

# DEPARTMENT OF BASIC EDUCATION



Sanitation  
Appropriate  
For  
Education (SAFE)  
Initiative



## SANITATION APPROPRIATE FOR EDUCATION (SAFE) INITIATIVE, EASTERN CAPE PROVINCE

### TENDER DOCUMENT FOR CONSTRUCTION OF SANITATION FACILITIES' OMITTED SCOPE AT MBONGWENI JUNIOR SECONDARY SCHOOL, MEJE JUNIOR SECONDARY SCHOOL AND MQENI JUNIOR SECONDARY SCHOOL IN EASTERN CAPE PROVINCE

#### TENDER NO. TMT-DBE-24/25-SAFEOS-ECCL142

Registered Name of Tenderer	
Trading Name of Tenderer	
Registration No. of Entity	
Contact Person	
Tel No:	Email Address:
Cell No:	Fax No:
Address of registered physical address	
District	Chris Hani District Municipality
No. of Projects	<b>3</b>
Cluster Offer (Vat Inclusive (15%))	R

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Claimed Specific Goal Points	
SARS PIN No.	
Income Tax Number	
Vat Number	
Tax Expiry date	
Tenderer CIDB Grading	
CIDB CRS No	
CSD REG Number	
COIDA Certificate No.	

# T1.1: NOTICE AND INVITATION TO SUBMIT TENDER

## CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE OMITTED SCOPE PROGRAMME (BID No. TMT-DBE-24/25-SAFEOS-ECCL142)

The Mvula Trust is an Implementing Agent and is implementing the SAFE Initiative programme on behalf of the Department of Basic Education (State Organ). The Mvula Trust invites suitable and qualified Contractors to submit tenders for the Provision of Sanitation facilities to schools in the EASTERN CAPE Province under the SAFE INITIATIVE in the following cluster.

Table 1:

Tender No	Project Number	Name of School	Type of Project	CIDB grading
TMT-DBE-24/25-SAFEOS-ECCL142	TMT-DBE-24/25-SAFEOS-ECCL142-1	Mbongweni Secondary School	Sanitation	4GB OR HIGHER
	TMT-DBE-24/25-SAFEOS-ECCL142-2	Meje Junior Secondary School		
	TMT-DBE-24/25-SAFEOS-ECCL142-3	Mqeni Junior Secondary School		

**No compulsory briefing.**

Tender documents will be available on the National Treasury e-tender portal for downloading and self-printing from 08:00 am on **Monday, 6 May 2024**.

It is the responsibility of the bidder to make sure that all the returnable documents and schedules as indicated in section **Part T2 Returnable documents** are up to date when submitting the bid.

The tenders will be evaluated for price and preference. Evaluation for preference and price will be **80/20** Preference Point system where a maximum of **eighty (80)** points will be awarded for price and **twenty (20)** points will be awarded for specific goals.

After price and preference have been scored, **arithmetic check** and **risk assessment** will be conducted for those tenderers that are responsive.

Tender closing date and time: **Tuesday, 28 May 2024 @ 12:00pm**. Completed tender documents must be submitted in sealed envelopes and clearly marked **as per Bid Number indicated above in the table for each specific cluster** and must be deposited in a tender box at **69 Devereux Avenue, Vincent, East London**. Late submissions will not be considered.

The Mvula Trust reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it and/or may reduce the number of schools.

The Mvula Trust does not bind itself to accepting the lowest tender. Successful Bidders will be appointed on one (1) cluster only. Each project on the cluster will have its own contract. Bidders with 2 or more current projects which have not taken Works Completion at time of evaluation and bidders who already awarded or being considered for award will not be considered for this bid.

Bidders to note that the contract duration is total of 12 weeks from **commencement date to practical completion** date.

No Telegraph, telephone, telex, facsimile or any other form of transmittal will be accepted.

### Enquiries:

All enquiries regarding this tender must be forwarded to: Email: [Anele@themvulatrust.org.za](mailto:Anele@themvulatrust.org.za) with the applicable Bid No. as the subject. All technical enquiries regarding this tender must be forwarded to: Email: [Takudzwa@themvulatrust.org.za](mailto:Takudzwa@themvulatrust.org.za) with the applicable Bid No. as the subject.

## T1.2 TENDER DATA

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE PROGRAMME</b>		
<b>Tender No:</b>	<b>TMT-DBE-24/25-SAFEOS-ECCL142</b>		
<b>Invitation date:</b>	<b>6 May 2024</b>	<b>Closing date:</b>	<b>28 May 2024</b>
<b>Closing time:</b>	12:00	<b>Validity period</b>	12 weeks

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of CIDB Standard for Uniformity in Construction Procurement (August 2019). This standard is issued in terms of sections 4(f), 5(3)(c) and 5(4)(b) of the Construction Industry Development Board Act 38 of 2000 read with Regulation 24 of the Construction Industry Development Regulations, 2004 (as amended) issued in terms of section 33.

The Standard Conditions of Tender make several references to the tender data for details that apply specifically to this tender. The tender data shall have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the Standard Conditions of Tender.

Each item of data given below is cross-referenced to the clause in the Standard Conditions of tender to which it mainly applies.

<b>Clause number (refer to Annex C)</b>	<b>Section</b>	<b>Clause</b>
C1.1.1	Actions	<p>The Mvula Trust as the employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in C.2 and C.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.</p> <p>The sponsor is the Department of Basic Education (DBE) and the employer according to the contract is The Mvula Trust. The work is to be done for DBE as sponsor and as funder. DBE will have the right to directly intervene if the service provider is in default. In the event of such an intervention, DBE shall assume full accountability and responsibility and will indemnify the IA for any litigation that might arise as a consequence of such intervention</p> <p>The contracts allow for the assignment of the remaining contractual liabilities of the Tenderers to DBE to be implemented by such custodian department.</p>

C.1.1.2	Actions	<p>The Mvula Trust and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.</p> <p><i>Note: 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.</i></p> <p><i>2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.</i></p>
C.1.1.3	Actions	<p>The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with and complete the contract within the stipulated completion time. Failure to complete will result in penalties being applied and tendered being blacklisted with CIDB and National Treasury</p>
C.1.4	Communication and employer's agent	<p>Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated below:</p> <p>The employer's representative is (<b>Principal Agent</b>):  <b>Name of the company:</b> Quantum Built and Environment Consultants (PTY) LTD  <b>Name:</b> Hlubikazi Zibi  <b>Address:</b> 21 Elmera Road, Panmure, East London, 5201</p> <p><b>Tel:</b> 051 430 8240 / 072 875 5884  <b>Fax:</b> N/A  <b>E-mail:</b> Hlubikazi@quantumbuilt.co.za</p>
C1.6.3	Proposal procedure using the two stage system	<p>Not applicable.</p>

C.2.1	Eligibility	<p>Only those tenderers who are registered with the CIDB, or are capable of being superior to the evaluation of submissions, in a contractor grading designation equal to <b>4 GB higher</b> a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a <b>GB</b> class of construction work, are eligible to have their tenders evaluated. <b>Please note that the tenderer CIDB registration should be valid on the day of evaluation as well as on the day of award.</b></p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>1. every member of the joint venture is registered with the CIDB;</li> <li>2. the lead partner has a contractor grading designation in the <b>4 GB</b> class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status.</li> <li>3. The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 4 GB class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations</li> </ol> <p>Additional requirements for JV</p> <ol style="list-style-type: none"> <li>a) Contractor can only submit one tender per cluster as a joint venture partner or individual company, not both for the same cluster.</li> <li>b) Please note that all JV parties' CIDB registration should be valid on the day of evaluation as well as on the day of award.</li> <li>c) JV agreement attached should indicate how the JV will operate and how will the resources be deployed, how each partner will contribute financially and how disputes will be resolved between parties.</li> <li>d) A separate Bank account in the name of the JV must be in place with both parties being signatories.</li> <li>e) The JV lead partner will be fully involved on the projects and will deploy all necessary resources (financial, technical and human resources). Failure for Lead partner to be involved in the project, TMT will consider termination of contract on grounds of false representation.</li> <li>f) Both JV partners/directors will attend all project meetings</li> <li>g) Consolidated CSD registration for all partners.</li> <li>h) SARS tax compliant pins for both JV partners are in place.</li> <li>i) COIDA/FEM for all JV partners are valid</li> <li>j) a separate VAT registration for the JV is in place.</li> <li>k) Over and above the listed requirements the agreement must meet the CIDB JV agreement requirements.</li> </ol> <p><b>JVs not meeting the additional requirements will not be considered further and will be disqualified.</b></p>
C.2.4	Confidentiality and copyright	Bidder to treat confidential all matters arising in connection with the bid. Use and copy the documents issued by The Mvula Trust only for the purpose of preparing and submitting a bid offer in response to the invitation.
C.2.7	Clarification meeting	<b>No compulsory briefing.</b>
C.2.8	Seek clarification	Tenderers should request clarification of the tender documents, if necessary, by notifying the Employer's Representative indicated in the Tender Notice and Invitation to Tender in writing at least <b>three working days</b> before the closing time stated in the tender data.
C.2.9	Insurance	The Mvula Trust accepts that the submission of a Tender shall be construed as an acknowledgment by the Tenderer that she/he will provide her/his own insurance for this contract to safeguard the works against damages and the public injuries, diseases etc.

C.2.10.3	Pricing of the tender offer	Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. <b>All pricing should be done in black ink.</b>
C.2.11	Alterations to documents	Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. <b>Erasures and the use of masking fluid are prohibited.</b>
C.2.13	Submitting a tender offer	<p>C.2.13.1 Submit one tender offer only, either as a single tendering entity to provide the whole of the works identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.</p> <p>C.2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.</p> <p>C.2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.</p> <p>C.2.13.4 Sign the original of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer.</p> <p>C.2.13.5 Seal the original tender offer marking the as "ORIGINAL" Tender shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.</p> <p>C.2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.</p>
C.2.14	Information and data to be completed in all respects	Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive
C.2.15	Closing time	The closing time for submission of tender offers is: <b>28 May 2024 at 12:00pm. Late submissions will not be considered</b>
C.2.16	Tender Offer validity	<p>The Tender Offer validity period is 12 weeks.</p> <p>"If the tender validity expires on a Saturday, Sunday or public holiday, the Tender Offer shall remain valid and open for acceptance until the closure of business on the following working day."</p> <p>The validity period may be extended in writing by the Employer.</p>
C.2.17	Clarification of tender offer after submission	<p>Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.</p> <p>Note: Sub-clause C.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.</p>



C.2.18	Provide other material	<p>C.2.18.1 Provide, on request by the employer, any other material or equipment that has a bearing on the tender offer, the tenderer's commercial position, preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment.</p> <p>Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.</p> <p>C.2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.</p>
C.2.19	Inspections, tests and analysis	The Tenderer must provide access during working hours to his premises for inspections on request.
C.3.2	Issue Addenda	If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three (3) working days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who collected tender documents
C3.3	Return of late tenders	Late tenders will not be returned.
C.3.8	Test for responsiveness	<p>C.3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:</p> <ul style="list-style-type: none"> <li>a) complies with the requirements of these Conditions of Tender,</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the tender documents.</li> </ul> <p>C.3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:</p> <ul style="list-style-type: none"> <li>a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,</li> <li>b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or</li> <li>c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>

C.3.9	Arithmetical errors, omissions and discrepancies'	<p>C.3.9.1 Check responsive tenders for discrepancies between amounts in words and amounts in figures. <b>Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.</b></p> <p>C.3.9.2 Check the tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with C.3.11 for:</p> <p>a) the gross misplacement of the decimal point in any unit rate;  b) omissions made in completing the pricing schedule or bills of quantities; or  c) arithmetic errors in:</p> <p style="padding-left: 40px;">(i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or  (ii) the summation of the prices.</p> <p>C.3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices.</p> <p>C.3.9.4 Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:</p> <p>a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.</p> <p>b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.</p> <p><b>In addition to the above the tenderer may be requested to balance the BOQ's during the evaluation process.</b></p>
C.3.11	Evaluation of Tender offers	<p>The tenders will be evaluated for price and preference.  Apply the <b>80/20</b> Preference Point system where a maximum of <b>eighty (80)</b> points will be awarded for price and <b>twenty (20)</b> points will be awarded specific goals.</p> <p>After price and preference have been scored, <b>arithmetic check</b> will be conducted for those tenderers that are responsive.</p>

C.3.11	Evaluation of Tender offers (Continued )	<p>The Mvula Trust is obligated to undertake risk assessment before accepting offers. In doing the risk assessment the following must be considered.</p> <p>Employer is restricted in accordance with clause 4.(4) of the Construction Regulations, 2014, to only appoint a Contractor whom he is satisfied has the necessary competencies and resources to carry out the work safely.</p> <p>Employer is obligated by standards of uniformity to tender to evaluate if the Contractor can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract;</p> <p>In this contract the risk assessment will be conducted in relation to the key areas below:</p> <p><b>A. Technical qualifications &amp; Technical Competence</b></p> <p>The bidder to submit the following key person CV's and qualifications</p> <ul style="list-style-type: none"> <li>• CV's Contract manager with 3 years built environment qualification with at least 5 years' experience in building works</li> <li>• OHS officer registered with SACPCMP</li> <li>• Foreman at least with 5 years in building of school's sanitation and buildings</li> </ul> <table border="1" data-bbox="496 913 1476 1059"> <thead> <tr> <th data-bbox="496 913 821 958">Low risk</th> <th data-bbox="826 913 1145 958">Medium risk</th> <th data-bbox="1150 913 1476 958">High risk</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 958 821 1059">All CV meet the minimum requirements</td> <td data-bbox="826 958 1145 1059">Only one CV does not meet the requirements</td> <td data-bbox="1150 958 1476 1059">More than one CV does not meet the minimum requirements</td> </tr> </tbody> </table> <p><b>Work load and Capacity</b></p> <p>Current project under construction and locality of projects.</p> <table border="1" data-bbox="496 1211 1476 1597"> <thead> <tr> <th data-bbox="496 1211 821 1256">Low risk</th> <th data-bbox="826 1211 1145 1256">Medium risk</th> <th data-bbox="1150 1211 1476 1256">High risk</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 1256 821 1597">Company has projects currently or and all are not behind of programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit</td> <td data-bbox="826 1256 1145 1597">Company has projects currently or and behind by 10 % or less on the approved programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit</td> <td data-bbox="1150 1256 1476 1597">Company has projects currently or and behind by 11 % or more on the approved programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit</td> </tr> </tbody> </table> <p><b>B. Reliability</b></p> <p>Completed at least three projects with each project having a value of at least R 500 000 and above, completed (Practical Completion) within 10% of the approved contract period (including approved E.O.Ts) in the past three (3) years.</p> <table border="1" data-bbox="496 1809 1476 2016"> <thead> <tr> <th data-bbox="496 1809 821 1877">Low risk</th> <th data-bbox="826 1809 1145 1877">Medium risk</th> <th data-bbox="1150 1809 1476 1877">High risk</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 1877 821 2016">Completed at least two projects within 10% of the approved contract period</td> <td data-bbox="826 1877 1145 2016">Completed at least two projects in between 11% and 20 % of the</td> <td data-bbox="1150 1877 1476 2016">Completed at least two projects in above 20% of the approved contract period</td> </tr> </tbody> </table>	Low risk	Medium risk	High risk	All CV meet the minimum requirements	Only one CV does not meet the requirements	More than one CV does not meet the minimum requirements	Low risk	Medium risk	High risk	Company has projects currently or and all are not behind of programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit	Company has projects currently or and behind by 10 % or less on the approved programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit	Company has projects currently or and behind by 11 % or more on the approved programme. The total number of projects including the work to be awarded will not be exceeding its CIDB grading upper limit	Low risk	Medium risk	High risk	Completed at least two projects within 10% of the approved contract period	Completed at least two projects in between 11% and 20 % of the	Completed at least two projects in above 20% of the approved contract period
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Low risk	Medium risk	High risk																		
Completed at least two projects within 10% of the approved contract period	Completed at least two projects in between 11% and 20 % of the	Completed at least two projects in above 20% of the approved contract period																		

approved period	contract
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**C. Experience and reputation**

At least three contactable references from three on 3 similar sanitation and building projects completed (Final Completion) in the past 3 years (E.g. Implementing Agents, Municipalities and Provincial/National Government etc)

Low risk	Medium risk	High risk
Company has 3 good rating on 3 projects	Company has at least 2 fair rating and 1 good rating from on 3 projects	Company has at least 1 good rating and 2 fair rating from on 3 projects

**D. Price Offered**

Price offered does not pose risk to completion of the project and is market related. It will not detrimentally affect the scope, quality, time of completion of the works as identified in the Scope of Work. The BEC may or may not interview the bidder should it deem it necessary based on the objective risk assessment.

An offer that is considered to be significantly low compared to the market related price/cost norm will be considered a high risk.

Acceptable risk	Medium risk	High risk
If price is within 10 % above or below of market value	If price is between 10 % and 20 % below market value	If price is more than 20 % below the market value

Bidders maybe be requested to supply additional information regarding their prices in form of rate build-ups for materials costs, source and cost of plant, labour and management costs and preliminaries and generals costs.

**E. Construction Implementation Plan (Brief report)**

A construction implementation plan must be developed to address the following “

- Human resource deployment (Contracts manager/ OHS officer/Skilled labour/unskilled labour etc) and number to be employed, and their role and responsibilities on the project.
- Materials procurement plan (Which materials will procure, How, where and when will the materials be procured to support the construction programme.
- What plant and equipment will be used and how will they be sourced and from where?
- How will quality control and assurance be managed.
- Detailed Construction programme
- Cash flow projections to support the detailed construction programme.

A plan that does not cover all the areas and is less detailed will be considered a high risk. Contractor may be called in to present the plan and they must be accompanied by the key staff indicated above on item 1.

Low risk	Medium risk	High risk
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A sound plan that covers all of the above key areas and is based on known information	A sound plan that covers 4 of the above key areas well and is based on known information	A sound plan that covers less than 4 of the above key areas well and is based on known information
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Legend

Colour	Points
	3
	2
	1

**Risk Assessment Results**

For a bidder to pass the Risk Assessment and considered for award they must obtain a minimum of 14 points as per the following table:

Risk Area	Acceptable Risk						
A	3	3	3	3	3	3	3
B	3	3	3	3	3	3	3
C	3	3	3	3	3	3	3
D	3	3	3	2	3	3	2
E	3	3	3	2	2	1	2
F	3	2	1	2	1	1	1
	18	17	16	15	15	14	14

Bidders who obtain below 14 on their Risk Assessment as per the table below WILL NOT be considered for award:

Risk Area	NOT ACCEPTABLE RISK															
A	3	3	3	3	3	2	2	3	2	3	2	3	2	3	2	1
B	2	3	3	3	3	2	2	2	2	3	2	2	2	1	1	1
C	2	2	3	2	3	2	2	2	2	1	2	1	1	1	1	1
D	2	2	2	2	1	2	2	2	2	1	1	1	1	1	1	1
E	2	2	1	1	1	2	2	1	1	1	1	1	1	1	1	1
F	2	1	1	1	1	2	1	1	1	1	1	1	1	1	1	1
	13	13	13	12	12	12	11	11	10	10	9	9	8	8	7	6

Where the bidder price is considered for award but is rated High on the Price Offered, the bidder will be alerted of this commercial risk and requested to confirm his offer in writing.

The BEC may interview the bidder should it deem it necessary.

As part of overall risk assessment the Bidders give The Mvula Trust the right to enquire from previous and/or current employers about bidders' performance.

Bidder will not be considered if;

- (i) Has performed poorly (completed projects by more than 25 % of the approved contract period)
- (ii) The project was in penalties and resulted in negative final account
- (iii) Bidder has failed to sign final account
- (iv) Bidder has been non-responsive on attending to defects (including latent defects) or
- (v) Bidder was terminated on one project or more projects

		<p>On previous or current project implemented by The Mvula Trust or other Implementing Agents on the SAFE and ASIDI programmes on behalf of the Department of Basic Education.</p> <p><b>Other information and documentation that may be requested as part of evaluation process but need not to be submitted with the tender.</b></p> <p><b>1. OHS documentation</b></p> <p>1.1 Organogram stating all appointments on site</p> <ul style="list-style-type: none"> <li>● Sec16.1 CEO</li> <li>● Sec 16.1 designated official (signed)</li> <li>● Cr 8.1 Construction manager (signed)(competency and cv attached.)</li> <li>● Cr 8.5 Construction health and safety officer registered with SACPCMP(signed)(competency and cv attached.)</li> <li>● Cr 9.1 Incident investigator (signed qualification attached)</li> <li>● Risk Assessor (signed and qualification attached)</li> <li>● Fall protection plan developer (signed and qualification attached)</li> <li>● GSR3 First aider (qualification attached)</li> </ul> <p>1.2 Documentation</p> <ul style="list-style-type: none"> <li>● SHE plan according to scope of works</li> <li>● Method statements according to scope of work</li> <li>● SWP HIRA according to scope of work</li> <li>● Fall protection plan</li> <li>● Emergency preparedness procedures</li> <li>● All relevant inspection registers according to scope of work.</li> </ul> <p><b>The Mvula Trust does not bind itself to accepting the lowest tender. Risk assessment will be considered in the awarding of tenders .</b></p>
C.3.12	Insurance provided by the Employer	The Employer will not take out any insurance.
C.3.13	Acceptance of Tender Offer	<p>Accept the tender offer; if in the opinion of the employer, it does not present any risk and only if the tenderer:</p> <ul style="list-style-type: none"> <li>● is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement;</li> <li>● can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract;</li> <li>● has the legal capacity to enter into the contract;</li> <li>● is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;</li> <li>● complies with the legal requirements, if any, stated in the tender data; and</li> <li>● is able, in the opinion of the employer, to perform the contract free of conflicts of interest.</li> </ul> <p>Add the following:</p> <ul style="list-style-type: none"> <li>● A Tender Offer will only be accepted on condition that such acceptance is not prohibited in terms of the Public Finance Management Act.</li> </ul>
C.3.17	Provide Copies of the Contract	One signed copy of contract shall be provided by the Employer (per cluster) to the successful Tenderers. For record purposes the contractors should buy a copy of the contract for use as reference during contract administration.

## Part T2: Returnable Documents

### T2.1 List of returnable documents

#### 1. Returnable documents

- T2.1.A: Central Supplier Database Registration Report. **(If not registered on day of evaluation and award, tenderer will be disqualified)**
- T2.1.B: CIDB registration print out **(Registration will be verified online and if not valid on day of evaluation and award, tenderer will be disqualified)**
- T2.1.C: Certificate of Good Standing with Workman Compensation Commissioner (COIDA/FEM). **(Registration will be verified online and if not valid on day of evaluation and award, tenderer will be disqualified).**
- T2.1.D: Technical Qualifications
- T2.1.E: Completed Projects
- T2.1.F: Current Projects

### T2.2 List of returnable schedules

The tenderer is required to fully complete and/or submit the following documents with the tender. Tenderer to note non-completion of SBD 6.2 will result into disqualification

#### 2. Returnable schedules that will be used to determine responsiveness:

- T2.2.A: Record of Addenda to Tender Documents
- T2.2.B: Compulsory Questionnaire
- T2.2.C: Resolution for signatory
- T2.2.D: Schedule of Proposed Sub-Contractors.
- **T2.2.E: Compulsory briefing meeting Certificate. No briefing meeting will be held.**
- T2.2.F: Additional Particulars Concerning Tenders.
- T2.2.G: Preference schedule: Specific Goals (PPPFA of 2022)
- SBD 1: Invitation to bid
- SBD 2: Valid Tax Compliance Status Pin. (Validity will be verified online- during supply chain management processes)
- SBD 4: Bidder's Declaration.
- SBD 6.1: Preference Point Claim Form in terms of the preferential procurement regulations 2022.
- SBD 6.2: Preference Point Claim Form in terms of the preferential procurement regulations 2022
- C1.1 Form of Offer and Acceptance **(must be completed for this cluster - Failure to complete and sign will result into disqualification.**
- **T2.3 OBJECTIVE RISK ASSESSMENT CRITERIA**
  - **T2.3.1 - Technical qualifications & Technical Competence**
  - **T2.3.2 – Work load Company Capacity**
  - **T2.3.3 - Reliability**
  - **T2.3.4 - Experience and Reputation**
  - **T2.3.5 – Price offered**
  - **T2.3.6 – Construction Implementation Plan**

**3. Returnable schedules that will be incorporated into the contract:**

- Part C1.1 : Form of Offer and Acceptance
- Part C1.2 : Agreements, Conditions of Contract and Contract Variables, (which includes this agreement)
- Part C1.3 : Form of Guarantee
- Part C2 : Pricing data (Pricing instruction and Bill of Quantities)
- Part C3 : Scope of work
- Part C4 : Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.
- Insurances and Securities
- Waiver of lien
- Appointment letter (conditional) and acceptance letter by the contractor
- Supplementary documents as requested in the appointment letter



**T2.1. A: Central Supplier Database (CSD) Registration Report. (Please attach recently printed proof of registration here, should not be older than 30 days)**

If not registered on day of evaluation and award, tenderer will be disqualified

## **T2.1. B: Copy of CIDB print-out (Please attach proof of registration here)**

Tenderer to attach CIDB print-out. (Registration will be verified on line and if not valid on day of evaluation and award, tenderer will be disqualified).

**T2.1. C: Certificate of Good Standing with Workman's Compensation Commissioner. (COIDA/FEM) (Please attach proof of registration here)**

Tenderer to attach Certificate of Good Standing with Workman's Compensation Commissioner. (Registration will be verified on line and if not valid on day of evaluation and award, tenderer will be disqualified).

## T2.1. D - Technical qualifications

The bidder to complete the table below and submit the following key person CV's and qualifications

- CV's Contract manager with 3 years built environment qualification (Building, Quantity Surveying or Civil Engineering) with at least 3 year's relevant experience
- OHS officer registered with SACPCMP
- Foreman at least with 5 year's relevant experience

Provide details of key personnel below

Name and Surname	Position	Qualification	CV attached	Certified certificate attached	No. of years of relevant experience
	<b>Contract Manager</b>				
	<b>OHS Officer</b>				
	<b>Foreman</b>				

Signed on behalf of the Tenderer		Date	
----------------------------------	--	------	--

# T2.1. E – Completed Projects

The bidder to complete the table below and submit at least three letters of award and three completion certificates (Practical/Final Completion Certificates)

**Provide details of completed projects**

Name of Project	Client	Client Contact Person & Contact No.

Tenderer's signature		Date	
----------------------	--	------	--

## T2.1. F – Current Projects

The bidder to complete the table below and list of all construction projects that are currently in progress

**Provide details of current projects**

Name of Project	Value of project (R)	Date of site handover	Progress (%)	Client	Client Contact Person & Contact No.

Tenderer's signature		Date	
----------------------	--	------	--

## T2.2. A - Record of Addenda to tender documents

We confirm that the following communications received from The Mvula Trust before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: Addenda to be attached with tender documents is compulsory.

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 Name \_\_\_\_\_ Position \_\_\_\_\_  
*Enterprise name* \_\_\_\_\_

## T2.2. B - Compulsory Enterprise Questionnaire

The following particulars must be furnished. Joint venture will not be accepted

**Section 1: Name of enterprise:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: CIDB registration number, if any:** .....

### Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

### Section 5: Particulars of companies and close corporations

Company registration number .....

Close corporation number .....

Tax reference number .....

### Section 6: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary



**Section 7: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary

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

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

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Enterprise name \_\_\_\_\_

## T2.2.C: RESOLUTION FOR SIGNATORY

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE PROGRAMME</b>
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**A: CERTIFICATE OF AUTHORITY FOR SIGNATORY (COMPULSORY FOR COMPLETION)**

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form on the company letter head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on \_\_\_\_\_

Mr/Ms \_\_\_\_\_, whose signature appears below, has been duly authorised to

sign all documents in connection with the tender for Contract No. **TMT-DBE-24/25-SAFEOS-ECCL142**

and any Contract which may arise there from on behalf of (Block Capitals) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNED ON BEHALF OF THE COMPANY: \_\_\_\_\_

IN HIS/HER CAPACITY AS: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF SIGNATORY: \_\_\_\_\_

WITNESSES:

1. \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

2. \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

## T2.2. D: Schedule of Proposed Subcontractors

We notify you that it is our intention to employ the following Subcontractors for work in this contract.

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

**Contractor is required not to subcontract more than 25% of the work and the contractor has to attach subcontractor CSD report, share certificate & CK documents.**

	Name and address of proposed Subcontractor	Nature and extent of work	Previous experience with Subcontractor.
1.			
2.			
3.			
4.			
5.			
6.			

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 Name \_\_\_\_\_ Position \_\_\_\_\_  
 Enterprise name \_\_\_\_\_  
 \_\_\_\_\_

## T.2.2.E: Compulsory Briefing Meeting Certificate

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE UNDER THE SAFE PROGRAMME</b>
<b>Tender No:</b>	<b>TMT-DBE-24/25-SAFEOS-ECCL142</b>

No compulsory briefing

## T2.2. F: ADDITIONAL PARTICULARS CONCERNING TENDERERS

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE PROGRAMME</b>
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### SURETIES AS SECURITY (OPTIONAL FOR THOSE THAT CHOOSE TO PROVIDE CONSTRUCTION GUARANTEE AS SECURITY)

Since I/we propose to furnish one sureties as security, the following particulars are provided:

1.1 Name ..... of ..... surety:

.....  
Address ..... of ..... surety:  
.....

Bank ..... of ..... surety:  
.....

Branch:  
.....

## **T2.2. G: Preference schedule: Preferential Procurement Regulation**

**Tenderer to attach CIPC documents, Proof of address and medical certificate to support disability status, if applicable.**

## **SBD2: TAX COMPLIANCE STATUS AND PIN REQUIREMENTS**

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. **(Please attach pin number and or proof of arrangement made with SARS here)**

- Tenderer to attach tax compliance status and pin number document. Validity will be verified on- line during supply chain management processes. (Registration will be verified on line and if not valid on day of evaluation and award, tenderer will be disqualified).

## PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	TMT-DBE-24/25-SAFEOS-ECCL142	CLOSING DATE: 28 May 2024		CLOSING TIME:	12:00
DESCRIPTION					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
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:		<b>OR</b>	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input checked="" 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	
<b>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.</b>					



**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3.	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.
1.4.	<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
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	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.6	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 BIDDER: .....

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

DATE: .....

**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 interest<sup>1</sup> 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.

<b>Full Name</b>	<b>Identity Number</b>	<b>Name of State institution</b>

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

<sup>1</sup> 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.

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

2.2.1 If so, furnish particulars:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

..... Signature  
Date

..... Position  
Name of bidder

## 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**

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#### 1. GENERAL CONDITIONS

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

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

#### 1.2 To be completed by the organ of state

*(delete whichever is not applicable for this tender).*

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

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

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

#### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 P_s = 80 \left( 1 - \frac{P_t - P}{P} \right) & \mathbf{or} & P_s = 90 \left( 1 - \frac{P_t - P}{P} \right)
 \end{array}$$

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{min}$  = Price of lowest acceptable tender

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80 \left( 1 + \frac{Pt - P}{P} \right) \quad \text{or} \quad Ps = 90 \left( 1 + \frac{Pt - P}{P_{max}} \right)$$

Where

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

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

**(Note to organs of state: Where either the 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black People	5	
Youth	5	
Women	7	
Person with Disability	3	

**DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- 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><b>SIGNATURE(S) OF TENDERER(S)</b> .....</p> <p><b>SURNAME AND NAME:</b> .....</p> <p><b>DATE:</b> .....</p> <p><b>ADDRESS:</b> .....</p> <p>.....</p>	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>
--	--

## **T2.3 OBJECTIVE RISK ASSESSMENT CRITERIA**

The Mvula Trust is obligated to undertake risk assessment before accepting offers. In doing the risk assessment the following must be considered.

Employer is restricted in accordance with clause 4.(4) of the Construction Regulations, 2014, to only appoint a Contractor whom he is satisfied has the necessary competencies and resources to carry out the work safely.

Employer is obligated by standards of uniformity to tender to evaluate if the Contractor can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract

### T2.3.1 - Technical qualifications & Technical Competence

The bidder to submit the following key person CV's and qualifications

- CV's Contract manager with 3 years built environment qualification (Building, Quantity Surveying or Civil Engineering) with at least 5 years' experience in building works
- OHS officer registered with SACPCMP
- Foreman at least with 5 years in building of school's sanitation and buildings

Provide details of key personnel below

Name and Surname	Position	Qualification	CV attached	Certified certificate attached	No. of years of relevant experience
	<b>Contract Manager</b>				
	<b>OHS Office</b>				
	<b>Foreman</b>				

TMT reserves the right to request the Tender to provide the documentation within 24 hrs otherwise it will be considered that there is no further submission to be made by tender. **False or fraudulent submission of CVs and qualifications will lead to disqualification.**

Signed on behalf of the Tenderer		Date	
----------------------------------	--	------	--

### T2.3.2 – Work load and Capacity

List current project under construction and locality of projects.

**Provide details of current projects**

Name of Project	Locality of Project (nearest town)	Client	Duration of Project	Current Progress (%) at time of submission of Tender	Client Contact Person & Contact No.	Contractual Completion date

TMT reserves the right to request other Employers to provide the information on current projects being undertaken by the company.

Signed on behalf of the Tenderer		Date	
----------------------------------	--	------	--

### T2.3.3 - Reliability

Completed at least three projects with each project having a value of at least R 500 000.00 and above, completed (Practical Completion) within 30% of the revised contract period (including approved E.O.Ts) in the past three (3) years. At least two projects must be in the EASTERN CAPE PROVINCE.

#### Provide details of completed projects

Name of Project	Locality of Project	Value of Project	Original Completion date	Revised Completion date	Actual Completion date

Tenderer to attach Practical Completion Certificate and Appointment letter/s. TMT reserves the right to request the Tenderer to provide the documentation within 24 hrs otherwise it will be considered that there is no further submission to be made by Tenderer.

Signed on behalf of the Tenderer		Date	
----------------------------------	--	------	--

## **T2.3.4 - Experience and Reputation**

At least three contactable references from three reputable organisations on similar sanitation and/or building projects completed (Final Completion) in the past 3 years (e.g Implementing Agents, Municipalities and Provincial/National Government etc)

The following form (next page) is to be completed by the client and is to be supported in each case accompanied by Signed Appointment Letter; Final Completion Certificate and is to be signed and stamped by the client.

**Incomplete, non-signed and non-stamped reference letters will not be considered.**

<b>PROJECT # 1</b>
<b>PROJECT NAME:</b>
<b>CONTRACTOR NAME:</b>

Type of project, e.g.: .....  
 (New school, clinic, ECD center, school sanitation etc.)

Client: .....

Project Amount: .....

Contract Duration:..... Actual Project Duration: .....

DESCRIPTION	INDICATE YES/NO
Has the above mentioned project reached final completion within reasonable time as stipulated in the contract	
Was the quality of workmanship acceptable and contractor attended to defects on time	
Did the contractor have the relevant adequate resources (personnel) to complete the project on time for PC	
Did the contractor manage the cashflow well (paid labour /suppliers etc)	
Did the contractor provide CoCs on time	

**Overall rating of contractor performance**

Very Good	Good	Fair	Bad

Please provide remarks for the rating provided above.

.....

Client's contact person: .....Telephone: .....

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation. False or fraudulent reference letter will lead to disqualification

Client's Signature: ..... Date: .....

<b>STAMP</b>
--------------

<b>PROJECT # 2</b>
<b>PROJECT NAME:</b>
<b>CONTRACTOR NAME:</b>

Type of project, e.g.: .....  
 (New school, clinic, ECD center, school sanitation etc.)

Client: .....

Project Amount: .....

Contract Duration:..... Actual Project Duration: .....

DESCRIPTION	INDICATE YES/NO
Has the above mentioned project reached final completion within reasonable time as stipulated in the contract	
Was the quality of workmanship acceptable and contractor attended to defects on time	
Did the contractor have the relevant adequate resources (personnel) to complete the project on time for PC	
Did the contractor manage the cashflow well (paid labour /suppliers etc)	
Did the contractor provide CoCs on time	

**Overall rating of contractor performance**

Very Good	Good	Fair	Bad

Please provide remarks for the rating provided above.

.....

Client's contact person: .....Telephone: .....

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation. False or fraudulent reference letter will lead to disqualification

Client's Signature: ..... Date: .....

<b>STAMP</b>
--------------



<b>PROJECT # 3</b>
<b>PROJECT NAME:</b>
<b>CONTRACTOR NAME:</b>

Type of project, e.g.: .....  
 (New school, clinic, ECD center, school sanitation etc.)

Client: .....

Project Amount: .....

Contract Duration: ..... Actual Project Duration: .....

DESCRIPTION	INDICATE YES/NO
Has the above mentioned project reached final completion within reasonable time as stipulated in the contract	
Was the quality of workmanship acceptable and contractor attended to defects on time	
Did the contractor have the relevant adequate resources (personnel) to complete the project on time for PC	
Did the contractor manage the cashflow well (paid labour /suppliers etc)	
Did the contractor provide CoCs on time	

**Overall rating of contractor performance**

Very Good	Good	Fair	Bad

Please provide remarks for the rating provided above.

.....

Client's contact person: ..... Telephone: .....

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation. False or fraudulent reference letter will lead to disqualification

Client's Signature: ..... Date: .....

<b>STAMP</b>
--------------

### **T2.3.5 - Construction Implementation Plan (Attach Brief report)**

A construction implementation plan must be developed to address the following:

- Human resource deployment (Contracts manager/ OHS officer/Skilled labour/unskilled labour etc) and number to be employed, and their role and responsibilities on the project.
- Materials procurement plan (Which materials will procure, How, where, and when will the materials be procured to support the construction programme.
- How will the health and safety be implemented, managed and monitored (**COVID 19 regulations**)
- What plant and equipment will be used and how will they be sourced and from where?
- How will quality control and assurance be managed.
- Indicative construction programme
- Cash flow projections and financial management to support the indicative construction programme.

A sound plan that covers all of the above key areas and is based on known information will be considered to be less of a risk. A plan that does not cover all the areas and is less detailed will be considered a high risk. Contractor may be called in to present the plan and they must be accompanied by the key staff indicated above on item 1.

TMT reserves the right to request the Tenderer to provide the documentation within 24 hrs otherwise it will be considered that there is no further submission to be made by Tenderer.

# Part C1: Agreement, Conditions of Contract and Contract Variables

## C1.1 Form of Offer and Acceptance

<b>Tender No:</b>	<b>TMT-DBE-24/25-SAFEOS-ECCL142</b>
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**OFFER**

The Implementing Agent, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: **CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE UNDER THE SAFE PROGRAMME.**

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

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

.....Rand (in words)

R..... (in figures)

This offer may be accepted by the Employer by signing the acceptance part of this form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the tender data, whereupon the Tenderer becomes the party named as the Contractor in the conditions of contract identified in the contract data.

**The offered amount should be VAT inclusive. If the contractor is not VAT registered, given the contract value the Contractor will be legally obligated and required to immediately register for VAT and charge Vat IF awarded the tender.**

**SIGNED FOR THE TENDERER:**

Signatures (s)			Date
Name(s)			
Capacity			
For the tenderer			
	( Name and address of Tenderer)		

**WITNESSED BY:**

Name of Witness	Signature	Date

## ACCEPTANCE

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

The terms of the contract, are contained in:

1. Part C1.1 : Form of Offer and Acceptance
2. Part C1.2 : Agreements, Conditions of Contract and Contract Variables, (which includes this agreement)
3. Part C1.3 : Form of Guarantee
4. Part C2 : Pricing data (Pricing instruction and Bill of Quantities)
5. Part C3 : Scope of work
6. Part C4 : Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.
7. Insurances and Securities
8. Waiver of lien
9. Appointment letter (conditional) and acceptance letter by the contractor
10. Supplementary documents as requested in the appointment letter

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

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

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

### FOR THE EMPLOYER:

Name of Signatory	Signature	Date

<b>Name of Organisation:</b>	<b>THE MVULA TRUST</b>
<b>Address of Organisation</b>	THE MVULA TRUST 69 Devereux Avenue Vincent East London 5241

**WITNESSED BY:**

Name of Witness	Signature	Date

**SCHEDULE OF DEVIATIONS:**

1.1.1. Subject:
Detail:

1.1.2. Subject:
Detail:

1.1.3. Subject:
Detail:

1.1.4. Subject:
Detail:

1.1.5. Subject:
Detail:

1.1.6. Subject:
Detail:

By the duly authorised representatives signing this agreement, the Employer and the Tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data

and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

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



42.1.3 [5.2]	<b>Agent (1)</b>				
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent (2)</b>				
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent (3)</b>				
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent (4)</b>				
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent (5)</b>				
	<b>Agent's service</b>	Architects			
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent (6)</b>	Not Applicable			
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	
42.1.3 [5.2]	<b>Agent 7)</b>	Not Applicable			
	<b>Agent's service</b>				
	Postal address				Code
	Tel	Fax		E-mail	

**42.2 CONTRACT DETAILS**

42.2.1 **Works description** **See Part C3 : Scope of Works**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

42.2.2 **Site description** **See Part C4 : Site Information - Section 4.1 & 4.2**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

42.2.3 Work or installations  
 [22.2] by **direct contractors** **Not Applicable**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

42.2.4 Specific options that are applicable to a **State** organ only [41.0]  
 [31.11.2#] (1) Where so:  
 legislation Interest rate

(a) in respect of interest owed by the **employer**, the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and (b) in respect of interest owed to the **employer**, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply

[11.2#] (2) Lateral support insurance to be effected by the **contractor** (yes/no)  Yes  
 [31.4.2#] (3) Payment will be made for **materials and goods** (yes/no)  Yes  
 [40.2.2#] (4) Dispute resolution by litigation (yes/no)  No  
 [26.1.2#] (5) Extended **defects** liability period applicable to the following elements:  
 Not applicable

42.2.5 Possession of the **site** is to be given on \_\_\_\_\_  
 [15.2.1#] (date)

42.2.6 Period for the commencement of the **works** after [15.3] the **contractor** takes possession of the **site** (working days)



42.2.7 For the **works** as a whole:  
 [24.3.1] The date for **practical completion**  
 [30.1] and the **penalty per calendar day**  
 Or

Date	Penalty amount
The date of practical completion shall be 12 weeks from commencement date	R 1000 per calendar day to a maximum of 10 % of Contract Value

42.2.8 For the **works** in **sections**: [24.3.1] The date for **practical completion** [28.1] and the **penalty per calendar day**

	Date	Penalty amount
<b>Section 1</b>		
<b>Section 2</b>		
<b>Section 3</b>		
<b>Section 4</b>		
<b>Section 5</b>		
<b>Section 6</b>		

42.2.9 The **law** applicable to this **agreement** shall be that of  
 [1.2]

(country) REPUBLIC OF SOUTH AFRICA

**42.3 INSURANCES**

42.3.1 Contract works insurance to be effected by  
 [10.1#, 10.2#, 12.1#]

<b>(Employer/Contractor)</b>	Contractor
For the sum of	(amount) <span style="border: 1px solid black; padding: 2px;">Contract sum plus 10%</span>
With a deductible of	(amount) <span style="border: 1px solid black; padding: 2px;">5% of Insured Amount</span>
Supplementary insurance is required	(yes/no) <span style="border: 1px solid black; padding: 2px;">Yes</span>

42.3.2 Supplementary insurance is required  
 [10.1#, 10.2#, 12.1#]

(Where 'yes' state requirement) Contract Sum plus 20%

42.3.3 Public liability insurance to be effected by  
 [11.1#, 12.1#]

<b>(Employer/Contractor)</b>	Contractor
For the sum of	(amount) <span style="border: 1px solid black; padding: 2px;">R 10 000 000.00</span>
With a deductible of	(amount) <span style="border: 1px solid black; padding: 2px;">5% of Insured Amount</span>

42.3.4 Support insurance to be effected by the **employer**  
 [11.2#, 12.1#]

For the sum of	(amount) <span style="border: 1px solid black; padding: 2px;">Not applicable</span>
With a deductible of	(amount) <span style="border: 1px solid black; padding: 2px;">Not applicable</span>

## 2.4 DOCUMENTS

42.4.1 Waiver of the <b>contractor's</b> lien or right of continuing possession is required [3.3, 15.1.3, 31.16.2#]	(yes/no)	Yes
42.4.2 Construction document copies to be supplied [3.7] to the <b>contractor</b> free of charge	(N <sup>o</sup> of)	01
42.4.3 <b>Bills of quantities/Lump sum document</b> schedule of rates drawn up in accordance with (state measuring system)		
<hr/>		
42.4.4 On acceptance of the tender the <b>bills of quantities/lump sum document</b> [15.1.1] is to be submitted within <b>working days</b> of)	(N <sup>o</sup> )	Yes
42.4.5 <b>JBCC</b> Engineering General Conditions are to be included [3.4] in the <b>contract documents</b>	(yes/no)	Yes
42.4.6 The <b>contract value</b> is to be adjusted using <b>CPAP</b> indices [31.5.3]	(yes/no)	No
[32.13] Where <b>CPAP</b> is to be used Alternative Indices (if applicable)	(base month)	N/A
<hr/>		

42.4.7 Details of changes made to the provisions of **JBCC** standard documentation  
 [3.10] [An addendum referenced to this clause is to be attached should the space provided be insufficient]

42.4	DOCUMENTS
42.4.3	<b>Bills of quantities</b> drawn up in accordance with: ASAQS Standard System of Measuring Building Works
42.4.5 [3.4]	<b>JBCC</b> Preliminaries (May 2005) <b>JBCC</b> Principal Building Agreement (March 2005) are to be included in the contract documents for use with the <b>JBCC</b> Nominated/selected Subcontract Agreement.
42.4.6 [31.5.3] [32.13]	The <b>contract value</b> is to be adjusted using <b>CPAP</b> indices: <b>Yes</b> <b>No</b> <input checked="" type="checkbox"/>  Alternative Indices: <b>Not Applicable</b>
42.4.7 [3.10]	<p>Details of changes made to the provisions of <b>JBCC</b> standard documentation</p> <p><b>Clause 1.1</b></p> <p><b>COMMENCEMENT DATE</b> – means the date that is 5 working days after site hand over.</p> <p><b>CONSTRUCTION GUARANTEE</b> – means a guarantee at call obtained by the <b>contractor</b> from an institution approved by the <b>employer</b> in terms of the <b>employer’s construction guarantee</b> form as selected in the <b>schedule</b>.</p> <p><b>CONSTRUCTION PERIOD</b> – means the period commencing on the <b>commencement date</b> and ending on the date of <b>practical completion</b>.</p> <p><b>INTEREST</b> – the interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be in terms of the legislation of the Republic of South Africa, and in particular:</p> <p>(a) in respect of interest owed by the <b>employer</b>, the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and</p> <p>(b) in respect of interest owed to the <b>employer</b>, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply</p> <p><b>SECURITY</b> – means the form of <b>security</b> provided by the <b>employer</b> or <b>contractor</b>, as stated in the <b>schedule</b>, from which the <b>contractor</b> or <b>employer</b> may recover expenses or loss.</p> <p>1.6 Any notice given may be delivered by hand, sent by prepaid registered post or telefax. Notice shall be presumed to have been given when:</p> <p>1.6.4 No clause</p> <p>3.2.1 A <b>construction guarantee</b> in terms of 14.0, where so elected in his/her tender.</p> <p>3.7 Add at the end thereof:</p> <p>The <b>contractor</b> shall supply and keep a copy of the JBCC applicable to this contract on <b>site</b>, to which the <b>employer</b>, <b>principal agent</b> and <b>agents</b> shall have access to at all times.</p> <p>3.10 Replace the second reference to “<b>principal agent</b>” with the word “<b>employer</b>”</p> <p>4.3 No clause</p> <p>5.1.2 under clause 41- Include reference to 32.6.3; 34.3 and 34.4 in terms of which the employer has retained its authority and has not given a mandate to the <b>principal agent</b> and in terms of which the employer shall sign all documents.</p> <p>10.5 Add the following as 10.5</p> <p><b>Damage to the works</b></p>

- a) Without in any way limiting the **contractor's** obligations in terms of the contract, the **contractor** shall bear the full risk of damage to and/or destruction of the **works** by whatever cause during construction of the **works** and hereby indemnifies and holds harmless the **employer** against any such damage. The **contractor** shall take such precautions and **security** measures and other steps for the protection and **security** of the **works** as the **contractor** may deem necessary
- b) The **contractor** shall at all times proceed immediately to remove or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**
- c) The **employer** shall carry the risk of damage to or destruction of the **works** and materials paid for by the **employer** that is the result of the excepted risks as set out in 10.6
- d) Where the **employer** bears the risk in terms of this contract, the **contractor** shall, if requested to do so, reinstate any damage or destroyed portions of the **works** and the costs of such reinstatement shall be measured and valued in terms of 32.0 hereof

10.6 Add the following as 10.6

**Injury to Persons or loss of or damage to Properties**

- a) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the **works** unless due to any act or neglect of any person for whose actions the **employer** is legally liable
- b) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable or personal property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person, arising out of or in the course of or by reason of the execution of the **works** unless due to any act or neglect of any person for whose actions the **employer** is legally liable
- c) The **contractor** shall upon receiving a contract instruction from the **principal agent** cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the **employer** shall be entitled to cause it to be made good and to recover the cost thereof from the **contractor** or to deduct the same from amounts due to the **contractor**.
- d) The **contractor** shall be responsible for the protection and safety of such portions of the premises placed under his control by the **employer** for the purpose of executing the **works** until the issue of the **certificate of practical completion**.
- e) Where the execution of the **works** involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the **contractor**, shall and will remain adequately insured or insured against the death of or injury to persons or damage to such property consequent on such removal or interference with the support until such portion of the **works** has been completed
- f) The **contractor** shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and/or repair such property and to execute the **works**

10.7 Add the following as 10.7

**HIGH RISK INSURANCE**

In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable subsurface conditions that might result in catastrophic ground movement evident by sinkhole or do line formation the following will apply:

**10.7.1 Damage to the works**

The **contractor** shall, from the **commencement date** of the **works** until the date of the **certificate of practical completion**, bear the full risk of and hereby indemnifies and holds harmless the **employer**

against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and **security** measures and other steps for the protection of the **works** as he may deem necessary

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**, at the **contractor's** own costs

#### 10.7.2 Injury to persons or loss of or damage to property

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above

The **contractor** shall be liable for and hereby indemnifies the **employer** against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable or personal property or property contiguous to the site, whether belonging to or under the control of the **employer** or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract

10.7.3 It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.7.1 and 10.7.2. Without limiting the **contractor's** obligations in terms of the contract, the **contractor** shall, within twenty one (21) calendar days of the **commencement date** but before commencement of the **works**, submit to the **employer** proof of such insurance policy, if requested to do so

10.7.4 The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the **contractor's** default of his obligations as set out in 10.7.1; 10.7.2 and 10.7.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered one indivisible whole

14.0 Replace the entire clause 14.0 with the following:

#### 14.0 SECURITY

14.1 The **security** to be submitted by the **contractor** to the **employer** will be as a payment reduction of up to ten per cent (10%) of the value certified in the **payment certificate** (excluding VAT)

14.1.1 The payment reduction of the value certified in a **payment certificate** shall be mutatis mutandi in terms of 31.8(A)

14.1.2 The **employer** shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the payment reduction **security** or portions thereof to the **contractor**

14.2 Where **security** as a payment reduction of ten per cent (10%) of the value certified in the **payment certificate** (excluding VAT) has been selected:

14.2.1 The payment reduction of the value certified in a **payment certificate** shall be mutatis mutandi in terms of 31.8(B)

14.2.2 The **employer** shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the payment reduction or portions thereof to the **contractor**

15.1.1 No clause

15.1.4 Add 15.1.4 as follows:

	<p>An acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), within fourteen (14) calendar days of <b>commencement date</b></p> <p>15.2.1 Under 41: Amend to read as follows:</p> <p>“Give the <b>contractor</b> possession of the site within ten (10) working days of the <b>contractor</b> complying with the terms of 15.1.2 and 15.1.4</p> <p>17.1.11 Delete the words” and the appointment of <b>nominated</b> and <b>selected subcontractors</b>”</p> <p>20.1.3 No clause</p> <p>21.0 No clause</p> <p>29.2.5 No clause</p> <p>31.5.2 Security adjustments in terms of 14.0 and 31.8</p> <p>31.8 Amend as follows:</p> <p>31.8(A) Where a <b>security</b> is selected in terms of 14.1; the value of the <b>works</b> in terms of 31.4.1 and of the <b>materials and goods</b> in terms of 31.4.2 shall be certified in full. The value certified shall be subject to the following percentage adjustments:</p> <p>31.8(A).1 Ninety-five per cent (95%) of such value in interim <b>payment certificates</b> issued up to the date of <b>practical completion</b></p> <p>31.8. (A).2Ninety-seven per cent (97.5%) of such value in interim <b>payment certificates</b> issued on the date of <b>practical completion</b> and up to but excluding the date of <b>final completion</b></p> <p>31.8(A).3Ninety-nine per cent (99%) of such value in interim <b>payment certificates</b> issued on the date of <b>final completion</b> and up to but excluding the final <b>payment certificate</b> in terms of 34.6</p> <p>31.8(A).4 One hundred per cent (100%) of such value in the final <b>payment certificate</b> in terms of 34.6 except where the amount certified is in favour of the <b>employer</b>. In such an event the payment reduction shall remain at the adjustment level applicable to the final <b>payment certificate</b>.</p> <p>31.12 Delete the following: “Payment shall be subject to the <b>employer</b> giving the <b>contractor</b> a tax invoice for the amount due.”</p> <p>32.5.1 Add the following to the end of this clause: “...due to no fault of the <b>contractor</b>.”</p> <p>32.5.4 Add the following to the end of this clause: “...due to no fault of the <b>contractor</b>.”</p> <p>32.5.7 Add the following to the end of this clause: “...due to no fault of the <b>contractor</b>.”</p> <p>33.2 Add the following clauses 33.2.9 to 33.2.13:</p> <p>33.2.9 the <b>contractor’s</b> failure or neglect to commence with the <b>works</b> on the dates prescribed in the contract</p> <p>33.2.10 the <b>contractor’s</b> failure or neglect to proceed with the <b>works</b> in terms of the contract</p> <p>33.2.11 the <b>contractor’s</b> failure or neglect for any reason to complete the <b>works</b> in accordance with the contract</p> <p>33.2.12 the <b>contractor’s</b> refusal or neglect to comply strictly with any of the conditions of contract or any contract instructions and/or orders in writing given in terms of the contract</p> <p>33.2.13 the <b>contractor’s</b> estate being sequestrated; liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa</p> <p>34.13 Replace “seven (7) calendar days” with “twenty-one (21) calendar days” and delete the words: “subject to the <b>employer</b> giving the <b>contractor</b> a tax invoice for the amount due”</p> <p>36.3 Remove reference to “No clause”, and replace “<b>principal agent</b>” with “<b>employer</b>”</p>
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	<p>36.7 Add the following: “Notwithstanding any clause to the contrary, on cancellation of 37.5 this agreement either by the <b>employer</b> or the and <b>contractor</b>; or for any reason and whatsoever, the <b>contractor</b> shall on written instruction, discontinue with the (38.7) <b>works</b> on a date stated and withdraw himself from the site. The contractor shall not be entitled to refuse to withdraw from the <b>works</b> on the grounds of any lien or right of retention or on the grounds of any other right whatsoever”</p> <p>37.3.5 Replace “ninety (90)” with “one hundred and twenty (120) and 38.5.4</p> <p>39.3.5 Add the following words at the end thereof:” within one hundred and twenty (120) <b>working days</b> of completion of such report”</p> <p>40.2.2 under clause 41 – Replace “one (1) year” with “three (3) years”</p> <p>40.6 under clause 41 – Remove reference to no clause</p> <p>40.7.1 Change “(10)” to “(15)”</p> <p style="padding-left: 40px;">Add the following to the end thereof:</p> <p style="padding-left: 40px;">Whether or not mediation resolves the dispute, the parties shall bear their own costs concerning the mediation and equally share the costs of the mediator and related costs.</p>
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## **C1.3 Form of Guarantee**



### C 1.3: FIXED CONSTRUCTION GUARANTEE - JBCC Series 2000 Principal Building Agreement (Edition 4.1 March 2005)

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE UNDER THE SAFE PROGRAMME</b>
<b>Tender No:</b>	<b>TMT-DBE-24/25-SAFEOS-ECCL142</b>

- With reference to the contract between \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as the “**contractor**”) and The Mvula Trust (hereinafter referred to as the **employer**”). Tender No: **TMT-DBE-24/25-SAFEOS-ECCL142** for the **CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE UNDER THE SAFE PROGRAMME** (Herein after referred to as the “contract”) in the amount of

R \_\_\_\_\_,

\_\_\_\_\_ (**in words**), (hereinafter referred to as the **contract sum**.)

I/We, \_\_\_\_\_

in my/our capacity as \_\_\_\_\_ and hereby

representing \_\_\_\_\_ (hereinafter referred to as the **guarantor**”) advise that the **guarantor** hold at the **employer’s** disposal the sum of

R \_\_\_\_\_,

\_\_\_\_\_, (**in words**)

being **12.5%** of the **contract sum** (excluding VAT), for the due fulfilment of the contract.
- The **guarantor** hereby renounces the benefits of the exceptions *non numeratae pecunia, non causa debiti; excussionis et divisionis*; and all other exceptions which could be pleaded against the enforcement of this guarantee, with the meaning and effect whereof i/we declare myself/ourselves to be conversant, and undertake to pay the **employer** the amount guaranteed, during the period when the claim is received by the **guarantor**, on receipt of a written demand from the **employer** to do so, and which demand the **employer** may make if the **employer** has a right of recovery against the **contractor** in terms of 33.0 of the contract.
- Subject to the above, but without in any way detracting from the **employer’s** rights to adopt any of the procedures provided for in the contract, the said demand can be made by the **employer**, at any stage prior to the expiry of this guarantee.
- The amount paid by the **guarantor** in terms of this guarantee may be retained by the **employer** on condition that upon the issue of the last final **payment certificate**, the **employer** shall account to the **guarantor** showing how this amount has been expended and refund any balance due to the **guarantor**.
- The **employer** shall have the absolute right to arrange his affairs with the **contractor** in any manner which the **employer** deems fit and the **guarantor** shall not have the right to claim his release on account of any conduct alleged to be prejudicial to the **guarantor**. Without derogating from the foregoing, any compromise, extension of the **construction period**, indulgence, release or variation of the **contractor’s** obligation shall not affect the validity of this guarantee.

6. This undertaking is neither negotiable nor transferable, and
- a) must be surrendered to the **guarantor** at the time when the **employer** accounts to the **guarantor** in terms of clause 4 above, or
  - b) shall lapse on the date of the last **certificate of practical completion**; and
  - c) shall not be interpreted as extending the **guarantor's** liability to anything more than payment of the amount guaranteed.

SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

**AS WITNESS**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

By and on behalf of  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 (insert the name and physical address of the guarantor)

**NAME:** \_\_\_\_\_

**CAPACITY:** \_\_\_\_\_  
 (duly authorized thereto by resolution attached marked Annexure A)

**DATE:** \_\_\_\_\_

- A. No alterations and/or additions of the wording of this form will be accepted.
- B. The physical address of the guarantor must be clearly indicated and will be regarded as the guarantor's *domicilium citandi et executandi*, for all purposes arising from this guarantee.
- C. This GUARANTEE must be returned to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## **Part C2: PRICING DATA**

## **C2.1: PRICING INSTRUCTIONS**

## C2.1: PRICING INSTRUCTIONS

1. The Bills of Quantities have been drawn up in accordance with the latest edition of Standard System of Measuring Building Work published and issued by the Association of South African Quantity Surveyors and, where applicable, the:
  - a) civil engineering work has been drawn up in accordance with the provisions of the latest edition of SANS 1200 Standardized Specifications for Civil Engineering Works.
  - b) electrical work has been drawn up in accordance with the provisions of the Model Bills of Quantities for Electrical Work, published by the South African Association of Quantity Surveyors, (July, 2005).
2. The agreement is based on the JBCC Series 2000 Principal Building Agreement Edition 4.1 (March 2005), prepared by the Joint Building Contracts Committee. The additions, deletions and alterations to the JBCC Principal Building Agreement as well as the contract specific variables are as stated in the Contract Data. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
3. Preliminary and general requirements are based on JBCC Preliminaries (May 2005).
4. It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to [www.stanza.org.za](http://www.stanza.org.za) or [www.iso.org](http://www.iso.org) for information on standards). **Contractor to ensure in his/her pricing the cost for labour complies with minimum wage rates as set out by the Department of Labour (unskilled and skilled) for the applicable trades on the projects**
5. The drawings listed in the Scope of Works used for the setting up of these Bills of Quantities are kept by the Principal Agent and can be viewed at any time during office hours up until the completion of the works.
6. Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.
7. Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)
8. The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities
9. The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor’s risk.
10. The amount of the Preliminaries to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract.
11. Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 10 but taking into account the revised period for completing the works.
12. The amount or items of the Preliminaries shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:
  - a) an amount which is not to be varied, namely Fixed (F)
  - b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and

- c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).
13. Where no provision is made in the Bills of Quantities to indicate which of the three categories in 12 apply or where no selection is made, the adjustments shall be based on the following breakdown:
- a) 10 percent is Fixed;
  - b) 15 percent is Value Related
  - c) 75 percent is Time Related.
14. The adjustment of the Preliminaries shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminaries shall exclude any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.
15. Contractor to include the cost of double handling of materials in his pricing due to site accessibility. The Contractor must visit the schools to familiarise themselves with the site conditions
16. Contractor should be able to provide rate build-ups for labour, plant & equipment and for materials when requested to do so.

## **C2.2: BILL OF QUANTITIES**

The priced Bill of Quantities (BOQ's), following hereafter will form an integral part of the "Contract" between the successful appointed Contractor and the Employer.

## C2.3: SUMMARY PAGE

<b>No.</b>	<b>Name of School</b>	<b>Total Cost Including Vat</b>
1.	MBONGWENI JUNIOR SECONDARY SCHOOL	
2.	MEJE JUNIOR SECONDARY SCHOOL	
3.	MQENI JUNIOR SECONDARY SCHOOL	
	<b>Total for Cluster to be carried to Form of Offer</b>	



## **Part C3: SCOPE OF WORK**

## C3.1: SCOPE OF WORK

<b>Project title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE22/23 PROGRAMME</b>
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The Works comprises the construction of sanitation facilities at the following schools:

### 1. SANITATION

#### 1.1 Works description

##### 1.1.1 MBONGWENI JUNIOR SECONDARY SCHOOL

- Barrier walls on both sides of the walkways (Where walkways are below ground, and stormwater is flowing over the walkways)
- Construction of subsoil drainage systems (Where is a problem of high water table levels and where the Geotech indicate seasonal water rise)
- Construction of storm water management facilities i.e. v-drain (Around ablutions and along walkways), aprons to ablutions and bridges under walkways
- Retrofit VIP 450 seats in teachers' block
- Repair work on walkways
- Installation of Heavy Duty SHE Bins in disabled persons' and female staff toilets.

##### 1.1.2 MEJE JUNIOR SECONDARY SCHOOL

- Construction of retaining walls (Where necessary)
- Barrier walls on both sides of the walkways (Where walkways are below ground, and stormwater is flowing over the walkways)
- Construction of ramps, balustrading walls, railings and extending walkways for disabled learners
- Construction of subsoil drainage systems (Where is a problem of high water table levels and where the Geotech indicate seasonal water rise)
- Construction of storm water management facilities i.e. v-drain (Around ablutions and along walkways) , aprons to ablutions and bridges under walkways
- Retrofit VIP 450 seats in teachers' block
- Repair work on walkways
- Installation of Heavy Duty SHE Bins in disabled persons' and female staff toilets.

##### 1.1.3 MQENI JUNIOR SECONDARY SCHOOL

- Barrier walls on both sides of the walkways (Where walkways are below ground, and stormwater is flowing over the walkways)
- Construction of ramps, balustrading walls, railings and extending walkways for disabled learners
- Construction of subsoil drainage systems (Where is a problem of high water table levels and where the Geotech indicate seasonal water rise)
- Construction of storm water management facilities i.e. v-drain (Around ablutions and along walkways) , aprons to ablutions and bridges under walkways
- Retrofit VIP 450 seats in teachers' block
- Repair work on walkways
- Installation of Heavy Duty SHE Bins in disabled and female toilets

## **C3.2: HEALTH AND SAFETY SPECIFICATION**

The Occupational Health & Safety Specification and Baseline Risk Assessment (BRA) indicates the conditions on-site. *Please refer to the Occupational Health & Safety Specification and Baseline Risk Assessment attached herewith, marked as "Annexure A".*

# C3.3: CONTRACTORS REPORT

## PART: 1

### CONTRACTOR MONTHLY REPORT

Project No: .....

Project Name.....

Contract No:

.....

Contractor Name:

.....

Claim No: .....

For Period Ending:

.....

Date of Report: .....

The Contractors Monthly Report comprises an integral part of the Contractors Payment Claim and processing of the payment claim is not permitted without this report also being submitted i.e.

**“NO REPORT – NO PAYMENT”.**

#### Attachments:

- Part 2 Overall Project Worker Schedule: Schedule of all local labourers employed since the start of the project
- Part 3 Weekly Task Wage Register
- Part 4 Local Labour Schedule

**OVERALL PROJECT WORKER SCHEDULE (local labourers only)** Contract No: .....

**PART 2**

Project No. ....

Project Name: .....

Month of Report: .....

Sheet: ..... of .....

Names of all **Local Workers** employed at any time on the project are to be entered in the table below irrespective of how long they worked on the project.

No.	Name of Local Labourer	Identity Number	Month Worker Started	Age	Tick if Yes										Place a tick in the box which corresponds to the Gender and Age of the Worker					
					Female Head of Household with Dependants	Labourer	Semi-Skilled	Skilled	Supervisor	Clerical	Managerial	Professional	Women		Men					
													Over 35 yrs 2A	35 yrs & under 2B	Over 35 yrs 2C	35 yrs & under 2D				
<b>Totals for this sheet</b>																				Total No. of workers Employed on the Project
<b>Totals from previous sheet</b>																				
<b>Totals carried forward</b>																				

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(A) ( B ) (C) (D) (E) (F) (G) (H ) (I) (J) (K) (L) (M) (N) = (J+K+L)

Date..... Completed by: Name: ..... Signature..... Capacity .....



# LOCAL LABOUR AND MATERIAL SCHEDULE 4

# PART

Contract No: ..... Date of Report: .....  
 Project No: ..... Project Name: .....  
 Claim No: ..... For Period Ending: .....  
 Contractor Name: .....

## 1. Summary of Day Tasks worked and Amount Spent on Local Labour this month

Week No.	Week Ending	Total Day Tasks / Person Days Worked	Total Amount Paid
		(Total of (A) from Form 4 for each week)	(Total of (B) from Form 4 for each week)
1			R
2			R
3			R
4			R
5			R
6			R
7			R
8			R
9			R
<b>Total</b>			<b>R</b>

Transfer to 2 in table below

## 2. Summary of Amount Spent on Local Labour to date

1. Previous Amount Spent on Local Labour (From previous claim)	R
2. Amount Spent on Local Labour this month (From Total above)	R
3. Total Amount Spent on Local Labour to date (3)=(1+2)	R

## 3. Local Labour Schedule

Summary of Local Labour Employed	No. of local workers who worked on the project to date (From Part 2)	% of Total
Columns refer to Columns in Part 2		
1. Total No. of <b>individual local workers</b> who have worked on the Project (Column N)		100%
10. How many of the Total No. are <b>local youth</b> (35 yrs and under) (Column B & D)		
11. How many of the Total No. are <b>local women</b> (Column A + B)		



**4. Summary of Amount Spent on Material to Date (Cumulative)**

Item	This Month	Total to date
1. Material from Local Municipality		
2. Material from Local District Municipality		
3. Material from Outside the EASTERN CAPE PROVINCE		
4. Material from other areas within the EASTERN CAPE PROVINCE		
Total Material		
Total material as percentage of contractor expenditure		
Total as percentage of contractor budget		

**5. Training of Local Workers**

Category of training	Name of course	No. trained	Days trained	Comments on progress
(a) Technical training for implementation	Bricklaying			
	Carpentry			
	Plumbing			
	Fencing			
	Plastering			
	Painting			
	House Building			
	Handyman			
	Electrical			
(b) Institutional training for local management beyond construction				
(c) Technical training for OMM				
(d) Institutional training for implementation				
(e) HIV/ Aids etc.				
Other – Please specify				
<b>Total</b>				

Completed by: .....

.....

Name

Signature

Capacity

Date

**C3.4: SCHEDULE OF CERTIFICATES OF COMPLIANCE REQUIRED**

- Soil Poisoning C.o.C
- Glazing C.o.C
- Roof Sheeting C.o.C
- Paint C.o.C
- Plumbing C.o.C
- Compaction results
- Cube testing results
- Truss manufacturers C.o.C
- Truss installation and Tie down COC
- Health and Safety File
- Labour File

## **Part C4: SITE INFORMATION**



## C.4 : SITE INFORMATION

<b>Project Title:</b>	<b>CONSTRUCTION OF SANITATION INFRASTRUCTURE OMITTED SCOPE IN EASTERN CAPE PROVINCE UNDER THE SAFE PROGRAMME</b>
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### GENERAL

#### 4.1 List of schools

List of the respective schools are as follows:

EMIS NO.	SCHOOL NAME	LOCATION	LATITUDE	LONGITUDE
200500625	MBONGWENI JUNIOR SECONDARY SCHOOL	Alfred Nzo District Municipality - East		
200500651	MEJE JUNIOR SECONDARY SCHOOL	Alfred Nzo District Municipality - East		
200500773	MQENI JUNIOR SECONDARY SCHOOL	Alfred Nzo District Municipality - East		

#### 4.2 Condition of access road/s during assessment

Access road consist of gravel roads.

#### 4.3 Underground Services

Unknown responsibility of Contractor.

#### 4.4 Availability of Services

No services are available for Contractor. Contractor to make own arrangement and not use services of the school.

#### 4.5 Environmental Issues

Contractors to be compliant to Environmental Management Act.

#### 4.6 Adjacent Buildings

There are adjacent buildings to affect construction work hence need for adequate protection of the site and works.

#### **4.7 Available Geotechnical Information**

The geotechnical investigation indicates the conditions on-site. *Please refer to the Geotechnical report attached herewith, marked as "Annexure B").*

#### **4.8 Available facilities for Contractors offices and Storage Facilities**

No facilities are available for Contractor. Contractor to make own arrangement and not use the school classrooms or buildings. Use of these facilities will not be regarded as part of site establishment.

# C4.2: DRAWINGS

## LIST OF DRAWINGS

<b>DESCRIPTION</b>
Site Layout Plan – Mbongweni Junior Secondary School
Site Layout Plan – Meje Junior Secondary School
Site Layout Plan – Mqeni Junior Secondary School
Typical Construction Details (Applicable to All Schools)

**SITE LAYOUT PLAN**  
**MBONGWENI JUNIOR SECONDARY SCHOOL**

**SITE LAYOUT PLAN**  
**MEJE JUNIOR SECONDARY SCHOOL**



**SITE LAYOUT PLAN**  
**MQENI JUNIOR SECONDARY SCHOOL**

**TYPICAL DETAILS**  
**APPLICABLE TO ALL SCHOOLS**