

# **TENDER CLARIFICATION FOR**

**CONTRACT SANRAL R.038-040-2023/1F**

**FOR CONSULTING ENGINEERING SERVICES  
FOR THE RESURFACING OF NATIONAL  
ROUTE R38 SECTION 4 FROM CAROLINA  
(KM 0.0) TO BADPLAAS (KM 52.6)**

**NORTHERN REGION**

**March 2023**

**SANRAL**



**BUILDING SOUTH AFRICA  
THROUGH BETTER ROADS**

# INTRODUCTION

1. Tender Information to be obtained using the link provided in the tender document: <https://www.nra.co.za/service-provider-zone/tenders/open-tenders/>
2. SANRAL Project Engineer (TBC)
3. Procurement Officer (Direct all queries relating to the tender)  
[ProcurementNR2@sanral.co.za](mailto:ProcurementNR2@sanral.co.za)
4. Completion of Form A1.1: Certificate of Intention to submit a tender


**Tenderers must submit, via email, the duly completed Form A1.1 Certificate of Intention to Submit a Tender within seven (7) days from the tender advertisement date. Failure to submit this certificate would result in the tenderer not receiving addenda or additional issued information and may result in the tenderer being non-responsive**

**> This is Important**

# TENDER CLARIFICATION FOR PROJECT

| Contract Number          | Description  |
|--------------------------|--|
| <b>R.038-040-2023/IF</b> | FOR CONSULTING ENGINEERING SERVICES FOR THE RESURFACING OF NATIONAL ROUTE R38 SECTION 4 FROM CAROLINA (KM 0.0) TO BADPLAAS (KM 52.6) |
|                          |  |





## 1.2 Conditions of Tender

## T1.2 CONDITIONS OF TENDER

- Note to tenderer:
- The Conditions of Tender are the Standard Conditions of Tender as contained in SANS 10845-3:2015 Edition 1.

**SANS 10845-3:2015 Edition 1 is obtainable from:**

**SABS Standards Division**

**1 Dr Lategan Road**

**Groenkloof**

**or**

**Private Bag X191**

**Pretoria**

**0001**

**Tel: +27 12 428 7911**

**Fax: +27 12 344 1568**

**website: [www.sabs.co.za](http://www.sabs.co.za).**

# TENDER SUBMISSION

4.15

**The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are:**

**Location of tender box: Reception**  
**Physical address: SANRAL Northern Region**  
**38 Ida Street**  
**Menlo Park**  
**Pretoria**

**Identification details: Place the signed original tender offer in a package marked:**

**CONTRACT SANRAL R.038-040-2023/IF : FOR CONSULTING ENGINEERING SERVICES  
FOR THE RESURFACING OF NATIONAL ROUTE R38 SECTION 4 FROM CAROLINA  
(KM 0.0) TO BADPLAAS (KM 52.6)**

**Tenders must be submitted during office hours (09:00 to 16:00) Monday to Friday at the Employer's address.**

**It is in the tenderer's interest to ensure that the delivery of the tender offer is recorded in the Employer's tenders received register and deposited in the tender box.**





## Part T1.1: Tender Notice and Invitation to Tender

# Part T1.1: Tender Notice and Invitation

- Preferences are offered to tenderers who comply with the criteria stated in the Tender Data.
- Only tenderers with a **B-BBEE contributor status level of 1, 2, 3 or 4** are eligible to tender.
- Joint Ventures (JV) will be allowed on condition that one JV partner is a Targeted Enterprise. The JV partner will, however, not contribute to sub-contract target for Targeted Enterprises.



# Part T1.1: Tender Notice and Invitation

## TENDER DOCUMENTS

Tender documents are available at no cost in electronic format downloadable from the SANRAL's website by following the link - <https://www.nra.co.za/service-provider-zone/tenders/open-tenders>.

Tenderers must have access to Microsoft © Office 2013 and Acrobat Adobe © 9.0 or similar compatible software.

- **TENDER CLOSING DATE**

The closing time for receipt of tenders is **11:00 on Wednesday, 12 April 2023**.

Telegraphic, telephonic, telex, e-mail, facsimile and late tenders will not be accepted.

Tenders may only be submitted in the format as stated in the Tender Data. Requirements for completing, sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

# Part T1.1: Tender Notice and Invitation

| Clause Number   | Tender Submission  |               |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |
|-----------------|--|---------------|----|----------|-----------------|--|---------------|----------------|--|-----------|----------|--|----------|------|--|------|
| 3.1             | <p>The Employer is The South African National Road Agency SOC Limited (SANRAL).The Employer’s domicilium citandi et executandi (permanent physical business address) is:</p> <p>48 Tambotie Avenue<br/>Val de Grace<br/>Pretoria, 0184</p> <p>The Employer’s address for communication relating to this project is:</p> <table><tr><td>POSTAL</td><td>OR</td><td>DELIVERY</td></tr><tr><td>Private Bag X17</td><td></td><td>38 Ida Street</td></tr><tr><td>Lynnwood Ridge</td><td></td><td>Menlopark</td></tr><tr><td>Pretoria</td><td></td><td>Pretoria</td></tr><tr><td>0040</td><td></td><td>0081</td></tr></table> | POSTAL        | OR | DELIVERY | Private Bag X17 |  | 38 Ida Street | Lynnwood Ridge |  | Menlopark | Pretoria |  | Pretoria | 0040 |  | 0081 |
| POSTAL          | OR   | DELIVERY      |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |
| Private Bag X17 |  | 38 Ida Street |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |
| Lynnwood Ridge  |  | Menlopark     |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |
| Pretoria        |  | Pretoria      |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |
| 0040            |  | 0081          |    |          |                 |  |               |                |  |           |          |  |          |      |  |      |



## Part T1.2: Tender Data



# CONDITION OF TENDER

**The Conditions of Tender are the Standard Conditions of Tender as contained in SANS 10845-3:2015 Edition 1.**

**SANS 10845-3:2015 Edition 1 is obtainable from:**

**SABS Standards Division**

**1 Dr Lategan Road**

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**Tel: +27 12 428 7911**

**Fax: +27 12 344 1568**

**website: [www.sabs.co.za](http://www.sabs.co.za).**

# COMPOSITION OF TENDER

| <b>T1<br/>Tender<br/>Procedures</b> | <b>T2<br/>Returnable<br/>Schedules</b>   | <b>C1<br/>Agreements and<br/>Contracts Data</b> | <b>C2<br/>Pricing Data</b>              | <b>C3<br/>Scope of<br/>Work</b>  | <b>C4<br/>Site<br/>Information</b> | <b>C5<br/>Annexure</b> |
|-------------------------------------|--|---|---|--|------------------------------------|------------------------|
| T1.1 -<br>Tender<br>Notice          | T.2.1 List of<br>Returnable<br>schedules | C.1.1 Form of Offer<br>and Acceptance           | C.2.1 Pricing<br>Instructions           | Project<br>Assessment  | Available<br>on SARDS              |                        |
| T.1.2 -<br>Conditions<br>of Tender  | T.2.2<br>Tender<br>Schedule              | C.1.2 Other Contract<br>Forms                   | C.2.2 Pricing<br>Schedules<br>and bills | Administrati<br>on and<br>Monitoring<br>of the Works<br>Contract.            |                                    |                        |
| T1.3<br>Tender<br>Data              |  |   |   | Additional<br>duties,<br>Special<br>Services<br>and<br>Specialist<br>Advice. |                                    |                        |
|                                     |  |   |   | Quality<br>Control:<br>Works<br>Contract.                                    |                                    |                        |
|                                     |  |   |   | Close Out.   |                                    |                        |

# COMPOSITION OF TENDER

## ☐ TENDER DOCUMENT

- **TENDER DOCUMENT IN PDF FORMAT**
- **OHS AUDIT QUESTIONNAIRE (EXCEL)**

## ☐ RETURNABLE SCHEDULES

### ☐ **TECHNICAL**

- **RETURNABLE SCHEDULES (FORMS A1 TO A13) IN WORD**
- **CONSULTANT TECHNICAL SUBMISSION  
(FORMS B1 TO B8) IN EXCEL**

### ☐ **FINANCIAL**

- **CONSULTANT FINANCIAL SUBMISSION IN EXCEL**
- **FORM OF OFFER (WORD)**
- **FORM C1.2.3: CONTRACT DATA – INFORMATION PROVIDED BY  
THE TENDERER (WORD)**



# Composition of tender-Technical Proposal

## ❑ TENDER DOCUMENT

**A two-envelope procedure will apply as follows:**

**I. A folder is provided marked “TECHNICAL PROPOSAL”**

- a. Ensure that all returnable schedules listed in T2.I List of Returnable Schedules for inclusion in the Technical Proposal and listed in the Technical Proposal folder are electronically completed (all A-Forms on the provided MS Word file and convert to pdf. As all B-Forms on the provided MS Excel file). Wherever it is a requirement to attach certificates or letters to the returnable schedules, these should be scanned in.pdf format.**
- b. Upload the A-Forms (pdf.), B-Forms (excel and pdf) and certificates or letters (pdf.) on the flash drive. The completed flash drive should be marked with the tenderer’s company name, the project number and description and marked “TECHNICAL PROPOSAL”.**
- b. Scan and insert a valid B-BBEE certificate.**
- c. and insert a copy of the completed Form C2.4: Key Persons for this Project.**
- d. Electronically sign the declaration in the folder.**
- e. Insert the electronically completed flash drive in an envelope marked “TECHNICAL PROPOSAL”.**

# Composition of tender-Financial Proposal

2. A folder is provided marked “FINANCIAL PROPOSAL”
  - a. Ensure that all returnable schedules listed in T2.1 List of Returnable Schedules for inclusion in the Financial Proposal and listed in the Financial Proposal folder are electronically completed on a flash drive (Contract Data and Pricing Schedule). Wherever it is a requirement to attach letters or certificates to the returnable schedules, these should be scanned in, on the flash drive in .pdf format.

The completed flash drive should be marked with the tenderer’s company name, the project number and description and marked “FINANCIAL PROPOSAL”.

- b. Electronically sign the declaration in the folder.
  - c. Complete and electronically sign the Form of Offer and scan into the folder. A draft copy of this form is provided.
  - d. Scan and insert a copy of the Summary of Pricing Schedule into the folder.
  - e. Insert the electronically completed flash drive in an envelope marked **“FINANCIAL PROPOSAL – DO NOT OPEN WITH TECHNICAL PROPOSAL”**.
  - f. Place and seal the signed and completed booklet with the electronically completed Flash in an envelope marked **“FINANCIAL PROPOSAL - DO NOT OPEN WITH TECHNICAL PROPOSAL”**.

# Composition of tender-Financial Proposal

- 3. Each envelope shall state on the outside the Employer's address, contract number and title as well as the Tenderer's name, authorised representative's name, postal address and contact telephone numbers.**
- 4. Seal both envelopes in an outer envelope with the words "TENDER" clearly marked and bearing the Employer's name, contract number and description as well as the Tenderer's authorised representative's name, postal address and contact details.**



# Submission of Tender

1. The returnable documents shall be electronically completed in their entirety, submitted on the issued software format or fully compatible format, unless otherwise specified.
2. Wherever it is a requirement that the tenderer has to provide hours to match the price tendered and failed to do so, such imbalance cannot be corrected and will be declared non-responsive.
3. Submit the tender offer electronically on a flash drive and a printed hard copy of Form of Offer and summary of pricing schedule.  
(In the relevant MS Word 2013 and MS Excel 2013 format as issued, and not in .pdf format, except where so specified.)

# Pre-Qualification Criteria

**Only those tenderers who satisfy the following criteria are eligible to submit tenders:**

- a) Meet the minimum requirements for the key persons as stated in the Scope of Works in Clause C.3.1.11: Personnel requirements; excluding 3.1.11(f), which is dealt with under Tender Data C.3.13(k).
- b) Registered on National Treasury Central Supplier Database.

Tenderers, or in the event of a Joint Venture or a Targeted Enterprise, each member of the Joint Venture or Targeted Enterprise, shall be registered on the National Treasury Central Supplier Database at the closing date for tender submissions. If not registered as verified online at tender closing, the tenderer will be declared nonresponsive.

- c) Criteria for preferential procurement.

Tenderers that have a B-BBEE contributor status level of 1, 2, 3 or 4.

Tenderers shall submit a valid B-BBEE certificate or Sworn Affidavit (where applicable) in compliance with Tender Data C.3.11 as proof of eligibility.

**Failure to satisfy the eligibility criteria may result in a non-responsive tender.**

# Pre-Qualification Criteria

## **Eligibility for preference points is subject to the following conditions:**

- a) A tenderers' scorecard shall be a B-BBEE Certificate issued in accordance with:
  - the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; or
  - In the event that the Measured Entity operates in more than one sector or a sub-sector, the scorecard for the sector or sub-sector in which the majority of its core activities (measured in terms of annual revenue) are located will be acceptable.
- b) The scorecard shall be submitted as a certificate attached to Returnable Schedule Form DI and
- c) The certificate shall:
  - be valid at the tender closing date; and have been issued by a verification agency accredited by the South African National Accreditation System (SANAS)
  - be in the form of a sworn affidavit (accompanied by a financial statement or Management Account on the latest financial year) or a certificate issued by the Companies and Intellectual Property Commission in the case of an Exempted Micro Enterprise (EME) with a total annual revenue of less than R3 million if issued in accordance with the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; and
  - have a date of issue less than 12 (twelve) months prior to the original advertised tender closing date (see Tender Data C.2.15);



# Quality Criteria

## Key Persons

As part of the quality criteria as specified above, key persons shall be used to calculate the technical experience and managerial ability score. For this purpose, the tenderer may propose the same candidate for more than 1 (one) position simultaneously. If this is proposed and the evidence of the candidates' suitability is different for each position in the team then separate Returnable Schedules for each position must be completed.

**Each proposed candidate shall complete the relevant B1 and B2 forms included in the Returnable Schedules.**

The following key persons shall form part of the quality criteria:

- Project Leader
- Design Specialist: Pavement and Materials Engineer

Additional required resources (Design Specialist(s)) other than Key Persons for this project is as follows:

- Design Specialist: Traffic Engineer

# Technical Evaluation

The quality criteria and maximum score (including the relevant returnable schedule to calculate the score) in respect of each of the criteria are as follows:

| Description of quality criteria  | Maximum number of Tender evaluation points |
|--|--|
| Technical experience comparable projects (Form B1)   | 20   |
| Managerial ability in comparable projects (Form B2)  | 10   |
| Workplan Appropriateness (WA) to the size and nature of the work (Form C2.4)                   | 25   |
| Quality assurance systems which ensure conformance to Employer's stated requirements (Form B4) | 10   |
| Past performance on reference projects (Form B6)   | 15   |
| Subcontracting to Targeted Enterprises*  | 20   |
| Total evaluation points for quality ( $M_S$ )  | 100  |

The minimum number of evaluation points for quality is not less than 70

# Financial Evaluation

The value of WI is:

1. 90 where the financial value, inclusive of VAT, of the lowest responsive tender offer received has a value in excess of R50 000 000.00; or
2. 80 where the financial value, inclusive of VAT, of the lowest responsive tender offer has a value that equals or is less than R50 000 000.00.

The value of A will be calculated utilising the following formula:

$$A = (I - (P - P_m) / P_m)$$

Where:

P is the comparative offer of the tender offer under consideration and

P<sub>m</sub> is the comparative offer of the most favourable comparative offer

In the event that the calculated value is negative, the allocated score shall be 0 (zero).

# Objective Criteria

The conditions stated in clauses C.3.13(a) to (f) of the Conditions of Tender as well as the following additional clauses C.3.13(g) to (k) shall be applied as objective criteria in terms of section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000) and as compelling and justifiable reasons not to award to the highest scoring tenderer:

- g) 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 of 2004 as a person prohibited from doing business with the public sector;
- h) the tenderer has not abused the Employer's supply chain management system and
- i) the tenderer has not failed to perform on any previous contract and has not been given a written notice to this effect.



# Correction of Arithmetic Errors

Where the tenderer elects to confirm the errors, omissions or re-balancing of imbalanced rates the tender offer shall be corrected as follows:

- 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 unit rate shall govern, and the line-item total shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted, 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 be corrected.
- c) Where the unit rates are imbalanced, adjust such rates by increasing or decreasing them and selected others while retaining the total of the prices derived after any other corrections made under (a) and (b) above.

Where there is an omission of a line item, no correction is possible, and the offer will be declared non-responsive.

Declare as non-responsive and reject any offer from a tenderer who elects not to accept the corrections proposed and/or fails to justify or balance the imbalanced rates to the satisfaction of the employer.

The tenderer is required to submit balanced unit rates for Rate Only items in the Pricing Schedule. The rates submitted for these items will be taken into account in the evaluation of tenders.

# Due Diligence

The due diligence will evaluate the overall risk associated with the tender. The due diligence will take into consideration the following:

- Assessment of financial statements to assess the financial position of the tenderer and its ability to obtain the necessary guarantees or insurances;
- Evaluation of managerial and technical ability and available resources in relation to the proposed tender;
- Integrity risk evaluation;
- Operations, activities, locations and key customers;
- Reference checks from previous clients and
- Risk rating (i.e. high risk, medium to high risk, medium risk or low risk) of the tenderer.

# Validity and Withdrawal

1. The tender offer validity period is 180 days.
2. Where a tenderer, at any time after the opening of his tender offer but prior to entering into a contract based on his tender offer:
  - a) withdraws his tender;
  - b) gives notice of his inability to execute the contract in terms of his tender; or
  - c) fails to comply with a request made in terms of C.2.17, C.2.18 or C.3.9;

such tenderer shall be barred from tendering on any of the Employer's tenders for a period to be determined by the Employer, but not less than 6 (six) months from a date determined by the Employer. This sanction also applies to tenders under evaluation and not yet awarded. This sanction does not apply to tenders under evaluation where a request for extension for the validity period was not accepted by the tenderer. The Employer may fully or partly exempt a tenderer from the provisions of this conditions if he is of the opinion that the circumstances justify the exemption.

# Tender Cancellations

Conditions under which a tender will be cancelled:

- I. The tender process may be cancelled if:
  - a) Due to changed circumstances, there is no longer a need for the goods or services specified in the invitation;
  - b) Funds are no longer available to cover the total envisaged expenditure;
  - c) No acceptable tender is received; or
  - d) There is a material irregularity in the tender process





# Returnable Schedules

# Returnable Schedules

- I. Returnable schedules have been based on the CIDB Standard for Uniformity in Construction Procurement and incorporates National Treasury requirements within them. Returnable schedules are separated into the following categories:
  - i. Forms, certificates and schedules for completion by the tenderer for use in the quantitative and qualitative evaluation of the tender (Forms A, B, C and D).
  - ii. A list of other returnable documents for completion by the tenderer and which will subsequently be incorporated into the contract (Section CI).
2. Failure to fully complete the relevant returnable documents shall render such a tender offer to be declared non-responsive.
3. Tenderers shall note that their signatures appended to each returnable form represents a declaration that they vouch for the accuracy and correctness of the information provided, including the information provided by candidates proposed for the specified key positions.
4. Notwithstanding any check or audit conducted by or on behalf of the Employer, the information provided in the returnable documents is accepted in good faith and as justification for entering into a contract with a tenderer. If subsequently any information is found to be incorrect such discovery shall be taken as wilful misrepresentation by that tenderer to induce the contract. In such event the Employer has the discretionary right under contract condition 8.4 to terminate the contract.

# List of Returnable Schedules(Technical)

| FORM NO       | ELEC-TRONIC FORMAT | FORM DESCRIPTION   | INITIAL IF COMPLETED | ENVELOPE   |
|---------------|--------------------|--|----------------------|--|
| A1            | PDF                | CERTIFICATE OF CONFIRMATION THAT THE TENDERER READ THE PRESENTATION  | *1                   | TECHNICAL PROPOSAL<br>(1 <sup>ST</sup> ENVELOPE) |
| A1.1          | PDF                | CERTIFICATE OF INTENTION TO SUBMIT A TENDER  | *1                   |  |
| A2.1          | PDF                | CERTIFICATE OF AUTHORITY FOR SIGNATORY   | *1                   |  |
| A2.2          | PDF                | DECLARATION OF TENDERER'S CURRENT STATUS OF ANY DEBT OUTSTANDING TO SANRAL   | *1 & *2              |  |
| A2.3          | PDF                | CERTIFICATE OF SINGLE TENDER SUBMISSION  | *1 & *2              |  |
| A2.4          | PDF                | CERTIFICATE OF FRONTING PRACTICES  | *1 & *2              |  |
| A2.5          | PDF                | DECLARATION – MANAGEMENT OF PROMINENT INFLUENTIAL PERSONS  | *1 & *2              |  |
| A2.6          | PDF                | CERTIFICATE OF PERMISSION TO CONDUCT DUE DILIGENCE INVESTIGATION   | *1 & *2              |  |
| A2.7          | PDF                | DECLARATION OF INDEPENDENT TECHNOLOGY-BASED INTELLECTUAL SERVICE PROVIDER  | *1 & *2              |  |
| A3.1          | PDF                | COMPULSORY DECLARATION: BIDDER'S DISCLOSURE  | *1 & *2              |  |
| A3.2/<br>SBD9 | PDF                | CERTIFICATE OF INDEPENDENT TENDER – REPEALED   | *1 & *2              |  |
| A3.3/<br>SBD8 | PDF                | DECLARATION OF TENDERER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES - REPEALED  | *1 & *2              |  |
| A3.4          | PDF                | REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE  | *1 & *2              |  |
| A4            | PDF                | SCHEDULE OF DEVIATIONS OR QUALIFICATIONS BY TENDERER   | *1 & *2              |  |
| A5            | PDF                | SCHEDULE OF ADDENDA TO TENDER DOCUMENTS  | *1                   |  |
| A6/<br>SBD2   | PDF                | CERTIFICATES OF TAX COMPLIANCE   | *1                   |  |
| A7            | PDF                | CERTIFICATE OF INSURANCE COVER   | *1                   |  |
| A8            | PDF                | TENDERER'S REGISTERED FINANCIAL SERVICE PROVIDER LETTER AND BANK DETAILS   | *1                   |  |
| A9            | PDF                | DECLARATION OF TENDERER'S LITIGATION HISTORY   | *1                   |  |
| A10           | PDF                | SCHEDULE OF CURRENT COMMITMENTS  | *1                   |  |
| A11           | PDF                | POSSIBLE COMMITMENTS OF KEY PERSON   | *1                   |  |
| A12           | PDF                | CERTIFICATE OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 AND CONSTRUCTION REGULATIONS, 2014 AS WELL AS COID ACT, 1993 | *1                   |  |
| A13/<br>SBD1  | PDF                | INVITATION TO BID AND TERMS AND CONDITIONS FOR BIDDING   | *1 & *2              |  |
| B1.1          | MS EXCEL           | KEY PERSON'S TECHNICAL/MANAGERIAL RECORD   | *1                   |  |
| B1.2          | MS EXCEL           | ALTERNATE KEY PERSON'S TECHNICAL/MANAGERIAL RECORD   | *1                   |  |
| B2.1          | MS EXCEL           | KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD   | *1                   |  |
| B2.2          | MS EXCEL           | ALTERNATE KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD   | *1                   |  |
| B3            | MS EXCEL           | TENDERER'S PROJECT STRUCTURE   | *1                   |  |



# List of Returnable Schedules(Technical)

|      |     |  |         |  |
|------|-----|--|---------|--|
| B4   | PDF | CERTIFICATE OF QUALITY SYSTEMS   | *1      |  |
| B5   | PDF | PRELIMINARY PROGRAMME<br>(INCLUDING UNDERSTANDING AND APPROACH)          | *1      |  |
| B6   | PDF | PAST PERFORMANCE PROJECT REPORTS   | *1      |  |
| B7   | PDF | TARGETED ENTERPRISE/SUB-CONTRACTOR DETAILS<br>AND DECLARATION            | *1 & *2 |  |
| B8   | PDF | JOINT VENTURE AGREEMENT  | *1&*2   |  |
| C2.4 | PDF | KEY PERSONS FOR THIS PROJECT AND SUMMARY OF<br>NORMALISED HOURS TENDERED | *1      |  |
| D1   | PDF | TENDERER'S B-BBEE VERIFICATION CERTIFICATE                               | *1 & *2 |  |

| FORM<br>NO      | ELEC-<br>TRONIC<br>FORMAT | FORM DESCRIPTION   | INITIAL<br>IF COM-<br>PLETED | ENVE<br>LOPE  |
|-----------------|---------------------------|--|------------------------------|---|
| C1.1.1<br>/SBD7 | PDF                       | FORM OF OFFER  | *2                           | FINANCIAL<br>PROPOSAL<br>(2 <sup>ND</sup> ENVELOPE) |
| C1.2.3          | PDF                       | CONTRACT DATA – INFORMATION PROVIDED BY THE<br>TENDERER                  | *2                           |   |
| C2.2/<br>SBD3   | MS EXCEL                  | PRICING SCHEDULE   | *1 & *2                      |   |
| C2.3            | MS EXCEL                  | SUMMARY OF PRICING SCHEDULE  | *1 & *2                      |   |
| C2.4            | MS EXCEL                  | KEY PERSONS FOR THIS PROJECT AND SUMMARY OF<br>NORMALISED HOURS TENDERED | *1 & *2                      |   |

## NOTES:

\*1 - SCHEDULES/DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

\*2 - SCHEDULES/DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT



# Part T1.2 Tender Data

| Clause Number | Common Errors   |
|---------------|---|
| C.3.11        | <p>Non-submission of B-BBEE Sworn Affidavit (SA)</p> <p>SA with no F/Y indicated</p> <p>SA with a wrong stamp</p> <p>SA based on irrelevant codes</p> <p>Unsigned SA affidavits by the commissioner of oath or deponent</p> <p>Previous year SA</p> <p>Expired SA</p> |

# Part T1.2 Tender Data

| Clause Number | Common Errors   |
|---------------|---|
|               | <p>Non-submission of a JV B-BBEE Certificate but the individual certificates are submitted</p> <p>JV B-BBEE Certificate submitted but the individual certificates are based on irrelevant codes</p> <p>Correct certificate but one of the partners is a Generic and the other is an EME/QSE</p> <p>Project specific certificate not dated by the Commissioner</p> |

# Part C1: Agreements and Contract Data

# C1.2 Contract Data

## I. C1.2.1 Conditions of Contract

The legislated Standard Conditions of Contract for Professional Services (as published and amended from time to time by the Construction Industry Development Board) are included together with SANRAL's special conditions of contract where the former is shown in standard format and SANRAL's amendments (i.e. special conditions) shown in italics.

SANRAL's special conditions of contract are shown in italics as amending clauses of the Standard Conditions.

**The Tenderer should familiarize themselves with the Conditions of Contract.**



# C1.2 Contract Data

## I. C1.2.2 Contract Data: Information provided by the Employer

| Clause No. | Contract Data  |
|------------|--|
| 7.2        | <p><b>The Key Persons required for this project are:</b></p> <ul style="list-style-type: none"><li>- Project Leader</li><li>- Design Specialist (Pavement and Materials Engineer)</li></ul> <p><b>The additional design specialists and assistants to the Contract Engineer, Project Leader and Design Specialists other than Key Persons for this project are:</b></p> <ul style="list-style-type: none"><li>- Design Specialist (Traffic Engineer)</li></ul> |

# C1.2 Contract Data

## I. C1.2.2 Contract Data: Information provided by the Employer

| Clause No. | Contract Data  |
|------------|--|
| I 1.2      | <p>The Service Provider shall not sub-contract to nor engage a Sub-contractor to perform any part of the Services without the prior written authorization of the Employer. The services to be sub-contracted and the identity of the Sub-contractor shall be notified to the Employer. The Employer shall, within 14 days of receipt of the notification and a full motivation why such services are to be sub-contracted, notify the Service Provider of his decision, stating reasons, should he withhold such authorization, failing which the Sub-contractor shall be deemed to be approved by the Employer. If the Service Provider enters into a sub-contract with a Sub-contractor without prior approval, the Employer may forthwith terminate the Contract.</p> |



## Part C2: Pricing Data

## C2.1 Pricing Instructions

C2.1.2 - The quantities provided by the Employer in the Pricing Schedule are only approximate quantities. The quantities of work finally accepted and certified for payment, and not the quantities given in the Pricing Schedule, will be used to determine payments to the Service Provider.

The validity of the Contract shall in no way be affected by differences between the quantities in the Pricing Schedule and the quantities finally certified for payment. Work is valued at the rates or lump sums tendered.

C2.1.10 - A tender shall be deemed non-responsive if the unit rates or lump sums for some of the items in the Pricing Schedule are, in the opinion of the Employer, unreasonable or out of proportion, and if the tenderer fails, within a period of seven (7) days of having been notified in writing by the Employer to adjust the unit rates or lump sums for such items, to make such adjustments.

C2.1.12 The item numbers appearing in the Pricing Schedule refer to the corresponding item numbers in the Scope of Work.



## C2.1 Pricing Instructions

1. Complete the Excel Spreadsheet provided with the appropriate information.
2. Form C2.4: Key Persons for this project & Summary of Tendered Fee – Refer to excel spreadsheet provided and a list of Returnable Schedules.



## Part C3: Scope of Work

# C3 Scope of Work

## **C3.1.1 Scope**

This section covers matters that relate to the project as a whole. Definitions, phrases or wording that would otherwise require repetition in other sections of this document are also covered in this section. Matters covered by the General and/or Particular Conditions of Contract are not repeated in this section, except to provide more detailed information.

## **C3.1.2 Location of the Project**

The proposed project is located on National Route R38 section 4 from Carolina (km 0.0) to Badplaas (km 52.6)

A locality plan including details of the construction history and existing pavement structure along this portion of the route are available in SARDS (South African Road Design System) online. A user manual is included in Appendix K in Part C4 of the tender document.

# C3 Scope of Work

## C3.1.3 Description of the Project

- The envisaged scope of the works have been established through the SANRAL Asset Management System (AMS) verified by regional panel inspections that have either formed part of the Employer's normal business practices or have been the subject of previous separate assignments by the same or another Service Provider.
- Periodic Maintenance: The Employer's AMS currently indicates that the periodic maintenance will most probably take the form of appropriate localised repair and pre-treatment of the existing surface followed by the construction of an appropriate surface seal and/or asphalt overlay.



# C3 Scope of Work

## C3.1.3 Description of the Project (Cont...)

The Services required of the Service Provider are divided into the following distinct stages:

- Project Assessment.
- Investigations for Design Development.
- Design Development which shall include the following phases:
  - Preliminary design
  - Detailed design
- Tender Documentation.
- Clarification Meeting, Tender Period and Tender Evaluation.
- Administration and Monitoring of the Works Contract.
- Additional duties, Special Services and Specialist Advice.
- Quality Control: Works Contract.
- Close Out.

# C3 Scope of Work

## C3.1.5 Employer's Cost Estimate (**Refer to Tender Document and Pricing Schedule**)

Total Project Value:

Roadworks - R130 000 000.00

• Structures - R0

Estimated Construction Start Date: September 2024

Estimated Construction Period: 16 Months

# C3 Scope of Work

## **C3.1.7 Stakeholder and Community Liaison and Social Facilitation**

### **a) Purpose**

To give effect to the need for transparency and inclusion in the process of delivering services, the Service Provider shall liaise with the project Stakeholders and affected Communities for the duration of the contract's life cycle. This shall be achieved through structured engagement with the PLC which was established for this purpose.

## **C3.1.9 Project Programme**

The Service Provider shall programme its duties in such a manner so as to complete the various stages/phases of the total project within the milestone dates specified below.

*(See Employer's programme for this project overleaf)*

# C3 Scope of Work

**Table 3.1.9: Project Programme**

|   | Project Stage/Phase  | Stage/Phase Completion Date                               |
|---|--|---|
| A | Submission of Tenders / Proposals  | April 2023  |
| B | Appointment of Service Provider  | July 2023   |
| C | Project Hand-over meeting  | July 2023   |
| D | First Progress meeting   | August 2023   |
| E | Submission of draft Assessment Report  | Within 1 months from Hand-over meeting                    |
| F | Submission of draft Concept Design Report  | N/A   |
| G | Submission of draft Preliminary Design Report  | Within 1 month from Draft Assessment report submission    |
| H | Submission of Gateway Review Report (if applicable)  | N/A   |
| I | Submission of Road Safety Audit Report: Stage 1 Feasibility and Preliminary Design               | N/A   |
| J | Submission of draft Detailed Design Report including Structures, Drainage & Geotechnical Reports | Within 2 months from Preliminary Design report submission |
| K | Submission of Road Safety Audit Report: Stage 3: Detail Design                                   | N/A   |



# C3 Scope of Work

**Table 3.1.9: Project Programme**

|   |  |   |
|---|--|---|
| L | Submission of design information to SANRAL's Property Service Provider (PSP) for land acquisition purposes | N/A   |
| M | Submission of Basic Assessment Report or full EIA report   | N/A   |
| P | Submission of General Authorisation to approving authority   | N/A   |
| Q | Submission of EMP's to approving authority   | N/A   |
| R | Submission of Draft Tender Documents for the Works and final Detailed Design Reports                       | Within 2 months from Detailed Design report submission            |
| S | Tender Advertisement   | 2 weeks from Draft Tender Documents                               |
| T | Submission of Final Tender Documents for the Works   | 2 weeks from Draft Tender Documents                               |
| U | Clarification Meeting  | 7 working days from Tender Advertisement                          |
| V | Tender Closure   | 28 calendar days from Tender Advertisement                        |
| W | Submission of Tender Evaluation Report   | Within 4 weeks from tender Closure                                |
| X | Works Contract Handover  | Within 16 weeks from Tender Closure                               |
| Y | Submission of draft Contract Report & as-built data  | Within 3 months of issue of Taking-over Certificate for the Works |
| Z | Submission of final Contract Reports and as-built data   | Within 1 month of issue of Performance Certificate for the Works  |

# C3 Scope of Work

## C3.1.1 I Personnel Requirements (d) Minimum Requirements

| Position                           | Minimum Qualification/Registration  | Minimum Relevant Experience (years) <sup>3</sup> | Other Requirements   |
|------------------------------------|---|--|--|
| <b>Project Leader</b>              | Pr Eng or Pr Tech Eng I   | 10   |  |
| <b>Assistant Project Leader</b>    | Pr Eng or Pr Tech Eng I   | <10  | In permanent employment of the tendering entity or Targeted Enterprise |
| <b>Design Specialist</b>           | Pr Eng or Pr Tech Eng I   | 10   |  |
| <b>Assistant Design Specialist</b> | Pr Eng or Pr Tech Eng I   | <10  | In permanent employment of the tendering entity or Targeted Enterprise |
| <b>Surveyor</b>                    | Registered Professional Surveyors, Technologist Surveyors, Technician Surveyors   | 5  | Member of SAGC7  |
| <b>Engineering Geologist</b>       | Pr Sci.Nat5   | 5  | SAIEG4   |
| <b>Environmental Practitioner</b>  | Refer to sub-service procurement document   |  |  |
| <b>OHS Specialist</b>              | Design Phase:<br>SACPCMP6 registration as a Professional Construction HSE Agent<br>Construction Phase:<br>SACPCMP6 registration as a Professional Construction HSE Agent or Manager | As required by SACPCMP6                          |  |

# C3 Scope of Work

## C3.1.1 I Personnel Requirements (d) Minimum Requirements

|                                       |                                       |     |   |
|---------------------------------------|---------------------------------------|-----|---|
| <b>Road Safety Audit Team Leader</b>  | Pr Eng or Pr Tech Eng                 | 10  | Road safety course (5 CPD)<br>Minimum 2 (two) audits within 3 (three) years |
| <b>Contract Engineer</b>              | Pr Eng                                | 10  |   |
| <b>Assistant Contract Engineer</b>    | Pr Eng or Pr Tech Eng                 | <10 | In permanent employment of the tendering entity or Targeted Enterprise      |
| <b>Engineer's Representative (RE)</b> | Pr Eng or Pr Tech Eng                 | 5   |   |
| <b>Assistant RE</b>                   | Pr Eng or Pr Tech Eng                 | 0   |   |
| <b>Senior Materials Technician</b>    | None specified                        | 20  |   |
|                                       | National Diploma in civil engineering | 10  |   |
|                                       | Pr Techni Eng I                       | 5   |   |
| <b>Materials Technician</b>           | None specified                        | 10  |   |
|                                       | National Diploma in civil engineering | 5   |   |
|                                       | Pr Techni Eng I                       | 2   |   |
| <b>Trainee Technician</b>             | Candidate Technician                  | 0   |   |



## Part C4: Site Information

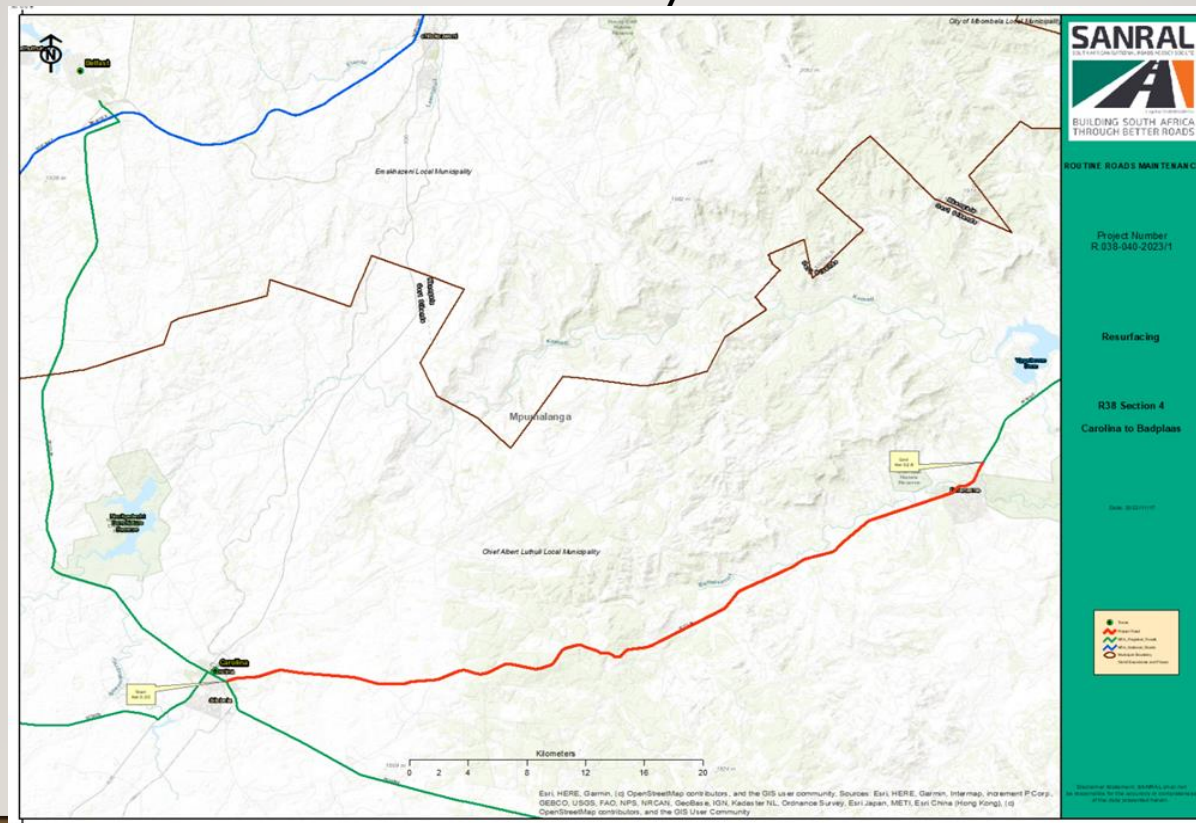


# C4 Site Information

## C.4.1 LOCATION OF THE PROJECT

- The project is located on National Route R38 Section 4 from Carolina (km 0.0) to Badplaas (km 52.6) in the Province of Mpumalanga and within the Chief Albert Luthuli Local Municipality.

### Locality Plan







**THE END**

**SANRAL**

SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD



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**THANK YOU**