



**DEPARTMENT OF WATER AND SANITATION
REPUBLIC OF SOUTH AFRICA**

REQUEST FOR BID

REQUEST FOR BID NUMBER: DWS19-1120WTE

DESCRIPTION

**CONTRACT FOR CONSULTING ENGINEERS TO PROVIDE SERVICES TO REFURBISH AND
UPGRADE THE DWS BOSKOP OFFICES FOR THE PERIOD OF 9 MONTHS**

ISSUE DATE

09 OCTOBER 2025

CLOSING DATE

10 NOVEMBER 2025

AND TIME: 11:00

Compulsory Briefing Session:

Date 22 October 2025

Time: 11:00am

Venue: Department of Water and Sanitation Boskop Dam offices, North West Province, Dr. Kenneth Kaunda District Municipality, between Carletonville and Potchefstroom along R501 road

**SUBMIT TENDER DOCUMENT
TO**

POSTAL ADDRESS:
DIRECTOR-GENERAL: WATER AND
SANITATION
PRIVATE BAG X 313
PRETORIA,0002

OR

TO BE DEPOSITED IN:
THE TENDER BOX AT
GAUTENG PROVINCIAL OFFICE
BOTHONGO PLAZA EAST
BUILDING, GROUND FLOOR
(ENTRANCE)
285 FRANCIS BAARD STREET
PRETORIA,0001

TENDERER: (Company address and stamp)

DEPARTMENT OF WATER AND SANITATION



**DEPARTMENT OF WATER AND SANITATION (DWS)
REPUBLIC OF SOUTH AFRICA**

**Tender No. DWS19-1120WTE
Closing Date 10 November 2025**

**Contract for Consulting Engineers to Provide Services to Refurbish and upgrade the DWS Boskop
offices for the Period of 9 Months**

Issued by:

Director-General
Department of Water and Sanitation
285 Francis Baard Street
Bothongo Plaza East Building
PRETORIA 0001
TEL: 012 392 1300

Name of Tenderer:



Department of Water and Sanitation (DWS)

**Tender No. DWS19-1120WTE
Closing Date 10 November 2025**

**Contract for Consulting Engineers to Provide Services to Refurbish and upgrade
the DWS Boskop Offices for a Period of 9 Months**

Contents

Number Heading

THE TENDER

Part T1: Tendering procedures

T1.1 Tender notice and invitation to tender

T1.2 Tender data

Part T2: Returnable documents

T2.1 List of returnable documents

T2.2 Returnable schedules

THE CONTRACT

Part C1: Agreements and Contract data

C1.1 Form of offer and acceptance

C1.2 Contract data
Part 1 – Data by the *Employer*
Part 2 – Data by the *Contractor*

C1.3 Performance bond

Part C2: Pricing data

C2 Pricing data

Part C3: Scope of work

C3 Scope of work

Part C4: Site Information

C4 Site Information

SBD 1: Invitation to Bid
SBD 3.3: Pricing Schedule (Professional Services)
SBD4: Declaration of Interest

SBD6.1: Preference Points Claim Form ITO the Preferential Regulations



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 06 November 2025

Contracts for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop Offices for the Period of 9 Months

T1.1 Tender Notice and Invitation to Tender

The Department of Water and Sanitation (DWS) invites tenders from suitably qualified service providers and service providers that are accredited by applicable institutions to submit proposals of participation into a contract for a 9-month term to provide services for refurbishment and upgrade of the DWS Boskop Dam offices. Tenderers are encouraged to submit proposals of participation, for the Qualifying Small Enterprises (QSEs) and Exempted Micro Enterprises (EMEs) to largely established enterprises. Tenderers shall submit valid relevant supporting documents for Specific Goals in compliance with Tender Data. Failure to submit the necessary documentation may result in a non-responsive tender.

The Tender Documents will be available from e-Tender Publication Portal (www.etenders.gov.za) of National Treasury of the Republic of South Africa from date of publication of the Notice of Request for Proposals in Government Tender Bulletin and/ or any national media. Any queries related to e-Tender Publication must be communicated with eTenders@treasury.gov.za or by contacting the Office of Chief Procurement Officer through Supply Chain Call Centre on 012 406 9222).

Enquiries shall be directed to Mr Matsobane Donald Makgota at MakgotaM@dws.gov.za within 7 (seven) calendar days after the compulsory briefing session during office hours only (between 8:00 to 16:30 hours on working days). Please note that response(s) to enquiries will be communicated to all tenderers who would have attended the compulsory briefing session. Therefore, it is a responsibility of tenderers or their representatives to record their email addresses correctly in the compulsory briefing session attendance register. DWS does not take any responsibility for inaccurately and/ or illegibly written email addresses.

The closing time for receipt of tenders is **11:00 am on 10 November 2025** Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders must only be submitted on the tender documentation that is issued.

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

Issued by

Dr S Phillips
Director-General
Department of Water and Sanitation



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and upgrade the DWS Boskop Offices for a Period of 9 Months

T1.2 Tender Data

The conditions of Tender are the Standard Conditions of Tender as contained in Annex F of the CIDB Standard for Uniformity for Construction Procurement of August 2019. These Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this Tender/Bid. The Bid Data shall have precedence in the interpretation of any ambiguity or inconsistency between it 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. The Tenderer is deemed to be in possession and have full knowledge of the abovementioned documents.

Clause number	Tender Data
C.1.1	The Employer is the Department of Water and Sanitation
C.1.2	The tender documents issued by the employer comprise the documents listed on the contents page
C.1.4	<p>Communication:</p> <p>Communication will be in English</p> <p>The Employer's agent:</p> <p>Name: Mr Matsobane Donald Makgota</p> <p>Physical Address: 285 Francis Baard Street, Bothongo Plaza East Building, Pretoria, 0001 Private Bag X 131, Pretoria 0001</p> <p>Telephone: 012 392 1345</p> <p>Email: MakgotaM@dws.gov.za</p>

C.1.5	Cancellation and Re-Invitation of Tenders
C.1.5.1	An organ of state may, prior to the award of the tender, cancel a tender if: (a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or (b) funds are no longer available to cover the total envisaged expenditure; or (c) no acceptable tenders are received
C.2.7	A compulsory briefing session for this contract will be held on 22 October 2025 at 11:00am at the Department of Water and Sanitation Boskop Dam offices, North West Province, Dr. Kenneth Kaunda District Municipality, between Carletonville and Potchefstroom along R501 road
C.2.12	No alternative tender offers will be considered
C.2.13.5	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: Location of tender box: , 285 Francis Baard Street Bothongo Plaza East Building, Ground Floor Entrance Physical address: DWS, Bothongo Plaza East Building, 285 Francis Baard Street, Pretoria,0001
C.2.15	Tenderers should ensure that the employer receives the bid offer at the address specified in the bid data not later than the closing time stated in the bid data.
C.2.13.5	Tender documents shall be submitted Sealed, the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY".

C.2.13	<p>The tenderer is required to meet the following conditions in addition to the requirement for eligibility criteria as mentioned in Clause C.2.1.:</p> <p>(a) All declaration pages fully completed signed and submitted.</p> <p>(b) The tender documents completed in all respect, signed off by the authorised person of the tenderer wherever spaces are provided in permanent ink.</p> <p>(c) None of the documents have correction fluid on them. Any wrong entry, in case of correcting, stroked out by a single stroke and initialled by the Authorised signatory</p> <p>(d) The tender documents issued by DWS are not tampered with and the content remains unchanged.</p> <p>(e) Tenderers (including each member of joint venture or consortium or partnership agreement) must submit proof of registration with the National Treasury's Central Supplier Database (CSD). The CSD registration report must indicate but not limited to: Supplier Identification, Supplier Contact Information, Supplier Address, Supplier Bank Account, Tax Information and Company Directors).</p> <p>(f) The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;</p> <p>(g) The tenderer has not:</p> <ul style="list-style-type: none"> Abused the Employer's Supply Chain Management System; or Failed to perform on any previous contract and has been given a written notice to this effect; <p>(h) The tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process;</p> <p>(i) The tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;</p> <p>(j) The employer is reasonably satisfied that the tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely</p>
C.13.7	Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.
C.2.13.9	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
C.3.4.1	Tenders will be opened immediately in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data.
C.2.16	The tender offer validity period is 120 days exclusive of closing date.
C.3.1.1	The employer will respond to requests for clarification received up to 5 working days before the tender closing time.
C.3.2	The employer shall issue addenda until 3working days before tender closing time.
C.3.11	The 80/20 preference points system will be used as the value is expected to be below R50, 000,000. The Formula used to calculate the Price Points , and the Preference Points that will be allocated, will be according to the 2022 PPPFA Regulations.

C.11	<p>It is the intention of DWS to appoint only one tenderer for this tender. The tenderer shall have capacity to perform various engineering sub-disciplines , as outlined in the table below:</p> <table><tr><td>Discipline</td></tr><tr><td>Civil Engineering</td></tr><tr><td>Mechanical Engineering</td></tr><tr><td>Electrical Engineering</td></tr><tr><td>Architecture</td></tr><tr><td>Occupational Health and Safety</td></tr></table> <p>EVALUATION CRITERIA</p> <p>Bids will be evaluated in accordance with the new Preferential Procurement Regulations, 2022, using 80/20 preference points system as prescribed in the Preferential Procurement Policy Framework Act. The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for Specific Goals. Bids received will be evaluated on four (4) phases namely; 1. Phase One: Mandatory Requirements, 2. Phase two: Functionality/Technical Evaluation 3. Phase Three: Administrative Compliance, and 4. Phase four: Price and Specific Goals Points Claimed.</p>	Discipline	Civil Engineering	Mechanical Engineering	Electrical Engineering	Architecture	Occupational Health and Safety
Discipline							
Civil Engineering							
Mechanical Engineering							
Electrical Engineering							
Architecture							
Occupational Health and Safety							

Minimum Requirements

Phase 1

Mandatory requirements

Failure to submit any of the documents listed below will render your bid non-responsive and will be disqualified.

Yes - list the relevant documents required on the table below

No	Criteria	Yes	No
1	Bidders must attend the compulsory briefing and bidders name must appear on the attendance register.		
2	Curriculum Vitae (CV's) of proposed Architect , Civil, Mechanical, and Electrical Engineers as well as Health and Safety Agent as indicated in C11 above		
3	Relevant Professional Registration Certificates with ECSA (for Engineers), SACPCMP (for Health and Safety Agent), SACAP (for Architect) for the resources identified in C11 above		
4	Company must submit proof of valid and current professional indemnity insurance from accredited financial service provider. In the event the current professional indemnity is less than bid price, a letter of intent from an approved insurer/reputable South African bank undertaking to provide the professional indemnity insurance to the value of the bid price upon the tender award shall be provided.		

Phase 2

Functionality Compliance

TEAM CAPABILITY

Bidders are required to provide a team of professionals with the necessary knowledge, experience and expertise to undertake and complete all the tasks contained in this Terms of Reference. A project team organogram must be presented indicating key positions such as the Project Lead and Professional Team members...

Persons proposed for these positions must be identified and supported by CVs of one to two A4 pages each, which are to be included in Form F. Brief capability statements must be given for each designated team member, emphasizing recent (from the last 15 years) experience relevant to the task envisaged.

The availability of each designated team member for the expected duration of the assignment must be indicated by reference to limitations that may be placed by other known commitments. Information must also be given on the key support staff envisaged for the assignment, supported by brief CVs, also included in Form F. CVs, with telephone numbers, must be signed and dated to show commitment by each team member.

Company profiles and other commercial information may be provided in a separate appendix but will not be used for the evaluation of bids, so keep this section to a minimum.

An overall minimum threshold of 65 points out of total 100 must be achieved for the tender to be eligible.

1. Project Team

EVALUATION ASPECTS	MINIMUM REQUIREMENT	MAXIMUM POINTS SCORE
Staffing	<p>Architect Bachelors'/BTech in Architecture Minimum of total 10+ years 'experience, Professional registration as Pr.Arch with SACAP . Pmax = 24</p> <p>Bachelors'/BTech in Architecture Minimum of total 6- less than 10 years 'experience, Professional registration as Pr.Arch with SACAP . Pmax = 12</p> <p>Bachelors'/BTech in Architecture Minimum of total 3- less than 6 years 'experience, Professional registration as Pr.Arch with SACAP . Pmax = 6</p> <p>Less than 3 years experience/ Qualification without registration: Pmax = 0</p> <p>Professional Engineer/Technologist (Civil) Bachelor's Degree/BTech in Civil Engineering. Minimum of 5+ years' design experience in buildings/structural engineering projects, Valid Professional registration with ECSA. Pmax = 12</p> <p>Bachelor's Degree/BTech in Civil Engineering Minimum of 3-less than 5 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 6</p> <p>Bachelor's Degree/BTech in Civil Engineering Minimum of 1-less than 3 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 2</p> <p>Less than 1 year/ Qualification without registration: Pmax = 0</p> <p>Professional Engineer/Technologist (Mechanical) Bachelor's Degree/BTech in Mechanical Engineering. Minimum of 5+ years' design experience in buildings/structural engineering projects, Valid Professional registration with ECSA. Pmax = 12</p> <p>Bachelor's Degree/BTech in Mechanical Engineering Minimum of 3-less than 5 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 6</p> <p>Bachelor's Degree/BTech in Mechanical Engineering Minimum of 1- less than 3 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 2</p>	66

	<p>Less than 1 year experience/ Qualification without registration: Pmax = 0</p> <p>Professional Engineer/Technologist (Electrical) Bachelor's Degree/BTech in Electrical Engineering. Minimum of 5+ years' design experience in buildings/structural engineering projects, Valid Professional registration with ECSA. Pmax = 12</p> <p>Bachelor's Degree/BTech in Electrical Engineering Minimum of 3-less than 5 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 6</p> <p>Bachelor's Degree/BTech in Electrical Engineering Minimum of 1- less than 3 years' design experience in buildings/structural engineering, Valid Professional registration with ECSA. Pmax = 2</p> <p>Less than 1 year experience/ Qualification without registration: Pmax = 0</p> <p>Health and Safety Agent National Diploma/ BTech or Bachelors in Health and Safety or Built Environment. Minimum of 5+ years' experience in Management and Administration of Buildings/structural engineering Projects. Valid Professional registration with SACPCMP. Pmax = 6</p> <p>National Diploma/ BTech or Bachelors in Health and Safety or Built Environment Minimum of 3- less than 5 years' experience in Management and Administration of Buildings/structural engineering Projects. Valid Professional registration with SACPCMP. Pmax = 3</p> <p>National Diploma/ BTech or Bachelors in Health and Safety or Built Environment Minimum of 1-less than 3 years' experience in Management and Administration of Buildings/structural engineering Projects. Valid Professional registration with SACPCMP. Pmax = 1</p> <p>Less than 1 year experience/ Qualification without registration: Pmax = 0</p>	
Previous relevant company project experience with project construction Values over R2 million	<p>Three (3) or Four (4) appointment letters and reference letters where bidder rendered consultation services in design and project management of buildings or structural engineering Projects within the last 15 years .Pmax = 10</p> <p>Five (5) or Six (6) appointment letters and reference letters where bidder rendered consultation services in design and project management of buildings or structural engineering Projects within the last 15 years. Pmax = 24</p> <p>A minimum of seven (7) appointment letters and reference letters where bidder rendered consultation services in design and project management of buildings or structural engineering Projects within the last 15 years. Pmax = 34</p> <p>Less than 3 appointment letter is 0 points</p>	34

REQUIRED DOCUMENTS: Bidders are required to submit the following documents with their Tender:

Certified Copies of relevant qualification as indicated above, CV demonstrating the minimum relevant experience. Copies of Professional registration certificates. Previous relevant company experience: Copies of Appointment letters and Client reference letters.

Please Note:

1. Bidders are required to have capacity to undertake all the sub-disciplines relevant to the Scope of Works.
2. Failure to submit copies will result in no points being allocated during evaluation.
3. A Copy of appointment letter and reference letter with traceable references per project is to be attached in order to claim points during the evaluation process. **Failure to submit both letters will result in no points being allocated during evaluation.**

Phase 3

Administrative Compliance:

Bidders are required to comply with the following listed below

Bidders are required to comply with the following listed below:

No	Criteria	Yes	No
1	Companies must be registered with National Treasury's Central Supplier Database must submit CSD report.		
2	Tax compliant with SARS (to be verified through CSD and SARS). Attached a copy of valid Tax Compliance status pin page (to be confirmed through SARS).		
3	Active registration with Company Intellectual Property Commission (to be verified through CSD and CIPC). Attach copy of Bidder's CIPC / CIPRO certificate.		
4	A valid copy of B-BBEE Status Level Verification Certificate or a valid original sworn affidavit (failure to submit, the Bidder will forfeit the relevant points allocated for B-BBEE under specific goals)		
5	A valid letter of Good Standing with the Compensation Commissioner in terms of the Compensation for Occupational Injuries and Diseases Act No 130 of 1993 and or third parties' insurance registered with Financial Service Board (COIDA).		
6	Initial and sign Tender data section (T1) and (T2) all required documents to be submitted with tender. Initial each page of section C1, C2 and C3 and sign where required.		
7	Letter of appointment of duly authorized person to sign bid. Proof of such authority must be submitted with the bid. If by an individual, must be signed by that individual or by someone on his behalf duly authorised thereto and proof of such authority must be produced. If the bid is by a Company, it must be signed by a person duly authorised thereto by a Resolution of a Board of Directors a copy of which Resolution, duly certified by the Chairman of the Company is to be submitted with the bid.		
8	Complete, sign, submit SBD1, SBD3.3, SBD4, SBD6.1		

Phase 4

Preference point system

SPECIFIC GOALS	NUMBER OF POINTS TO BE ALLOCATED
Women	5
People with disability	5
Youth (35 and below)	5
Location of Enterprise (Province): North West	2
B-BBEE status level contributors from level 1 to 2 which are QSE or EME	3
Total points for Specific Goals	20

Documents Requirement for verification of Points allocation: -

Procurement Requirement

Required Proof Documents

Women	Full CSD Report
Disability	Full CSD Report
Youth	Full CSD Report
Location	Full CSD Report
B-BBEE status level contributors from Level 1 to 2 which are QSE or EME	Valid BBBEE certificate/sworn affidavit Consolidated BEE certificate in cases of Joint Venture Full CSD Report

The definition and measurement of the goals above is as follows:

Women, disability and youth:

This will be measured by calculating the pro-rata percentage of ownership of the bidding company which meets this criterion, E.g., Company A has five shareholders each of whom own 20% of the company. Three of the five shareholders meet the criterion, i.e., they are women/disability/youth. Therefore, this bidder will obtain 60% of the points allowable for this goal.

Location of enterprise:

Local equals province. Where a project cuts across more than one province, the bidder may be located in any of the relevant provinces to obtain the points.

B-BBEE status level contributors from level 1 to 2 which are QSE or EME

Measured in terms of normal BBBEE requirements.

Note: Formula for calculating points for specific goals

Preference points for entities are calculated on their percentage shareholding in a business, provided that they are actively involved in and exercise control over the enterprise. The following formula is prescribed:

$$PC = \frac{Mpa \times P\text{-own}}{100}$$

Where

PC = Points awarded for specific goal

Mpa = The maximum number of points awarded for ownership in that specific category

P-own = The percentage of equity ownership by the enterprise or business

In case where the specific PSP, after Supply Chain evaluations, is being recommended for numerous consecutive appointments under the provincial contract, the Department reserves the right not to necessarily appoint the cheapest quotation received and will promote fair distribution of work.



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE

Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and upgrade the DWS Boskop Offices for a Period of 9 Months

T.2.1 List of returnable documents

The Tender Document must be submitted as a whole. All forms must be properly completed as required, and the document shall not be taken apart or altered in any way whatsoever. The Tenderer is required to complete each Schedule and Form listed below to the best of his ability as the evaluation of tenders and the eventual contract will be based on the information provided by the Tenderer. Failure of a Tenderer to complete the Schedules and Forms to the satisfaction of the Employer will inevitably prejudice the tender and may lead to rejection because the tender is not responsive.

NB: The list of documents is covered under stages of compliance, i.e. administrative, technical and mandatory

B Other documents required for tender evaluation purposes (applicable after technical evaluation stage)

The tenderer must provide the following returnable documents:

- Verification certificate from a verification agency accredited by SANAS and recognized as an Accredited B-BBEE Verification Agencies (see www.sanas.co.za/directory/bbee_default.php), a registered auditor approved by IRBA, or a sworn affidavit in the case of a qualifying small enterprise or exempted micro enterprise, if preference points are claimed in respect of Broad-Based Black Economic Empowerment.

Form A

CERTIFICATE OF ATTENDANCE AT COMPULSORY CLARIFICATION MEETING / SITE INSPECTION

This is to certify that:

(tenderer name)

of (address)

was represented by the person(s) named below at the Compulsory Clarification Meeting, convened on 2025/10/22 for all tenderers, the details of which are stated in the Tender Data.

I / We acknowledge that the purpose of the meeting was to acquaint myself / ourselves with the site of the works and / or matters incidental to doing the work specified in the tender documents in order for me / us to take account of everything necessary when compiling our rates and prices included in the tender.

Particulars of person(s) attending the meeting:

Name : Name :

Signature : Signature :

Capacity : Capacity :

Attendance of the above person(s) at the meeting is confirmed by the Employer's Representative, namely:

Name:

Signature:

Date:

Form B: Record of Addenda to tender documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		

5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed

Date

Name

Position

Tenderer

Form C: Proposed amendments and qualifications

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause C.3.8 of the Standard Conditions of Tender referenced in the Tender Data regarding the employer's handling of material deviations and qualifications.

Tenderers must not include deviations or qualifications relating to the scope of work in this schedule where they are required to submit an Approach Paper.

Page	Clause or item	Proposal

Signed

Date _____

Name

Position

Tenderer

Form D: Compulsory Declaration

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

Section 1: Enterprise Details

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Section 2: Particulars of companies and close corporations

Company / Close Corporation registration number	
---	--

Section 3: SARS Information

Tax reference number	
VAT registration number:	<i>State Not Registered if not registered for VAT</i>

Section 4: CIDB registration number

CIDB Registration number (if applicable)	
--	--

Section 5: National Treasury Central Supplier Database

Supplier number	
Unique registration reference number	

Section 6: Particulars of principals

principal: means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

Full name of principal	Identity number	Personal tax reference number

Attach separate page if necessary

Section 7: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any principal is currently or has been within the last 12 months in the service of any of the following:

- | | |
|---|---|
| a member of any municipal council | an employee of any department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act of 1999 (Act No. 1 of 1999) |
| a member of any provincial legislature | |
| a member of the National Assembly or the National Council of Province | a member of an accounting authority of any national or provincial public entity |
| a member of the board of directors of any municipal entity | an employee of Parliament or a provincial legislature |
| an official of any municipality or municipal entity | |

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

Name of principal	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 8: Record of family member in the service of the state

family member: a person's spouse, whether in a marriage or in a customary union according to indigenous law, domestic partner in a civil union, or child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption

Indicate by marking the relevant boxes with a cross, if any family member of a principal as defined in section 5 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 | 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 any provincial legislature | |
| a member of the National Assembly or the National Council of Province | a member of an accounting authority of any national or provincial public entity |
| a member of the board of directors of any municipal entity | an employee of Parliament or a provincial legislature |
| an official of any municipality or municipal entity | |

Name of family member	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 9: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

Yes No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary)

Section 10: Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity confirms that the contents of this Declaration are within my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:

- i) neither the name of the tendering entity or any of its principals appears on:
 - a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004)
 - b) National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za)
- ii) neither the tendering entity or any of its principals has within the last five years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa);
- iii) any principal who is presently employed by the state has the necessary permission to undertake remunerative work outside such employment (attach permission to this declaration);
- iv) the tendering entity is not associated, linked or involved with any other tendering entities submitting tender offers
- v) has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a tender or not, the content of the submission (specification, timing, conditions of contract etc) or intention to not win a tender;
- vi) has 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;
- vii) neither the tenderer or any of its principals owes municipal rates and taxes or municipal service charges to any municipality or a municipal entity and are not in arrears for more than 3 months;
- viii) SARS may, on an on-going basis during the term of the contract, disclose the tenderer's tax compliance status to the Employer and when called upon to do so, obtain the written consent of

any subcontractors who are subcontracted to execute a portion of the contract that is entered into in excess of the threshold prescribed by the National Treasury, for SARS to do likewise.

Signed

Name

Date

Position

Enterprise name

Form E: Experience of the tenderer

The experience of the tenderer as a company (as opposed to key staff members) in the Refurbishment and Upgrade of the Boskop Dam Area Office with specific reference to the 5 years' experience and above.

Tenderers should very briefly describe his or her experience in this regard, emphasising the nature of the works and complexity and attach this to this schedule.

The description should be put in tabular form with the chosen category, i.e. following heading used as an example for the chosen category

Employer, contact person and telephone number, where available	Description of work (service)	Value of work (i.e. the service provided) inclusive of VAT (Rand)	Date completed

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

Signed

Date

Name

Position

Tenderer

Form F: Experience of key personnel

The experience of the key person who will be responsible for the management of the physical construction processes and the coordination, administration and management of resources on Site will be evaluated in relation to the scope of work from two different points of view:

- 1) General experience (total duration of work activity), level of education and training and positions held.
- 2) The education, training, skills and experience and knowledge of issues which are pertinent to the scope of work.

A CV of the key personnel of not more than 2 pages must be attached to this schedule. Each CV should be structured under the following headings:

CVs of all key personnel, preferably, in no more than **3 pages using font Arial regular 10 points having margins at each side no less than 2,54 cm and line spacing 1,50** for each of the proposed key personnel should be submitted along with the submission referring to this schedule. The CVs should be structured as detailed below:

Proposed Position:	Phone:
Years with the Firm:	Cell:
Mailing Address:	Email:
	ID No.:

Name:

Nationality:

Education:

Computer Skill:

Professional Membership:

Membership #:

Experience:

IN SOUTH AFRICA

Duration: Organization (belongs to):

Project Name:

Client:

Position:

Category of work, e.g. structural, water, etc:

Responsibilities/ Work Done:

—

IN OTHER COUNTRIES

Duration: Organization (belongs to):

Project:

Client:

Position:

Category of work, e.g. structural, water, etc:

Responsibilities/ Work Done:

—

Consent:

I do hereby offer my full consent to work in the project titled as The refurbishment and upgrading of the DWS Boskop Dam Offices with the Tenderer named as

I also confirm that I have not offered and will not offer my consent to any other Tenderer to work for any other project till the expiry of the validity of the proposal or the award of the contract whichever is later. However, if the above-mentioned

Tenderer is successful in winning this contract, I shall be available for the full duration of the contract or for the full period of my input to the project whichever will be applicable for me.

Signature: _____

Date: _____

Enclosure:

1. Certificates of academic qualifications
2. Certificate of Professional registration

The CV of individuals will be used for evaluation of the each of the personnel for this section.

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

Signed

Date

Name

Position

Tenderer



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop Offices for a Period of 9 Months

C1.1 Form of Offer and Acceptance

Offer

The *Employer*, identified in the Acceptance signature block, has solicited offers to enter into a prequalification of contractors to be included in the:

Framework contracts (Panel of Consultants) for Consulting Engineers to provide services within the Sedibeng Regional Sanitation Scheme to stop pollution of the Vaal River Integrated System for the period of 36 Months

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 authorised, 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 for an amount to be determined in accordance with the conditions of contract identified in the Contract Data without any guarantee regarding a quantum of work.

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 including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the *Contractor* in the conditions of contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the
tenderer:**

Name &
signature of
witness

(Insert name and address of
organisation)

Date

Acceptance

By signing this part of this Form of Offer and Acceptance, the *Employer* identified below accepts the tenderer's Offer to be included in the Panel of Consultants for Consulting Engineers to provide services within the Sedibeng Regional Sanitation Scheme to stop pollution of the Vaal River Integrated System for the period of 36 Months. Acceptance of the tenderer's Offer shall form an agreement between the *Employer* and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part C1 Agreements and Contract Data, (which includes this Form of Offer and Acceptance)

Part C3 Scope of Work

Part C4 Site Information

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto 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 Bidder shall within two weeks after receiving a completed copy of this Agreement, contact the Client's agent (whose details are given in the Contract Data) to arrange the delivery of any 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 working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

Signature		Signature	
Name(s)		Name(s)	
Capacity		Capacity	
for the Employer	Department of Water and Sanitation Bothongo Plaza East Building, 285 Francis Baard Street, Pretoria, 0001	for the Contractor	
Name & signature of witness		Name & signature of witness	
Date:		Date:	

Confirmation if Receipt

The Tenderer, identified in the Offer part of this agreement hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this agreement today:

the.....(day)

of.....(month)

20.....(year)

At.....(place)

For the Contractor

Signature.....

Name(s).....

Capacity.....

Signature and name of witness:

Signature.....

Name(s).....

Schedule of Deviations

1 Subject
Details
.....
.....
2 Subject
Details
.....
.....
3 Subject
Details
.....
.....
4 Subject
Details
.....
.....
5 Subject
Details
.....
.....

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

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 the draft contract, 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.



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE

Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop offices for a Period of 9 Months

Part C1.2 Contract Data

C1.2.1 GENERAL CONDITIONS OF CONTRACT

The Contract shall be governed by the "Standard Professional Services Contract, Third Edition of CIDB document 1014, published by the Construction Industry Development Board, Private Bag X200, Halfway House, 1685 and is obtainable from:

Contact details of CIDB are as follows:

Physical Address:

Construction Industry Development Board Pretoria

Contact Numbers:

Tel: 012 343 7136 or 012 481 9030

Fax: 012 343 7153

Mail and Internet:

E-mail: cidb@cidb.org.za Internet: www.cidb.org.za

The Standard Professional Services Contract make several references to the Contract Data for specific data, which together with the standard contract collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the Department of Water and Sanitation administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Professional Services Contract.

The Standard Professional Services Contract shall be read in conjunction with the variations, amendments and additions set out in the Contract Specific Data below. Each item of data given below is cross-referenced to the clause in the Standard Professional Services Contract to which it mainly applies.

C1.2.1 CONTRACT SPECIFIC DATA

The Standard Professional Services Contract make several references to the Contract Data for specific data, which together with the standard contract collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the Department of Water and Sanitation administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Professional Services Contract.

The Standard Professional Services Contract shall be read in conjunction with the variations, amendments and additions set out in the Contract Specific Data below. Each item of data given below is cross-referenced to the clause in the Standard Professional Services Contract to which it mainly applies.

The following contract specific data is applicable to this Contract:

PART 1 DATA PROVIDED BY THE EMPLOYER

Clause	
3.4 and 4.3.2	<p>The Employer is the Department of Water and Sanitation</p> <p>Physical address:</p> <p>Department of Water and Sanitation 285 Bothongo Plaza East Francis Baard Street PRETORIA 0001</p> <p>Postal address:</p> <p>Chief Directorate: Gauteng Provincial Operations Department of Water and Sanitation Private Bag X995 PRETORIA 0001</p> <p>e-mail address:</p> <p>MakgotaM@dws.gov.za</p> <p>Contact numbers:</p> <p>Corporate: 012 392 1300 Direct: 012 392 1345</p>
1	The Project is Refurbishment and upgrade of the DWS Boskop Dam area Office
3.5	The location for the performance of the project is North West Province, JB Marks Local Municipality within Dr Kenneth Kaunda District Municipality.
3.16	The price adjustment of time-based fees for inflation shall be as stated on the Pricing Instructions under Part C2 Pricing Data.
4.3.1(d)	The Service Provider will be required to assist in the obtaining of approvals, licences and permits from the state, regional and municipal authorities having jurisdiction over the project.

	<p>The Service Provider is required to provide professional indemnity cover as set out in the Professional Indemnity Schedule.</p> <p>The Service Provider is required to provide the following insurances:</p> <p>Insurance against: The insured's legal liability to pay compensation as a result of any actual or alleged (other than by the insured) negligent act, error or omission in the performance of the professional duties of the insured undertaken in the course of business.</p> <p>Minimum cover is: The total value of the bid price.</p> <p>Period of Cover: For the duration of the Contract or twelve (12) months, whichever is greater.</p>
	The Service Provider is to commence the performance of the services within 14 days of date that the contract becomes effective.
8.2.1	The contract is concluded when the final stage of normal services is concluded (As-Built drawings, Close Out report and Completion Certificate)
9.1	Copyright of documents prepared for the project shall be vested with the Department of Water and Sanitation.
11.1	A Service Provider may not assign or sub-contract a portion or the whole contract to another party without the approval of the Department of Water and Sanitation
12.1	Dispute resolution shall be by amicable settlement as per the Service Level Agreement (SLA)
13.6	The provisions of 13.6 do not apply to the contract.

FORM G CONTRACT DATA

C1.2 CONTRACT DATA	
--------------------	--

PART 2: DATA PROVIDED BY THE SERVICE PROVIDER

Clause	Description	Information
1	<p>The name of the Service Provider</p> <p>The address of the Service Provider</p>	<p>Physical address:</p> <p>Postal address:</p> <p>E-mail address:</p>
5.3	The authorised and designated representative of the Service Provider	<p>Physical address:</p> <p>Postal address:</p> <p>E-mail address:</p>
5.5	The Key Persons and their jobs / functions in relation to the services are:	

[illegible]



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop Offices for a Period of 9 Months

Pro forma Performance Bond – Demand Guarantee

(to be reproduced exactly as shown below on the letterhead of the Bank providing the Bond / Guarantee)

[Insert Contractor's name and registered address]

Bank reference No.

Date:

Dear Sirs,

Performance Bond – Demand Guarantee for *[insert name of Contractor]* required in terms of contract *[insert Contractor's contract reference number or title]*

1. In this Guarantee the following words and expressions shall have the following meanings:-
 - 1.1 "Bank" means ***[Insert name of Bank, Branch (if applicable) and Registration Number]***
 - 1.2 "Bank's Address" means ***[Insert physical address of Bank]***
 - 1.3 "Contract" means the written agreement relating to providing the works, entered into between the *Employer* and the *Contractor*, on or about the day of 20... ***(Insert Contract Reference No.)*** as amended, varied, restated, novated or substituted from time to time;
 - 1.4 "*Consultant*" means ***(insert name of Consultant)***, a company registered in accordance with the laws of the Republic of South Africa under Registration No ***(insert registration number)***.
 - 1.5 "*Employer*" means ***(insert name of Employer)***,

- 1.6 "Expiry Date" means the earlier of
- the date that the Bank receives a notice from the *Employer* stating that the *Consultant* has, in terms of the contract, achieved Completion of the whole of the *works* and all amounts due from the *Consultant* in the assessment at Completion of the whole of the *works* have been received by the *Employer*, or
 - the date that the Bank issues a replacement Bond for such lesser or higher amount as may be required by the *Employer*.
- 1.7 "Guaranteed Sum" means the sum of R. (in figures) andin words
- 1.8 "*works*" means ***[insert details from Contract Data part 1]***



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop Offices for a Period of 9 Months

C.2 Pricing Data

Note: Rates below for C2.1 and C2.2 will be subjected to negotiation between DWS and service provider.

C.2.1 Staff Rates

The table below of staff rates will be used by successful bidders based on the estimated quantities of hours for a nine (09) months period

Profession	Description	Quantity in hours	Unit rate per hour	Price (R - Rands)
Architect	Buildings and Structures	320		
Civil Engineer/ Technologist	Buildings and Structures	160		
Mechanical Engineer/ Technologist	Buildings and Structures	80		
Electrical Engineer/ Technologist	Buildings and Structures	80		
Occupational Health & Safety Agent	Buildings and Structures	100		
Total Team Cost				

Note: The quantities provided above are indicative and NOT final; they are to be used for evaluation ONLY; the final quantities will be agreed between the employer and the successful bidder prior to actual execution.

C.2.2 Bill of Quantities (BOQ)

Item	Description	Rate	Quantity	Cost
1.	Total Team Cost			
2.	Disbursements			
3.1	Specialist subconsultant: (specify)			
3.2	Specialist subconsultant: (specify)			
3.3	Specialist subconsultant: (specify)			
4.	Supervision (part-time)		3 months	
5.	SUBTOTAL			
6.	VAT			
7.	TOTAL			



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

**Contract for Consulting Engineers to Provide Services to
Refurbish and Upgrade of the DWS Boskop Offices for a Period of
9 Months**

C3: Scope of work

1 Description of the works and services

1.1 Employers objectives

3.1 Through the appointment of multi-disciplinary PSP team , the Department's objectives are to:

- To conduct a thorough and comprehensive conditional assessment of the building and associated engineering services to identify defects, deficiencies, and potential risks.
- Use the outcomes of the assessment report to define a scope of works that needs to be undertaken to bring the Boskop facilities up to standard
- Prepare all relevant procurement documents to appoint an appropriately qualified and experienced Contractor to undertake the works
- To have a single point of contact and responsibility for the project, simplifying communication, coordination, and issue resolution.

1.2 Background

1.1 The Department of Water and Sanitation Boskop Offices consist of an office block (with guard house), carports, technical stores, firefighting garage, gas store, backup generator room and single quarters. The Offices are currently in a dilapidated condition, which poses a health and safety risk to the staff members.

1.2 The Department of Water and Sanitation (DWS) requested Department of Public Works and Infrastructure (DPWI) to assist in conducting condition assessment for the office buildings of DWS at Boskop Dam area to compile findings as recommendations and scope of works that needs to address challenges on-site. In response to the request, a multidisciplinary team in DPWI through Engineering Services (ES) comprised of Technical Lead (TL), Architect, Quantity Surveyor (QS), Mechanical Engineer (ME), Electrical Engineer (EE), Civil Engineer (CE) and Structural Engineer (SE) was therefore tasked to conduct visual condition assessment on 17 November 2022, subsequently the team was expected to produce reports with findings, recommended scope of works and high level cost estimates.

1.3 From the visual inspection/conditional assessment conducted on the Boskop area offices, the facility has undergone significant dilapidation. The structural integrity of the buildings on site was observed to be in a fair functional state with exception of the structures that need to be decommissioned. The repair, renovations, and upgrade with additional works of capital nature is necessary to prevent further deterioration of the facility.

1.4 The multidisciplinary condition assessment report produced by DPWI was done at the high level with no detailed BoQ and Specifications (See attached Report). Even if the report provided detailed BoQ and specification, there would be still a need to review and update the report since more than two years has passed since the assessment undertaken. The appointment of a Professional Services Provider (PSP) will expedite the assessment, renovation, and repair process, ensuring minimal disruption to building occupants and operations. This appoint will also ensure that the renovation and repairs meet the required quality standards, complying with relevant building codes, regulations, and industry best practices.

1.3 Extent of the works and services

PSP Tasks:

Task 1: Review and verification of Condition Assessment report

- The PSP will review the Condition Assessment report prepared by DPWI, undertake their own site inspection, verify the report findings and note any additional findings for each of the five (5) disciplines of the Built Environment specified in the scope of works below.
 - The buildings, infrastructure and services assessment should include but not be limited to the following areas:
 - a) Site and exterior elements: access/egress, parking lot, sidewalks, retention walls, landscaping, stormwater drainage system, paving, waste management areas and all other exterior features.
 - b) Building envelope walls, glazed facades, louvers, windows, doors, etc.
 - c) Structural components including roof, slabs, columns, beams, canopies, steel and concrete staircases, inspection of structural and any other cracks of the building, etc.
 - d) Interior spaces include floor tiles and carpets, suspended and plaster board ceilings, painted brick and dry wall partitions, wooden doors hung on steel frames and glazed partition doors, ironmongery,
 - e) Interior and exterior design and finishings.
 - f) Current workplace ergonomics relative to modern and relevant office seating guidelines including proposing ideal workspace allowance per employee taking specific roles into account, sitting arrangements, adequacy of facilities such as toilets, pause facilities, parking, meeting and quiet rooms, etc to accommodate the current and potential in staffing requirements.
 - g) Mechanical systems including, heating, ventilation and air-condition systems (HVAC), ductwork, filters as well as controls (BMS), lifts, plumbing systems and fixtures.
 - h) Fire detection and protection systems.
 - i) Electrical systems including electrical panels, wiring, switches, light fixtures, including the assessment of capacity, capability and efficiency of Generator and UPS given the increased power outages.
 - j) Gas systems and appliances.
 - k) Life safety features including emergency lighting, exit signage, handrails, areas stairways, and accessibility accommodations.
 - l) Space utilization and optimization assessment.
 - m) Compliance of the building, infrastructure and services with the current and relevant statutory regulations, codes, such as building infrastructure that supports people living with or without disability.
 - n) Security systems assessment.

- Prepare concept designs and construction costs to address the findings for concurrence by the Department of Water and Sanitation (DWS)
- PSP to advise DWS of any additional detailed studies and/or licences from local authorities or competent institutions required (e.g. WULA for proposed boreholes) for the project to commence. The PSP should make provision for these in their proposal should they deem them likely to be required.
- On approval by DWS, the PSP should prepare and submit necessary applications for approvals from local authorities, including municipal building permits and zoning clearances, if required.

Task 2: Prepare Detailed Designs and/or Specifications and Procurement Documents

- Once the concept designs and costs have been approved by DWS, the PSP will prepare detailed scope of works, specifications and/or designs, drawings and Tender Documents for the appointment of an appropriately qualified and experienced Contractor to undertake the works in line with the latest Procurement Regulations and the Public Finance Management Act
- Prepare and schedule work packages appropriately
- The PSP to form part of the evaluation team for procurement of Contractor and make recommendations to the Department, however the Department will make the final approval of the Contractor

Task 3: Management and Supervision of Contractor

- The PSP will monitor, supervise and manage the Contractor as they undertake the works to ensure that the works are undertaken of the required quality, within the approved costs and are undertaken within the time allocated. (ECSA Level 2 monitoring)
- Provide input on sustainable building practices, such as energy-efficient solutions and water-saving technologies
- The PSP will prepare progress reports on a monthly basis or as required by the Department of Water and Sanitation
- The PSP will certify works for payment of invoices claimed by the Contractor
- Conduct post-project evaluation and handover processes, ensuring proper documentation and manuals are provided to the Client.

Based on the DPWI's report, the high-level scope may include but not limited to the following:

4.2.1 Discipline 1: Architectural Engineering Services

- Repairs and renovation of DWS buildings with utilization of general specification and tenant.
- Alteration of existing buildings to comply to required standards, that is, installation of new paraplegic toilets, provision of fire escape doors and assembly points to name but a few.

4.2.2 Discipline 2: Electrical Engineering Services

- Refurbishment of all distribution boards.
- Retrofit all existing light fittings with LED light fittings.
- Refurbish small power.
- Tracing and re-wiring of all faulty cables.
- Repair existing standby generator.
- Repair existing CCTV system.
- Repair existing telecommunication system.
- Install lightning protection system.
- Provision of electrical works on water supply equipment.

4.2.3 Discipline 3: Mechanical Engineering Services

- Repair and replace air conditioners and ventilation system.
- Service/ repair/ replace fire protection installations where necessary.
- Repair, renovate and rehabilitate all wet services installations for internal reticulation

4.2.4 Discipline 4: Structural Engineering Services

- Conduct geotechnical investigation.
- Detailed investigation of roof trusses to assess water damage and replace damaged roof truss members and roof sheeting.
- Identify leaks and seal roof leaks.
- Identify wall cracks and repair all wall cracks.
- Remove grass/vegetation on surface bed underneath shipping containers and repair joints.
- Demolish and reconstruct surface bed around corrugated houses to comply to SANS.
- Decommission corrugated houses and fire storage and construct new houses that are SANS compliant.
 - Construct new foundations and structural steel support for water tanks.
 - Decommission (if applicable) and repair/refurbish steel shipping containers.

4.2.5 Discipline 5: Civil Engineering Services

- Construction of 20kL steel water tank for admin buildings and single quarters.
- Booster pumps fitted with dual function of solar and electrical power.
- Borehole investigation.
- Drilling of boreholes and pumps.
- Water pipeline reticulation.
- Decommissioning of existing water tanks, boreholes and pump facility.
- Desludging and locate conservancy tanks.
- Water purifier system for admin buildings.
- Maintenance of roads.
- Landscaping.

Table 1: Deliverables Expected

Deliverables per each stage	Due dates	Penalty Amount
Stage 1 – Inception <ul style="list-style-type: none"> • Inception Report • Agreed services and scope of work. • Signed agreement. • Report on project, site and functional requirements. • Schedule of required surveys, test, analyses, site and other investigations, • Schedule of consents and approvals and related lead times. 	As per programme in the technical & financial proposal submitted by the Professional Services Provider	(0.05% of the Total Sum round up to the nearest R10)
Stage 3 – Design Development (detail Design) <ul style="list-style-type: none"> • Design Criteria Memorandum • Approved Detailed Design Reports and drawings. • Approved Design Report. • Bill of Quantities and Project Specifications. • Geotechnical Investigations (if necessary). • Topographical Survey (if necessary). • Local and other authority submission drawings and reports. • Obtaining of approvals, licences and permits from the state, regional and municipal authorities having jurisdiction over the project • Detailed estimates of construction costs. 	As per programme in the technical & financial proposal submitted by the Professional Services Provider	(0.05% of the Total Sum round up to the nearest R10)
Stage 4 – Documentation and Procurement <ul style="list-style-type: none"> • Specifications. • Services co-ordination. 	As per programme in the technical & financial proposal submitted by the Professional Services Provider	(0.05% of the Total Sum round up to the nearest R10)

<ul style="list-style-type: none"> • Working drawings (Construction drawings) • Budget construction cost. • Tender documentation. • Priced contract documentation. 		
<p>Stage 5 – Contract Administration and in section</p> <ul style="list-style-type: none"> • Schedule of predicted cash flow. • Construction documentation. • Drawings register. • Estimates for proposed variations. • Contract instructions. • Financial control reports. • Valuations for payment certificates. • Progressive and draft final account(s). • Practical completion and defects list. • All statutory certification and certificates of compliance as required by the local and other Statutory Authorities. • Construction Permit from DoE&L • Construction Completion Reports • Emergency Preparedness Plan • Operation and Maintenance Manual(s) 	As per programme in the financial proposal submitted by the Professional Services Provider	(Not Applicable)
<p>Stage 6 – Close-Out</p> <ul style="list-style-type: none"> • Valuations for payment certificates. • Works and final completion list. • Operations and maintenance manuals, guarantees and warranties. • As-built drawings and documentation. • Final accounts. 	As per programme in the technical & financial proposal submitted by the Professional Services Provider	(0.05% of the Total Sum round up to the nearest R10)
<p>Capacity Building and Training</p> <ul style="list-style-type: none"> • One (1) position for DWS Civil Engineering technician candidate trained for professional registration (throughout project execution). 	As per programme in the technical & financial proposal submitted by the Professional Services Provider	(Not Applicable)

1.4 Location of the works

DWS Boskop Dam offices are located in the North West Province, Dr. Kenneth Kaunda District Municipality, between Carletonville and Potchefstroom along R501 road. GPS coordinates of the site as well as aerial view are indicated below:

Building name	Latitude	Longitude	Location
DWS Boskop Hydrometry	26°34'21"S	27°07'10"E	Noordbrug, Potchefstroom



2 General requirements

2.1 Management requirements

2.1.1 The Consultant shall in Providing the Works observe all statutes, by-laws and associated regulations and industry norms established in relevant South African national standards published in terms of the Standards Act of 2008 or standards recommended by professional associations.

2.2 Construction requirements

- 2.2.1 It will be a requirement for the appointed Consulting Engineer to provide in-service training under each Instruction to Perform Work issued.
- 2.2.2 Under Additional Services, only Construction Monitoring and Occupational Health and Safety Act, 1993(act no.85 of 1993) and National Environmental Management Act, 1998 (act no.107 of 1998) will follow the Guideline for Services and Processes for Estimating Fees for Persons Registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000) by Engineering Council of South Africa (ECSA) with Board Notice 138 of 2015 and Government Gazette No. 39480, dated 4 December 2015.

2.3 Design requirements

Under special conditions and as and when required, the Consulting Engineer will be expected to take over Design Reports, Drawings and Specifications prepared by other Consulting Engineers before an Instruction to Perform Works (IPW) can be issued. The Consulting Engineer will be offered the opportunity to review the said documents and agree on the terms and conditions for taking over such documentation through a Written Agreement between the Consulting Engineer and DWS.

For Environmental Authorizations (BAR / EIA)

A suitably qualified Environmental Assessment Practitioner registered with the Environmental Assessment Practitioners Association of South Africa (EAPASA) should conduct all Environmental Authorizations, Basic Assessment Reports (BAR) and Environmental Impact Assessments (EIA) to the approval of the competent authority.

Water Use License and General Authorization (GA / WUL)

A suitably qualified Professional Natural Scientist registered with the South African Council for Natural Scientific Professions (SACNASP) should conduct all Water Use License Applications (WUL) and/or General Authorizations (GA) to the approval of the Department of Water and Sanitation (DWS).

3 Management

3.1 General

The Consultant shall:

- a) Provide a monthly progress report covering work which will be issued at the period of the appointment.
- b) Be required to participate in regular progress meetings with stakeholders within the North West Province and the Department of Water and Sanitation.

3.2 Health and safety

The Consultant shall manage health and safety in accordance with the latest edition of the Construction Regulations.

3.3 Completion strategy

3.3.1 The Consultant shall develop a completion strategy/commissioning to minimise the correction of defects after Completion and to achieve Completion on or before the Completion Date. Such a strategy shall include a systematic approach to ensuring that employees and subcontractors search for defects as the work progresses, programme their work in such a manner that defects are corrected ahead of Completion and sufficient time is allowed for commissioning.

3.3.2 The completion strategy/commissioning should be framed around the systematic acceptance and / or testing of materials, plant, workmanship and subsystems as the works proceed in order to address issues ahead of completion and the allocation of tasks to ensure satisfactory completion.

3.4 Programme

The additional information to be shown on the programme are the dates for submission of end of stage deliverables associated with the latest edition of the National Treasury Standard for Infrastructure Procurement and Delivery Management.

4 Title to objects and materials within the site

Earth, stone, gravel and sand, and all other materials existing on, excavated from or obtained by the removal of vegetation or demolition of structures on the site, shall be at the Consultant's disposal in so far as they are required for incorporation into the works.

5 Procurement

5.1 Promotion of secondary (developmental) procurement objectives

5.1.1 The Contractor shall achieve in the execution of a Package Order key performance indicators which promote a range of secondary procurement objectives including those relating to local economic development, Broad-Based Black Economic Empowerment and local labour.

5.1.2 The Consultant shall provide in a format acceptable to the Project Manager monthly data which facilitates the reporting on key performance indicators relating to secondary procurement objectives to a wide range of stakeholders.

6 Reporting

The Consultant shall report on the socio-economic indicators such as jobs created and employment of local labour specified in a Package Order.

7 Communications

All communications with the Employer which are made in terms of the contract should be made using the standard templates provided by DWS

8 Issuing of Package Orders

The Employer will issue Package Orders in accordance with the provisions of the latest edition of the National Treasury Standard for Infrastructure Procurement and Delivery Management.

9 Invoices

Invoices submitted shall be a Tax invoices. The invoice shall comply with requirements, if any, established by the Employer.

10 Vendor registration

The Consultant shall complete vendor registration forms before the first assessment date. Such forms and the submission requirements shall be obtained from the Employer.



Department of Water and Sanitation (DWS)

Tender No. DWS19-1120WTE
Closing Date 10 November 2025

Contract for Consulting Engineers to Provide Services to Refurbish and Upgrade the DWS Boskop Offices for a period of 9 Months

C4: Site information

DWS Boskop Dam offices are located in the North West Province, Dr. Kenneth Kaunda District Municipality, between Carletonville and Potchefstroom along R501 road. The buildings and associated services were assessed by a multi-disciplinary team from the Department of Public Works and Infrastructure and a report was produced as attached in Annexure A.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	DWS19-1120 WTE	CLOSING DATE:	10 NOVEMBER 2025	CLOSING TIME:	11:00
DESCRIPTION	CONTRACT FOR CONSULTING ENGINEERS TO PROVIDE SERVICES TO REFURBISH AND UPGRADE THE DWS BOSKOP OFFICES FOR THE PERIOD OF 9 MONTHS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT					
GAUTENG PROVINCIAL OFFICE,					
BOTHONGO PLAZA EAST BUILDING, GROUND FLOOR (ENTRANCE)					
285 FRANCIS BAARD STREET					
PRETORIA					
0002					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Patrick Mabasa		CONTACT PERSON	Donald Makgota	
TELEPHONE NUMBER	012 392 1471		TELEPHONE NUMBER	012 392 1345	
FACSIMILE NUMBER	-		FACSIMILE NUMBER	-	
E-MAIL ADDRESS	mabasap@dws.gov.za		E-MAIL ADDRESS	makgotam@dws.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3. APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4. BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:.....

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

DATE:.....

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.:DWS19-1120 WTE
CLOSING TIME 11:00	CLOSING DATE:10 NOVEMBER 2025

OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)	
1.	The accompanying information must be used for the formulation of proposals.		
2.	Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.	R.....	
3.	PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)		
4.	PERSON AND POSITION	HOURLY RATE	DAILY RATE
	R.....
	R.....
	R.....
	R.....
	R.....
5.	PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT		
	R..... days
	R..... days
	R..... days
	R..... days
5.1	Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.		
	DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY AMOUNT
	R.....
	R.....
	R.....
	R.....
		TOTAL: R.....	

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

Name of Bidder:

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R.
.....	R.
.....	R.
.....	R.
TOTAL: R.

6. Period required for commencement with project after acceptance of bid
 7. Estimated man-days for completion of project
 8. Are the rates quoted firm for the full period of contract? *YES/NO
 9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

(INSERT NAME AND ADDRESS OF DEPARTMENT/ENTITY)

Tel:

Or for technical information –

(INSERT NAME OF CONTACT PERSON)

Tel:

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/ NO**

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

.....

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

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

2.3.1 If so, furnish particulars:

Name of company related to	CSD Registration number of the company related to

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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.

- 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

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

The applicable preference point system for this tender is the 80/20 preference point system.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

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

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

2. DEFINITIONS

(a) **“tender”** means a written offer in the form determined by an organ of state in response to an

invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

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:

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

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

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

3.1.1. POINTS AWARDED FOR PRICE

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

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{\max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women	5	
People with disability	5	
Youth (35 and below)	5	
Location of enterprise (Province)	2	
B-BBEE status level contributors from level 1 to 2 which are QSE or EME	3	
Total points for SPECIFIC GOALS	20	

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

[TICK APPLICABLE BOX]

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

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

STANDARD EVALUATION CRITERIA IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

THE 80/20 POINTS AWARDED FOR PRICE AND SPECIFIC GOALS

The 80/20 Preferential Procurement System will be used in evaluating these bids:

Evaluation element	Weighting (Points)
SPECIFIC GOALS	20
PRICE	80
Total	100

Price

A maximum of 80 points are allocated for price on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

Preference point system

SPECIFIC GOALS	NUMBER OF POINTS TO BE ALLOCATED
Women	5
People with disability	5
Youth (35 and below)	5
Location of enterprise (Province)	2
B-BBEE status level contributors from level 1 to 2 which are QSE or EME	3
Total points for SPECIFIC GOALS	20

Documents Requirement for verification of Points allocation: -

Procurement Requirement

Required Proof Documents

Women

Full CSD Report

Disability

Full CSD Report

Youth

Full CSD Report

Location

Full CSD Report

B-BBEE status level contributors from level 1 to 2 which are QSE or EME

Valid BBBEE certificate/sworn affidavit

Consolidated BEE certificate in cases of Joint Venture

Full CSD Report

The definition and measurement of the goals above is as follows:

Women, disability, and youth:

This will be measured by calculating the pro-rata percentage of ownership of the bidding company which meets this criterion. E.g., Company A has five shareholders each of whom own 20% of the company. Three of the five shareholders meet the criterion, i.e. they are women/disability/youth. Therefore, this bidder will obtain 60% of the points allowable for this goal.

Location of enterprise

Local equals province. Where a project cuts across more than one province, the bidder may be located in any of the relevant provinces to obtain the points.

B-BBEE status level contributors from level 1 to 2 which are QSE or EME

Measured in terms of normal BBBEE requirements.

Note: Formula for calculating points for specific goals

Preference points for entities are calculated on their percentage shareholding in a business, provided that they are actively involved in and exercise control over the enterprise. The following formula is prescribed:

$$PC = Mpa \times \frac{P\text{-own}}{100}$$

Where

PC= Points awarded for specific goal

Mpa= The maximum number of points awarded for ownership in that specific category

P-own = The percentage of equity ownership by the enterprise or business