



INDEPENDENT DEVELOPMENT TRUST

BID NOTICE open on 10 March 2023 for the following Clusters:

CLUSTER	BID NO:
Cluster 1	IDTECRFQ/01/DOESF/2022/23
Cluster 2	IDTECRFQ/02/DOESF/2022/23
Cluster 3	IDTECRFQ/03/DOESF/2022/23
Cluster 4	IDTECRFQ/04/DOESF/2022/23
Cluster 5	IDTECRFQ/05/DOESF/2022/23
Cluster 6	IDTECRFQ/06/DOESF/2022/23
Cluster 7	IDTECRFQ/07/DOESF/2022/23
Cluster 8	IDTECRFQ/08/DOESF/2022/23
Cluster 9	IDTECRFQ/09/DOESF/2022/23

Note: BIDs closes on Wednesday, 22 March 2023 @ 11:00

REQUEST FOR QUOTATION (RFQ): SOCIAL FACILITATION SERVICE PROVIDER

On behalf of the DEPARTMENT OF EDUCATION, the Independent Development Trust, invites bidders for **Social Facilitator services required for implementation of Educational facilities around Eastern Cape Province**

Mandatory Requirements

Only bidders, who meet the following requirements will be eligible for further evaluation;

- Proof of Company registration with the Companies Intellectual Property Commission (CIPC).
- Fully completed and signed SBD 1 - Invitation to bid
- Fully completed and signed SBD 4 - Bidder's disclosure
- Fully completed and signed SBD 6.1 – Preference points claim.
- Fully Completed Fee Proposal in line with the Pricing Instruction as indicated in the bid document.
- Fully Completed and signed Form of Offer and Acceptance
- Originally certified copies of identity documents for company's director(s). Copies should be certified within 3 months prior the closing date of this bid.
- Updated Curriculum Vitae (CV) of at least one company director

- Note:**
- (i) Failure to submit any of the above documents / requirements shall result in disqualification of the bid.
 - (ii) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
 - (iii) If any of its Directors are Listed on the Register of Defaulters shall result in disqualification of the bid.

The IDT will assess all bids received based on its procurement policy in the event that information is required from the bidder/s, the IDT reserves its rights to request the information which shall be submitted within seven (7) working days from request and failure to submit will result in disqualification.

Returnable documents required at Bid Award -

- Tax Compliance Letter with a unique pin
- BBB-EE originally certified copy
- CSD

Only bidders who are competent in the advertised work and who have achieved the minimum functionality threshold will be evaluated on a **80/20 preference** points based on the Preferential Procurement Regulations of 2022, where functionality will be evaluated as follows:

STAGE 1:

FUNCTIONALITY EVALUATION	POINTS
Total functionality points attainable	100
Track record on completed projects	30
References	15
Approach and methodology reflecting understanding as per PROJECT AIM AND SCOPE	20
Competencies (updated curriculum vitae)	15
Qualifications	20

STAGE 2:

The 80/20 Preferential Point System will be applied, where 80 points will be allocated for price and 20 points for Specific Goals for the tender.

Only bidders who obtain **60 points or higher** on the functionality threshold will be evaluated further.

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 the 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women 100% Ownership	6	
Youth 100% Ownership	6	
People with Disabilities 100% Ownership	4	
Black Male 100% Ownership	4	

Source Documents to be submitted with the Bid or RFQ

- *CIPC Document (Company Registration Document will be required for verification (CIPC DOC))
- *Woman (Originally Certified ID Document)
- *Youth (Originally Certified ID Document)
- *People with Disability (Letter from the Dr. Confirming the Disability)
- *Black Ownership (Originally Certified ID Document)

The IDT will conduct a risk assessment on recommended bidder/s. Bidders are requested to price each line item of the Pricing schedule in **Black Ink**. Should the bidder/s be deemed too risky to complete the project based on the IDT's risk assessment report, they will be subjected for further clarification.

Tender Documents may be downloaded from the IDT's website as follows: www.idt.org.za as well as on the e-tenders portal, www.etenders.gov.za, I-Tender on www.cidb.org.za and www.ectreasury.gov.za/tenderbulletins from **the 10 March 2023**. Tenders must only be submitted on the tender documentation that is downloaded from the stipulated websites. The retyping of the tender document is not permitted.

All SCM and Technical enquiries relating to this bid must be directed to nomnikelod@idt.org.za (SCM) LauraR@idt.org.za (Technical) during office hours (08h30 – 17h00) weekdays.

On submission of Tender documents, the bidder must submit a signed original bid document in hard copy. Original bid document written in ink and not eraserable.

Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the Bid Data. (Refer to Section T1.2)

The bid closing date is **22 March 2023 by no later than 11H00**. Bids shall be submitted in the tender box at IDT's Eastern Cape Regional Office;

**INDEPENDENT DEVELOPMENT TRUST,
PALM SQUARE BUSINESS PARK, SILVERWOOD HOUSE,
BONZA BAY ROAD,
BEACON BAY,
EAST LONDON**

Telegraphic, telephonic, telex, facsimile, e-mail and late bids **WILL NOT** be accepted.

The Independent Development Trust does not bind itself to accept the lowest or any particular bid.