



Request for Proposals:

**FRAMEWORK AGREEMENT FOR THE
PROVISION OF PROFESSIONAL
CONSULTANCY SERVICES FOR QUANTITY
SURVEYING, ARCHITECTURAL, CIVIL
ENGINEERING, PRINCIPAL AGENT AND
STRUCTURAL ENGINEERING FOR VARIOUS
INFRASTRUCTURE PROJECTS**

Document N^o

CDC-TPU-RFP-001-25

Closing Date of Bid

Tues, 14 OCTOBER 2025

Name of Bidding Firm

DOCUMENT INFORMATION SHEET

Title of Document : *Request for Proposals: Framework Agreement for Provision of Professional Consultancy Services for **Quantity Surveying, Architectural, Civil Engineering, Principal Agent and Structural Engineering** for various infrastructure projects*

Type of Document : *Request for Proposals*

Document Number : *CDC-TPU-RFP-001-24*

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Business Unit : *TPU*

Prepared for : *Prospective Bidders*

Date of Issue : *15 September 2025*

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DOCUMENT CONTROL SHEET

The purpose of this form is to ensure that documents are reviewed and approved prior to issue. The form is to be bound into the front of all documents released by the CDC.

PROJECT NAME : *Framework Agreement for the Provision of Professional Consultancy Services for Quantity Surveying, Architectural, Civil Engineering, Principal Agency and Structural Engineering services for various infrastructure projects*

DOCUMENT TITLE : *Framework Agreement for the Provision of Professional Consultancy Services for Quantity Surveying, Architectural, Civil Engineering, Principal Agency and Structural Engineering services for various infrastructure projects*

DOCUMENT No. : *CDC-TPU-RFP-001-25*

SIGNING OF THE ORIGINAL DOCUMENT

We, the undersigned, accept this document as a stable work product to be placed under formal change control as described by the Change Control Procedure document.

ORIGINAL	Prepared by	Reviewed by	Approved by
Date: 15 September 2025	Name: Philisa Ndzamela	Name: Andile Sebezo	Name: Zine Mtanda
	Signature:  <small>Philisa Ndzamela e802c845-263c-4e46-a992-bde462869661 2025/09/18 9:29:36</small>	Signature:  <small>Digitally Signed by: Andile Sebezo Snr Quantity Surveyor f0f5e221-0f9e-4c6f-ba0e-108abebf2419 IP Address: 10.0.57.205 Date: 2025/09/18 9:36:12 AM</small>	Signature:  <small>Zine Mtanda f4116535-cc76-477b-bc21-15b6f1816944 2025/09/18 3:18:43 PM</small>

Distribution:	<i>Potential Bidders</i>
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REVISION CHART

REVISION 1	Name: Philisa Ndzamela	Name: Andile Sebezo	Name: Zine Mtanda
	Signature:	Signature:	Signature:

INVITATION TO BID FOR REQUEST FOR PROPOSALS

FRAMEWORK AGREEMENT FOR PROVISION OF PROFESSIONAL CONSULTANCY SERVICES FOR QUANTITY SURVEYING, ARCHITECTURAL, CIVIL ENGINEERING, PRINCIPAL AGENCY AND STRUCTURAL ENGINEERING SERVICES FOR VARIOUS INFRASTRUCTURE PROJECTS

Contract No. CDC/303/25et al

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders on the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones. The CDC's advanced capabilities are successful enablers in sustainable economic zone development and management, real assets management, infrastructure planning and development, technology integration while realising related socio-economic impact areas such as skills and SMME development. The CDC's high-performance ethos is grounded in its commitment to sustainable development, the protection of its people and the planet, and the delivery of infrastructure solutions that support a just social and economic transition to a low-carbon, resource efficient, and climate resilient future. The foundational culture of the CDC's approach, backed by its core values, is innovation and continuous improvement.

INVITATION TO BID

The CDC is inviting capable and competent Service Providers to submit Proposals as **single entity firms** for a Framework Agreement for the provision of professional consulting services for various infrastructure projects throughout South Africa. The invitation is extended to Professional Service Providers with a registered office based in any of the provinces in South Africa. **Joint Ventures or Consortia will NOT be considered.** The services required are as per below table:

Table 1

#	Contract Number	Contract Description/Services
1	CDC/303/25	Framework Agreement for Professional Consultancy Services on Quantity Surveying for Various Infrastructure Projects
2	CDC/304/25	Framework Agreement for Professional Consultancy Services on Architectural services for Various Infrastructure Projects
3	CDC/305/25	Framework Agreement for Professional Consultancy Services on Civil Engineering for Various Infrastructure Projects
4	CDC/357/25	Framework Agreement for Professional Consultancy Services on Principal Agency for Various Infrastructure Projects
5	CDC/365/25	Framework Agreement for Professional Consultancy Services on Structural Engineering for Various Infrastructure Projects

The purpose of this process is to create a framework agreement with qualified bidders who can be appointed in respect of a particular project/programme procurement as and when required. Respondents are required to have relevant experience and knowledge in the planning, design, construction management and commissioning of infrastructure projects, where applicable. Registered Professionals providing these services as Freelancers SHALL not appear on two (2) or more competing bidders as this constitutes a Conflict of Interest and must submit proposals through a registered entity. The scope and weighting provided in this RfP is generic and may be adjusted to suit the project requirements and complexity.

NB: The Period for this framework agreement will be valid for 5 years.

CONDITIONS

- (a) The CDC Procurement Policy Shall apply.
- (b) The following legislation shall apply:
 - (i) Public Finance Management Act (PFMA);
 - (ii) Preferential Procurement Policy Framework Act, (5 of 2000) (PPPFA)
 - (iii) The Preferential Procurement Regulations 2022;
 - (iv) The Construction Industry Development Board Act, (38 of 2000)
 - (v) National Treasury Regulations;
 - (vi) The National Qualifications Framework Amendment Act, (12 of 2019);
 - (vii) The Skills Development Act, (97 of 1998)
 - (viii) Disaster Management Act, (57 of 2002);
 - (ix) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (x) Compensation for Occupational injuries and disease Act (130 of 1993);

- (xi) Broad Base Black Economic Empowerment -BBBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013);
 - (xii) NEMA National Environmental Management Act (107 of 1998);
 - (xiii) 2014 Environmental Impact Assessment Regulations as amended;
 - (xiv) National Water Act, NWA (Act No. 36 of 1998);
 - (xv) National Water Act: Regulations regarding the procedural requirements for Water Use Licence Applications and Appeals;
 - (xvi) National Heritage Resources Act, (25 of 1999);
 - (xvii) National Archives of SA (Act No. 43 of 1996); and
 - (xviii) Any other applicable legislation in the built environment and including all Municipal Bylaws.
- (c) The 80/20 or 90/10 preference point system will apply at the time of allocating projects through the established framework upon receipt of requests for new projects. The cost estimate of the tender will be used to determine the applicable preference point system.
- (d) Bidders must be VAT registered and bids must be submitted VAT inclusive. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Services (SARS) as VAT vendors. The award of the contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
- (e) Bidders must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA0.
- (f) CDC will only award the tender to a bidder who is tax compliant. The tax compliance status of the bidders will be verified through the CSD and South African Revenue Services (SARS) website.
- (g) As per the amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSEs with at least a 51% and EMEs with an annual turnover of above R1.8 Million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-minimum requirement on the QSE Skills Scorecard to avoid being discounted a level. EMEs with a turnover of less than R1.8 Million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover.
- (h) Bidders must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (i) Bidders must complete and sign the POPI Act consent form.
- (j) CDC will not award more than five (5) active projects to one bidder, unless one project has reached 80% completion stage and beyond. A capacity assessment may be conducted in an event that the

recommended service provider is the only responsive bidder and has already been awarded five contracts to be considered for a sixth contract. This decision is at the sole discretion of the CDC and is subject to their performance on the active five contracts.

- (k) The CDC will not allocate additional projects to any bidder who has Final Accounts/Close Out Reports outstanding for more than 90 days from the date of final completion, as per contractual obligation. However, the bidder will be included in the Framework System but will not be assigned a project.
- (l) The performance of the bidders on projects that they have been awarded shall be reviewed and evaluated on an on-going basis by the CDC Project Manager. Poor performance on awarded projects may result in a bidder not being awarded future projects by the CDC.
- (m) The successful bidder will be required to comply with the National Environmental Management Act, (107 of 1998), National Heritage Resources Act, (25 of 1999), Occupational Health and Safety Act and Regulations, Act (85 of 1993), Compensation for Occupational Injuries and Disease Act, Act (130 of 1993), Disaster Management Act, Act (57 of 2002) and, all relevant and applicable legislations throughout the duration of the contract.
- (n) No priced quotation or competitive bids will be awarded to a person or entity who fails to provide proof of tax compliance status within the timeframe given to do so.
- (o) Proof of registration with relevant Professional Statutory Bodies or membership with Voluntary Associations (whichever is specified) must be provided with the bid. Confirmation of professional registration will be conducted at a point in time of the evaluation process of this bidding process through the Professional Bodies' Registries, therefore professionals must ensure that their registrations are valid and appear in the registers throughout the evaluation process.
- (p) Public servants are prohibited from doing any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done, and bidders will be disqualified should they be found to be in contravention of the regulations.
- (q) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they download the RFP Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
- (r) Any misrepresentation of information will lead to immediate disqualification of the Bidder's submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as correct and sound documentation that the CDC could put its reliance on.
- (s) Bidders must provide proof of registration (In good standing) with relevant Professional Statutory Bodies, including a letter of good standing.
- (t) The successful bidders will be placed in the CDC's Framework System for PSPs for various provinces for a period of 36 months.

- (u) Rates tendered will be subject to negotiation, not exceeding the applicable industry rates as prescribed by the tariff of fees or remuneration guidelines issued by the relevant professional service organization or regulatory body.
- (v) The tender validity period is twenty-four (24) weeks from the closing date.

Bid documents will be available for download from the CDC Website (www.coega.co.za), e-Tender Portal and Provincial Treasury Tender Bulletin from **Friday, 19 September 2025, 10h00**, at no cost. No hard copies of the RFP Document will be made available by CDC to any Bidder. Potential bidders will be required to provide their email addresses in the CDC website before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct. It is the bidder's responsibility to ensure the document is downloaded correctly and submitted as per the original document sequence as CDC will not be responsible for any inconsistencies on the tender document which may lead to the disqualification of the bidder.

A **Compulsory Briefing Meeting** will be held on the following dates and venues:

Table 2

Date	Time	Day	Venue
29 September 2025	10h00	Monday	Coega BPO Auditorium, Discovery Building, 136 Tutu Street, Zone 4, Coega SEZ, Gqeberha, 6001
30 September 2025	10h00	Tuesday	Mthatha Stadium, 107 Errol Spring Ave, Umtata Part 1, Mthatha, 5099
01 October 2025	10h00	Wednesday	Central Hub Parking Building, Tshwane Automotive SEZ Phase 1A, Manitoba, The Willows 340-Jr, Pretoria (- 25.72769829862646, 28.345040191650828 opposite Ford Company of Southern Africa Gate 4, Corner Sefatanga Road and Road 1 TASEZ SEZ)
02 October 2025	10h00	Thursday	The Square, 250 Umhlanga Rocks Drive, Umhlanga
03 October 2025	10h00	Friday	The Dome, Customs House Building, Heerengracht St, Foreshore, Cape Town, 8001

A bidder shall attend one of the briefing meetings and may still bid for multiple areas.

Queries related to this bid must be addressed strictly to Ms Zine Mtanda via email: consultancytenders@coega.co.za. No telephonic or any other form of communication with any other CDC member of staff, other than the named individual above, relating to this request for bids will be permitted. Briefing Minutes will be uploaded on the CDC website within 5 days after the Briefing Meeting. No queries will be responded to after the **08 October 2025**.

One original completed bid document shall be placed in a sealed envelope clearly marked:

e.g “Contract No: CDC/303/25: RFP – Framework for the Provision of Professional Consultancy Services for (Quantity Surveying) for Various Infrastructure Projects”

Bidders must ensure that their submission is free from any loose pages or detachable components that could compromise the confidentiality or completeness of their bid. Failure to adhere to this requirement may lead to your bid disqualified at the discretion of the CDC.

Entities intending to tender for multiple contracts may submit one package, clearly marked the contract numbers tendering for. The closing date and time for the receipt of completed bids is **Tuesday, 14 October 2025 at 12h00** at the CDC Head Office, **Corner Alcyon Road & Zibuko Street, Zone 1, Coega SEZ, Qgeberha (Port Elizabeth)**. Bids must be handed in at the **Document Control Office** on the **Ground Floor**. No bids will be accepted at any of the other CDC Satellite offices than the one stipulated above.

Bids will not be opened in public and no late submission will be considered. The opening register will be posted on the CDC website within 10 days of the tender closure.

Failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive. Telegraphic, telexed, tippexed, facsimiled or e-mail submissions will not be accepted.

No telephonic or any other form of communication with any other CDC member of staff, other than the named individual below, relating to this request for bid will be permitted. All enquiries regarding this bid must be in writing only, and must be directed to:

Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address:

consultancytenders@coega.co.za

There shall be no disclosure, other than to the Clients legal and technical advisors of the tender amounts, method of work, terms, conditions, etc, to any other service, bidder nor to any parties who have not submitted tender documents.

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

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ANNEXURE B : BIDDERS' DISCLOSURE (SBD 4)

ANNEXURE C : AUTHORITY OF SIGNATORY

ANNEXURE D : FINANCIAL PROPOSAL

ANNEXURE E : NOMINATED LEAD PROFESSIONALS / KEY PERSONEL

ANNEXURE F : MUNICIPAL SELECTION FORM

ANNEXURE G1 : ATTACH PERFORMANCE EVALUATION FORM or CLIENT REFERENCE LETTERS

ANNEXURE G2 : COMPLETE PROJECT CATERGORY or TYPE

**ANNEXURE H : PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022 (SBD 6.1)**

ANNEXURE I : COMPLETE EME AND QSE AFFIDAVIT or ATTACH BBBEE CERTIFICATE

ANNEXURE J : POPIA CONSENT FORM

1 INTRODUCTION

The Coega Development Corporation (Pty) Ltd (CDC) attracts local and foreign investment into the Coega Special Economic Zone (SEZ) and the Nelson Mandela Bay Logistics Park (NMBLP); conceptualizes and develops complex, multi-disciplinary projects; and provides programme management; strategic advisory, economic research and human capital services. It also provides Implementing Agency services to various Government Departments and State-Owned Entities throughout South Africa and other African countries. This programme is aimed at creating jobs, developing and transferring skills, and fighting poverty. The CDC manages the entire development and service provision through innovative approaches that combine multi-disciplinary skills.

The infrastructure projects include, but are not limited to, health care facilities, education facilities, warehouses/factories, retail facilities, administration buildings and related bulk Infrastructure services. These infrastructure facilities will be designed and constructed to suit the identified sites in compliance with all mandated and legislated requirements and conditions for physical infrastructure as stipulated nationally, provincially, by any relevant government Department(s) and/or any other regulatory bodies.

This Request for Proposals (RFP) requests potential Professional Service Providers (PSPs) to register their interest in participating in the infrastructure development in the CDC SEZ as well as in various provinces where development is on behalf of Provincial/ National Government Departments and other entities.

2 SCOPE OF PROFESSIONAL SERVICES DISCIPLINES

Respondents are required to have relevant experience and knowledge in the planning, design, documentation and procurement, construction management and commissioning of infrastructure projects.

The single entities must be for the following disciplines and No consortium/JV will be considered:

- i. Quantity Surveying Services
- ii. Architectural Services
- iii. Civil Engineering Services
- iv. Principal Agency Services; and
- v. Structural Engineering Services

Bidders will be required to submit fee percentage for various categories of contracts according to the monetary value of projects, including VAT, as follows:

- (a) R1 million up to R10 million;
- (b) Above R10 million up to R25 million;
- (c) Above 25 million up to R50 million;
- (d) Above R50 million up to R100 million;

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- (e) Above R100 million up to R200 million;
 - (f) Above R200 million up to R400million;
 - (g) Above R400 million up to R600 million; and
 - (h) Above R600 million.

NOTE RE- DISBURSEMENTS:

- (i) Disbursement will be paid separately, based on proven costs in line with the Department of Public Works rates. The chosen district will be used as a base for the payment of disbursements. To qualify for reimbursement of disbursements, the PSP must demonstrate a physical office or operational presence within the chosen district. If no such presence exists, travel and accommodation costs will not be reimbursed and must be absorbed by the PSP.
- (ii) The consultant will be required to submit disbursement schedules.
- (iii) Disbursements for the project are limited to costs directly associated with project execution and subject to approval by the Client.
- (iv) Payment for disbursements will be made upon proof of satisfactory completion of the deliverable, as outlined in the scope of services for each applicable stage.
- (v) Proven costs for specific items are required, based on a valid invoice.

DEFINITION OF OPERATIONAL PRESENCE

For purposes of this RFP, operational presence means:

- (vi) A registered physical office located within the chosen district and/or
- (vii) A staffed satellite office within the chosen district.

3 SCOPE OF SERVICES AND FEE SPLIT FOR PSPs

The scope of services and fee split for the appointed professional service provider will be required to complete all the required deliverables per project stage as per timelines set out on Table 3 below:

3.1 WORK TO BE PERFORMED BY PROFESSIONAL SERVICE PROVIDERS

The following are the detailed services, broken down into various project stages with specific deliverables, which shall be provided by the Professional Service Provider:

Table 3- Scope of Works

STAGE	NAME OF STAGE	% OF TOTAL FEES	SCOPE OF SERVICES	DELIVERABLES	PORTION OF TOTAL FEES PAYABLE	METHOD OF ASSESSMENT
STAGE 1	Inception (Investigations and Consultations)	10%	Preliminaries: <ul style="list-style-type: none"> Attend project briefing meeting by the Client; Prepare and submit for approval the Project Implementation Plan which will include the Scope of Services for Consultants; Milestones, Schedule of Activities; Fee split per deliverable/Milestone; method of measuring Progress. Finalise agreement with Client; Source and/or collect any 	<ul style="list-style-type: none"> Project Implementation Plan to the CDC proforma; Detailed PSP Work Programme; Assessment Report; Record of Technical Team Meetings. Schedule of consents and approvals Schedule of required surveys, tests, analyses, site and other investigations Preliminary Cost Estimates including cost risk commentary 	5%	<ul style="list-style-type: none"> Pre-requisite is the submission and approval of the Project Implementation Plan 0/100, upon receipt and approval of the Assessment Report • IPAC Stage 1 report approval of initiation Reports (Assessment and consultation)

				<p>available necessary project documentation (e.g. reports, drawings, plans, etc).</p> <ul style="list-style-type: none"> • Provide input on potential procurement strategies or constraints, etc where applicable <p>Investigations:</p> <ul style="list-style-type: none"> • Confirm site location; • Assess site accessibility; • Assess land-ownership, confirm and facilitate transfer of land-ownership where necessary; • Assess current and future/planned Rezoning and LandUsage; • Conduct Topographical Surveys; 	<p>where applicable</p> <ul style="list-style-type: none"> • EIA Assessment Questionnaire. 			
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				<ul style="list-style-type: none">• Conduct Geotechnical Investigations;			
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			<ul style="list-style-type: none"> • Assess availability, capacity of and connections to bulk services (water, sewerage, electricity, telecoms); • Assess existing and planned services traversing the site (e.g. Power lines, Water lines, etc); • Conduct assessments and secure approvals for Safety, Health & Environmental; • Conduct and secure Heritage Council approvals (where required); • Conduct Traffic studies (where necessary); • Identify other site constraints (e.g. proximity of other structures, other activities taking place in the vicinity of the site); • Arrange, conduct and record any Technical Team co-ordination meetings; • Produce and present Assessment Report covering areas of investigation highlighted above; 			
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			<p>Consultations:</p> <ul style="list-style-type: none"> • Consult and confirm scope of work with the Client. • Identify and confirm Key Stakeholder and obtain User Requirements; • Consult with Regional/Provincial Dept of Public Works to establish and confirm their requirements; • Consult Local Authority to confirm applicable local By-laws and any Statutory Approvals; • Consult with Local Community via the Local Council and/or Traditional Leadership; • Consult with relevant Trade Unions; • Arrange, conduct and record any Technical Team co-ordination meetings; • Produce and present Consultation Report – covering outcomes of consultations highlighted above. 	<ul style="list-style-type: none"> • Consultation Report; • Record of Technical Team Meetings; 	5%	<ul style="list-style-type: none"> • 0/100, upon receipt and approval of the Consultation Report
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STAGE 2	Concept and Viability	10%	<ul style="list-style-type: none"> • Attend Client Progress Meetings and other ad-hoc meetings; • Attend planning and design meetings; • Undertake any necessary technical site tours of similar projects; • Assess User Requirements in line with applicable Norms & Standards, Best Practices and site conditions; • Revise Level 1 WBS to culminate into Level 2 WBS, WBS Dictionary and Baseline Planning; • Prepare Concept Designs; • Identify Work Packages for SMEs; 	<ul style="list-style-type: none"> • Draft Project Brief; • Draft Sketch/Layout Plans; • Level 2 WBS, WBS-D and Baseline Plans; • Concept Designs; • Preliminary Cost Estimates; • Preliminary Schedule of Major Deliverables; • Site Development Plans; • Value Engineering Report • Cost Benchmarking Report or Commentary • Preliminary Cash Flow Forecast • Cost Risk Register (can be part of the Draft Baseline Risk Assessment) 	7.5%	<ul style="list-style-type: none"> • 0/100, upon receipt of acceptable Level 2 WBS, Brief, Draft Layout/Sketch Plans, Concept Designs, Preliminary Cost Estimates, Preliminary Schedule, Site Development Plans and VE Report • Draft baseline risk assessment • IPAC Stage 2 report approval of the concept and viability Reports • Acceptance of Cost Benchmarking and Cash Flow Forecast.
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			<ul style="list-style-type: none"> • Prepare the Schedule of Accommodation and Project Brief; • Prepare Sketch/Layout Plans; • Prepare Preliminary Cost Estimates; • Prepare Preliminary Schedule of Major Deliverables; • Prepare and submit the Site Development Plans to Local Authority / Department where applicable; • Conduct Value Engineering (VE) Workshop including all the key role players and produce VE Report • Provide input on procurement strategy options based on concept viability. • Conduct cost benchmarking against similar projects or industry standards. 			
			<ul style="list-style-type: none"> • Revise and submit for approval Project Brief, Sketch/Layout Plans, Preliminary Cost Estimates, and Preliminary Schedule • Site Development Plan, 	<ul style="list-style-type: none"> • Revised Project Brief • Revised Sketch/Layout Plans; • Revised Preliminary Cost Estimates; • Revised Preliminary Schedule of Major Deliverables 	2.5%	<ul style="list-style-type: none"> • 0/100, Revised Level 2 WBS, Brief, Concept Designs, Sketch/Layout Plans, Site Development Plan, Preliminary Cost Estimates and Preliminary Schedule

STAGE 3	Design Development	25%	<ul style="list-style-type: none"> • Attend Client Progress Meetings and other ad-hoc meetings; • Attend planning and design meetings; • Prepare Detailed Designs for each Work Package • Produce Design Development Drawings, technical details and outline specifications (Technical, SHE, Socio-economic – S-E); • Prepare detailed Cost Estimates for each Work Package; • Submit necessary design documentation including building plans to local authority for approval; • Prepare and submit Design Report. • Validate cost implications of design changes and value engineering recommendations. • Provide input into procurement strategy and documentation. • Update cost risk register based on detailed design 	<ul style="list-style-type: none"> • Design Development Drawings; • Outline Specifications; • Detailed Cost Estimates; • Design Report • Local and other authority submission drawings and reports • Updated Cost Risk Register • Refined Cash Flow Forecast • Procurement Strategy Outline (if applicable) • Draft BoQ based of the applicable specification 	<ul style="list-style-type: none"> • To be split proportionally according to the value each Work Package 	<ul style="list-style-type: none"> • 0/100, Drawings, Specifications, Cost Estimates for each Work Package, Design Report • IPAC Stage 3 report approval of the design and development Reports • Draft BoQ Priced • Review and approval of the Draft BoQ to align with approved design and specifications.
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STAGE 4	Documentation and Procurement	10%	<ul style="list-style-type: none"> • Provide advice on all appropriate insurances; • Compilation and approval of Tender Documentation including Working Drawings and Bill of Quantities (EBoQ); • Assess samples and products for compliance and design intent; • Production of copies of the required number of Tender Documents for distribution to the Prospective Tenderers; • Prepare for and attend Briefing Meeting; • Assist with responses to technical questions during tender stage. • Prepare Pre-Tender Estimate for internal benchmarking. • Confirm procurement strategy based on market response 	<ul style="list-style-type: none"> • Working Drawings • Bill of Quantities • Tender Documents • Tender Presentation • Tender Evaluation Report • Meeting Minutes • Specification • Services co-ordination • Budget construction cost • Pre-Tender Estimate • Tender Compliance Checklist • Updated Cash Flow Forecast • Record of tender Addenda (if applicable) 	7.5%	<ul style="list-style-type: none"> • 0/100, Complete Set of Tender Documents • Acceptance of Pre-Tender Estimate. • Confirmation that Tender Evaluation aligns with procurement strategy and project budget
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			<ul style="list-style-type: none"> Attend Tender Closure meeting; Assist with evaluation of Tenders as per the requirements of the Project Manager; Prepare and submit signed Tender Evaluation Report to the Project Manager; Assist in negotiating with the preferred Contractor(s). Assist in issuing and managing Tender Addenda 	<ul style="list-style-type: none"> Tender Evaluation Report Tender recommendations Priced contract documentation 	2.5%	<ul style="list-style-type: none"> 0/100, Attendance to Briefing Meeting, Tender Evaluation Report
STAGE 5	Construction (This will include both construction and commissioning)	30%	<ul style="list-style-type: none"> Review BoQ and Balance the Rates; Assess adequacy of the insurances, guarantees and warranties submitted by the contractor; Compilation of Work Plans with the Contractor (WBS, Definition of Work Packages and Milestones, Schedule, Method of Measurement - MoM, SME packages, Labour Histogram, SHE Issues, S-E imperatives); Checking adequacy of contractor's quality assurance plan; 	<ul style="list-style-type: none"> Work Plans Construction Documentation Drawings Register Site Hand-over / Site Possession Certificate Issue of contractual letters / Notices; Monthly payment certificates / Progress report. Manage request for Information schedules 	30%	<ul style="list-style-type: none"> 0/100 Portion of the 30% determined as the percentage of the approved contractor's interim payment certificate to the total contract value (Excl VAT, advanced payment, any interest charges, and Incl



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| | | | | <ul style="list-style-type: none">• Variation Orders• Monthly Environmental Audit report• Test results and Certificates• Summary of Test Results with interpretations• Upload Information on Reporting Systems• Contractors Payment Certificates and Monitoring Tool; | | |
|--|--|--|--|--|--|--|

			<ul style="list-style-type: none"> • Checking contractor conformance to quality plan • Arrange, conduct and record Site Hand-over Meeting to the contractor and issue all the Working Drawings per Work Package and Site Hand-over Certificate; • Undertake Contracts Administration; • Upload information on Electronic Reporting Systems owned by the CLIENT and by the third parties (e.g. EFMS) • Conduct and record Site Meetings (Site walk-about meetings) together with the Contractor and his/her Foreman at least once a month (more visits might be required for problematic projects); • Hold Technical Meetings once a month (Board-room meetings attended by all the members of the design team together with the contractor and his/her foreman); • Attend and record Progress Meetings with the Client once a month; • Assess performance of Contractor against Work Plans and report formally any deviations; • Assist with resolution of financial claims by the contractor(s); • Obtain test results from the Contractor and prepare 	<ul style="list-style-type: none"> • Consultants Fees and Progress Report • Practical Completion Certificate • Works Completion Certificate • Record of Meetings • Cost estimates for proposed variations • Contract Instructions • Valuation for payment certificates • Progressive and draft final accounts • Snags and defects lists • Schedule of predicted cash flow • Variation Register • Claims Assessment Report • Financial controls reports • IPAC Stage 5 report approval 		penalties) as evidenced on the Payment Certificate.
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			<p>Summary of Tests Results and Interpretations;</p> <ul style="list-style-type: none"> Assess progress on site per MoM, prepare and submit contractor's payment certificate together with Monitoring Tool; Prepare Progress Report that includes copies of minutes for Site, Technical and Progress Meetings; Provision of support to ensure as built conforms to the design Prepare and submit Monthly Payments Certificates for Consultants' fees together with Progress Report Prepare certificates of Practical Completion and Works Completion; Solicit Occupation Certificate and other statutory certificates Assess, resolve and report on financial claims submitted by the contractor. Monitor retention amounts and release schedules. Prepare cost-to-completion forecasts. Preparing final account(s) including remeasurement(s) as required for the works on a progressive basis. 	<ul style="list-style-type: none"> All statutory certification and certificates of compliance as required by the local and other statutory authorities 		
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STAGE 6	Close-out	15%	<ul style="list-style-type: none"> • Arrange, hold and record co-ordination meetings with Technical Team; • Co-ordinate and monitor rectification of defects; • Arrange Operations and Maintenance Manuals, Guarantees and Warranties; • Secure all statutory certificates; • Site Measurements and Preparation of As-built Drawings (Soft Copy of signed As-built Drawings saved in PDF format) • Issue Certificate of Final Completion; • Prepare and present Final Accounts; • Prepare and present Project Close-out Report (Incl. Lessons learnt) 	<ul style="list-style-type: none"> • • Compile and/or procure operations and maintenance manuals, guarantees and warranties • Compile and/or procure Record and/or As-built drawings and documentation. • Inspect and verify the rectification of defects • Issue all final completion certificates in accordance with the applicable contract • Operating and Maintenance Manuals (where applicable); • Training Manuals; • Final Accounts / Payment Certificate and statement 	15%	<ul style="list-style-type: none"> • 0/100, As-built Drawings, Completion Certificate, approval and acceptance of Final Accounts, retention release , Close-outReport. • Confirmation that all financial claims are resolved



- | | | | | | | |
|--|--|--|--|--|--|--|
| | | | | <ul style="list-style-type: none">• Project Close-out Report• Record of necessary meetings• IPAC Stage 6 Close-out report approval• Final Fees and Disbursement | | |
|--|--|--|--|--|--|--|

4 BIDS EVALUATION PROCESS

4.1 Stage 1: Responsiveness Assessment

(a) Mandatory Requirements

The following criteria will be used in assessing the responsiveness of bids.

Table 4: *Mandatory Requirements to be submitted for CDC/303/25- Quantity Surveying*

No.	Description of Mandatory Requirement
1	Completed and Signed SBD 1 FORM: Invitations to Bid. (Annexure A)
2	Completed and Signed SBD 4 FORM: Bidder's Disclosures. (Annexure B)
3	Completed and Signed Certificate of Authority of Signatory. Proof of authority to sign may be submitted in a form of company resolution. (Annexure C)
4	Completed and signed Percentage Fee Proposal form. (Annexure D)
5	<p>The Municipality Selection Form must be completed (Bidder to select all municipalities in which it elects to tender and for which it has an established office).</p> <p>Should a bidder fail to make a selection and not meet this requirement, it will be considered non-responsive. (Annexure E)</p>
6	<p>Completed and signed nominated key personnel form.</p> <p>The Professional key personnel MUST NOT be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. An affidavit is required from the nominated key personnel. (Annexure F)</p>
7	<p>Confirm availability of key personnel with relevant experience to execute infrastructure projects with proof of professional registration in good standing for the respective discipline tendering for and candidate registration will not be considered.</p> <p>The nominated key personnel to provide his/her CV and professional registration/membership certificate.</p> <p>(a) Quantity Surveying Services – Professional Quantity Surveyor registered with the South African Council for the Quantity Surveying Profession (SACQSP), 10 years post registration. (experience on projects to the value more than R50m)</p> <p>OR</p> <p>(b) Quantity Surveying Services- Professional Quantity Surveyor registered with the South African Council for the Quantity Surveying Profession (SACQSP), 5 years post registration. (experience on projects to the value less than R50m)</p> <p>A Professional key personnel nominated will only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.</p>
8	<p>Reference letters or completed detailed performance evaluation forms duly completed and signed from at least two (2) previous Clients, within the last 7 years. The following must be provided in the letter or performance report:</p> <p>Client Name</p> <p>Contract Description</p>

No.	Description of Mandatory Requirement
	Contract Period Contract Value Start Date and Completion Date Rating on performance on time, cost, quality, resources and overall competency.

NB: Failure to complete all mandatory information will result in submissions being deemed null and void and shall be considered “non-responsive”.

NOTE: Items 1 to 6 & 8 on Table 4 above will be evaluated for this discipline. Item 7 applicable for this contract is as outlined on Table 5 below:

Table 5: Mandatory Requirements to be submitted for CDC/304/25- Architectural Services

No.	Description of Mandatory Requirement
7	<p>Confirm availability of key personnel with relevant experience to execute infrastructure projects with proof of professional registration in good standing for the respective discipline tendering for and candidate registration will not be considered.</p> <p>The nominated professional is to provide his/her CV and professional registration/membership certificate.</p> <p>(a) Architectural Services – Professional Architect / Professional Senior Architectural Technologist / Professional Architectural Technologists registered with the South African Council for the Architectural Profession (SACAP), 10 years post registration. (experience on projects to the value more than R50m)</p> <p>OR</p> <p>(b) Architectural Services- Professional Architect / Professional Senior Architectural Technologist / Professional Architectural Technologists registered with the South African Council for the Architectural Profession (SACAP), 5 years post registration. (experience on projects to the value less than R50m)</p> <p>A Professional key personnel nominated will only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.</p>

NOTE: Items 1 to 6 & 8 on Table 4 above will be evaluated for this discipline. Item 7 applicable for this contract is as outlined on Table 6 below:

Table 6: Mandatory Requirements to be submitted for CDC/305/25-Civil Engineering

No.	Description of Mandatory Requirement
7	<p>Confirm availability of key personnel with relevant experience to execute infrastructure projects with proof of professional registration in good standing for the respective discipline tendering for and candidate registration will not be considered.</p>

No.	Description of Mandatory Requirement
	<p>The nominated professional to provide his/her CV and professional registration/membership certificate. The Lead professionals will have to demonstrate sound working experience in the specialist field they are nominated for.</p> <p>(a) Civil Engineering Services – Professional Engineer / Professional Engineering Technologist registered with the Engineering Council of South Africa (ECSA). 10 years post registration. (experience on projects to the value more than R50m) OR</p> <p>(b) Civil Engineering Services- Professional Engineer / Professional Engineering Technologist registered with the Engineering Council of South Africa (ECSA). 5 years post registration. (experience on projects to the value less than R50m) AND</p> <p>(c) Civil Engineering Services - Professional Engineering Technician registered with the Engineering Council of South Africa (ECSA). 5 years post registration. (experience on projects to the value less than R50m)</p> <p>Note: item (c) is over and above (a) or (b). The evaluation will be on: (a) and (c); or (b) and (c).</p> <p>A Professional key personnel nominated will only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.</p>

NOTE: Items 1 to 6 & 8 on Table 4 above will be evaluated for this discipline. Item 7 applicable for this contract is as outlined on Table 7 below:

Table 7: Mandatory Requirements to be submitted for CDC/357/25- Principal Agency

No.	Description of Mandatory Requirement
7	<p>Confirm availability of key personnel with relevant experience to execute infrastructure projects with proof of professional registration in good standing for the respective discipline tendering for and candidate registration will not be considered.</p> <p>The nominated professional to provide his/her CV and professional registration/membership certificate. The nominated professionals will have to demonstrate sound working experience in the discipline under consideration.</p> <p>(a) Principal Agent – Professional Construction Project Manager registered with the South African Council for the Project and Construction Management Professions (SACPCMP) OR a Built Environment Professional with Project Management Professional (PMP) registered with the Project Management Institute (PMI), 10 years post registration. (experience on projects to the value more than R50m) OR</p>

No.	Description of Mandatory Requirement
	<p>(b) Principal Agent- Professional Construction Project Manager registered with the South African Council for the Project and Construction Management Professions (SACPCMP) OR a Built Environment Professional with Project Management Professional (PMP) registered with the Project Management Institute (PMI), 5 years post registration. (experience on projects to the value less than R50m)</p> <p>A Professional key personnel nominated will only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.</p>

NOTE: Items 1 to 6 & 8 on Table 4 above will be evaluated for this discipline. Item 7 applicable for this contract is as outlined on Table 8 below:

Table 8: Mandatory Requirements to be submitted for CDC/365/25- Structural Engineering

No.	Description of Mandatory Requirement
7	<p>Confirm availability of key personnel with relevant experience to execute infrastructure projects with proof of professional registration in good standing for the respective discipline tendering for and candidate registration will not be considered.</p> <p>The nominated professional to provide his/her CV and professional registration/membership certificate. Engineering lead professionals will have to demonstrate sound working experience in the specialist field they are nominated for.</p> <p>(a) Structural Engineering Services – Professional Engineer / Professional Engineering Technologist registered with the Engineering Council of South Africa (ECSA). 10 years post registration. (projects to the value more than R50m)</p> <p>OR</p> <p>(b) Structural Engineering Services- Professional Engineer / Professional Engineering Technologist registered with the Engineering Council of South Africa (ECSA). 5 years post registration. (projects to the value less than R50m)</p> <p>A Professional key personnel nominated will only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.</p>

Table 9: Additional requirements

ITEM	DESCRIPTION
1	Completed and signed Form SBD 6.1 preference points claim form in terms of the Preferential Procurement Regulations 2022.
2	As per the amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSEs' with at least a 51% and EMEs with an annual turnover of above R1.8 Million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-

	minimum requirement on the QSE Skills Scorecard to avoid being discounted a level. EMEs with a turnover of less than R1.8 Million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover.
3	Company Registration documents (Biz Portal).
4	Company Profile.
5	Completed and signed POPIA Consent Form (Annexure J).
6	Proof of office establishment within the selected province(s)/municipality(ies), i.e. Title Deed, lease agreement, municipal billing clearance certificate and must be in the name of the bidding entity.

4.2 Functionality Assessment

Bids will not be subjected to a Functionality assessment.

4.3 Quantitative Assessment

Price and Specific goals scoring will be applicable at the time of allocating work according to the Preferential Procurement Policy Framework Act No. 5 of 2000 and the Preferential Procurement Regulations of 2022. This stage of evaluation will be applicable on a specific project as per rates tendered for under **Annexure D**- Financial Schedule. Bidders are to provide BBBEE Certificate or Affidavit.

4.4 Stage 2: Qualitative Assessment

The Qualitative Assessment will be conducted on all the responsive bids that pass through the mandatory requirements as reflected under Stage 1. The main thrust of this assessment would not be to second-guess the bidder but to address the question around potential capacity and commercial risks. The performance reports of bidders who have previous exposure with CDC will also be considered during this stage and those bidders with negative performance reports may not be recommended for inclusion in the panel. Bidders who have not contracted with CDC in the past will be required to submit performance reports from previous clients (see **Annexure G**).

5 CRITERIA FOR SOLICITING BIDS FOR EXECUTION OF WORK

- (a) The framework per discipline arising from this RFP process will enable the CDC to procure entities on an instruction basis over a term upon CDC receiving budget allocation to carry out the work and will be entered into the Framework Agreement System.
- (b) Bidders in each province will be used on a competitive basis, whereby the fee rates submitted in **Annexure D** of the RFP by the selected Service Providers in a district will be used to determine

-
- the tendered fee for work in their district of operation;
- (c) The successful bidders would be required to compete for projects per the identified district(s) but preference will be given to Service Providers whose established offices are closest to the point of delivery in that particular district, and should there be an inadequate number of bidders in that district, additional Service Providers would be sourced from neighbouring districts;
 - (d) A Request for Information (RFI) will be sent to a targeted group of Service Providers closest to the point of delivery to execute a particular contract via email based on the nature and complexity of the works. This RFI will be issued to confirm the availability of key personnel matching the project's minimum requirements and the ability of the nominated entities to execute the work within the given CDC timeframes.
 - (e) Upon inclusion in the framework agreements, all bidders will be sent an acceptance letter and will be required to confirm acceptance, thereafter a framework agreement will be signed.
 - (f) The Service level Agreement (SLA) pertaining specific project awarded from this framework agreements will be concluded only at the time of project
 - (g) Professional Indemnity will be required at the contracting stage for specific projects allocated.
 - (h) Bidders will be limited to five projects under this framework agreement and capacity assessment will be conducted should there be a need to award more contracts.
 - (i) Bidders may be appointed for any stage required between Stage 1 to 6. This will be dependent on the requirements of the project.
 - (j) To ensure appropriate alignment between the professional service provider's capabilities and the complexity of the infrastructure projects, this RFP includes a classification system that categorizes projects into four distinct classes. These categories are based on key factors such as project size, duration, complexity, risk level, and stakeholder involvement (as per Annexure D).
 - (k) Functionality assessment may be carried out on specific projects, depending on their complexity, taking into consideration the entity's experience and the nominated resources
 - (l) These classifications will be applied during the implementation of the Framework Agreement, once projects become available, forming the foundation for bidder's appointment in line with project requirements. Preference in allocation of work will be given to PSPs with an operational presence in the relevant district, as defined in this RFP, to ensure cost efficiency and responsiveness.

6 TERMS & CONDITIONS

- (a) All submissions must be received by the CDC no later than **Tuesday, 14 October 2025 at 12h00**. Respondents must submit their RFP documents before the closing date and time and no late submissions will be considered;
- (b) All submissions and subsequent information received will become the property of the CDC and will not be returned;

- (c) Failure to comply with all mandatory information will result in submissions being deemed null and void and shall be considered “non-responsive”;
- (d) Telegraphic, telexed, tippexed, faxed or e-mailed submissions will not be accepted;
- (e) **One original document** shall be placed in sealed envelopes clearly marked:
e.g “Contract No: CDC/303/25: RFP - Professional Consultancy Services on Quantity Surveying for Various Infrastructure Projects”
- (f) Bidders must ensure that their submission is free from any loose pages or detachable components that could compromise the confidentiality or completeness of their bid. Failure to adhere to this requirement may lead to your bid disqualified at the discretion of the CDC.
- (g) All enquiries regarding this Request for proposal must be directed in writing only to: Zine Mtanda: Unit Head, Supply Chain Management: consultancytenders@coega.co.za.
- (h) The contact person reflected above shall be the only point of contact for this RFP. Failure to observe this requirement will lead to immediate disqualification of the Respondent;
- (i) Submission of a bid and its subsequent receipt by the CDC does not represent a commitment on the part of the CDC to proceed further with any Respondent or any contract;
- (j) The Respondent shall treat as confidential all documentation, drawings, reports, etc. which are provided pursuant to this RFP;
- (k) All documents, drawings, reports, etc. prepared by the Respondent pursuant to this RFP shall become the copyright property of the CDC;
- (l) The CDC will consider the proposed key personnel in the tenderer’s bid as the assigned resources for any project/s to be awarded. Any changes to these proposed personnel is subject to CDC’s approval prior to being changed by the bidder;
- (m) No costs incurred by the Respondents in the preparation of their submission will be reimbursed;
- (n) All Respondents will be advised as soon as the successful Bidders have been approved pertaining to this tender.

7 DISQUALIFICATION

Bidders will be disqualified immediately during the tendering stage or during the tender evaluation and adjudication stage or after the contract has been awarded if they are found to have conducted or committed any of the following:

- (a) Bidders, bidder’s representatives, associates, or shareholders that sought to influence adjudication process of this tender, or outcomes of the adjudication process, directly or indirectly;
- (b) Bidder that failed to follow or observe the lines of communication that are prescribed in the Advert;
- (c) Collusion among bidders;

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- (d) Misrepresentation of information;
 - (e) Nominating one Registered Professional as a key resource to 2 or more competing bidders.
 - (f) Any Bidder or its principals or both who have engaged in corrupt and fraudulent practices, not only with the CDC but anywhere else;
 - (g) Bidders who have pending liquidation, in receivership, bankrupt/insolvent (actually and commercially);
 - (h) Bidder or discipline partner appearing on national treasury register of Tender Defaulters and or the national treasury Register of restricted bidders, and
 - (i) Bidders who have poor or negative performance reports on previous projects and has been listed on CDC's Orange list.

ANNEXURES

ANNEXURE A : INVITATION TO BID (SBD 1)

ANNEXURE B : BIDDERS' DISCLOSURE (SBD 4)

ANNEXURE C : AUTHORITY OF SIGNATORY

ANNEXURE D : FINANCIAL PROPOSAL

ANNEXURE E : NOMINATED PROFESSIONAL / KEY PERSONEL

ANNEXURE F : MUNICIPAL SELECTION FORM

ANNEXURE G : PSP PERFORMANCE EVALUATION FORM or CLIENT REFERENCE LETTERS

**ANNEXURE H : PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022 (SBD 6.1)**

ANNEXURE I : COMPLETE EME AND QSE AFFIDAVIT or ATTACH BBBEE CERTIFICATE

ANNEXURE J : POPIA CONSENT FORM

ANNEXURE A

SBD 1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (COEGA DEVELOPMENT CORPORATION)					
BID NUMBER:	CDC/303/25 et al	CLOSING DATE:	14 OCTOBER 2025	CLOSING TIME:	12H00
DESCRIPTION					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
CRN ALCYON AND ZIBUKO ROAD, COEGA ZONE 1, BUSINESS CENTRE					
COEGA SEZ, GQEBERHA, 6000					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms Zine Mtanda		CONTACT PERSON	Ms Zine Mtanda	
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	consultancytenders@coega.co.za		E-MAIL ADDRESS	consultancytenders@coega.co.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO					
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
2.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
2.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
2.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2.4.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER 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."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF THE BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

ANNEXURE B SBD4- BIDDER'S DISCLOSURE

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 interest¹ 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 institution	State

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**

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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 consortium² 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.
- 3.5 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.
- 3.6 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

2 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.

was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.7 I am aware that, in addition and without prejudice to any other remedy provided 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 ENHANCING COMPLIANCE, TRANSPARENCY AND ACCOUNTABILITY IN SUPPLY CHAIN MANAGEMENT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

ANNEXURE C- AUTHORITY OF SIGNATORY

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A Company	B Partnership	C Sole Proprietor	ED Close Corporation

A. Certificate for Company

I,, chairperson

of the board of,

hereby confirm that by resolution of the board (copy attached) taken on

..... 20....., Mr/Ms

acting in the capacity of, was authorised to sign all documents in connection with this tender for Contract Number. CDC/303/25et al and any contract resulting from it on behalf of the company.

As witnesses:

1.

Chairman:

2.

Date:

B. Certificate for Partnership

We, the undersigned, being the key partners in the business trading as

....., hereby authorise

Mr/Ms,

acting in the capacity of

....., to sign all documents in connection with this tender for

Contract No **CDC/303/25 et al** and any contract resulting from it on our behalf.

Name	Address	Signature	Date

Note: This certificate is to be completed and signed by all key partners upon whom rests the direction of the affairs of the Partnership as a whole.

C. Certificate for Sole Proprietor

I,, hereby confirm that I am

the sole owner of the business trading as

As witnesses:

1. Sole Owner:

2. Date:

D. Certificate for Close Corporation

We, the undersigned, being the key members in the business trading as

.....

hereby authorise Mr/Ms

acting in the capacity of, to sign all to
sign all documents in connection with this tender for Contract No **CDC/303/25et al** and any contract resulting
from it on our behalf.

Name	Address	Signature	Date

Note: This certificate is to be completed and signed by all key partners upon whom rests the direction of the affairs of the Partnership as a whole.

ANNEXURE D- FINANCIAL PROPOSAL

Notes to be taken in to account when completing rates

- 1) Experience' - for this purpose, is deemed to commence from the date of professional registration award
- 2) A day is deemed to be 8 working hours."
- 3) The rates are to be fully inclusive of all costs excluding vat
- 4) No escalation will be applicable for the duration of this Request for Proposal even if projects are implemented in phases.
- 5) The fees will become due and payable for the identified CDC stage on completion and final approval by the client.
- 6) Fees for stage 5 shall be payable in accordance with the construction contract value certified per month and not on time lapsed per month or construction progress achieved every month.
- 7) CDC reserves the right to negotiate the proposed rates where they are deemed not to be market related.
- 8) The fee percentage offer must account for professional services across projects with varying scopes, from low, medium to high complexity.
- 9) Since this is a framework, the project specifics are not known at this stage, and the level of technical complexity cannot be determined.
- 10) All remuneration of the consultant will be in accordance with the scope of services as defined in this request for proposal and in subject to all supporting documentation provided and shall be on the basis of the accepted fee percentage as offered for the stage of work instructed and completed based on the estimated construction value.
- 11) All invoices are to comply with minimum CDC requirements with appropriate cost code on every invoice as well as supporting statement.
- 12) The fees or remuneration will be paid directly to the service provider.

CDC Project Classification Categories

Classes of Projects	High Level Consideration
Class 1	Micro project, simple, straightforward, quick (Less than 1 month), standard, marginal risks, no stakeholder issues, painting by numbers
Class 2	Small project, simple, straightforward, short (less than 6 months), standard, low risks, few less serious stakeholder issues, painting by numbers;
Class 3	Medium sized project, simple, straightforward, medium duration (less than 24 months), standard, medium risks, many but less serious stakeholder issues, Painting by Numbers/Quest/Movie
Class 4	Large projects, complex, complicated, long duration (More than 24 months, specialist nature, high risks, serious stakeholder issues, Quest/Movie/Fog.

ANNEXURE D1a
CDC/303/25 QUANTITY SURVEYING
FINANCIAL PROPOSAL- PERCENTAGE FEE

#	Project Value Range	Generic Fees (Stage 1 -6) as a % of Estimated Construction Value excluding VAT			
		Class 1	Class 2	Class 3	Class 4
1	R1M up to R10M				
2	Above R10M up to R25M				
3	Above R25M up to R50M				
4	Above R50M up to R100M				
5	Above R100M up to R150M				
6	Above R150M up to R200M				
7	Above R200M up to R300M				
8	Above R300M up to R400M				
9	Above R400M up to R600M				
10	Above R600M				

ANNEXURE D1b-TIME BASED SERVICES

Registered Professionals- Quantity Surveying

Item No.:	Description	Rate/hour	Rate/day
1	Not exceeding 5 years experience		
2	Exceeding 5 years and not exceeding 10 years		
3	Exceeding 10 years experience		

Name of Authorized Person: _____ Authorized Signature: _____

ANNEXURE D2a
CDC/304/25 ARCHITECTURAL SERVICES
FINANCIAL PROPOSAL- PERCENTAGE FEE

#	Project Value Range	Generic Fees (Stage 1 -6) as a % of Estimated Construction Value excluding VAT			
		Class 1	Class 2	Class 3	Class 4
1	R1M up to R10M				
2	Above R10M up to R25M				
3	Above R25M up to R50M				
4	Above R50M up to R100M				
5	Above R100M up to R150M				
6	Above R150M up to R200M				
7	Above R200M up to R300M				
8	Above R300M up to R400M				
9	Above R400M up to R600M				
10	Above R600M				

ANNEXURE D2b-TIME BASED SERVICES

Registered Professionals- Architectural Services

Item No.:	Description	Rate/hour	Rate/day
1	Not exceeding 5 years experience		
2	Exceeding 5 years and not exceeding 10 years		
3	Exceeding 10 years experience		

Name of Authorized Person: _____ Authorized Signature: _____

ANNEXURE D3
CDC/305/25 CIVIL ENGINEERING
FINANCIAL PROPOSAL- PERCENTAGE FEE

#	Project Value Range	Generic Fees (Stage 1 -6) as a % of Estimated Construction Value excluding VAT			
		Class 1	Class 2	Class 3	Class 4
1	R1M up to R10M				
2	Above R10M up to R25M				
3	Above R25M up to R50M				
4	Above R50M up to R100M				
5	Above R100M up to R150M				
6	Above R150M up to R200M				
7	Above R200M up to R300M				
8	Above R300M up to R400M				
9	Above R400M up to R600M				
10	Above R600M				

ANNEXURE D3b-TIME BASED SERVICES

Registered Professionals- Civil Engineering

Item No.:	Description	Rate/hour	Rate/day
1	Not exceeding 5 years experience		
2	Exceeding 5 years and not exceeding 10 years		
3	Exceeding 10 years experience		

Name of Authorized Person: _____ Authorized Signature: _____

ANNEXURE D4
CDC/357/25 PRINCIPAL AGENCY
FINANCIAL PROPOSAL- PERCENTAGE FEE

#	Project Value Range	Generic Fees (Stage 1 -6) as a % of Estimated Construction Value excluding VAT			
		Class 1	Class 2	Class 3	Class 4
1	R1M up to R10M				
2	Above R10M up to R25M				
3	Above R25M up to R50M				
4	Above R50M up to R100M				
5	Above R100M up to R150M				
6	Above R150M up to R200M				
7	Above R200M up to R300M				
8	Above R300M up to R400M				
9	Above R400M up to R600M				
10	Above R600M				

ANNEXURE D4b-TIME BASED SERVICES

Registered Professionals- Principal Agency

Item No.:	Description	Rate/hour	Rate/day
1	Not exceeding 5 years experience		
2	Exceeding 5 years and not exceeding 10 years		
3	Exceeding 10 years experience		

Name of Authorized Person: _____ Authorized Signature: _____

ANNEXURE D5
CDC/365/25 STRUCTURAL ENGINEERING SERVICES
FINANCIAL PROPOSAL- PERCENTAGE FEE

#	Project Value Range	Generic Fees (Stage 1 -6) as a % of Estimated Construction Value excluding VAT			
		Class 1	Class 2	Class 3	Class 4
1	R1M up to R10M				
2	Above R10M up to R25M				
3	Above R25M up to R50M				
4	Above R50M up to R100M				
5	Above R100M up to R150M				
6	Above R150M up to R200M				
7	Above R200M up to R300M				
8	Above R300M up to R400M				
9	Above R400M up to R600M				
10	Above R600M				

ANNEXURE D5b-TIME BASED SERVICES

Registered Professionals- Structural Engineering

Item No.:	Description	Rate/hour	Rate/day
1	Not exceeding 5 years experience		
2	Exceeding 5 years and not exceeding 10 years		
3	Exceeding 10 years experience		

Name of Authorized Person: _____ Authorized Signature: _____

ANNEXURE E1a: NOMINATED PROFESSIONAL CDC/303/25- QUANTITY SURVEYING

Registered Professional Details (PrQS)	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated <i>(not the appointed authority to sign bid document)</i>	

1. *A nominated Professional/key personnel will not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.*
2. *No candidate will be considered.*

ANNEXURE E1b: NOMINATED PROFESSIONAL CDC/304/25- ARCHITECTURAL

Registered Professional Details (PrArch/PSAT/PAT)	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated (not the appointed authority to sign bid document)	

A nominated Professional/key personnel may not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.

No candidate will be considered.

ANNEXURE E1c: NOMINATED PROFESSIONAL

CDC/305/25- CIVIL ENGINEERING

Registered Professional Details (PrEng/PrTechEng)	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated (not the appointed authority to sign bid document)	

A nominated Professional/key personnel will not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.

No candidate will be considered.

ANNEXURE E1c: NOMINATED PROFESSIONAL CDC/305/25- CIVIL ENGINEERING

Registered Professional Details (Technician) Pr Techni Eng	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated (not the appointed authority to sign bid document)	

A nominated Professional/key personnel will not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.

No candidate will be considered.

ANNEXURE E1d: NOMINATED PROFESSIONAL CDC/357/25- PRINCIPAL AGENCY

Registered Professional Details (PrCPM/ PMI)	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated (not the appointed authority to sign bid document)	

A nominated Professional/key personnel will not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.

No candidate will be considered.

Pr.CM will not be considered.

ANNEXURE E1e: NOMINATED PROFESSIONAL CDC/365/25- STRUCTURAL ENGINEERING

Registered Professional Details (PrEng/PrTechEng)	
Name of Professional	
Surname of Professional	
Professional Registration Number	
ID Number or Passport No.	
No. Years of Experience	
No. of years post professional registration.	
Signature of Professional Nominated (not the appointed authority to sign bid document)	

A nominated Professional/key personnel will not be nominated on two (2) or more competing bidders as this constitutes a Conflict of Interest. The nominees must be as per mandatory requirement Item No. 8 of the RFP, key personnel.

No candidate will be considered.

ANNEXURE F: MUNICIPAL SELECTION FORM

DISTRICT/ METRO MUNICIPALITY SELECTION
***MARK WITH A x THE AREA'S THE BIDDER**
INTEND TO WORK

No.	DISTRICT/ METRO MUNICIPALITY	PROVINCE	SEAT	SELECTIONS
1	Alfred Nzo District Municipality	Eastern Cape	Mount Ayliff	
2	Amathole District Municipality	Eastern Cape	East London	
3	Buffalo City Metropolitan Municipality	Eastern Cape	East London	
4	Chris Hani District Municipality	Eastern Cape	Queenstown	
5	Joe Gqabi District Municipality	Eastern Cape	Barkly East	
6	Nelson Mandela Bay Metropolitan Municipality	Eastern Cape	Port Elizabeth	
7	OR Tambo District Municipality	Eastern Cape	Mthatha	
8	Sarah Baartman District Municipality	Eastern Cape	Port Elizabeth	
9	Fezile Dabi District Municipality	Free State	Sasolburg	
10	Lejweleputswa District Municipality	Free State	Welkom	
11	Mangaung Metropolitan Municipality	Free State	Bloemfontein	
12	Thabo Mofutsanyana District Municipality	Free State	Phuthaditjhaba	
13	Xhariep District Municipality	Free State	Trompsburg	
14	City of Johannesburg Metropolitan Municipality	Gauteng	Johannesburg	
15	City of Tshwane Metropolitan Municipality	Gauteng	Pretoria	
16	Ekurhuleni Metropolitan Municipality	Gauteng	Germiston	
17	Sedibeng District Municipality	Gauteng	Vereeniging	
18	West Rand District Municipality	Gauteng	Randfontein	
19	Amajuba District Municipality	KwaZulu-Natal	Newcastle	
20	eThekweni Metropolitan Municipality	KwaZulu-Natal	Durban	
21	Harry Gwala District Municipality	KwaZulu-Natal	Ixopo	
22	iLembe District Municipality	KwaZulu-Natal	KwaDukuza	
23	King Cetshwayo District Municipality	KwaZulu-Natal	Richards Bay	
24	Ugu District Municipality	KwaZulu-Natal	Port Shepstone	
25	uMgungundlovu District Municipality	KwaZulu-Natal	Pietermaritzburg	
26	uMkhanyakude District Municipality	KwaZulu-Natal	Mkuze	
27	uMzinyathi District Municipality	KwaZulu-Natal	Dundee	
28	uThukela District Municipality	KwaZulu-Natal	Ladysmith	
29	Zululand District Municipality	KwaZulu-Natal	Ulundi	
30	Capricorn District Municipality	Limpopo	Polokwane	
31	Mopani District Municipality	Limpopo	Giyani	
32	Sekhukhune District Municipality	Limpopo	Groblersdal	
33	Vhembe District Municipality	Limpopo	Thohoyandou	

34	Waterberg District Municipality	Limpopo	Modimolle	
35	Ehlanzeni District Municipality	Mpumalanga	Nelspruit	
36	Gert Sibande District Municipality	Mpumalanga	Ermelo	
37	Nkangala District Municipality	Mpumalanga	Middelburg	
38	Bojanala District Municipality	North West	Rustenburg	
39	Dr Kenneth Kaunda District Municipality	North West	Klerksdorp	
40	Dr Ruth Segomotsi Mompati District Municipality	North West	Vryburg	
41	Ngaka Modiri Molema District Municipality	North West	Mahikeng	
42	Frances Baard District Municipality	Northern Cape	Kimberley	
43	John Taolo Gaetsewe District Municipality	Northern Cape	Kuruman	
44	Namakwa District Municipality	Northern Cape	Springbok	
45	Pixley ka Seme District Municipality	Northern Cape	De Aar	
46	ZF Mgcawu District Municipality	Northern Cape	Upington	
47	Cape Winelands District Municipality	Western Cape	Worcester	
48	Central Karoo District Municipality	Western Cape	Beaufort West	
49	City of Cape Town Metropolitan Municipality	Western Cape	Cape Town	
50	Garden Route District Municipality	Western Cape	George	
51	Overberg District Municipality	Western Cape	Bredasdorp	
52	West Coast District Municipality	Western Cape	Moorreesburg	

Note: If a bidder does not have an office within the selected municipality, travel disbursements will be controlled based on district selected.

ANNEXURE G1 - REFERENCE LETTERS

ATTACH PERFORMANCE EVALUATION FORM or CLIENT REFERENCE LETTERS Schedule of Completed Contracts in the past 7 years (to be evaluated)

- The bidder shall list below the two completed projects.
- Traceable and contactable references for each project listed must be included.
- Bidder MUST attach appointment letters. This information is essential to the evaluation and award of this framework.
- This form must align with the references provided for the Mandatory Requirement assessment No. 8, as per Table 4 on page 19 of this document.

PROJECT NAME	CLIENT / EMPLOYER	Contact Person's Name and Contactable number & email	PROJECT VALUE	DATE PROJECT COMPLETED
1				
2				

ANNEXURE G2

Additional Information required is to indicate below the company's experience on built environment projects or speciality. Projects the company has previously completed.

PROJECT CATERGORY

Building Construction	Type of Project	Mark with an X	Type of Project	Mark with an X	Type of Project	Mark with an X
Residential Developments	Housing estates		Apartment complexes		Student accommodation	
Commercial Buildings	Office towers		Shopping malls		Mixed-use buildings	
Industrial Facilities	Factories		Warehouses		Logistics hubs	
Educational Facilities	Schools		Universities		Training centres	
Healthcare Facilities	Hospitals		Clinics		Laboratories	
Hospitality Buildings	Hotels		Resorts		Lodges	
Public Buildings	Libraries		Museums		Courts or Government offices	
Engineering Services	Type of Project	Mark with an X	Type of Project	Mark with an X	Type of Project	Mark with an X
Roads & Highways	National roads		Provincial roads		Toll roads	
Bridges & Interchanges	freeway interchanges		Pedestrian bridges			
Railways & Metro Systems	High-speed rail		Passenger commuter lines		Freight corridors	
Airports & Runways	Regional airports		Runway extensions		Terminal upgrades	
Ports & Harbors	Container terminals		Dry docks		Fishing harbors	
Water Supply Systems	Bulk water pipelines		Water treatment plants		Borehole schemes	

Sewerage & Wastewater Systems	Wastewater treatment works		Sewer networks			
Urban Development & Planning	Type of Project	Mark with an X	Type of Project	Mark with an X	Type of Project	Mark with an X
Smart City Developments	Digital precincts		Integrated mobility hubs			
Township Upgrades & Social Housing	RDP housing		Informal settlement upgrading			
Mixed-use Precincts	Live-work-play precincts		Lifestyle estates			
Urban Renewal & Regeneration	CBD renewal		Brownfield redevelopment			
Public Transport Nodes	Bus rapid transit stations		Taxi ranks		Intermodal hubs	
Facilities Management & Maintenance	Type of Project	Mark with an X	Type of Project	Mark with an X		
Renovations & Refurbishments	Building upgrades		Heritage restorations			
Preventive Maintenance	Long-term maintenance contracts for buildings and infrastructure					

ANNEXURE H

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	
SPECIFIC GOALS	
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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)}
 \end{array}$$

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

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)

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.

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME:
DATE:
ADDRESS:	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

ANNEXURE I

COMPLETE EME AND QSE AFFIDAVIT BELOW or ATTACH BBBEE CERTIFICATE

B-BBEE EXEMPTED AFFIDAVIT FOR EXEMPTED MICRO ENTERPRISES (ISSUED IN TERMS OF THE AMENDED CONSTRUCTION SECTOR CODE)

(Gazette Vol. 630 No. 41287)

Issued in terms of paragraph 3.6.2.4.1 (B)

I, the undersigned,

Full names and surname	
Identity number	

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a Member / Director / Owner of the following enterprise and am duly authorized to act on its behalf:

Enterprise Name:			
Trading Name (If Applicable):			
Registration Number:			
Physical Address:			
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):			
Nature of Construction Business: <i>Indicate the applicable category with a tick.</i>	BEP (Built Environment Professional)	Contractor	Supplier
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – who are citizens of the Republic of South Africa by birth or descent; or who became citizens of the Republic of South Africa by naturalization before 27 April 1994; or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;		
Definition of "Black Designated Groups"	"Black Designated Groups" means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"		

- I hereby declare under Oath that as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
 - The Enterprise is _____ % Black Owned
 - The Enterprise is _____ % Black Female Owned
 - The Enterprise is _____ % Owned by Black Designated Group (provide Black Designated Group Breakdown below as per the definition in the table above)
 - Black Youth % _____ %
 - Black Disabled % _____ %
 - Black Unemployed % _____ %
 - Black People living in Rural areas % _____ %
 - Black Military Veterans % _____ %

Construction Sector Affidavit

- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, (dd/mm/yyyy) the annual Total Revenue was less than the applicable amount confirmed **by ticking the applicable box below.**

BEP	R1.8 million	
Contractor	R3.0 million	
Supplier	R3.0 million	

If the turnover exceeds the applicable amount in the table above then this affidavit is no longer applicable and an EME certificate must be obtained from a rating agency accredited by SANAS or when applicable a B-BBEE Verification Professional Regulator appointed by the Minister of Trade and Industry.

- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box below.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
At least 30% Black Owned	Level Four (100% B-BBEE procurement recognition level)	
Less than 30% Black Owned	Level Five (80% B-BBEE procurement recognition level)	

- I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
- The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

Commissioner of Oaths
Signature & stamp

ANNEXURE J

PROTECTION OF PERSONAL INFORMATION: CONSENT

The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion.

As part of its business activities, the Coega Development Corporation (CDC) obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the CDC from time to time. The CDC confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

The CDC hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Not unless directed to do so by an order of court, the CDC does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and be seized with information of a personal nature pertaining to the CDC. Some of the information may because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the CDC requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

AGREEMENT

1. The CDC and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:

- a) They process the information only for the express purpose for which it was obtained.
- b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
- c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
- d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
- e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
- f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.

2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organisation.

3. Bidder's Obligations

a) The Bidder is required to notify the Information Officer of CDC, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorised access or unlawful use of any of the CDC's personal information.

b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.

c) The Bidder shall be required to provide the CDC with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.

d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of CDC.

On behalf of the Bidder:

.....
Signature

.....
Date

.....
Position

.....
Name of the Bidder

On behalf of the Client:

.....
Signature

.....
Date

.....
Position

.....
Name of Client Representative

END OF RFP DOCUMENT