|  |
| --- |
| Public Works Logo.jpg  **DEPARTMENT OF PUBLIC WORKS - ETHEKWINI REGIONAL OFFICE**  **INVITATION TO QUOTE** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WIMS NO** | **INSTITUTION NAME** | **AREA** | **CONTRACT PERIOD** | **TYPE** | **CLOSING DATE** |
| 065694/ 073403/ 067909 | Department of Education: eThekwini Region: Platt Drive Primary School, Effingham Heights Primary School and Durban Girls Secondary School: Appointment of a Consultant Project Management Firm to provide Built Environment Services to storm damage repair projects. | Isipingo/ Kenville and Greyville | Stage 2-6 | OPEN | 24 April 2023 |

**Admin & technical enquires can be directed to:**

|  |  |  |  |
| --- | --- | --- | --- |
| **INSTITUTION NAME** | **COMPULSORY SITE BRIEFING MEETING** | **CONTACT DETAILS** | **DOCUMENTS ARE AVAILABLE UNDER THE FOLLOWING DEPARTMENTAL WEBSITE AT NO COST TO THE DEPARTMENT** |
| Platt Drive Primary School, Effingham Heights Primary School and Durban Girls Secondary School | N/A | Admin/SCM enquiries: [matu.khumalo@kznworks.gov.za](mailto:matu.khumalo@kznworks.gov.za)  Tel: 063 687 6593  Technical: Ms. S. Ramdeen [shwetha.ramdeen@kznworks.gov.za](mailto:shwetha.ramdeen@kznworks.gov.za)  Tel: 066 305 2812 | Departmental website: <https://www.kznworks.gov.za/index.php/tenders/bids>- and-quotations-2023 |

**TENDERERS TO NOTE:**

* Evaluation criteria will be in three phases: 80/20 preferential point system, Mandatory criteria (Financial Offer, Functionality and Preference)
* Evaluation will be done based on the 80/20 preferential point system, where 80 points will be allocated for price and 20 points for specific goals. Bidders must submit the required documentation to claim preference points
* **POINTS AWARDED FOR SPECIFIC GOALS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **NO.** | **SPECIFIC GOAL** | **NO. OF POINTS** | **ACCEPTED DOCUMENTS TO PROVE SPECIFIC GOAL** |
| 1. | Ownership by Black People | 20 | 1. Sworn Affidavit, signed and dated by Commissioner of Oaths |

**Compulsory Documents:**

**Failure to submit any of the following documentation in the prescribed format will lead to immediate disqualification of the tender**

* Submission of the returnable documents as reference as refenced on **APPENDIX B – RETUNABLE DOCUMENTS ON THE TENDER DOCUMENT** attached herein.
* Consultants must submit Professional Indemnity Insurance cover for the whole fee amount as calculated using the council’s guidelines. Discount offered will not reduce the covered amount.
* The tendering Construction Project Management within the consultant firm must be a registered professional Construction Project Manager (Pr. CPM). Current letters of good standing from the relevant council must be submitted with the bid.

**FUNCTIONALITY CRITERIA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Evaluation criteria** | **Documentation to be provided** | **Sub Total** | **Points allocated** |
| 1. Tenderer Organogram & resource allocation   **(Max Points 25)** | 1. Organogram that sets out the roles and responsibilities of proposed consultant, both administrative and technical  * Construction Project Manager | 25 | 25 |
| 1. Experience of Entity(s) & Resources Proposed for the Project.     **(Max Points 45)** | * 1. Schedule of experience on projects completed in the past five years where FIDPM project stages were applicable – proof in the form of reference letters from clients (Client department or Implementing agent) for all relevant work completed in the past 5 years to be included.   2. Proof that the entity has undertaken projects of a similar nature from any state organ project, value, and approach (i.e., managing multiple projects simultaneously) in the past 5 years. | 25  20 | 45 |
| 1. Personnel Experience   **(Max Points 20)** | * 1. Detailed Curriculum Vitae of consultant: Must be professionally registered with relevant council | 20 | 20 |
| 1. Proximity of service provider in relation to project.   (**Max points 10)** | * 1. The Department supports Local Economic Development and the tenets of Radical Economic Transformation and as such points for proximity will be apportioned as below:   **NB**: Consultant to include proximity (Google Maps) from the construction site to their office  Main office within ILembe District Municipality **–** 10 points  Main offices outside ILembe District Municipality but within KwaZulu Natal – 5 points  Entities whose offices reside outside KwaZulu Natal – 0 points | 10 | 10 |
|  | **TOTAL POINTS** |  | **100** |

* Closing Date: 24 April 2023
* Closing Time: 11h00.
* Closing Venue: Box 2, eThekwini Regional Office, 455A King Cetshwayo Highway, Mayville 4091
* Documents are available from: KZN Department of Public Works: eThekwini Regional Office: (HELPDESK BASEMENT OFFICE): 455A King Cetshwayo Highway from Monday to Friday during working hours 08h00 to 14h00.
* Cost of tender document: refer to table above. **NON REFUNDABLE**
* A non-refundable payment must be made for the collection of these documents to the following details and proof of payment thereof must be produced upon collection of documents.
* Documents to be submitted at: KZN Department of Public Works: eThekwini Regional Office: (HELPDESK BASEMENT OFFICE): 455A King Cetshwayo Highway from Monday to Friday during working hours 08h00 to 11h00. Documents received after 11h00 will not be considered.
* The Department reserves the right not to award to the lowest bidder.

**The following special conditions is applicable to the evaluation of the quotation:**

* The department will conduct a detailed risk assessment prior to final award which may entail but will not be limited to, documentary proof of indemnity insurance by bidder, resources and fees breakdowns, bidder payroll submissions to verify resources as well as in some cases, site visit to the bidders’ offices. Bidders will have to score at least 25 (50%) points out of a total of 50 points of the Risk Assessment to be considered further.

**THE DEPARTMENT OF PUBLIC WORKS KZN WOULD LIKE TO WARN PROSPECTIVE BIDDERS NOT TO FALL PREY TO FRAUDSTERS WHO PARADE AS THE DEPARTMENTAL OFFICIALS THAT DEMAND MONEY. THIS IS AGAINST THE POLICY OF THE DEPARTMENT, AND YOU ARE ADVISED TO REPORT SUCH ACT TO THE RELEVANT AUTHORITIES**