Back injuries. • Cut and bruises etc. 	Dust	None	4x5=20:4	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	3x3=9	2

Installation of Gutters and down pipes		<ul style="list-style-type: none"> • Noise, Dust inhalation. • Defective portable electrical tools. • Sharp edges • Defective PPE. • Tripping hazard. • Falling objects. • Awkward positioning, etc 	<ul style="list-style-type: none"> • Hearing loss and respiratory illnesses. • Electric shock. • Cuts and bruises. • Bodily injuries. • Breaking limbs. • Head and bodily. • Back injuries. 	None	None	5x2=10:2	Signage for public awareness to avoid injuries, PPE, drink lots of fluid, tool box training, signage, supervision and risk assessment. etc.	2x2=4	1
---	--	--	--	------	------	-----------------	---	--------------	----------

T2.34 - Functionality Criteria

Minimum quality score to qualify for further evaluation should be 65%

TENDER EVALUATION CRITERIA AND SCORING

The weighting for Functionality out of 100 sub-points is as follows:

1	FINANCIAL STANDING	Submission of all financial requirements stipulated in the tender.	30 points	15	Sub-Points 2,5% and above = full 20 points. Less than 2,5% = nil (0) points.	Proof of working capital of at least 2,5% of project value. • Signed letter or Statement stamped from a registered Financial Institution (not older than 3 months from the date of advert).
				15	Sub-Points (15 points x 1)	Letter of credit reference from supplier with stipulated credit limits (not older than 06 months). • 1 Letter of credit reference from a building materials supplier with credit limit of R100 000.00 & above, Letter to be on official letterhead, signed and credit limit stipulated.
2	COMPETENCY, EXPERIENCE AND RESOURCE CAPACITY	Bidder to demonstrate their technical competency, human resource capacity and relevant project experience.	41	1	Sub-Points 1 point	Proof of company offices. • Utility bill (not older than 3 months) / valid signed lease agreement, to be in the company's name or name/s of Director/s
				20	Sub-Points 5 Points for full information x No. of projects-maximum 2 (5 points x2) 10 Points - (5 points x 2)	Schedule of projects of similar value and nature (projects in the last 5 years)* List of two (02) similar projects completed in the CIDB General Building Works (GB), including suppling Parkhomes and specific reference to:- Project name, description (type/nature), duration (start & completion dates), Project value and name of the client. *Attach X 2 Completion Certificates for the above-listed projects, signed by the Institution Client/Engineer /Principal Agent indicating successful completion of the above-projects
				20	Sub-Points 10 points x 2	Provide 2 No. reference letters for above-listed projects either from the Client / Consultants / Project Manager, commenting on bidder's positive performance. (template attached)

3	BIDDER'S PROJECT MANAGEMENT STRUCTURE	Bidder to submit detailed project organogram that sets out the roles and responsibilities of each proposed team member, backed up by their curriculum vitae that demonstrates extensive experience, together with a project implementation structure.	29	3	Sub-Points 1 point 1 point 1 point	Submission of a project-specific organogram, indicating the individual's role & capacity specific to this project, whether management / technical staff, having the following information: <ul style="list-style-type: none"> • Name and surname • Number of years of experience • Role & capacity
					Sub-Points 3 points 3 points	CVs with references, experience and relevant qualifications of personnel involved in the project as per the Project-specific organogram. [To obtain points, a person must have relevant experience in the area of construction being considered] <ul style="list-style-type: none"> • Site Foreman • Safety Officer
				20	Sub-Points 20 points x 1	Letter from Specialist Prefab supplier/ manufacturer confirming agreement of working together on this project or a letter confirming that you are a Specialist Prefab supplier/ manufacturer.

Note: Bidders must score a minimum of 36 points on item 1 and 2 combined, in order to qualify for further evaluation

TENDER EVALUATION CRITERIA AND SCORING PRICE AND SPECIFIC GOALS

Evaluation Criteria	Deliverables/ Goals	Points
Price	A maximum of 80 or 90 Points is allocated for Price.	80 Points
Specific Goal 1	51% ownership by people who are Youth	5
Specific Goal 2	51% ownership by people who are Women	5
Specific Goal 3	Promotion of enterprise located in uMgungundlovu District Municipality area for work to be done or services to be rendered	10
Specific Goal 4		
Specific Goal 5	0	

EVALUATION SCHEDULE : REPORT ON CONTRACTOR'S COMPETANCE AND PERFORMANCE ON SIMILAR PROJECT FOR BID RECOMMENDATION PURPOSES BY PRINCIPAL AGENT/EMPLOYER

Bid No/Project Name:

--

FEEDBACK FROM REFERENCES

As part of the functionality/mandatory component of the bid process feedback is required from current or previous contracts to rate the performance of the Bidder.

The employer who is completing the assessment is to indicate in the box below which discipline the firm was involved, start date and end date including the contract amount of the project:

SERVICE RENDERED	Yes/No	START DATE	END DATE	CONTRACT AMOUNT
Infrastructure: Building	YES			

The employer is further requested to rate the tendering organisation/bidder for the five key services to be rendered as indicators of either excellent or good or average or poor or no ratings.

SERVICE RENDERED	(A Rating) Excellent	(B Rating) Good	(C Rating) Average	(D Rating) Poor	(E Rating) No Rating
Overall project planning and time management of the contractor					
Order of material and long lead items(Procurement of materials)					
Compliance with construction program					
Application of resources to the project and adequacy of labour force and equipment					
Site management and reporting and adherence to Site instructions					
Administration of subcontractors					
Was the contract completed in time					
Quality of workmanship and Quality Assurance testing					
Rectification of condemned work					
Tidiness of the site and OHS management					
Handling of labour relations on site.					

Comment from the Employer/Principal Agent

--

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise, confirms that the content of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	
Contact details		Company Stamp	

PART A
INVITATION TO TENDER - SBD 1

YOU ARE HEREBY INVITED TO TENDER FOR REQUIREMENTS OF THE KWA-ZULU NATAL DEPARTMENT OF WORKS

TENDER NUMBER:	ZNTM01242W	CLOSING DATE:	22-May-24	CLOSING TIME:	11:00
-----------------------	------------	----------------------	-----------	----------------------	-------

DESCRIPTION Department Of Transport – Umgungundlovu District – RTI Traffic Training College – Road Traffic Inspectorate – 240 Burger Street, Pmburg 3200: Supply And Installation Of Two New Prefabricated Classrooms And Other Upgrades For RTI Traffic Training College

THE SUCCESSFUL TENDERER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT

TENDER RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT (STREET ADDRESS)

10 Prince Alfred Street, Pietermaritzburg, 3200

SUPPLIER INFORMATION

NAME OF TENDERER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER	CODE		NUMBER	
------------------	------	--	--------	--

CELLPHONE NUMBER

FACSIMILE NUMBER	CODE		NUMBER	
------------------	------	--	--------	--

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

TCS PIN:		CSD No:	
-----------------	--	----------------	--

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE (Tick YES or NO)	Yes		B-BBEE STATUS LEVEL SWORN AFFIDAVIT (Tick YES or NO)	Yes
	No			No

If YES, State the name of the verification agency accredited by SANAS

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes		NO		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS	YES		NO	
	[IF YES ENCLOSE PROOF]					[IF YES ANSWER PART B:3 BELOW]			

SIGNATURE OF TENDERER	DATE
------------------------------	-------------

CAPACITY UNDER WHICH THIS TENDER IS SIGNED (Attach proof of authority to sign this tender; e.g. resolution of directors, etc.)

TOTAL NUMBER OF ITEMS OFFERED	TOTAL TENDER PRICE (ALL INCLUSIVE)
--------------------------------------	---

TENDERING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:	TECHNICAL INFORMATION MAY BE DIRECTED TO:
--	--

DEPARTMENT/ PUBLIC ENTITY	Department of Public Works - Southern Regional Office	CONTACT PERSON	Mr. T Gwaze
CONTACT PERSON	Mr. SS Buthelezi	TELEPHONE NUMBER	033 897 1383
TELEPHONE NUMBER	033 897 1414	FACSIMILE NUMBER	033 897 1399
FACSIMILE NUMBER	033 897 1399	E-MAIL ADDRESS	tapera.gwaze@kznworks.gov.za
E-MAIL ADDRESS	sifiso.buthelezi@kznworks.gov.za		

PART B

TERMS AND CONDITIONS FOR TENDERING - SBD 1

1. TENDER SUBMISSION:

1.1. TENDERS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE TENDERS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL TENDERS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR ONLINE

1.3. TENDERERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO TENDERING INSTITUTION.

1.4. WHERE A TENDERER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE TENDER DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO TENDERING INSTITUTION.

1.5. THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT ARE THE CLAUSES CONTAINED IN THE GENERAL CONDITIONS OF CONTRACT (2010) (SECOND EDITION) PUBLISHED BY THE SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING. COPIES OF THESE CONDITIONS OF CONTRACT MAY BE OBTAINED THROUGH MOST REGIONAL OFFICES OF THE SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING, OR BY VISITING THEIR WEBSITE AT WWW.SAICE.ORG.ZA; AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

2.1 TENDERERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 TENDERERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

[2.3 APPLICATION FOR TAX COMPLIANCE STATUS \(TCS\) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.](#)

2.4 TENDERERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE TENDER.

2.5 IN TENDERS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.

2.6 WHERE NO TCS IS AVAILABLE BUT THE TENDERER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.

3. QUESTIONNAIRE TO TENDERING FOREIGN SUPPLIERS

3.1. IS THE TENDERER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES		NO	
3.2. DOES THE TENDERER HAVE A BRANCH IN THE RSA?	YES		NO	
3.3. DOES THE TENDERER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES		NO	
3.4. DOES THE TENDERER HAVE ANY SOURCE OF INCOME IN THE RSA?	YES		NO	

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE TENDER INVALID.