

REQUEST FOR PROPOSAL  
PROJECT MANAGEMENT (EMPLOYER’S REPRESENTATIVE) CONSULTANCY SERVICES FOR THE PLANNING, DESIGN AND CONSTRUCTION OF VARIOUS CLINICS: DEVELOP & CONSTRUCT  
CONTRACT NO: CDC/251/25

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders in the African continent. The CDC’s vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of quality complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialization and logistics zones. The CDC’s advanced capabilities are successful enablers in economic zone development and management, real assets management, infrastructure planning and development for National, Provincial, Local Government Departments and State-owned Entities, technology integration while realising related socio-economic impact areas such as skills and SMME development. The foundational culture of the CDC’s approach, backed by core values, is innovation and continuous improvement.

The CDC is assisting the Eastern Cape Department of Health (ECDOH) with implementation of infrastructure projects within the Eastern Cape Province. These projects are aimed at enhancing the health infrastructure leading to sustainable livelihoods, creating jobs, developing and transferring skills and reducing poverty.

INVITATION AND SCOPE OF SERVICES

The CDC is inviting capable and competent Professional Service Providers to submit proposals for the provision of **PROJECT MANAGER (EMPLOYER’S REPRESENTATIVE) CONSULTANCY SERVICES FOR REPRESENTING THE CLIENT FOR THE IMPLEMENTATION OF A DEVELOP & CONSTRUCT PRIMARY HEALTHCARE FACILITIES PROGRAMME IN THE EASTERN CAPE, DEVELOPMENT AND CONSTRUCTION MANAGEMENT OF VARIOUS CLINICS:**

The CDC is implementing four (4) primary healthcare facility projects following a Develop and Construct methodology, utilising the NEC3 Suite of Contracts. This tender is for the procurement of an entity that shall fulfil the function of **Project Manager/ Employer’s Representative**, as identified under the NEC Suite of Contracts, in providing contract administration and oversight during the design, construction implementation and close out stages of all four (4) primary healthcare facility projects. Respondents must be registered with the South African Council for the Project and Construction Management Professions (SACPCMP).

The CDC shall procure and appoint separate Develop & Construct entities i.e. Contractors for each of the listed Primary Healthcare Facilities (PHCFs), for which the **Project Manager/Employer’s Representative’s** services are required. The projects are as follows:

- (a) Good Hope Clinic, Ward 1 of the Ingquza Hill Local Municipality, OR Tambo District, located approximately 40kms from Lusikisiki (coordinates: -31.322749; 29.260045);
- (b) Ntshela Clinic, erf 883 and 912 Zimbane, King Sabata Dalindyebo (KSD) Municipality, OR Tambo District, located approximately 15kms from Mthatha (coordinates: -31.67177; 28.723315);
- (c) Mpozolo Clinic, Amathole District, located approximately 40kms from Willowvale (coordinates: - 32.181066, 28.779346); and
- (d) Nyaniso Clinic, Alfred Nzo District, located approximately 55kms from Matatiele (coordinates: - 30.559152, 28.735506).

The projects are at Stage 2 – Concept as per the Framework for Infrastructure Delivery and Procurement Management (FIDPM). It is anticipated that the implementation of the projects will be staggered in response to Client/Project Sponsor budget allocations per Financial Year. The average duration of each project will be 24 months, of which 4 months will be for planning and 20 months for construction. The overall **Project Manager/Employer’s Representative’s** contract duration, is therefore, estimated at 48 months.

It is expected that the construction implementation of the projects may overlap and in that event the **Project Manager/ Employer’s Representative** will be required to attend to all project sites simultaneously, based on an agreed schedule with the Project Sponsor and Employer. All project meetings (alternatively Progress and Technical) will take place fortnightly and will be scheduled to accommodate all four (4) projects sites on consecutive days, in periods where construction implementation overlaps. Respondents must ensure appropriate allocation of resources in relation to the simultaneous albeit staggered implementation of the projects.

CONDITIONS OF TENDER

- Failure to adhere to the conditions stated hereinunder or to provide evidence where specified, will render the submission non-responsive and the submission will be declared null and void and will not be considered further.
- (a) The bidding entity’s nominated representative must be registered as a Professional Construction Project Manager (Pr. CPM) with the South African Council for the Project and Construction Management Professions (SACPCMP). Only professional registration is accepted and registration as a candidate will not be accepted.
  - (b) The bidding entity’s nominated representative must have demonstrated knowledge of NEC contract administration.
  - (c) The CDC’s Procurement Policy and Procedures shall apply.
  - (d) The 80/20 preference point system, as per the Preferential Procurement Regulations, 2022
- The following scores will be applied:
- (i) Price - **80**
  - (ii) Specific Goals (B-BBEE Status Level of Contribution) - **20**
- (e) The following legislation, in accordance with the latest applicable version, shall apply:
    - (i) Public Finance Management Act (PFMA);
    - (ii) Construction Industries Development Board Act, Act 38 of 2000;
    - (iii) Preferential Procurement Policy Framework Act 28 of 2024;
    - (iv) The Preferential Procurement Regulations 2022;
    - (v) National Treasury Regulations;
    - (vi) The National Qualifications Framework Act (Act No. 67 of 2008);
    - (vii) The National Qualifications Framework Amendment Act (Act No. 12 of 2019);
    - (viii) The Skills Development Act (Act No. 97 of 1998);
    - (ix) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
    - (x) Compensation for Occupational injuries and disease Act (130 of 1993);
    - (xi) Disaster Management Act (57 of 2002);
    - (xii) Board-Based Black Economic Empowerment (B-BBEE) Act No 53 of 2003 (as amended by Act No 46 of 2013);
    - (xiii) Competition Act (Act No. 89 of 1998);
    - (xiv) National Water Act, NWA (Act No. 36 of 1998);
    - (xv) National Heritage Resources Act, NHRA (Act No. 25 of 1999);
    - (xvi) The Project and Construction Management Professions (Act 48 of 2000);
    - (xvii) NEMA National Environmental Management Act, NEMA (Act No 107 of 1998) and
    - (xviii) Any other applicable legislation.
  - (f) A bidder who provides an invalid B-BBEE Certificates or Affidavit will score zero points for specific goals. The type of certification a bidder needs to comply with is dependent on their annual turnover. For built environment professionals the requirements are as follows:
    - (i) An entity with less than R1.8mil annual turnover as per their latest financial statements qualifies for the EME construction affidavit or submits a BEE certificate issued by CIPC.
    - (ii) All entities with more than R1.8mil annual turnover as per the latest financial statements must engage a SANAS Accredited verification agency and will be issued with a BEE certificate.
  - (g) Bidders must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
  - (h) All Bidders must be Value Added Tax (VAT) Vendors and the offers will be deemed to include VAT. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Service (SARS) as VAT vendors. The award of contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
  - (i) Joint Venture & Consortiums will not be accepted due to the nature of services required.
  - (j) The CIDB B.U.I.L.D Standard for Indirect Targeting for Enterprise Development through Construction works Contracts, published in Gazette Notice No. 36190 of 25 February 2013 is applicable to this project. The CIDB B.U.I.L.D Standard for Developing Skills Through Infrastructure Contracts (March 2023) also apply to this contract.
  - (k) Bidders must provide proof of registration on the National Treasury’s Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAAO.
  - (l) The CDC will only award the Tender to a Successful Tenderer who is a tax compliant. The tax compliant status of the Tenderers will be verified through the CSD and South African Revenue Services (SARS) website.
  - (m) CDC will not award more than five (5) active Projects to one bidder, unless one Project has reached 80% completion stage and beyond. A capacity assessment may be conducted in the event that the recommended bidder is the only responsive service provider and has already been awarded five contracts.
  - (n) Public servants are prohibited from conducting any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done, and bidders will be disqualified should they be found to be in contravention with the regulations. A letter of confirmation must be provided with this bid document should a bidder have been granted permission by National Treasury to conduct business with an organ of state.
  - (o) The Bidders must nominate a person who
    - (i) Should have delegation of authority to sign:
      - (1) The Tender Submissions;
      - (2) Any correspondence with the CDC during the bidding process;
      - (3) The Agreement to be entered into with the Successful Bidder; and
      - (4) Any correspondence during the Contract Execution Phase.
    - (ii) Would be conferred the authority to be the duly Authorised Signatory as would be provided in the Certificate of Authority of Signatory that should be included in the Tender Document.
    - (iii) Will be the sole point of contact between the CDC and the Bidder during this bidding process, and during contract execution (i.e. for the Successful Bidder).
    - (iv) Would be required to review and sign off all the deliverables to the CDC during the execution of the contract, confirming their quality and professional soundness.
  - (p) Entities are not allowed to be a member of more than one (1) Bidding Team.
  - (q) Any misrepresentation of information will lead to immediate disqualification of the Bidder’s Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this Tender Document and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
  - (r) Bidders must complete and sign the PDPI Act Form Q.
  - (s) The successful bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993) and National Environmental Management Act, Act (107 of 1998), Disaster Management Act, Act (57 of 2002) and all applicable Legal and Other requirements. CDC Sustainability Business Unit will monitor compliance and implementation of SHE Management Systems throughout the duration of the contract.
  - (t) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they collect the tender documents to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
  - (u) The successful bidder will be required to submit a CV for an alternative Representative to the equivalence of the designated Project Manager as per Form F to substitute where there is a conflict in commitments during the implementation of these various projects
  - (v) Evaluation of bids will be done by at least three (3) CDC members of staff, (One (1) Procurement Representative and two (2) Project Managers). The bids will be evaluated as follows:
    - (i) Stage 1: Responsiveness Assessment;
    - (ii) Stage 2: Functionality Assessment;
    - (iii) Stage 3: Quantitative Assessment; and
    - (iv) Stage 4: Qualitative Assessment.
  - (w) Tender validity shall be **Twelve (12) weeks** from the closing date.
  - (x) No telephonic or any other form of communication with any other CDC member of staff, other than the named individual on the tender advert, relating to this request for the tender will be permitted. All enquiries regarding this tender must be in writing only and must be directed to: Zine Mtanda e-mail: [dohtenders@coega.co.za](mailto:dohtenders@coega.co.za)
  - (y) Incomplete Tender document Submissions will be deemed null and void and shall be considered non-responsive. Tenders must only be submitted on the tender document that is issued. Tenders must only be submitted on the tender document issued.
  - (z) Disbursements will be paid based on proven costs using Department of Public Works and Infrastructure’s Rates for Reimbursable Expenses as a guideline. Bidders are advised to utilise the correct vehicle capacity they intend to use when pricing for Travelling under disbursement. The Vehicle Capacity e.g., 2500 cc used at bidding stage will be the same vehicle capacity e.g., 2500 cc utilised on appointment and during implementation.
  - (aa) Proof of registration with the relevant Professional Statutory Body i.e. SACPCMP of professional registration will be conducted at a point in time of the evaluation process through the Professional Bodies’ Registers; therefore, professionals must ensure that their registrations are valid and appear in the registers throughout the evaluation process.

**Downloading of Documents**  
Bid documents will be available for download from the CDC Website ([www.coega.co.za](http://www.coega.co.za)), and E-Tender Portal from **22 August 2025 10:00 am, at no cost**. No hard copies of the RFP Document will be made available by CDC to any Bidder. Potential bidders must provide their email address in the system before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct. It is the bidder’s responsibility to ensure the document is downloaded correctly and submitted as per the original document sequence as CDC will not be responsible for any inconsistencies on the tender document which may lead to the disqualification of the bidder.

**Briefing Session**  
A **non-compulsory** briefing meeting will be held virtually where representatives from the Coega Development Corporation will meet prospective Bidders. The Link to the meeting on **Friday, 29 August 2025 at 11:00 is as follows:**

[Join the meeting now](#)  
Meeting ID: 362 326 392 299  
Passcode: i9gn9Ls2

**Closing date and time**  
The closing date and time for the receipt of completed bids is **Monday, 15 September 2025 at 12:00** at the **CDC Mthatha Office, 24 Park Rd, Umtata Central, Mthatha, 5100**. Bids are to be placed in the tender box at the reception area.

One original completed bid document shall be contained in a sealed envelope clearly marked:

**“CDC/251/25 PROJECT MANAGEMENT (EMPLOYER’S REPRESENTATIVE) CONSULTANCY SERVICES FOR THE PLANNING, DESIGN AND CONSTRUCTION OF VARIOUS CLINICS: DEVELOP & CONSTRUCT.”**

Bids will not be opened in public, and no late submission will be considered. Failure to provide any mandatory information required in this document will result in the submissions being deemed null and void and shall be considered non-responsive.

**Bid Communication**  
Queries relating to this RFP may be addressed to **Ms. Zine Mtanda, Unit Head: Supply Chain Management** strictly via e-mail: [dohtenders@coega.co.za](mailto:dohtenders@coega.co.za) between the period of **22 August 2025 to 08 September 2025**. No new queries received after **08 September 2025** will be considered.

No telephonic or any other form of communication relating to this bid with any other CDC member of staff, CDC Agent, Client or any other role players will be permitted.


**All enquiries regarding this tender must be in writing only, and must be directed to:**  
Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address: [dohtenders@coega.co.za](mailto:dohtenders@coega.co.za)

Failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive.

**There shall be no disclosure, other than to the Clients legal and technical advisors of the tender amounts, method of work, terms conditions, etc., to any other service Bidder nor to any parties who have not submitted tender documents.**

**The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.**

TIP-OFFS ANONYMOUS HOTLINE:  
STOP: THEFT / FRAUD / DISHONESTY / BRIBERY /  
BLACKMAIL / INTIMIDATION  
Call Toll-free TODAY: 0800 007 035 and remain anonymous.



• right **PLACE** • right **TIME** • right **CHOICE**

BBBEE LEVEL 1 CONTRIBUTOR  
ISO 9001:2015 • ISO 14001:2015 • ISO 45001:2018  
ISO 20000-1:2018 • ISO 27001:2022

