

INDEPENDENT DEVELOPMENT TRUST

TERMS OF REFERENCE (TOR) FOR PRE-QUALIFICATION OF DESIGN AND BUILD CONTRACTORS

FOR

THE DEMOLITION OF 112 PREFAB HOUSES (INCLUDING HOUSES UNDER
THE ESKOM SERVITUDE) AND ERECTING OF 113
THREE BED BRICK HOUSES.

BID DOCUMENT

Bid No.: DPWI01WCAN001-CON001-CONTRACTOR

BIDDER'S INFORMATION

(Must be completed by Bidder)

Company Name	
Contact Person	
Cell / Tel Number	
Fax Number	
E-mail Address	
CSD Number	

ADVERT DATE: 04 OCTOBER 2024

PREPARED FOR:
THE INDEPENDENT DEVELOPMENT TRUST

IDT Western Cape Regional Office
14th Floor, Customs House
Heerengracht Street, Foreshore,
Cape Town, 8001

CLOSING DATE AND TIME: 29 October 2024, 12H00

Enquiries Email Address: dpwi01wcan-tenders@idt.org.za;

Bid Document to Procure Professional Services. This document contains the Term of Reference, the Bid Data, the Returnable Documents, the Special Condition of Bid and the Contract Data.

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Part T1: BIDDING PROCEDURES

BID NO.: DPWI01WCAN001-CON001-CONTRACTOR

T1.1 TENDER NOTICE AND INVITATION TO SUBMIT PROPOSALS

TERMS OF REFERENCE (TOR) FOR PRE-QUALIFICATION OF DESIGN AND BUILD CONTRACTORS FOR THE DEMOLITION OF 112 PREFAB HOUSES (INCLUDING HOUSES UNDER THE ESKOM SERVITUDE) AND ERECTING OF 113 THREE BED BRICK HOUSES

Independent Development Trust hereby calls for pre-qualification of design and build contractors for the demolition of 112 prefab houses (including houses under the Eskom servitude) and erecting of 113 three bed brick houses.

The procurement of the **DESIGN AND BUILD CONTRACTORS** should be for **Project Stages 3, 5 and 6 only**.
Stages 1, 2 and 4 are done by others.

As per National Treasury Instruction No. 4A of 2016/2017, Central Supplier Database which is also applicable to Public Entities listed in Schedule 2 of the PFMA states as follows:

- Paragraph 4.2, “.....prospective suppliers must be registered on CSD prior to submitting bids (open tenders)”.

The procurement for the **DESIGN AND BUILD CONTRACTORS** will be conducted in Two Steps. This tender for the **PRE-QUALIFICATION OF DESIGN AND BUILD CONTRACTORS** will be Step One.

Proposals for this tender will be evaluated and adjudicated in terms of the Mandatory responsiveness criteria Requirements and Functionality as follows:

The Step One evaluation of the proposals will be carried out in two phases. Only phases one and two will be applicable to this tender. Phase 3 will be conducted during the Step Two procurement process.

1. PHASE ONE

1.1. ADMINSTRATIVE REQUIREMENTS/ DOCUMENTATION

The SBD forms must be submitted by all companies forming part of the consortium/ multi-disciplinary

- 1.1.1.Submission of fully completed and signed Invitation to Bid (SBD 1).
- 1.1.2.Submission of fully completed and signed Bidder's Disclosure (SBD 4).
- 1.1.3.Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1).
- 1.1.4.Certificate of acquaintance with Tendor Documentation

1.2. MANDATORY COMPULSORY REQUIREMENTS/ DOCUMENTATION

Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

- 1.2.1.Authority to Sign a Bid.
- 1.2.2.Proof of CIDB grading of 9 GB
- 1.2.3.Registered with the NHBRC as a Home Builder
- 1.2.4.Professional Registration of a Key Personnel registered with each respective built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP, etc) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist,etc).

1.2.5. Valid letter of Intent of Professional Indemnity (PI) Insurance cover for professional services.
The value to be determined in the next Stage of Request for Quotation. The Letter of Intention for the Professional Indemnity (PI) should be from licensed Financial Service Providers (FSP).

1.2.6. Valid COIDA or Letter of good standing with the Department of Labour. Not applicable to sole proprietor companies

1.2.7. Certified Consortium or Joint Venture (JV) Agreement if applicable

1.2.8. Confirmation of Receipt of Addenda to Bid Documents, If applicable.

1.2.9. Attendance to the compulsory briefing meeting

Failure to submit any of the above documents / requirements shall result in disqualification of the bid.

(Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration. Use of correction fluid is prohibited.) Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed, typed or in black ink (All as per Standard Conditions of Tender and as per the specific condition of this tender document).

- (i) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- (ii) If any of its Directors are listed on the Register of Defaulters shall result in disqualification of the bid.

2. PHASE TWO

FUNCTIONALITY CRITERIA	POINTS ALLOCATION
A. Experience of the company on similar projects not older than 10 years	20 Points
B. Quality of services based on Clients Reference Letter	15 Points
C. Qualifications, Experience and competencies of the key assigned personnel	35 Points
D. Methodology and Technical proposal for execution of the project	10 Points
E. Human Resources (Contractors)	20 Points
TOTAL	100 Points

The point related to the IDT Specific Goals will be allocated proportionally as per table below:

STAGE OF AWARD

The following returnable documents shall be submitted together with the tender documents. Validity of this documentation will be verified at the time of award.

1. Proof of Central Supplier Database (CSD) registration.
2. Valid Tax Compliance Letter with a unique pin.

COMPULSORY TENDER BRIEFING

A compulsory briefing meeting will take place at the Independent Development Trust Western Cape Office on the **14 October 2024 at 10h00**:

IDT Western Cape Regional Office
Customs House
Heerengracht Street, Foreshore,
Cape Town, 8001

Tenderers must sign a compulsory attendance register in the name of the company forming part of the consortium/ multi-disciplinary. Attendance by key personnel forming part of the project team is compulsory.

Addenda and additional documents, if any, will be issued only to tenderers appearing on the attendance register

AVAILABILITY OF DOCUMENTS

Documents will be available free of charge online from the **04 SEPTEMBER 2024** on the following websites:

- E-tender – www.etenders.gov.za
- IDT website - www.idt.org.za

BIDDERS QUERIES

All queries relating to this bid may be addressed in writing to the e-mail: dpwi01wcan-tenders@idt.org.za; No verbal or telephonic queries will be attended to. Any attempt to verbally contact with the IDT's employee to influence outcome of this tender will lead to disqualification of the bid. All queries should be submitted not later than 18 October 2024. Queries sent after will not be acknowledged.

CLOSING TIME

The closing time for receipt of tenders is 12:00 Noon on **29 OCTOBER 2024**. Tenders shall be submitted at:

“The IDT Western Cape Regional Office Tender Box”

The Physical Address delivery of Tender documents is:

IDT Western Cape Regional Office
14th Floor, Customs House
Heerengracht Street, Foreshore,
Cape Town, 8001

Bidders should fill out the tender register at the reception of the national office at a time and date the tender is dropped off in the IDT tender box.

Disclaimer

- Telegraphic, telephonic, facsimile, email and late tenders **will not be accepted**.
- Requirements for submission, sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.
- The IDT reserve the right not to appoint the lowest bid financial proposal, based on the outcome of the tender risk assessment.

CONTACT DETAILS

All bidders must furnish the following particulars and include it in their submission

Name of bidder:

.....

Trading Name

.....

VAT registration number

.....

Tax Clearance Certificate
submitted

YES / NO

.....

Postal address:

.....

Street address:

.....

Contact Person

.....

Telephone number:

Code

.....

Number

.....

.....

.....

Cellular number:

.....

Facsimile number:

Code

.....

Number

.....

e-Mail address:

.....

T1.2 BID DATA

T1.2.1 BACKGROUND

IDT is a Schedule 2 Public Entity governed by the PFMA and other applicable legislative frameworks as well as its Deed of Trust. The organization is accountable to Parliament through the Minister of Public Works who is the Executive Authority.

The mandate of the IDT is to support and add value to the development agenda of government as indicated in the mission statement; ("The IDT, together with strategic partners, will enable poor communities to access resources, recognize and unlock their own potential and continuously improve their quality of life"). In pursuit of this mandate, the IDT primarily operates as a strategic partner in the management, integration and implementation of certain government development programmes.

The IDT has representation in all provinces and is organized on the basis of regional offices. These offices have the authority to go out on bid for goods and services, do an evaluation of proposals received and make recommendations to the national office (in Tshwane) for final approval and appointment.

Copy of IDT's last Annual Report is available on request. Additional information with regards to the structure and functional activities of IDT can be obtained from IDT website (www.idt.org.za).

T1.2.2 BID DETAILS

Bid Data (including special conditions of Bid)

The conditions of bid are the Standard Conditions of Bid as contained in the CIDB Standard for Uniformity in Construction Procurement (August 2019). This standard is issued in terms of sections 4(f), 5(3)(c) and 5(4)(b) of the Construction Industry Development Board Act 38 of 2000 read with Regulation 24 of the Construction Industry Development Regulations, (as amended) issued in terms of section 33 refer to www.cidb.org.za.

The Standard Conditions of Bid make several references to the Bid Data for details that apply Specifically, to this bid. The Bid Data shall have precedence in the interpretation of any ambiguity or Inconsistency between it and the Standard Conditions of Bid. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Bid to which it mainly applies.

Clause number	Bid Data
F.1.1	The employer is Independent Development Trust
F.1.2	<p>The Bid Documents issued by the Employer comprise the following documents :</p> <p>Volume 1 - THE BID</p> <p><u>Part T1: Bidding procedures</u></p> <p>T1.1 - Tender notice and invitation to bid</p> <p>T1.2 - Tender data</p> <p><u>Part T2: Returnable documents</u></p> <p>T2.1 - List of returnable documents</p> <p>T2.2 - Returnable schedules</p> <p><u>Part C3: Scope of Services</u></p> <p>C3.1 - Professional Service Providers objectives</p> <p>C3.1.2 - Scope of Work & Technical Specifications</p> <p>C3.2 - General Requirements</p> <p>C3.3 - Software application for programming</p> <p>C3.4 - Use of reasonable skill and care</p> <p>C3.5 - Compliance with standards and regulations</p> <p><u>Part C4: Project and Site information</u></p> <p>C4 - Site information</p> <p><u>Part C5: Notes to Bidders</u></p> <p>C5 - Notes to Bidders</p>
F.1.4	<p>Communication and Employer's Agent/ Project Manager</p> <p>All communication shall be in the English language.</p> <p>The employer shall not take any responsibility for non-receipt of communications from or by a Tenderer.</p>

F.1.4. (a)	<p>The Employer is the Independent Development Trust (IDT)</p> <p>IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001</p>
F1.4. (b)	<p>The Employer's Representative is Name: Ms. Dudu Bonga Email: dpwi01wcan-tenders@idt.org.za;</p>
F1.5.1	<p>The employer's right to accept or reject any tender offer The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a Tenderer for such cancellation and rejection.</p>
F2	Tenderer's Obligations
F.2.1	<p>Eligibility Submit a tender offer only if the Tenderer satisfies the criteria stated hereunder and if the Tenderer, or any of his principals, is not under any restriction to do business with the employer (IDT) or the NDPWI.</p>

F.2.1.1	<p>Bid offers will only be accepted if the bidder has:</p> <p>1. ADMINISTRATIVE REQUIREMENTS/ DOCUMENTATION</p> <p>1.1.1.Submission of fully completed and signed Invitation to Bid (SBD 1). 1.1.2.Submission of fully completed and signed Bidder's Disclosure (SBD 4). 1.1.3.Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1). 1.1.4.Certificate of Acquaintance with Tender Document</p> <p>2. COMPULSORY REQUIREMENTS/ DOCUMENTATION</p> <p>Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders:</p> <p>2.1.1.Authority to Sign a Bid. 2.1.2.Proof of CIDB grading of 9 GB 2.1.3.Registered with the NHBRC as a Home Builder 2.1.4.Professional Registration of a Key Personnel with each respective built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist). 2.1.5.Valid letter of Intent of Professional Indemnity (PI) Insurance cover for professional services. The Value value to be determined in the next Stage of Request for Quotation. The Letter of Intention for the Professional Indemnity (PI) should be from licensed Financial Service Providers (FSP). 2.1.6.Valid COIDA or Letter of good standing with the Department of Labour. Not applicable to sole proprietor companies. 2.1.7.Certified Consortium or JV Agreement if applicable 2.1.8.Confirmation of Receipt of Addenda to Bid Documents. 2.1.9.Attendance to the compulsory briefing meeting</p>
F.2.7	<p>A compulsory briefing meeting will take place on site 14 October 2024 at 10h00:</p> <p>IDT Western Cape Regional Office Customs House Heerengracht Street, Foreshore, Cape Town, 8001</p> <p>Tenderers must sign a compulsory attendance register in the name of the tendering entity.</p> <p>Addenda and additional documents, if any, will be issued only to tenderers appearing on the attendance register.</p>
F.2.12	Alternative offers are not applicable.
F.2.13.3	Parts of each bid offer communicated on paper shall be submitted as an original.
F.2.13.5	The employer's details and address for delivery of bid offers and identification details that are to be shown on each bid offer package are:

F.2.15.1	<p>Location of IDT bid box:</p> <p>The delivery of Tender documents is:</p> <p>IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001</p> <p>Bidders should fill out the tender submission register at a time and date the tender is dropped off in the IDT tender box.</p>
F.2.13.5	<p>Identification details:</p> <p>Bid reference number: BID No.: DPWI01WCAN001-CON001-CONTRACTOR Title of Bid:</p> <p>TERMS OF REFERENCE (TOR) FOR PRE-QUALIFICATION OF DESIGN AND BUILD CONTRACTORS</p> <p>FOR THE DEMOLITION OF 112 PREFAB HOUSES (INCLUDING HOUSES UNDER THE ESKOM SERVITUDE) AND ERECTING OF 113 THREE BED BRICK HOUSES</p> <p>Closing date: 29 OCTOBER 2024 Closing time of the bid: 12:00 PM</p>
F.2.13.6	A two-envelope procedure is not required.
F.2.13.9	Telephonic, telegraphic, telex, facsimile, e-mailed and late bid offers WILL NOT be accepted.
F.2.15	The closing time for submission of bid offers is as stated in the Bid Notice and Invitation to Bid.
F.2.16	The bid offer validity period is 90 days from the closing date
F.3.4	<p>No public opening. Bids are to be received by 12h00 on 29 OCTOBER2024 at:</p> <p>Physical address</p> <p>IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001</p> <p>Tender received will be published on the IDT website (www.idt.or.za)</p>
F.3.11.3	<p>The procedure for the evaluation of responsive bids is Method 2 of the PPPFA of 2022, please refer to T1.2.3 for details:</p> <p>90/10 where the financial value inclusive of VAT of one or more responsive bid offers have a value that exceeds R50 000 000.00</p>
F.3.11.5	Quality / functionality / technical evaluation will be applicable please refer to T1.2.3 for details.

F.3.13.1	<p>The employer reserves the right:</p> <ul style="list-style-type: none">• to award the contract in whole or in part to the successful bidder or not to award the bid at all.• not to appoint the lowest bid financial proposal, based on the outcome of the tender risk assessment.
F.3.17	<p>The number of paper copies of the signed contract to be provided by the employer is one.</p>

T1.2.3 EVALUATION PROCEDURE

Bid evaluation will be conducted as per the stages below:

Phase One: Eligibility of Bidders

Phase One (1) entails the process of ensuring compliance of the bidders with regards to responsiveness criteria. Bidders shall submit all administrative returnable documents to qualify for Phase Two (2) of the evaluation processes. Failure to submit any of the compulsory returnable documents will lead to disqualification.

Table one (1) lists the compulsory returnable documents that shall be submitted by all bidders to be considered eligible for this bid. Certified copies of documents shall be submitted in original and not older than **3 months** from the closing date.

Table 1: List of Returnable Administrative Compulsory Documents

Item	Description of Administrative Returnable Document
T2.A1	Submission of fully completed and signed Invitation to Bid (SBD 1).
T2.A2	Submission of fully completed and signed Bidder's Disclosure (SBD 4).
T2.A3	Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1).
T2.A4	Certificate of Acquaintance with Tender Document

Table 2: List of Returnable Compulsory Documents

Item	Description of Compulsory Returnable Document
T2.B5	Authority to Sign a Bid.
T2.B6	Proof of CIDB grading of 9 GB
T2.B7	Registered with the NHBRC as a Home Builder
T2.B8	Professional Registration of a Key Personnel registered with each respective built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist).
T2.B9	Valid Letter of Intent of Professional Indemnity Insurance cover for professional services. The value to be determined in the next Stage of Request for Quotation. The Letter of Intention for the PI should be from licensed Financial Service Providers (FSP).
T2.B10	Valid COIDA or Letter of good standing with the Department of Labour (if applicable).
T2.B11	Certified Consortium or JV Agreement if applicable
T2.B12	Confirmation of Receipt of Addenda to Bid Documents.
T2.B13	Attendance to the compulsory briefing meeting

Phase Two: Evaluation on Functionality/Technical Requirements

Phase Two (2) entails the process of evaluation of functionality/technical requirements. Only bidders who meet the threshold of **70%** and above of the total functionality/quality points will be eligible to be evaluated under Phase Three (3).

The Table three (3) below, specifies in detailed the functionality/technical criteria to be considered under the evaluation.

Table 3: Summary of Quality Criteria

Quality Criteria		Points Allocation
A	Experience of company on similar projects not older than 10 years .	20
B	Quality of services based on Clients Reference Letter.	15
C	Qualifications, Experience and competencies of the key assigned personnel. (PSP)	35
D	Methodology and Technical proposal for execution of the project.	10

E	Human Resources (Contractors)	20
TOTAL POINTS		100

A. EVALUATION SCHEDULE: FIRM'S EXPERIENCE ON SIMILAR PROJECTS (20 points)

Relevant Experience on Similar Construction Projects (20 points):

Points are allocated for relevant experience relating to built environment construction services on the demolition and construction of new buildings to the value threshold equal or above R90 000 000,00 per project completed in the past 10 years.

Bidders are requested to list the **three (3) projects** for which they wish to be considered for evaluation in the returnable document T2.C13

The projects listed under "A. Relevant Project Experience on similar construction projects" will be the same projects to be utilized for evaluation under **"B. Quality of services based on Clients Reference Letter"**.

In support bidders are to complete the "Project Experience" returnable schedule and attach thereto:

- A. Letters of Appointment
- B. Practical Completion Certificates

Evaluation points will be awarded in terms of the following Table 4:

Table 4: Evaluation sub-criteria: Firm's Experience on Similar Projects (20 points)

A - Evaluation sub-criteria: Firm's Experience on Similar Projects (20 points) (To be rounded off to the nearest single digit)		
Sub Criteria	Points Per Project	Maximum Points Awarded
Bidder has not provided evidence of experience on at least 3 similar projects in the past 10 years in any the value ranges listed below.	0	0
Bidder has provided evidence of experience on at least 3 similar projects in the past 10 years ranging in the contract value of R90m – R150m. This is to be supported by the requested documentation (A & B above).	1.67	5
Bidder has provided evidence of experience on at least 3 similar projects in the past 10 years ranging in the contract value of R151m – R210m. This is to be supported by the requested documentation (A & B above).	3.33	10
Bidder has provided evidence of experience on at least 3 similar projects in the past 10 years ranging in the contract value of R211m – R270m. This is to be supported by the requested documentation (A & B above).	3.00	15
Bidder has provided evidence of experience on at least 3 similar projects in the past 10 years ranging in the contract value of R271m and above. This is to be supported by the requested documentation (A & B above).	6.67	20

B. EVALUATION SCHEDULE: Quality of services based on Clients Reference Letter (20 points)

Points are allocated for performance on previous projects executed in terms of the respective completed "Client Reference Letter" (see returnable schedules) for the projects listed on the abovementioned **"A. Relevant Project Experience on similar construction projects"** returnable schedule.

*Bidders are requested to submit the reference letters for **the three projects per discipline** for which they wish to be considered for evaluation in the returnable document T2.C13, In support bidders are to complete the "Project Experience" returnable schedule and attach thereto:*

- B1. Scored signed reference forms (as per returnable schedule **and T2.C13.1 to T2.C13.3**).

Evaluation points will be awarded in terms of the following table:

Projects	Overall Assessment by Client		
	Average	Good	Very Good
Project 1	1	2	3
Project 2	1	2	3
Project 3	1	2	3
Total Number of Points	5	10	15

C. EVALUATION SCHEDULE: KEY PERSONNEL (35 points)

Qualification, Professional Registration and Experience of key personnel (35 points):

Points are allocated for professional qualifications, and experience of allocated key personnel for the project under consideration. In order to obtain points, the key personnel must hold a professional registration with the relevant built environmental council applicable to the professional service required (Copy of current/Active Professional Registration is required). For each key personnel allocated to the project, the bidders shall submit the following: Curriculum Vitae together with certified proof of qualifications and current active professional registration, together with a letter of good standing from the respective council. (as per returnable schedule **T2.C14**). Failure to submit all proof of professional registrations in all categories will result in no scoring of points in these criteria.

Evaluation points will be awarded in terms of the following tables:

Table 5: B - Qualifications and competencies of proposed key personnel (35 points)

Description of the Criteria for Key Personnel	Point Allocation												
<p>Quantity Surveyor Only a registered person with active registration with SACQSP as Pr. Quantity Surveyor, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
Years of Experience	Point Allocation												
10 years or more	5 point												
8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												
<p>Architect Only a registered person with active registration with SACAP as Pr. Senior Architectural Technologist or Pr. Architect, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
Years of Experience	Point Allocation												
10 years or more	5 point												
8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												
<p>Civil Engineer Only a registered person as Civil Engineer with active registration with ECSA as Pr. Engineering Technologist or Pr. Engineer, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
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8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												
<p>Landscape Architect Professional Landscape Architect registered with SACLAP, 10 years verifiable and landscaping environment experience,</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
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8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												

Description of the Criteria for Key Personnel	Point Allocation												
<p>Structural Engineer Only a registered person as Structural Engineer with active registration with ECSA as Pr. Engineering Technologist or Pr. Engineer, will be considered. Must also be registered with NHBRC.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
Years of Experience	Point Allocation												
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8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												
<p>Electrical Engineer Only a registered person as an Electrical Engineer with active registration with ECSA as Pr. Engineering Technologist or Pr. Engineer, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
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<p>Mechanical Engineer Only a registered person as Mechanical Engineer with active registration with ECSA as Pr. Engineering Technologist or Pr. Engineer, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table> <tr> <th>Years of Experience</th><th>Point Allocation</th></tr> <tr> <td>10 years or more</td><td>5 point</td></tr> <tr> <td>8-9 years</td><td>4 point</td></tr> <tr> <td>6-7 years</td><td>3 point</td></tr> <tr> <td>3-5 years</td><td>2 point</td></tr> <tr> <td>Less than 3 years</td><td>1 point</td></tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	10 years or more	5 point	8-9 years	4 point	6-7 years	3 point	3-5 years	2 point	Less than 3 years	1 point	5
Years of Experience	Point Allocation												
10 years or more	5 point												
8-9 years	4 point												
6-7 years	3 point												
3-5 years	2 point												
Less than 3 years	1 point												
Subtotal number of points	35												

D. METHODOLOGY AND TECHNICAL PROPOSAL FOR EXECUTION OF THE PROJECT (10 points)

Points are allocated for the submission of the Technical proposal which should address the project specifics (as per returnable schedule **T2.C15**).

The Technical proposal should address the project specifics considering:

1. Methodology.
2. Quality Management Plan.
3. Programme, Schedule and Work Plan
4. Communication, Stakeholders and Risk Management.
5. Occupational Health & Safety and Environmental considerations.

	Points	Approach/Methodology/Method Statement	Programme, Schedule and Work Plan	Quality Management Plan	Communication, Stakeholders and Risk Management	OH&S and Environmental Considerations	Score
Poor/Non-submission	0	Bidder has not submitted the required information/cannot be rated.	Bidder has not submitted the required information/cannot be rated.	Bidder has not submitted the required information/cannot be rated.	Bidder has not submitted the required information/cannot be rated.	Bidder has not submitted the required information/cannot be rated.	
Average	5	The Method Statement demonstrates a passable understanding of the Project Scope. The Proposal talks to some of the envisioned stages of the project. Some of the relevant approvals from authorities have been identified.	The activity schedule omits important tasks or the timing of the activities and the connection between them are inconsistent with the method statement. There is a lack of clarity.	The bidder has submitted a generic QMP. QMS accreditation included (ISO9001, etc.)??	A generic list of stakeholders has been identified. Generic project risks are included.	The proposal has included generic OH&S and Environmental Management Plans.	
Good	7	The Method Statement demonstrates a good understanding of the Project Scope. The Proposal talks to most of the envisioned stages of the project. Most of the relevant approvals from authorities have been identified.	A schedule with most of the key activities indicated and demonstrate an understanding of the REQUEST FOR QUALIFICATION and its content. Demonstrated usage of activity dependencies, leads and lags. All key activities are included in the activity schedule but not detailed. There are minor inconsistencies between timing, project deliverable and proposed methodology.	The bidder has included a project specific QMP with some aspects of the project not included. Minor inconsistencies with the methodology and activity schedule. QMS accreditation included (ISO9001, etc.)??	A partial list of stakeholders has been identified with an associated communication plan. Project Risks are identified with minor inconsistencies between the mitigating measures proposed.	The proposal has responded to the project specific OH&S and Environmental requirements demonstrated by the inclusion of specific management plans with minor inconsistencies between these plans and the methodology, scope and activity schedule.	
Excellent	10	The Method Statement is well aligned to the Project Scope. The Proposal demonstrates an excellent understanding of the envisioned stages of the project An exhaustive list of relevant approvals from authorities have been identified.	Detailed schedule with key activities and demonstrates a clear understanding of the REQUEST FOR QUALIFICATION and its content. One unit of measure. A clear understanding of activity dependencies leads and lags. Decision points, sequencing and timing of activities are very well defined and indicates thoughtful optimisation.	The bidder has included a project specific QMP aligned to the methodology and activity schedule. QMS accreditation included (ISO9001, etc.)??	A comprehensive list of stakeholders has been identified with an associated communication plan. Foreseeable Project Risks are identified with thoughtful mitigating measures proposed.	The proposal has responded to the project specific OH&S and Environmental requirements demonstrated by the inclusion of specific management plans.	

	TOTAL
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Evaluation points will be awarded in terms of the following table:

Table 6: D Technical Proposal for Execution of the Project (10 points)

E. Bidder's Human Resources (20 POINTS)

The Bidder needs to demonstrate by means of an organogram a team of skilled construction workers that will execute the project. By submitting details of the individuals, the bidder commits to the obligation to employ all these human resources full-time on this project only. If there is turnover in staff the contractor must ensure that the replacement carries the same or better credentials.

Human Resources	Criteria	Points (20)
i. Construction Manager / Contracts Manager	Pr.CM or Pr. CPM (registered as a professional with SACPCMP), 10 years verifiable and built environment experience, of which at least 1 project must be of R100m	1 x 5 = 5
ii. Site Agent	Built Environment qualification, 10 years verifiable experience, of which at least 1 project must be of R100m	1 x 4 = 4
iii. Safety Manager / Officer	CHSM (SACPCMP registered), 5 years verifiable experience or H&S officer (SACPCMP registered with 7 years verifiable experience)	1 x 3 = 3
iv. Construction foremen	Trade certificates: One each for carpentry, / bricklaying, 10-year experience each	2 x 2 = 4
v. Master artisans	Licensed Artisans: One each for Electrician / Plumber, 5-year experience each	2 x 2 = 4

Evaluation points will be awarded in terms of the following table:

Part T2.1: RETURNABLE DOCUMENTS

T2.A “Administrative Documents”

Administrative Documents shall be submitted by the bidders.

Item	Description of Administrative Returnable Document	Yes /No
T2.A1	Submission of fully completed and signed Invitation to Bid (SBD 1).	
T2.A2	Submission of fully completed and signed Bidder's Disclosure (SBD 4).	
T2.A3	Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1).	
T2.A4	Certificate of Acquaintance with Tender Document	

T2.B “Compulsory Documents”

Compulsory Commercial Documents shall be submitted by the bidders. If any of the below documentation is not supplied will lead to the immediate disqualification of the bidder. Certified copies of documents shall be submitted in original and not older than 6 months from the tender closing date.

Item	Description of Compulsory Returnable Document	Yes /No
T2.B5	Authority to Sign a Bid.	
T2.B6	Proof of CIDB grading of 9 GB	
T2.B7	Registered with the NHBRC as a Home Builder	
T2.B8	Professional Registration of a Key Personnel registered with each respective built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist).	
T2.B9	Valid Letter of Intent of Professional Indemnity Insurance cover for professional services. The value to be determined in the next Stage of Request for Quotation. The Letter of Intention for the PI should be from licensed Financial Service Providers (FSP).	
T2.B10	Valid COIDA or Letter of good standing with the Department of Labour (if applicable).	
T2.B11	Certified Consortium or JV Agreement if applicable	
T2.B12	Confirmation of Receipt of Addenda to Bid Documents.	
T2.B13	Attendance to the compulsory briefing meeting	

T2.C “List of Technical and Preferential Returnable Documents”

The technical and preferential returnable documents are required for bid evaluation purposes (Note: If any of the below is not supplied, it will result in the deduction of bid evaluation points)

The table below lists the technical and preferential returnable documents that should be submitted by the bidders.

Item	Description of Returnable Document for Evaluation	Yes /No
T2.C1	Experience of company on similar projects not older than 10 years	
T2.C2	Quality of services based on Evaluation Schedule: Experience on Similar Projects References	
T2.C3	Key personnel assigned to the project: Qualification, Experience, Professional registration (Detailed CV or Profile)	
T2.C4	Methodology and Technical proposal for execution of the project.	
T2.C5	Human Resources (Detailed CV or Profile)	

Part T2.2 RETURNABLE SCHEDULE

Important note to Bidder: The relevant supporting documents to the organisation bidding i.e. Registration Certificates for Companies, Close Corporations and Partnerships, or Contracts and Powers of Attorney for Joint Ventures, or ID documents for Sole Proprietors, all as referred to in the foregoing forms listed in Part T2.1, must be inserted here

INSERT HERE

T2. A1 SBD 1 - INVITATION TO BID

PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE INDEPENDENT DEVELOPMENT TRUST (IDT)					
BID NUMBER:	DPWI01WCAN001- CON001-CONTRACTOR	CLOSING DATE:	29 OCTOBER 2024	CLOSING TIME:	12h00
DESCRIPTION	TERMS OF REFERENCE (TOR) FOR PRE-QUALIFICATION OF DESIGN AND BUILD CONTRACTORS FOR THE DEMOLITION OF 112 PREFAB HOUSES (INCLUDING HOUSES UNDER THE ESKOM SERVITUDE) AND ERECTING OF 113 THREE BED BRICK HOUSES				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
IDT Western Cape Regional Office 14th floor, customs house Heerengracht street, Foreshore, Cape town, 8001					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr. Qaphela Ntshobane		CONTACT PERSON	Ms. Dudu Bonga	
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	dpwi01wcan-tenders@idt.org.za		E-MAIL ADDRESS	dpwi01wcan-tenders@idt.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED**

(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE CIDB STANDARD PROFESSIONAL SERVICES CONTRACT AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS WILL RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

T2.A2 SBD 4 - BIDDER'S DISCLOSURE

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1. If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1. If so, furnish particulars:

.....
.....

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium/ multi-disciplinary² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF

PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

² Joint venture or Consortium 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.

T2.A3 SBD 6.1 - PREFERENCE POINTS CLAIM

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

a) GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 90/10 system for requirements with a Rand value exceeding R50 000 000 (all applicable taxes included); and

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	90
SPECIFIC GOALS	10
TARGETED GROUP	
Women	3
Youth	3
People with Disabilities	2
Black People	2
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

b) DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. POINTS AWARDED FOR SPECIFIC GOALS

- 3.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 3.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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 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 (90/10 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)
Women	3	
Youth	3	
People with disabilities	2	
Black People	2	

Source Documents to be submitted with the Bid or RFQ

- Full Central Supplier Database Report

DECLARATION WITH REGARD TO COMPANY/FIRM

3.3. Name of company/firm.....

3.4. Company registration number:

3.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium/ multi-disciplinary
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

3.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME:
DATE:
ADDRESS:

T2. A4 VALID CERTIFICATE OF ACQUAINTANCE WITH TENDER DOCUMENT

1. I/we do hereby certify that I/we acquainted myself/ourselves with all the documentation comprised in this request for Qualification and all conditions contained therein, as laid down by IDT for the carrying out of the proposed supply/service/works for which I/we submitted my/our Proposal.
2. I/we furthermore agree that IDT shall recognize no claim from me/us for relief based on an allegation that I/we overlooked any request for qualification /contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.
3. I/we understand that the accompanying Tender will be disqualified if this Certificate is found not to be true and complete in every respect.
4. For the purposes of this Certificate and the accompanying Tender, I/we understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether affiliated with the Tenderer, who:
 - a) has been requested to submit a Tender in response to this Tender invitation;
 - b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities, or experience; and
 - c) provides the same Services as the Tenderer and/or is in the same line of business as the Tenderer.
5. The Tenderer has arrived at the accompanying Tender independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive tendering.
6. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement, or arrangement with any competitor regarding:
 - a) prices;
 - b) geographical area where Services will be rendered [market allocation]
 - c) methods, factors, or formulas used to calculate prices;
 - d) the intention or decision to submit or not to submit, a Tender;
 - e) the submission of a Tender which does not meet the specifications and conditions of the request for qualification; or
 - f) tendering with the intention not winning the Tender.

7. In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Services to which this request for qualification relates.
8. The terms of the accompanying Tender have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official Tender opening or of the awarding of the contract.
9. I/We am/are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, Tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and/or may be reported to the South African Police Services, or National Prosecuting Authority [NPA] for criminal investigation and/or may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I, _____ of _____,
(Authorized Signatory) (Company Name)

hereby acknowledge having read, understood, and agree to the terms and conditions set out in this
Returnable

(Signature)

(Date)

T2. B5 AUTHORITY TO SIGN A BID

Fill in the relevant portion applicable to the type of organisation

A. COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on20.....

Mr/Mrs/Ms.....

(whose signature appears below) has been duly authorised to sign all documents in connection with this bid
on behalf of

(Name of Company)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:

.....
(PRINT NAME)

SIGNATURE OF SIGNATORY: **DATE:**

WITNESSES: 1.....

2.....

B. SOLE PROPRIETOR (ONE - PERSON BUSINESS)

I, the undersigned..... hereby confirm that I am the sole owner
of the business trading as.....

.....

SIGNATURE..... **DATE**.....

C. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every
Partner :

Full name of partner	Residential address	Signature
.....
.....
.....

We, the undersigned partners in the business trading as hereby
authoriseto sign this bid as well as any contract resulting from
the bid and any other documents and correspondence in connection with this bid and /or contract on behalf
of

.....
SIGNATURE	SIGNATURE	SIGNATURE

.....
DATE	DATE	DATE

D. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the Founding Statement of such corporation shall be included with the bid, together with the resolution by its members authorising a member or other official of the corporation to sign the documents on their behalf.

By resolution of members at a meeting on 20..... at.....

Mr/Mrs/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of

(Name of Close Corporation)

.....

SIGNED ON BEHALF OF CLOSE CORPORATION:

.....

(PRINT NAME)

IN HIS/HER CAPACITY ASDATE:

SIGNATURE OF SIGNATORY:

WITNESSES: 1.....

2.....

E CO-OPERATIVE

A certified copy of the Constitution of the co-operative must be included with the bid, together with the resolution by its members authoring a member or other official of the co-operative to sign the bid documents on their behalf.

By resolution of members at a meeting on 20.....

at.....

Mr/Mrs/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of (Name of cooperative)

.....

SIGNATURE OF AUTHORISED REPRESENTATIVE/SIGNATORY:

IN HIS/HER CAPACITY AS:

DATE:

SIGNED ON BEHALF OF CO-OPERATIVE:

NAME IN BLOCK LETTERS:

WITNESSES: 1.....

2.....

F JOINT VENTURE

If a bidder is a joint venture, a certified copy of the resolution/agreement passed/reached signed by the duly authorised representatives of the enterprises, authorising the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the joint venture must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE JOINT VENTURE

By resolution/agreement passed/reached by the joint venture partners on.....20.....

Mr/Mrs/Ms.....,Mr/Mrs/Ms.....

Mr/Mrs/Ms.....and Mr/Mrs/Ms.....

(whose signatures appear below) have been duly authorised to sign all documents in connection with this bid on behalf of:(Name of Joint Venture)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME)

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME).....

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME)

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

G. CONSORTIUM

If a bidder is a consortium, a certified copy of the resolution/agreement passed/reached signed by the duly authorised representatives of concerned enterprises, authorising the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the consortium/ multi-disciplinary must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE CONSORTIUM

By resolution/agreement passed/reached by the consortium

on.....20.....

Mr/Mrs/Ms.....

(whose signature appear below) have been duly authorised to sign all documents in connection with this bid on behalf of:

(Name of Consortium/ multi-disciplinary)

.....

IN HIS/HER CAPACITY AS:

SIGNATURE: **DATE:**

T2. B6 PROOF OF VALID CIDB GRADING OF 9GB

Attached hereto is the Construction Industry Development Board (CIDB) proof of registration with a grading of 9GB.

(Attached hereto is my / our copies of the Construction Industry Development Board (CIDB) proof of registration with a grading of 9GB. My failure to submit the copy with my / our bid document will lead to the conclusion that I am / we are do not have Construction Industry Development Board (CIDB) proof of registration with a grading of 9GB, and as such, our bid will be disqualified.

T2. B7 REGISTRATION WITH THE NATIONAL HOME BUILDERS REGULATION COUNCIL (NHBRC) AS A HOME BUILDER

Attached hereto is the National Home Builders Regulation Council (NHBRC) certificate.

(Attached hereto is my / our copies of the NHBRC certificate. My failure to submit the copy with my / our bid document will lead to the conclusion that I am / we are do not a NHBRC certificate, and as such, our bid will be disqualified.

T2. B8 PROFESSIONAL REGISTRATION OF THE KEY PERSONNEL ASSIGNED TO THE PROJECT WITH EACH RESPECTIVE BUILT ENVIRONMENT COUNCIL

Attached hereto is the Copy of the Professional Registration of the key personnel assignment to the project with each Respective Built Environment Council.

Required as per the table below:

Professional Discipline	Built Environment Council	Professional Registration Category for at least one company Director
Architect	SACAP	Professional Architect/Technologist
Quantity Surveyor	SACQSP	Professional Quantity Surveyor
Structural Engineer	ECSA	Professional Engineer / Professional Engineering Technologist
Civil Engineer	ECSA	Professional Engineer / Professional Engineering Technologist
Electrical Engineers	ECSA	Professional Engineer / Professional Engineering Technologist
Mechanical Engineer	ECSA	Professional Engineer / Professional Engineering Technologist
Landscape Architect	SACLAP	Professional Landscape Architect/Technologist

Failure to submit the foresaid documentation will lead to disqualification.

(Copy of the Professional Registration of the key personnel assigned to the project with each Respective Built Environment Council to be inserted here

T2. B9 VALID LETTER OF INTENT FOR PROFESSIONAL INDEMNITY INSURANCE DOCUMENTS

*Attached hereto is the Letter of Intent of Professional Indemnity Insurance cover for professional services. The value to be determined in the next Stage of Request for Quotation. **The Letter of Intention for the PI should be from licensed Financial Service Providers (FSP).***

(Attached hereto is my / our copies of the letter of Intent of professional indemnity insurance documents. My failure to submit the copy with my / our bid document will lead to the conclusion that I am / we are do not have professional indemnity cover, and as such, our bid will be disqualified)

T2. B10 VALID LETTER OF GOOD STANDING WITH COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASE ACT (COIDA) REGISTRATION CERTIFICATE

Attached hereto is the valid COIDA or Letter of good standing with the Department of Labour

(Attached hereto is my / our certified copy of LETTER of good standing with the Compensation for Occupational Injuries and Diseases, e.g. letter of good standing. My / our failure to submit the certificate with your bid offer will lead to the conclusion that your entity/ company is not registered with COIDA, and therefore, the bid will be disqualified.)

T2. B11 COPY OF CONSORTIUM OR JV AGREEMENT CONTRACT IF APPLICABLE

Attached hereto is a signed certified copy of our Consortium Contract by a Commissioner of Oaths. Our failure to submit the copy with our bid document will lead to the conclusion that there is no joint venture contract, and as such, our bid will be disqualified

(Attach the consortium/ Joint-venture contract certified by a Commissioner of Oaths)

T2. B12 CONFIRMATION OF RECEIPT OF ADDENDA TO BID DOCUMENTS

I / We confirm that the following communications amending the bid documents that I / we received from Independent Development Trust or his representative before the closing date for submission of bids have been taken into account in this bid.

ADDENDUM No.	DATE	TITLE OR DETAILS

TENDERES NAME: _____

TENDERES ADDRESS: _____

PRINT FULL NAMES: _____

SIGNATURE

T2. B13 ATTENDANCE TO THE COMPULSORY BRIEFING MEETING

Attached hereto is a signed copy of the attendance register to the compulsory briefing meeting. Our failure to submit the copy with our signed attendance register to the compulsory briefing meeting will lead to the conclusion that our company was not in attendance, and as such, our bid will be disqualified.

(Attach the signed copy of the attendance register to the compulsory briefing meeting)

T2.C13: FIRM'S EXPERIENCE ON SIMILAR PROJECTS

Points are allocated for relevant experience relating to built environment construction services on the demolition and construction of buildings to the value threshold equal or above R90 000 000,00 per project completed in the past 10 years. *(Bidder to make copies for each company)*

PROJECT NAME	BRIEF PROJECT DESCRIPTION	PROJECT VALUE (Including VAT)	START DATE	COMPLETION DATE
A				
B				
C				

*** Bidders are requested to list the three projects they wish to be considered for evaluation in the table above.**

T2.C13.1 EVALUATION SCHEDULE: EXPERIENCE ON SIMILAR PROJECTS REFERENCES

The Bidder shall provide details of his performance on each of the previous projects listed in the “Relevant Experience” returnable schedule. “Employer Reference Scorecards” will be completed by each of the respective Employers for the projects listed in the “Relevant Experience” returnable schedule. *(Bidder to make copies for each discipline)*

REPORT ON BIDDER’S COMPETENCE & PERFORMANCE ON A SIMILAR PROJECT FOR BID RECOMMENDATION PURPOSES

The following are to be completed by the Employer and is to be supported in each case accompanied by Signed Appointment Letter; (ii) Signed and Stamped Reference (in the form issued to the bidder); (iii) Practical Completion

PROJECT A:

Type of Project, e.g. (new facility, renovation project, refurbishment project):

.....

Employer:

Contract Amount:

Contract Duration:

Actual Contract Duration:

RATE SERVICE PROVIDER ON THEIR OVERALL PERFORMANCE

DESCRIPTION	SCORE	TICK APPROPRIATE SCORING
Very Good	3	
Good	2	
Average	1	
Poor	0	

Any other remarks considered necessary to assist in evaluation of the Service Provider?

.....

.....

Employer’s contact person:

Telephone:

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation.

Employer Signature:

Date:

STAMP

T2.C13.2 EVALUATION SCHEDULE: EXPERIENCE ON SIMILAR PROJECTS REFERENCES

The Bidder shall provide details of his performance on each of the previous projects listed in the “Relevant Experience” returnable schedule. “Employer Reference Scorecards” will be completed by each of the respective Employers for the projects listed in the “Relevant Experience” returnable schedule. *(Bidder to make copies for each disciplines)*

REPORT ON BIDDER’S COMPETENCE & PERFORMANCE ON A SIMILAR PROJECT FOR BID RECOMMENDATION PURPOSES

The following are to be completed by the Employer and is to be supported in each case accompanied by Signed Appointment Letter; (ii) Signed and Stamped Reference (in the form issued to the bidder) (iii) Practical Completion

PROJECT B:

Type of Project, e.g. (new facility, renovation project, refurbishment project):

.....

Employer:

Contract Amount:

Contract Duration:

Actual Contract Duration:.....

RATE SERVICE PROVIDER ON THEIR OVERALL PERFORMANCE

DESCRIPTION	SCORE	TICK APPROPRIATE SCORING
Very Good	3	
Good	2	
Average	1	
Poor	0	

Any other remarks considered necessary to assist in evaluation of the Service Provider?

.....
.....

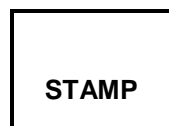
Employer’s contact person:

Telephone:.....

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation.

Employer Signature:.....

Date:.....



T2.C13.3 EVALUATION SCHEDULE: EXPERIENCE ON SIMILAR PROJECTS REFERENCES

The Bidder shall provide details of his performance on each of the previous projects listed in the “Relevant Experience” returnable schedule. “Employer Reference Scorecards” will be completed by each of the respective Employers for the projects listed in the “Relevant Experience” returnable schedule. *(Bidder to make copies for each disciplines)*

REPORT ON BIDDER’S COMPETENCE & PERFORMANCE ON A SIMILAR PROJECT FOR BID RECOMMENDATION PURPOSES

The following are to be completed by the Employer and is to be supported in each case accompanied by Signed Appointment Letter; (ii) Signed and Stamped Reference (in the form issued to the bidder) (iii) Practical Completion

PROJECT C:

Type of Project, e.g. (new facility, renovation project, refurbishment project):

.....

Employer:

Contract Amount:

Contract Duration:

Actual Contract Duration:.....

RATE SERVICE PROVIDER ON THEIR OVERALL PERFORMANCE

DESCRIPTION	SCORE	TICK APPROPRIATE SCORING
Very Good	3	
Good	2	
Average	1	
Poor	0	

Any other remarks considered necessary to assist in evaluation of the Service Provider?

.....

.....

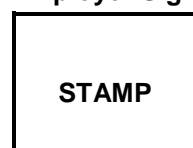
Employer’s contact person:

Telephone:.....

I hereby declare that to the best of my knowledge, information completed above is true and correct and I understand that I will be held responsible for any misrepresentation.

Employer Signature:.....

Date:.....



T2.C14 KEY PERSONNEL ASSIGNED TO THE WORK

The Bidder shall insert in the spaces provided on the following pages details of the key personnel required to be in the employment of the bidder or other organization, in order for the bidder to be eligible to submit a bid for this project. Certified proof of qualifications and professional registration must be appended to these schedules, together with the Curriculum Vitae of each individual. Failure to attach them will result in a zero score.

The Bidder shall list below the personnel that s/he intends to utilize on the Works, including key personnel that may have to be brought in from outside if not available locally. The proposed personnel cannot be replaced without an approval of the employer.

Insert in the table below the key personnel and their proposed function

KEY PERSONNEL SCHEDULE

No.	Company Name	Key Personnel Name	Discipline	Professional Registration	Years of Experience
1.			Architect		
2.			Quantity Surveyor		
3.			Structural Engineer		
4.			Civil Engineer		
5.			Electrical Engineers		
6.			Mechanical Engineer		
7.			Landscape Architect		

T2.C14.3 Key Personnel 3: CURRICULUM VITAE OF KEY PERSONNEL

(Comprehensive CVs, certified copies of qualifications and registration certificates for key personnel are required and must be attached)

Name:		Date of birth:
Profession:		Nationality:
Qualifications:		
Professional Body:	Category of Registration:	Registration Number:
Professional Body:	Category of Registration:	Registration Number: —
Professional Body:	Category of Registration:	Registration Number:
Name of Employer (firm):		
Current position:		Years with firm:
<u>Employment Record:</u>		
<u>Experience Record Pertinent to Required Service:</u>		

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....
DATE

.....
INCUMBANT'S IDENTITY NUMBER

T2.C14.5 Key Personnel 5: CURRICULUM VITAE OF KEY PERSONNEL

(Comprehensive CVs, certified copies of qualifications and registration certificates for key personnel are required and must be attached)

Name:		Date of birth:
Profession:		Nationality:
Qualifications:		
Professional Body:	Category of Registration:	Registration Number:
Professional Body:	Category of Registration:	Registration Number: —
Professional Body:	Category of Registration:	Registration Number:
Name of Employer (firm):		
Current position:		Years with firm:
<u>Employment Record:</u>		
<u>Experience Record Pertinent to Required Service:</u>		

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....
DATE

.....
INCUMBANT'S IDENTITY NUMBER

T2.C14.6 Key Personnel 6: CURRICULUM VITAE OF KEY PERSONNEL

(Comprehensive CVs, certified copies of qualifications and registration certificates for key personnel are required and must be attached)

Name:		Date of birth:
Profession:		Nationality:
Qualifications:		
Professional Body:	Category of Registration:	Registration Number:
Professional Body:	Category of Registration:	Registration Number: —
Professional Body:	Category of Registration:	Registration Number:
Name of Employer (firm):		
Current position:		Years with firm:
<u>Employment Record:</u>		
<u>Experience Record Pertinent to Required Service:</u>		

Certification:

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....
DATE

.....
INCUMBANT'S IDENTITY NUMBER

T2.C14.8: EXPERIENCE OF PROJECT TEAM AND DELIVERABLES

PROJECT TEAM CVs

The experience of each key person, relevant to the scope of work, will be evaluated from three different points of view:

- 1) General experience (total duration of professional activity), in the specific sector, field, subject, etc. which is directly linked to the scope of work;
- 2) Qualifications in the relevant field or sector (e.g. Engineering)
- 3) Professional registration with SACAP, SACLAP, SACPCMP, ECSA, SACQSP as Professional and/or Senior Technologist with the professional body in the specific sector, field, subject, etc., which is directly linked to the scope of work.

A CV of each key person of **not more than three (3) pages** should be attached to this schedule.

Each CV should be structured under the following headings:

- 1 Personal particulars
 - name
 - date and place of birth
 - place (s) of tertiary education and dates associated therewith
 - professional awards
- 2 Qualifications (degrees, diplomas, certificates, grades of membership of professional societies and professional registrations)
- 3 Name of current employer and position in enterprise
- 4 Overview of post graduate / diploma experience (year, organization and position)
- 5 Outline of recent assignments / experience that has a bearing on the scope of work

The scoring of the experience of key staff will be as follows as detailed in Table 1 to 3 above.

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed	Date
Name	Position
<i>Bidder</i>	

T2.C15 METHODOLOGY AND TECHNICAL PROPOSAL

(The Bidder shall attach the Technical Proposal together with a programme schedule (using a computer programme) reflecting the proposed sequence and tempo of execution of the various activities comprising the work for this Contract.

The Technical proposal should address the project specifics considering:

1. Methodology.
2. Quality Management Plan.
3. Programme, Schedule and Work Plan
4. Communication, Stakeholders and Risk Management.
5. Occupational Health & Safety and Environmental considerations.

SIGNATURE: IDENTITY NUMBER:

(of person authorised to sign on behalf of the Bidder)

DATE:.....

T2.D1 CENTRAL SUPPLIER DATABASE

(Attached hereto is my / our Full Central Supplier Database (CSD) report.)

IMPORTANT NOTES:

A **full report of the CSD report** is required showing all the company details such as, address, Tax Compliance, banking details etc.

T2.D2 TAX COMPLIANCE LETTER WITH A UNIQUE PIN

(Attached hereto is my / our Tax compliance letter with a unique pin.)

IMPORTANT NOTES:

A full report of the Tax Compliance Certificate showing all the company details such as, address, Tax Compliance, banking details etc.

C1.2 BID CONTRACT DATA

The Form of contract to be used will be the NEC3/4 engineering and construction contract with an activity schedule. The service provider is expected to be conversant with the NEC3/4 contract.

The construction will be a phased approach subject to sectional completion.

C1.3 SPECIAL CONDITIONS OF CONTRACT

C1.3.2 CONTRACT SKILLS DEVELOPMENT GOAL

It will be a condition of contract that:

1. The service provider shall achieve in the performance of the contract the Contract Skills Development Goal (CSDG) established in the CIDB Standard for Developing Skills through Infrastructure Contracts, published in Gazette Notice No. 48491 of 28 April 2023.
2. The Service provider will be expected to implement EPWP / NYS programme as part of the project
3. **The service provider will be expected to participate in the CIDB B.U.I.L.D Programme.**

Part C3: SCOPE OF SERVICES

C3.1.1 PROJECT SCOPE

The scope of the project includes the following:

The procurement of a **DESIGN AND BUILD CONTRACTOR** including professional services for **Project Stages 3, 4.1, 5 and 6 only**.

Stages 1, 2 and 4.2 is part of the current contract of WP2.

1. Construction of 113 Housing: Block B, C, D and Existing Domestic Quarters
 - a) Residential Design (3 Bed, 2 Bath Unit) with 1 x carport areas per unit considering the following accommodation need:
 - 3 Bedrooms;
 - 2 bathrooms;
 - Open Plan Kitchen, dining and living room;
 - Covered entrance;
 - External Storeroom 2 x 1 m (attached to house);
 - 1 x carport;
 - Dividing fence;
 - In addition, we recommend including small covered patio;
 - b) Electrical engineering Design considering energy efficiency methods (SANS 10400 Part XA Edition 2) to ensure value engineering;
 - c) Fixed Furniture and excluding Loose Furniture (Loose Furniture is provided by DPWI Prestige);
 - d) Water and Electricity meters;
 - e) Boundary Walls between Housing; and
 - f) Geysers.
 - g) Fitted Blinds.
2. **Asbestos Demolition**
 - a) Develop asbestos demolition plan through the certificated asbestos specialist in compliance with Environmental Conservation Act, 1989 (Act 73); and
 - b) Demolition and disposal of the prefabricated asbestos houses (99 Units) located at B, C and D

FIGURE 1: ACACIA PARK PROJECT: PRECINT PLAN DEVELOPED IN 2013



Table 7 _ Areas of Intervention (Inclusions)

ACACIA PARK Areas	Description	Demolition of Asbestos Prefabricated houses	Construction of New Houses (3 Bedrooms)
Block C	Prefabricated Asbestos	20 Units	TBC
	Eskom Servitude	13 Units	
Block B	Prefabricated Asbestos	32 Units	TBC
Block D	Prefabricated Asbestos	47 Units	TBC
TOTAL		112 Units	113 Units

The number of houses to be built per block will be confirmed once the urban design is concluded and approved by the client and the relevant authority. There is also consideration of demolition of the existing domestic quarters which is awaiting confirmation/approval.

Exclusions of the project scope

The scope of the project excludes:

- Block A;
- Block E
- Block F;
- Block G;
- Existing Primary School;
- Existing Security Fences and Access control;
- Existing Sports field;
- Existing Landscaping Design and Green Space of Block A, E, F, G.
- Loose furniture; and
- Air conditioning systems.

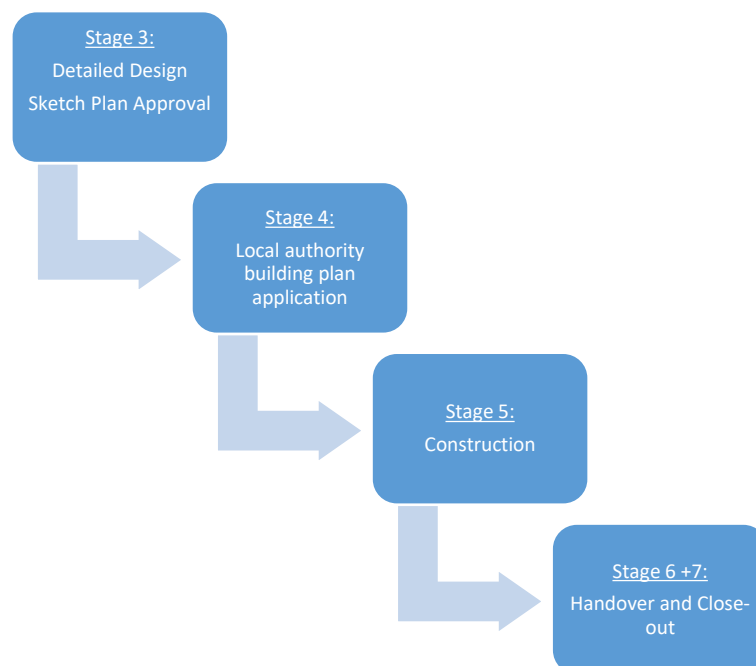
C3.1.10 ACACIA PARK PROJECT WBS (SUB-PROJECTS)

C3.1.10.1 Work Breakdown Structure for Acacia Park Project

The work breakdown structure has been proposed considering urban design for Bocks B, C, D and existing domestic quarters. Therefore, new site development plans (SDP) will be required to be developed and approved, considering the outcome of the Environmental and Heritage Impact Assessments, these are being dealt with in Work Package two (2) currently ongoing.

In view of the scope of work, the dependencies, and the constrains of the project, the following works breakdown was established for implementation of the Acacia Park Project.

Figure 3 _ Work Package 3: Construction Design and Build (Turnkey)



NB.

- The main contractors that will implement **WP3**, will be appointed by the IDT on behalf of the client under the design and build contracting model, where the full professional team will be subcontracted by the main contractor.

C3.1.10.2 Decanting Approach

An estimated no. of 40 units will be made available for decanting on site (within Acacia Park). The available decanting facility is a three (3) block of flats comprising of 3 x bachelors and 50 x 2-bedroom flats.

C3.1.10.3 Scope of Services of Each Professional Team per Work Package (ALREADY APPOINTED AND CURRENTLY ON SITE)

Table below highlights the professional service providers that will be appointed by the IDT on behalf of DPWI for the implementation of the project. The professional service providers under this bid are appointed for services under Work Package 1 and Work Package 2.

Table 3 _ PSP Services under WP1 and WP2 (Already appointed and currently on site)

Professional Service Provider	Work Package 1		Work Package 2
	Research and Development	Urban Design (SDP)	Housing Design & Specifications
	Scope of Services	Scope of Services	Scope of Services
Occupational Health and Safety consultant	Stage 1 - 6	Stage 1 - 6	Stage 1 - 6
Social Facilitator	Stage 1 - 6	Stage 1 - 6	Stage 1 - 6
Project Manager	Stage 1 - 6	Stage 1 - 6	Stage 1 - 6

The table below indicates the scope of services for each professional service provider per subproject under Work Package 3 _ Construction each sub-project.

Table 4 _ PSP Services under WP3 (to be appointed through this procurement)

Professional Service Provider under the Design and Build Contractor	Work Package 3 _ Construction		
	Sub-Project 1 Block H	Sub-Project 1 Block D	Sub-Project 3 Block B & C
	Scope of Services	Scope of Services	Scope of Services
Quantity Surveyor	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Architect with all Sub consultants	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Civil and Structural Engineer with all Sub consultants	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Mechanical Engineers	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Electrical Engineers	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Landscape architect	Stage 3 to 6	Stage 3 to 6	Stage 3 to 6
Occupational Health and Safety consultant	N/A	N/A	N/A
Social Facilitator	N/A	N/A	N/A

C3.2 GENERAL REQUIREMENTS

C3.2.1 Services

The services required are for the Design and Build / Turnkey (appointment of the Contractor with the relevant professional service providers) for Stages 3 to 6 only, as defined in the Government Gazette, for the demolition of existing structures and the construction of new structures.

The Service Provider shall be instructed by the Employer in writing to undertake specific assignments as additional services in terms of the contract as and when required during the contract period.

C3.2.2 Location

The project is situated in Western Cape at

Acacia Park Parliamentary Village

Townsend St,
Acacia Park,
Cape Town

(Google Coordinates: -33.8917862372199, 18.53114514893846)

C3.2.3 Project Programme

The Service Provider shall prepare a detailed programme for the performance of the Service which shall be approved by the Employer. The programme shall be in sufficient detail to monitor the Service Providers performance.

No agreed milestones may be extended beyond the timeframes outlined in the programme without acceptable motivation and approval by the Employer.

C3.2.4 Reporting Requirements and Approval Procedure

The Service Provider shall submit monthly progress reports, cost reports, cash flows and labour reports on the agreed date over and above site and technical meeting minutes required.

Notwithstanding any other requirements, the Service Provider shall submit a monthly report covering progress (programme, delays, scope change, critical path, etc.), costs (expenditure, cash flow, variation orders, etc.), milestones, socio economic achievements (number of jobs created, use of SMMEs, interns, etc.), challenges and achievements.

C3.2.5 Safety

The Service Provider shall provide all safety equipment as required for his staff and shall undertake all duties in conformance with the relevant OHS legislation.

C3.3 SOFTWARE APPLICATION FOR PROGRAMMING

The Service Provider must avail himself of software to be used for compatibility with the Employers software before undertaking the work utilising the software. The Service Provider shall at its costs convert data files to a format compatible with the Employers software if it chooses to utilise software different from that used by the Employer. No additional compensation will be considered for this activity.

C3.4 USE OF REASONABLE SKILL AND CARE

It will be expected of the Service Provider to apply reasonable skills and due diligence in the execution of the duties stipulated in this document which shall include *inter alia* the following:

Although the Service Provider's documents and recommendations may be scrutinised by the Employer, this shall in no way relieve him of his professional responsibility for the proper and prompt execution of his duties.

During assessment of any existing facilities, which may have a direct bearing on the assignment, the Service Provider shall determine deficiencies in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), the SANS 10400, etc. and recommend measures to rectify them.

C3.5 COMPLIANCES WITH STANDARDS AND REGULATIONS

The implementation of works should be executed in compliance with:

- National building Regulations and Building Standard Act
- Relevant SANS Standards
- PW 371-B Construction Works: Specifications (Edition 2.2 December 2015) from DPWI
- Compliance to the Client Departments approval processes. e.g. Stage 3 Sketch plan approval process.

C3.6 SECURITY CLEARANCE

All Qualifying Bidders will be required to undergo security clearance in order to be invited for Step Two (Request for Quotation) of the bidding process.

Part C4: PROJECT AND SITE INFORMATION

SITE INFORMATION

The project is situated in Western Cape at

Acacia Park Parliamentary Village

Townsend St,

Acacia Park,

Cape Town

(Google Coordinates: -33.8917862372199, 18.53114514893846)

Part C5: NOTES TO BIDDERS

This section outlines basic requirements that must be met. Failure to comply with these requirements or part thereof will result in your proposal being excluded from the evaluation process.

- a) This Terms of Reference (TOR) does not constitute an offer or recommendation to enter into such transaction.
- b) The IDT reserves the right to amend, modify or withdraw this TOR if deemed necessary.
- c) Short-listed companies might be invited to present and discuss details of their proposals.
- d) Neither the IDT nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting a bid in response to the expression of interest.
- e) No entity may be involved, whether directly or indirectly, in more than one bid in response to this TOR. A failure to comply with this requirement will result in disqualification of the relevant entity.
- f) The IDT and its advisors may rely on a Bid as being accurate and comprehensive in relation to the information and proposals provided therein by the Bidders.
- g) All Bids submitted to the IDT will become the property of the IDT and will as such not be returned to the Bidder unless if received after the closing date and time. The IDT will make all reasonable efforts to maintain bids in confidence. Proprietary information should be identified as such in each bid.
- h) Evaluation of bids will be carried out by a Bid Evaluation Committee (BEC). The Evaluator(s) will, if necessary, contact Bidders to seek clarification of any aspect of the bid.
- i) The validity period of this bid is ninety (90) days from the closing date.
- j) Bidders should identify any work they are currently carrying out or competing for which could cause a conflict of interest, and indicate how such a conflict would be avoided.
- k) This document is confidential and should not be distributed to any non-bidding party without the proper authorization of the IDT.
- l) This document is released for the sole purpose of responding to this TOR and must be considered confidential. In addition, the use, reproduction or disclosure of the requirements, specifications or other material in this Request for Qualification is strictly prohibited.
- m) All bids must be formulated and submitted in accordance with the requirements of this TOR.
- n) The service provider will be required to sign confidentiality contracts with the IDT.
- o) Consortium/ /Joint ventures are encouraged; however, the transfer of skills and partnerships should be demonstrated in the proposals.

- p) The bidder should demonstrate how it intends assisting in building the capacity of the local community and how it will transfer skills to such persons.
- q) Please note that Bid Offer is synonymous to Request for Proposals in this document.
- r) Service providers who are blacklisted by any statutory body will, under no circumstances, be considered for this project/s

DISCLAIMER

The IDT reserves the right:

- not to appoint a service provider and is also not obliged to provide reasons for the rejection of any proposal.
- not to appoint the lowest bid financial proposal, based on the outcome of the tender risk assessment.