



RFP 09/2023

**PANEL FOR PROFESSIONAL LAND SURVEY
SERVICES FOR THE ELECTRICAL INFRASTRUCTURE**

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1. STATEMENT OF INVITATION

CENTLEC (SOC) Ltd (hereafter referred to as CENTLEC) a Municipal Entity distributing electricity in Mangaung and other Municipalities invites suitable registered bidder(s) with their professional team, to bid for the panel of professional land survey services for electrical infrastructure in the supply area of CENTLEC for the period of thirty-six (36) months.

2. MINIMUM REQUIREMENTS

Any omission of the below listed items would render an automatic disqualification.

- 2.1 Supply unique security personal identification number (PIN) and/or original TAX Clearance Certificate for TAX compliant status.
- 2.2 Supply municipal services (water, sanitation, rates and electricity) clearance certificate or Lease Agreement with a current Bill and rates clearances, or Current Bill of Account not owing more than 90 days. In a case where the services are paid by the Landlord, the signed lease agreement and statement of account must be submitted by the bidder.
 - 2.2.1 In an event, that the Bidder utilizes prepaid services (e.g. Water or electricity) a valid municipal clearance certificate(s) must still be provided.
- 2.3 The bidder must be registered on the National Treasury Centralized Suppliers Database
- 2.4 A valid letter of good standing from the Compensation Commissioner with the Department of Labour or from relevant bodies.
- 2.5 Proof of their professional registration with South African Geomatics Council (SAGC).
- 2.6 Please note that the Special Conditions table as per point 3 below, needs to be met. All supporting documents needs to be submitted where applicable.

3. SPECIAL CONDITIONS

Take Note that it is compulsory for Bidders to complete the table in full.

DESCRIPTION	YES	NO	SUPPORTING DOCUMENTATION REQUIRED
It will be required from the bidder to enter into a services level agreement (SLA) with CENTLEC.			N/A
The successful service provider will only work on an ad-hoc basis.			N/A
Any amendments to the legal and procedural content of this bid shall be addressed in the SLA (Service Level Agreement) entered into by CENTLEC and the successful bidder(s).			N/A
In the event that the bidder(s) appoints sub-contractors, the following will be expected: The bidder will have to ensure that the contractors to be appointed will be supplied with Safety Health Environment and Quality (SHEQ) specification of CENTLEC. All staff working in CENTLEC premises and in close proximity of electrical equipment.			Submit upon appointment
The successful bidder will have to ensure that the work will always be carried out under the supervision of a competent supervisor who will always be on site.			N/A

A list of all employees including their competencies, qualifications and experience, appointed for this contract, including supervisor(s) and site manager, must be submitted for vetting to be done by CENTLEC as the work will be carried in the National Key Point. This must be done with each project allocated.			Company Profile
It will be required from the successful bidder to arrange project meetings with all the relevant sections at CENTLEC who may be involved with the project. All necessary arrangements will be dealt with in the project kick-off meeting(s).			N/A
All security risks and insurance on-site cost for the duration of contract will be the responsibility of the service provider.			Submit proof of indemnity cover.
Should there be any legal disputes after completion of project, the service provider must be available throughout the entire legal process.			N/A

4. DEFINITIONS AND ABBREVIATIONS

- 4.1 SANS: South African National Standard
- 4.2 SLA: Services Level Agreement
- 4.3 SG: Surveyor General
- 4.4 SPLUMA: Spatial Planning and Land Use Management Act
- 4.5 HV: High Voltage
- 4.6 MV: Medium Voltage
- 4.7 LV: Low Voltage
- 4.8 SAGC: South African Geomatics Council

5. SCOPE OF WORK

The successful bidder will be responsible for land subdivision/consolidation, verification of beacons and the demarcation servitudes for electrical infrastructure in the supply area of CENTLEC for the period of thirty-six (36) months. All projects that will be under this contract will be on ad-hoc basis.

6. TECHNICAL SPECIFICATION

The following services and processes will form part of this bid that shall be in accordance with CENTLEC and the relevant Local, Provincial and National standards, requirements and processes.

6.1 Surveying of properties and/or servitudes.

- 6.1.1 Obtain the relevant property and/or servitude detail from CENTLEC and their legal team.
- 6.1.2 Survey and peg the site, servitude and/or infrastructure route.
- 6.1.3 Drafting of the Surveyor General (SG) diagram(s).
- 6.1.4 Obtain SPLUMA consent and approval from the relevant local government authority.
- 6.1.5 Apply and obtain approval from SG Office.
- 6.1.6 Provide CENTLEC with the up to date cadastral data in digital format.
- 6.1.7 Submit SG approved diagram to CENTLEC and their legal team.
- 6.1.8 Conduct site meeting with CENTLEC to identify pegged markers on site as per approved SG diagram(s).

6.2 Capability

Table 2: Capability

ITEM	DESCRIPTION	INDICATE CAPABILITY Yes or No
6.2.1	Survey of land for the demarcation of servitudes for construction of substations and the powerlines	
6.2.2	Surveying, verification and pegging of erf boundaries	
6.2.3	Obtain the SPLUMA consent for the purpose of survey from the relevant Local Authority	
6.2.4	Obtain the approval of servitude diagrams at the SG Office	

7. EVALUATION CRITERIA

7.1 Technical Evaluation

All proposals submitted will be evaluated in accordance with the criteria set out in the policy of Supply Chain Management of the Entity.

The most suitable candidate will then be selected. Please take note that CENTLEC is not bound to select any of the firms submitting proposals. CENTLEC furthermore reserves the right to select more than one bidder.

Furthermore, technical competence is the principal selection criteria, CENTLEC will evaluate the technical criteria first, and will only look at the price and BBBEE level of contribution if it is satisfied with the technical evaluation. As a result of this, CENTLEC does not bind itself in any way to select the firm offering the lowest price.

The relative technical weighting of the criteria is as follows:

Table 3 – Evaluation criteria

NO.	REQUIREMENTS	DESCRIPTION	POINTS
7.1.1	Track Record	Bidders are required to prove that their company and staff involved, have sufficient experience and expertise to ensure that they would be able to achieve the outcome of this bid objectives in the scope of work. a) Submit a company profile, highlighting their expertise, special skills and achievements. = 30 Points	30
7.1.2	Previous Experience	a) Submit at least two (2) referral letters signed by the duly authorized official with contact details to confirm the successful completion of some of the listed projects above. = 25 points b) Submit three (3) or more referral letters signed by the duly authorized official with contact details to confirm the successful completion of some of the listed projects above. = 40 points	40
7.1.3	Locality	Does the bidder have a local office with operational capability? (a) Existing and established local office = 30 points (b) If not, but within RSA= 10 points	30
	TOTAL		100

A bidder who gets a minimum of 65 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

- Item 7.1.1 – 30 points
- Item 7.1.2 – 25 points
- Item 7.1.3 – 10 points

7.2 PRICE AND REFERENTIAL POINTS SCORING – STAGE 2 (Price and Specified Goals requirement)

All Bidders that have passed the technical evaluation threshold of 65 points would also be scored based the 80/20 principle where 80 Points is for the Price and 20 points for specified goals as per the detail given below:

7.3 Points awarded for price.

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

$$\text{Where } P_s = 80 \left[1 - \frac{P_t - P_{\min}}{P_{\min}} \right]$$

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

7.4 Points awarded for Specified Goals Requirement

In terms of Regulation 3.(1) An organ of state must, in the tender documents, stipulate— (a) the applicable preference point system as envisaged in regulations 4, 5, 6 or 7; (b) the specific goal in the invitation to submit the tender for which a point may be awarded, and the number of points that will be awarded to each goal, and proof of the claim for such goals in accordance with the table below;

Table 3: Specified Goals for Preferential Point System

Specified Goals	Points Allocation
50% Black owned	10
50% Women owned	5
50% Youth owned <35 years	5
Total Points	20

8 PRICING

8.1 The pricing will be done on an **ad-hoc quotations basis**.

8.2 Bidders must provide a handwritten original pricing schedule, fully completed and clearly legible with permanent ink and signed.

Proposed Price schedule: (all price should be VAT exclusive)

Item No.	Item	Unit of Measure	Quantity	Price in Rand (exclusive of VAT)
8.1	Identification of erf boundaries and road reserves			
8.2	Survey of land for the demarcation of servitudes for the construction of substations			
8.3	Survey of land for the demarcation of servitudes for the construction the powerline			
8.4	Obtain the SPLUMA consent for the purpose of survey from the relevant Local Authority			
8.5	Any other item necessary for completion of the work, all items should be broken down clearly with unit of measure, quantities and price per unit.			

9 CONTACT DETAILS

9.1 For any further technical information regarding the document contents please contact Mr Simon Tsephe, e-mail simon.tsephe@centlec.co.za.

Such queries must be done in writing, the email address provided serves for this purpose. The answer to one question will be sent to all the other prospective bidders that have bought the bid documents.

9.2 For Supply Chain Related questions, Please contact Ms Palesa Makhele at 051 412 2753 or at palesa.makhele@centlec.co.za.