

# TERMS OF REFERENCE

# FOR

**APPOINTMENT OF CONTRACTOR FOR CONSTRUCTION OF NANCEFIELD EXT. 9 & 10 CONCRETE PAVED ROADS AND STORM WATER PHASE 2**

#

**TABLE OF CONTENTS**

**CONTENTS PAGE**

1. Introduction 3
2. Project background 3
3. Purpose 3
4. Project Scope 3
5. Deliverables 3

7. Project duration 3

8. Duties of project manager 4

9. Bids evaluations 4-6

10. Financial implications 7

11. Legal implications 7

12. Briefing 7

**Introduction**

Nancefield Extention 9 & 10 Concrete paved roads and storm water phase 2 is planned to be implemented on financial year 2022/23 as per IDP, the project is funded by Municipal infrastructure grant and the project is to be implemented at Musina Nancefield in ward 6. The municipality appointed the service provider for design and Supervision of the project.

# Project Background

The above-mentioned project is planned for implementation for 2022/23 financial year.

**Purpose**

The purpose of this project is to establish the Nancefield Extention 9 & 10 concrete paved roads and storm water phase 2 under the jurisdiction of Musina Local Municipality.

**Project objectives**

The focus is to deliver the service to the community of ward 6 and Musina as a whole. The project will also benefit the surrounding community in terms of temporary jobs creation

 **Project Scope**

 The scope of work for the appointed service provider will include the following:

* Upgrade from gravel to Surfaced (80mm interlocking paving blocks) 1.1 km x 5.5 m road, including storm water Management.
* Clearing, excavation, storm water pipework, laying paving blocks

**DELIVERABLES (CONTRACTOR)**

Contractor will be required to deliver the following:

* Construction works.- setting out, excavations, layer works, paving, kerbing and cleaning and finishing
* Apply specifications

 **PROJECT DURATION**

The project should be completed within (4) months from the date of the handover to the contractor.

**Duties of Project Manager**

The Project Manager will be responsible for all project management duties such as:

Siting out of works, resource planning and management, developing schedules, reporting etc.

**Evaluation of bids**

**1st stage: ADMINISTRATIVE COMPLIANCE**

Check whether the bidder has submitted all documents

|  |
| --- |
| **Valid Tax Clearance Certificate (Original)** |
| **Confirmation of VAT Registration** |
| **Proof of Receipt of payment for tender document (Receipt / Internet payment)** |
| **Rates & Tax Account (Municipal Bill)** |
| **CIDB Grading of 5CE or higher** |
| **Attach CSD Report** |
| **Letter of Good standing from Workman’s Compensation** |
| **Letter of Good standing from UIF** |
| **Certified ID copies of all members / owners / shareholders / Trustees** |
| **Certified copies of CC or Company registration Certificate** |
| **Certified copy of 3yrs Financial Statements of company** |
| **All other documents as indicated in the General Conditions Document** |
| **All pages must be initialed including drawings** |
|  |

**2nd stage: FUNCTIONALITY**

Evaluation will be based on functionality (100 points) & points are allocated as follows:

|  |  |
| --- | --- |
| **DESCRIPTION** | **POINTS** |
| Company’s reputation & reference | 40 |
| Personnel Knowledge & experience | 30 |
| Financial status | 15 |
| Plant & equipment | 15 |
| **TOTAL POINTS** | **100** |

**NB: Bidder that scores less than 70 points (70%) threshold on functionality will be regarded as non-responsive to this bid.**

Refer to table 1 to 5 to be complete for points claimed.

**Table 1: Company’s reputation & references: (Civil engineering works experience)**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Target Goals: List reference with details(civil engineering works)** | **Maximum points (40)** | **Points claimed** |
| 1. | R0,00 to R2m | 5 |  |
| 2. | R2.1m to R4m | 15 |  |
| 3. | R4.1m to R6m  | 25 |  |
| 4. | More than R6 | 40 |  |

**NB: Please attach 4 appointment letters & completion certificates**

**Table 2: Personnel knowledge & experience:**

|  |  |  |  |
| --- | --- | --- | --- |
| No.  | Target goals | Maximum points (30) | Points claimed |
| 1. | N6 Certificate in Civil engineering | **3** |  |
| 2. | National diploma: civil engineering + 1 to 5 yrs. experience in civil engineering roads works/structures | **5** |  |
| 3. | National diploma: civil/Building engineering with more than 5 yrs. experience in civil engineering roads works | **12** |  |
| 4. | Register with ECSA as a: Professional technician/Technologist/Engineer | **10** |  |

**NB: Please attach the employment structure with CV’s & copies of qualifications**

**Table 3: Financial status**

|  |  |  |
| --- | --- | --- |
|  | **Points (15 POINTS)** | **Points claimed**  |
| Audited financial statement | 5 |  |
| Bank rating C or higher | 10 |  |
|  |  |  |

**NB: attached Bank letter must for this project with the name of the project & tender number.**

**Table 4: Plant & Equipment**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.**  | **Target goals** | **Maximum points (15)** | **Points claimed** |
| **1.** | **1 x Steel Compactor** | **3** |  |
| **2.** | **1 x 20 ton excavator** | **3** |  |
| **3.** | **1 x water cart** | **3** |  |
| **4.** | **2 x Tipper truck** | **3** |  |
| **5.** | **1 x Motor Grader** | **3** |  |

**NB: Proof of ownership of plant must be submitted with tender. If plant will be hired, a letter from the plant hire company confirming availability is required and 50% of maximum points will be allocated to plant hiring with proof.**

**Table 5: Summary of Table 1 to 4**

|  |  |  |
| --- | --- | --- |
| **TARGET GOALS DESSCRIPTION** | **MAXIMUM POINTS TO BE ALLOCATED** | **POINTS CLAIMED** |
| **Table 1: Company’s reputation & references** | **40** |  |
| **Table 2: Personnel knowledge & experience** | **30** |  |
| **Table 3: Financial status** | **15** |  |
| **Table 4: Plant & Equipment** | **15** |  |
| **Total** | **100** |  |

**3rd stage: PRICING & PREFERENCIAL ASSESSMENT**

The 80/20 points will be as follows:

|  |  |
| --- | --- |
| **Price Assessment** | **80 Points** |
| TOTAL | 80 |

|  |  |
| --- | --- |
| **Preferential Elements** | **20 Points** |
| B-BBEE Status Level of contributor | Number of points (80/20 system) |
| 1 | 20 |
| 2 | 18 |
| 3 | 14 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-compliant contributor | 0 |

**LEGAL IMPLICATIONS**

The supply chain management processes to be followed.

**BRIEFING**

Compulsory briefing session will be conducted.

**Inquiry should be directed to: SCM:** marys@musina.gov.za

**Technical:** mukondelelim@musina.gov.za