



Request for Quotation for Appointment of Building maintenance contractor to perform maintenance “as and when is required” for a period of 12 Months at Kimberley Airport

Airport : Kimberly

Tender Number: : Rfq 5140

Issue Date : 06 July 2022

Closing Date : 09 August 2022 at 16:00

Briefing Session Date and Time : N/A

Request for Clarity : 18 July until 01 August 2022 at 16:00

SECTION 1: INSTRUCTIONS TO BIDDERS

1. SECTION 1: INSTRUCTIONS TO BIDDERS

1.1. Access to RFQ documents

Kindly print and complete

Submission of bid documents

The envelopes containing bid documents must have on the outside, the bidder's return address, the full description of the tender, tender number and the details of the Tender Management Office/Procurement department where the bid will close. The documents must be signed and completed by a person who has been given authority to act on behalf of the bidder. The bottom of each page of the bid documents must be signed or stamped with the bidder's stamp as proof that the bidder has read the tender documents. Bid documents must be submitted on or before using the following method.

1.1.1. Tender box:

The Tender box is located at:

Ground floor, Southern office Block next to procurement office.

1.1.2. Email submissions:

The bid documents must be sent to the following email address below:

1.1.3. Proposals must be in an electronic copy of the bid documents. The original copy will be the legal and binding copy, in the event of discrepancies between any of the submitted documents; the original copy will take precedence.

1.2. Alternative Bids

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Tel +27 11 723 1400 Fax +27 11 453 9354
The Maples, Riverwoods, 24 Johnson Road, Bedfordview, Gauteng, South Africa, 2008
P O Box 75480, Gardenvue, Gauteng, South Africa, 2047
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

As a general rule, ACSA only accepts bids which have been prepared in response to the tender invitation. However, for this tender alternative bids will be accepted provided the alternative bid is accompanied by the original bid response which materially complies with the specifications of this tender invitation. The alternative bid will only be considered where the bidder has submitted together with its alternative bid, an offer which materially complies with the requirements of this tender. Alternative bids will also be evaluated using the pre-determined evaluation criteria stipulated in this tender document.

1.4 Late Bids

Bids which are submitted after the closing date and time will not be accepted

1.5 Clarification and Communication- Request for clarity or information on the tender may only be requested from 18 July until 01 August 2022 at 16:00

Name: _____

Designation: _____

Tel: _____

Cell: _____

Email: _____

Request for clarity or information on the tender may only be requested from 18 July until 01 August 2022 at 16:00

Any responses to queries or for clarity sought by a bidder will also be sent to all the other entities which have responded to the Request for Proposal/Quotation/Information invitation.

Bidders may not contact any ACSA employee on this tender other than those listed above. Contact will only be allowed between the successful bidder and ACSA Business Unit representatives after the approval of a recommendation to award this tender. Contact will also only be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this tender.

1.6 Compulsory Briefing Session-

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A compulsory briefing /as below details

Briefing/Site Inspection Session Requirements	Detail
Date	
Time	
Venue	
Access to Restricted Area, Cargo, Airside, Terminal	
Documentation, e.g. ID, Temporary Permit, etc	Identity Document
Personal Protective Equipment, Safety boots	Reflective Jackets, Masks and Strict Covid 19 Regulations will be followed: Social Distance, Sanitizing.

1.7 Bid Responses

Bid responses must be strictly prepared and returned in accordance with this tender document. Bidders may be disqualified where they have not materially complied with any of ACSA's requirements in terms of this tender document. Changes to the bidder's submission will not be allowed after the closing date of the tender. All bid responses will be regarded as offers unless the bidder indicates otherwise. No bidder or any of its consortium/joint venture members may have an interest in any of the other bidder/joint venture/consortium participating in this bid.

1.8 Disclaimers

- a) It must be noted that ACSA may:
- b) Award the whole or a part of this tender;
- c) Split the award of this tender;
- d) Negotiate with all or some of the shortlisted bidders;

- e) Award the tender to a bidder other than the highest scoring bidder where objective criteria allow; and/or
- f) Cancel this tender.

1.9 Validity Period

(*Please ensure that the validity period stated below will allow ACSA to properly evaluate and finalise the process)

ACSA requires a validity period of a hundred and twenty (120) business/working days for this tender.

During the validity

period the prices which have been quoted by the bidder must remain firm and valid. It is only in exceptional circumstances where ACSA would accommodate a proposal to change the price.

1.10 Confidentiality of Information

ACSA will not disclose any information disclosed to ACSA through this tender process to a third party or any other bidder without any written approval from the bidder whose information is sought. Furthermore,

ACSA will not disclose the names of bidders until the tender process has been finalised.

Bidders may not disclose any information given to the bidders as part of this tender process to any third party without the written approval from ACSA. In the event that the bidder requires to consult with third parties on the tender, such third parties must complete confidentiality agreements, which should also be returned to ACSA with the bid.

1.11 Hot – Line

ACSA subscribes to fair and just administrative processes. ACSA therefore urges its clients, suppliers and the general public to report any fraud or corruption to:

Airports Company South Africa TIP-OFFS ANONYMOUS

Free Call: 0800 00 80 80

Free Fax: 0800 00 77 88

Email: acsa@tip-offs.com

SECTION 2: LOCAL CONTENT AND PRODUCTION

2.1 Introduction

In terms of the Preferential Procurement Policy Framework Act, 5 of 2000 (PPPFA) and the regulations thereto, bids in respect of goods, services or works that have been designated for local production and content, must contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods with a stipulated minimum threshold for local content and production will be considered. This tender falls within a designated sector and ACSA is therefore required to stipulate the minimum threshold for local production and content. The minimum threshold for local content and production for this tender is _____ of the bid price. Any bidder who fails to meet the minimum threshold for local production and content will be disqualified from the process. To this end, bidders must complete a declaration certificate for local content and production (SBD 6.2) which is Annexure of this tender document. Failure to return a completed SBD 6.2 form will make a bidder liable for disqualification.

2.2 Calculation of local content and production

Local content means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place. Imported content means the portion of the bid price represented by the cost the cost of components, parts or materials which have been or are still imported (whether by the supplier or its sub-contractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African port of entry. The South African Bureau of Standards (SABS) approved technical specification number SATS 1286:201x will be used to calculate local content. The formula to be used to calculate local content is as follows:

$$LC = 1 \left(\frac{x}{y} \right) \times 100$$

Where:

X represents imported content

Y represents bid price excluding value added tax

Prices referred to in the determination of x will be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

2.3 Declaration certificate for local production and content (SBD 6.2)

This Standard Bidding Document (SBD) must form part of all invited bids. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the SABS approved technical specification number SATS 1286:201x.

2.4 General Conditions

- 2.4.1 Preferential Procurement Regulations, 2011 (Regulation 9(1) and 9(3) make provision for the promotion of local production and content.
- 2.4.2 Regulation 9(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 2.4.3 Where necessary, for bids referred to in paragraphs 2.4.2, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 2.4.4 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.4.5 A bid will be disqualified if:
 - The bidder fails to achieve the stipulated minimum threshold for local production and content indicated in paragraph 2.6 below; and
 - The completed SBD 6.2 form together with its declaration, is not submitted as part of the bid documentation.

2.5 Definitions

- 2.5.1 "Bid" means a written offer in a prescribed or stipulated form in response to an invitation by ACSA for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5.2 "Bid Price" price offered by the bidder, excluding value added tax (VAT);
- 2.5.3 "Contract" means the agreement that results from the acceptance of a bid by an ACSA;

- 2.5.4 “Designated sector” means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5.5 “Duly Sign” means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.5.6 “Imported Content” means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.5.7 “Local Content” means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.5.8 “Stipulated Minimum Threshold” means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.5.9 “Sub-Contract” means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

2.6 The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:

<u>Description of service, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

2.7 Does any portion of the services, works or goods offered have any imported content? YES/NO

2.8 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 2.3 above must be the rate(s) published by SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

The relevant rates of exchange information is accessible on **www.reservebank.co.za**.

The rate(s) of exchange against the appropriate currency is as follows:

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate(s) of exchange used.

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER / PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF RFQ No. -

ISSUED BY: (Airports Company South Africa SOC

Ltd): _____

—

NB: The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, _____ (full names),

do hereby declare, in my capacity as

of _____ (name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- (c) The local content has been calculated using the formula given in clause 3 of SATS 1286, the rates of exchange indicated in paragraph 2.3 above and the following figures:

Bid price, excluding VAT (y)	R...
Imported content (x)	R...
Stipulated minimum threshold for Local content (paragraph 2.6 above)	
Local content % , as calculated in terms of SATS 1286	

If the bid is for more than one product, a schedule of the local content by product shall be attached.

- (d) I accept that the Airports Company South Africa SOC Ltd has the right to request that the local content be verified in terms of the requirements of SATS 1286.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286, may result in the Airports Company South Africa SOC Ltd imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Procurement Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

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WITNESS No.1: _____

DATE: _____

WITNESS No 2: _____

DATE: _____

SECTION 3: BACKGROUND, PURPOSE AND SCOPE OF WORK

The scope of work involving sourcing of suitable service provider to maintain the serviceability of the Airport Building in a sustainable manner at the lowest operating and maintenance costs while ensuring compliance to general safety for a period of 12 Months. In brief the Airport Building Maintenance involves the following:

- Plumbing and Ablution.
- Roof and Ceiling.
- Walls, Doors and Windows.
- Locksmith services
- Painting.
- Glazing.
- Building Signages.
- Water proofing.
- Tiling and carpets on floors or walls

The service provider will be required to maintain Terminal building, F&R watch room, F&R station, Security Main gate, M&E Office, ACSA Offices and Stakeholder offices. The frequency will be determined by the onsite conditions. Should the need arise to perform any of the services described in the Scope of Work or Table below, the service provider will be issued with a Task Order to perform the service at the affected area.

Item	Item/ Service Description	Unit of Measure	Quantity
Plumbing and Ablution			
1.1	Geysers		
1.1.1	Replace element (labor only)	Each	1
1.1.2	Replace thermostat (labor only)	Each	1
1.1.3	Replace geyser (labor only)	Each	1

1.1.4	Repair geyser pipe leaks (labor only)	Each	1
1.2	Ablutions		
1.2.1	Replace broken seats with the same quality (Labor only)	Each	1
1.2.2	Replace sensors to toilet pans (flush masters) (Labor only)	Each	1
1.2.3	Replace sensor to urinals (flush master) (Labor only)	Each	1
1.2.4	Tap replacement (metering tap)	Each	1
1.2.5	Tap replacement (ordinary tap)	Each	1
1.2.6	Replace to leaking basin mixer	Each	1
1.2.7	Repair leaks to the basin tray	Each	1
1.2.8	Repair leak to urinal trap	Each	1
1.2.9	Repair leak to toilet pan connector	Each	1
1.2.10	Unblocking urinals	Each	1
1.2.11	Unblocking toilet pan	Each	1
1.2.12	Unblocking basin	Each	1
1.2.13	Unblocking of drains	Each	1
1.3	Call out		
1.3.3	Attending to pipe bursts inside the various buildings (Labor only)	Each	6
Roof and Ceiling			
2.1	Roof		
2.1.1	Replace skirting boards (Labor + Material)	m ²	1
2.1.2	Replace downpipes (Labor only)	Ech	1
2.1.3	Unblocking downpipes (Labor only)	Each	1
2.2	Ceiling		
2.2.1	12,5mm flush jointed gypsum plasterboard on. with tape fixed over joints and the whole finished	m ²	1

	with gypsum plaster trowelled to a smooth surface, including 75mm coved Cornices		
Walls, Doors and Windows			
3.1	Walls and Windows		
3.1.1	Replace broken glass windows and accessories (Labor only)	m ²	1
3.1.2	Replace broken hinges and handles (Labor only)	Each	1
3.1.3	Repair cracks and chip marks on walls (Labor only)	m ²	1
3.1.4	Repair damaged walls (Labor only)	m ²	1
3.1.5	Repair cracks and holes in concrete / cement (Labor only)	m ²	1
3.1.5	Restore Alignment of doors (Labor only)	Each	1
3.5.12	Restore Alignment of windows (Labor only)	Each	1
3.2	Doors		
3.2.1	Replace door locks(Labor only)	Each	1
3.2.2	Repair locks (Labor only)	Each	1
3.2.3	Unlock faulty locks (where keys are broken-off / lost) (Labor only)	Each	1
3.2.4	Replace door hinges (Labor only)	Each	1
3.2.5	Replace the door (Labor only)	Each	1
3.2.6	Replace faulty doors(Labor only)	Each	1
Locksmith service			
4.1	Installs, services, and repairs various types of locks	Each	5
4.2	Disassembles locks; repairs and replaces worn tumblers, springs, and other parts	Each	5
4.3	Key Cutting	Each	5

4.4	Door service and replacement	Each	5
Painting			
5.1	Repair cracks and paint ((Labor only)	m ²	1
5.2	Painting of faded walls (Labor only)	m ²	1
5.3	Painting of faded walls (1 coat of paint) (Labor only)	m ²	1
5.4	Painting of faded walls (2 coats of paint) (Labor only)	m ²	1
Glazing			
6.1	Replace broken glass (panels) (Labor only)	M	1
6.2	Replace broken glass (windows) (Labor only)	m ²	1
6.3	Replace broken glass (doors)(Labor Only)	Each	1
6.4	Replace damaged glazing on (panels) (Labor only)	M	1
6.5	Replace damaged glazing on (windows) (Labor only)	m ²	1
6.6	Replace damaged glazing on (doors)(Labor only)	Each	1
6.7	Affix glazing to replaced glass (panels)(Labor only)	Each	2
6.8	Affix glazing to replaced glass (windows)(Labor only)	m ²	160
6.9	Affix glazing to replaced glass (windows)(Labor only)	m ²	160
6.10	Replace applicable sealant where water penetration is evident (Labor only)	M	160
6.11	Replace faulty (broken / de-laminated / faded) mirrors (Labor)	m ²	160
Building Signages Maintenance			

7.1	Ablution signage	Each	5
7.2	General signages		
7.3	Way-finding signage	Each	5
7.4	Installation of signage (Labor only)	Each	
Water proofing			
8.1	Seal all the leaks on concrete roof as requested in all buildings.	m ²	80
8.2	Seal all the leaks on corrugated roof as requested in all buildings.	m ²	80
8.3	Waterproofing of leaking roofs (Labor + Material)	m ²	200
8.4	INSTALLATION OF BITUMEN EMULSION WATERPROOFING COATING AND ALUMINIUM COATING <i>Outside (Top of Roof) -Primer and two coats "Rubberising" bitumen emulsion waterproof coating</i>	m ²	1
Tiling and carpets on floors or walls			
9.1	Replace ceramic tiles, like for like (Labor only)	Each	1
9.2	Replace broken (cracked / chipped / hollow / worn / thorn) tiles (Labor only)	Each	1
9.3	Repair tile grout(Labor only)	Each	1
9.4	Repair tile edging (aluminium / PVC) (Labor only)	Each	1
9.5	Replace carpets, like for like (Labor only)	Each	1
9.6	Repair edging / skirting(Labor only)	Each	1
10	Submission of Safety File, as per the OHS Act of 1993 and the Construction Regulation of 2014	Each	1

	<i>Note: Please note that should the service provider currently have an approved Safety File on record with ACSA, no cost provision is required unless the Safety File needs to be update.</i>		
11	Permits and Airside safety induction cost. <i>Note: Permits and Induction shall be paid at cost and shall be reimbursed as per the invoice that received from the permit office</i>	Provisional Sum	R2 500
11	The service provider to make provision for the supply of any spares that might be required and are not available in the ACSA storeroom. These spares may include any material or equipment that might be required, etc. <i>Note: The service provider is allowed a percentage mark-up on any spares that are procured from third parties.</i>	Percentage Mark-up	%
12	The service provider to make provision for the rental of an aerial work platform (cherry picker, + 12ft Ladder or Scaffolding), should the need arise to repair/replace equipment at inaccessible areas	Days	12

Minimum Requirements

- ***A Valid Tax Pin Status***
- ***A Valid B-BBEE Certificate***
- ***Signed Declaration of Interest Forms***
- ***Proof of CSD registration (MAAA Number)***
- ***Letter of good standing***
- ***CIDB Grading 1GB***

SECTION 4: PREFERENCE POINTS AND PRICE

4.1 Preference Points Claims

In terms of the PPPFA and its regulations only a maximum of 20 points may be awarded for preference.

The 80/20 Preference Point System for bids with a Rand value of more than R30,000-00 but not exceeding R50,000,000-00 (all applicable taxes included)

The tender will therefore be evaluated using 80/20 preference points system: This means that on the 80/20 system the B-BBEE status level of contributor will earn the bidder points out of 20

4.2.1 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA), an affidavit in the case of Qualifying Small Enterprises and an Emerging Micro Enterprises or an Auditor/Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

4.2.2 ACSA reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by ACSA.

4.2 Definitions

- 4.3.1 **“All Applicable Taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 4.3.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;
- 4.3.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 4.3.4 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 4.3.5 **“Comparative Price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 4.3.6 **“Consortium or Joint Venture”** 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;
- 4.3.7 **“EME”** means any enterprise with an annual total revenue of R5 million or less in terms of the B-BBEE Codes of Good Practice of 2007 and an entity with a turnover of less than R 10 million in terms of the amended B-BBEE Codes;
- 4.3.8 **“Firm Price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 4.3.9 **“Functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality,

reliability, viability and durability of a service and the technical capacity and ability of a bidder;

- 4.3.10 **“Non-Firm Prices”** means all prices other than “firm” prices;
- 4.3.11 **“Person”** includes a juristic person;
- 4.3.12 **“Rand Value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 4.3.13 **“Total Revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 4.3.14 **“Trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 4.3.15 **“Trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

4.4 Adjudication Using A Point System

- 4.4.1 The bidder obtaining the highest number of total points will be awarded the contract, unless objective criteria exist justifying an award to another bidder or ACSA exercises one or more of its disclaimers.
- 4.4.2 Preference points will be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts
- 4.4.3 Points scored will be rounded off to the nearest 2 decimal places.

4.5 Award of Business where Bidders have Scored Equal Points Overall

- 4.5.1 In the event that two or more bids have scored equal total points, the successful bid will be the one scoring the highest number of preference points for B-BBEE.
- 4.5.2 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid will be the one scoring the highest score for functionality.
- 4.5.3 Should two or more bids be equal in all respects, the award will be decided by the drawing of lots.

4.6 Points Awarded for Price

- 4.6.1 The 80/20 Preference Point Systems

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

80/20

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

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

4.7 Points Awarded for B-BBEE Status Level of Contribution

- 4.7.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points (90/10 system)	Number of Points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

Bidders who qualify as EMEs in terms of the B-BBEE Act must submit an affidavit stating its annual turnover, certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

- 4.7.2 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating

issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS. QSEs have an additional option of submitting a sworn affidavit as its B-BBEE certificate in terms of the amendments to the B-BBEE Codes of Good Practice in 2013.

- 4.7.3 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 4.7.4 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 4.7.5 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 4.7.6 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 4.7.7 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

4.8 Bid Declaration

- 4.8.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE Status Level of Contribution Claimed in Terms of Paragraphs 4.2.1 and 4.7.1:

B-BBEE Status Level of Contribution: _____ = _____ (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 4.8.1 must be in accordance with the table reflected in paragraph 4.7.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

SECTION 5: EVALUATION CRITERIA

5.1 Evaluation Criteria

ACSA will use a pre-determined evaluation criterion when considering received bids. The evaluation criteria will consider the commitment made for local production and content/ Supplier Development/ functionality/technical/Price and B-BBEE. During the evaluation of received bids ACSA will make an assessment whether all the bids comply with set minimum requirements and whether all returnable documents/information have been submitted. Bidders which fail to meet minimum requirements, thresholds or have not submitted required mandatory documents will be disqualified from the tender process.

The requirements of any given stage must be complied with prior to progression to the next stage. ACSA reserves the right to disqualify bidders without requesting any outstanding document/information.

5.2 Mandatory Requirements

- A list of mandatory returnable documents must be consulted to understand which documents are required at the closing date and time. Further, to the mandatory returnable documents/information ACSA will only consider bidders which have:

5.3 A Valid Tax Pin Status

5.4 A Valid B-BBEE Certificate

5.5 Signed Declaration of Interest Forms

5.6 Proof of CSD registration (MAAA Number)

5.7 Letter of good standing

5.8 CIDB Grading 1GB

5.9 Local Content and Production

Bidders must complete and return SBD 6.2 (Declaration of Local Content and Production form) on the closing date and time of this tender. ACSA will disqualify any bidder which has not submitted the SBD 6.2 form on the closing date and time. The form must be completed under **Section 2** at 2.8 of this tender document.

5.10 Functionality / Technical

The description of the functionality evaluation criteria is explained below.

	Evaluation Area	Evaluation Criteria	Weighting	Minimum Threshold
1	Company's Previous Experience	Assessment	MAX	MIN
	Points will be allocated to Bidders based on their years of experience in the provision of waterproofing/roofing or general building maintenance. Proven experience must be demonstrated by means of completion letters where bidder provided the service.	<ul style="list-style-type: none"> 3 Projects/Sites 10 4 Projects/Sites 15 ≥4 Projects/Sites 10 	20	10
2	Contactable References where works was executed	Assessment	MAX	MIN
	Provide contactable references where works were executed, completed in a similar environment since site visits may be considered. Landline and cell phone numbers with full names and surnames of all references <u>must</u> be provided	<ul style="list-style-type: none"> 3 Referees 10 4 Referees 15 ≥ 4 Referees 20 	20	10
3	Qualifications of Plumber	Assessment	MAX	MIN
	The Plumber must at least have a minimum of Certificate or National Certificate (Vocational) Building and Construction: Plumbing. Results or certificate must be submitted as proof that the personnel indeed meet the minimum requirements	<ul style="list-style-type: none"> <Matric 0 Certificate/NCV 05 ≥ N2 or NCV Level 2 10 	10	05
4	Experience Qualifications of Plumber	Assessment	MAX	MIN
	Proven experience must be demonstrated by means of a detailed CV, with contactable references. The references must include contact name(s), telephone or cell phone numbers and email addresses	<ul style="list-style-type: none"> < 2 Years' Experience 0 3-5 Years' Experience 05 	10	05

		• ≥ 5 Years' Experience	10		
5	Plumbing Certificate	Assessment	MAX	MIN	
	Plumbing certificate or trade test in plumbing must be provided	Trade test or certificate provided	10	10	10
6	Qualifications of General Assistant	Assessment	MAX	MIN	
	The General Assistant must at least have a minimum of Grade 11 or equivalent. Results or certificate must be submitted as proof that the personnel indeed meet the minimum requirements	• Grade 11 or Equivalent	05		
		• \geq Grade 11	10	10	05
7	Experience Qualifications of Plumber	Assessment	MAX	MIN	
	Proven experience must be demonstrated by means of a detailed CV, with contactable references. The references must include contact name(s), telephone or cell phone numbers and email addresses	• 2-3 Years' Experience	05		
		• ≥ 4 Years' Experience	10	10	05
8	Public liability insurance	Assessment	MAX	MIN	
	The service provider to provide valid public liability	Up to date public liability insurance provided	10	10	10
			100	60	

NB: It is mandatory that a minimum threshold is achieved in each criteria description to proceed to the next evaluation phase, should the minimum threshold not be achieved in any criteria description a supplier will not proceed further to the evaluation stage.

NB: It is mandatory that a minimum threshold is achieved in each criteria description to proceed to the next evaluation phase, should the minimum threshold not be achieved in any criteria description a supplier will not proceed further to the evaluation stage.

Phase three – Price and BBBEE

This phase is based on the 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act, with 80 points reflecting price and 20 points reflecting BBBEE recognition. ACSA will only accept DTI criteria as proof of BBBEE status.

5.11 Price and B-BBEE

This is the final stage of the evaluation process and will be based on the PPPFA preference point system of **80/20**

SECTION 7: DECLARATION FORM

7.1 Making a Declaration

Any legal person or persons having a relationship with persons employed by ACSA, including a blood relationship, may submit a bid in terms of this tender document. In view of possible allegations of unfairness, should the resulting bid, or part thereof, be awarded to persons connected with or related to ACSA employees, it is required that the bidder or his/her authorised representative declare his/her position in relation to ACSA employees or any member of the evaluation or adjudication committee which will consider bids. Furthermore, ACSA requires all bidders to declare that they have not acted in any manner inconsistent with the law, policy or fairness.

7.2 All bidders must complete a declaration of interest form below:

Full name of the bidder or representative of
the bidding entity

Identity Number

Position held in the bidding entity

Registration number of the bidding entity

Tax Reference number of the bidding entity

VAT Registration number of the bidding
entity

I/We certify that there is a / no relationship between the bidding entity or any of its shareholders / directors / owner / member / partner with any ACSA employee or official.

Where a relationship exists, please provide details of the ACSA employee or official and the extent of the relationship below

7.3 Full Names of Directors / Trustees / Members / Shareholders of the bidding entity

Full Name	Identity Number	Personal Income Tax Reference Number

7.4 I/We declare that we have not acted in any manner which promotes unfairness, contravenes any law or is against public morals. We further certify that we will in full compliance of this tender terms and conditions as well as ACSA policies in the event that we are successful in this tender.

Declaration:

I/We the undersigned _____ (Name)
 hereby certify that the information furnished in this tender document is true and correct. We further
 certify that we understand that where it is found that we have made a false declaration or statement in
 this tender, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we
 are successful in this tender.

 Signature

 Date

 Position

 Name of bidder

Section 8: DECLARATION OF FORBIDDEN PRACTICES

I/We hereby declare that we have not/been found guilty of any illegal activities relating to corruption, fraud, B-BBEE fronting, anti-competitive practices and/or blacklisted by an organ of State Owned Company, etc. and/or any other forbidden practices.

I/We declare the following:

	Description	Penalty	Organ of State / State Owned Company
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Furthermore, I/We declare that to the best of my/our knowledge there is /are no further practices to be declared or which are in the process of being finalised. The following are alleged practices which have not yet been finalised.

	Description	Organ of State / State Owned Company
a)		
b)		

This declaration was signed on _____ of _____ 202_____

Name: _____
Designation: _____
Signature: _____

ACCEPTANCE OF RFB TERMS AND CONDITIONS

TO: Supply Chain Management Office

Airports Company South Africa SOC Ltd.

Bid Reference No: **RFQ 5140****1. Bidder's Name and Contact Details**

Bidder:	
Physical Address:	
Correspondence to be addressed to:	
Fax Number:	
Phone numbers:	
Email Address:	
Contact Person:	

2. Proposal Certification

We hereby submit a Proposal in respect of the quotation for Building maintenance at Kimberly Airport.

- We acknowledge that ACSA's terms and conditions (as amended and mutually agreed between the parties if necessary) shall apply to the agreement with the successful Bidder/s,

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Tel +27 11 723 1400 Fax +27 11 453 9354

The Maples, Riverwoods, 24 Johnson Road, Bedfordview, Gauteng, South Africa, 2008

P O Box 75480, Gardenvue, Gauteng, South Africa, 2047

www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

- We have read, understand, and agree to be bound by the content of all the documentation provided by ACSA in this Request for Proposal.
- We accept that ACSA's Bid Adjudication Committee decision is final and binding.
- We certify that all forms of Proposal as required in the Proposal document are included in our submission.
- We certify that all information provided in our Proposal is true, accurate, complete, and correct.
- This Proposal is specific to this project only; it has no impact, influence, or effect on any other project for which a Proposal may be submitted.
- The undersigned is/are authorized to submit and sign the Proposal that shall be binding on closure of the Proposal submission.
- The Proposal is binding on this Tenderer for a period which lapses after one hundred and twenty (120) days calculated from the closing date of proposal submission.

Thus done and signed at		on this the		day of		2022
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Signature:	
Name:	

For and behalf of:

Tendering entity name:	
Capacity:	

Tel +27 11 723 1400 Fax +27 11 453 9354
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