Invitation to bid

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| **YOU ARE HEREBY INVITED TO BID FOR THE REQUIREMENTS OF THE**  South African Nuclear Energy Corporation SOC Ltd |

|  |  |
| --- | --- |
| **BID NUMBER:** | FBD-SCM-TEN-0008 |
| **BID DESCRIPTION:** | Bid to Appoint a Service Provider to Conduct a Gateway Review on the Feasibility Study Report on the new Multi-Purpose Reactor Project. |
| **CLOSING DATE:** | 29 May 2023 |
| **CLOSING TIME:** | 11:00 am |
| **CLARIFICATION MEETING.** | A compulsory clarification meeting will be held on the 10 May 2023 at 14:30 pm virtually [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZThlNGU5NTAtNjRjMy00NmM3LTkzN2YtMDEyN2RmNDhlMTBi%40thread.v2/0?context=%7b%22Tid%22%3a%225a0c2970-e571-4bd2-be11-e8f41ff74e6e%22%2c%22Oid%22%3a%22ef56fa62-0b46-4ead-8b2c-8ecd31e4128c%22%7d) |
| **DELIVERY ADDRESS:** | **BID DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:**  Necsa Gate 3  R104 Elias Motsoaledi Street (Church Street West Ext)  Pelindaba  Brits Magisterial District  Madibeng Municipality  North West  0240 GPS coordinates : S25º47’03.0” E027º56’38.8”  NB: The physical size of the Bid Response must be limited to 400mm x100mm x 150 mm as the Tender Box aperture cannot accommodate larger sizes.  **For international Suppliers submit your Bid / Response to :** [**scm@necsa.co.za**](mailto:Buyani.nsibande@necsa.co.za) |
| **ENQUIRES:** | Mr. Buyani Nsibande  **Email**: [scm@necsa.co.za](mailto:scm@necsa.co.za)  **Tel:** +27 (0) 12 305 6072  Clarity seeking question must be sent before Clarification Meeting or at least three (3) working days before the closing date. |

**THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.**

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ABBREVIATIONS

|  |  |
| --- | --- |
| **ABBREVIATION** | **DEFINITIONS** |
| BBBEE | Broad-Based Black Economic Empowerment |
| CSD | Central Supplier Database |
| DPSA | Department of Public Service and Administration |
| EME | Exempted Micro Enterprises |
| FIDPM | Framework for Infrastructure Delivery and Procurement Management |
| ITB | Invitation to Bid |
| IBC | Intermediate Business Case |
| MPR | Multi-Purpose Reactor |
| NECSA | The South African Nuclear Energy Corporation |
| NTP | NTP Radioisotopes SOC Ltd |
| PFMA | Public Finance Management Act |
| PPPFA | Preferential Procurement Policy Framework Act |
| PSP | Professional Service Provider |
| RSA | Republic of South Africa |
| SAFARI | South African Fundamental Atomic Research Installation |
| SCM | Supply Chain Management |
| SIPDM | Standard for Infrastructure Procurement and Delivery Management |
| SP | Service Provider |

1. : TECHNICAL INFORMATION
   1. Introduction
      1. Company Overview

The South African Nuclear Energy Corporation Limited (Necsa) is a state-owned public company (SOC), registered in terms of the Companies Act, (Act No. 61 of 1973), registration number 2000/003735/06.

The Necsa Group engages in commercial business mainly through its wholly-owned commercial subsidiaries: NTP Radioisotopes SOC Ltd (NTP), which is responsible for a range of radiation-based products and services for healthcare, life sciences and industry, and Pelchem SOC Ltd (Pelchem), which supplies fluorine and fluorine-based products. Both companies, together with their subsidiaries, supply local and global markets, earning valuable foreign exchange for South Africa and are among the best in their field in their respective world markets.

Necsa’s safety, health, environment and quality policies provides for top management commitment to compliance with regulatory requirements of ISO 14001, OHSAS 18001 and RD 0034 (Quality and Safety Management Requirements for Nuclear Installations), ISO 9001 and ISO 17025.

Necsa promotes the science, technology and engineering expertise of South Africa and improves the public understanding of these through regular communications at various forums and outreach programmes to the community. We are a proudly South African company continuously striving, and succeeding in many respects, to be at the edge of science, technology and engineering related to the safe use of nuclear knowledge to improve our world.

* + 1. Background

The South African Fundamental Atomic Research Installation (SAFARI-1) research reactor is one of the most commercially utilised in the world, ranking amongst the top three in terms of medical radioisotope production. In addition, it provides a variety of nuclear research techniques and capabilities that ensure that the country can benefit from innovative research techniques in order to ensure that a wide variety of industries can be innovative and competitive.

Having been commissioned more than 57 years ago, it will soon reach its end of life, estimated around 2030. It is already amongst the oldest operating research reactor of its kind in the world.

Furthermore, over the past decades, there have been a number of new applications for the utilisation of research reactors that would be a tremendous ‘spin-off’ benefit to South Africa. Many of these have either not been developed at SAFARI-1, or have been implemented to a limited degree. Other opportunities in the design and development of research reactors, and the manufacture of fuel, are also possible given the vast experience gained by Necsa in the improved utilisation of the SAFARI-1 research reactor over the years.

To mitigate against the loss of nuclear research reactor capability and to further grow and develop it, the Minister of Mineral Resources and Energy has established a task team, led by the Department of Mineral Resources and Energy, to recommend the way forward for the South African new Multi-Purpose Reactor (MPR) infrastructure.

Necsa, in cooperation with and guidance from of the Ministerial Task Team has developed and approved a Project Initiation Report, which identifies the Multi-Purpose Reactor as the optimum replacement for SAFARI-1. This was considered through a detailed option analysis considering aspects related to the national priorities, technological readiness, national capability, and potential applications. The MPR project is also being done under the direction of the National Treasury Framework for Infrastructure Delivery and Procurement Management (FIDPM), which became effective in October 2019 as the successor to the Standard for Infrastructure Procurement and Delivery Management (SIPDM).

The FIDPM calls for a number of deliverables and stage gates through the development of an infrastructure project, which includes (in sequence): the Project Initiation Report, Pre-feasibility Report, Feasibility Report, Design Development Report, Design Documentation, Works, Handover, and finally the Close-out Report.

To comply with the FIDPM requirement, an independent Gateway Review needs to be conducted on the Feasibility Report prior to its approval. One of the key reasons for this is to gain the advice of an independent team on improvements that can be made at an early stage. This is to make sure that the project feasibility is technically and structurally sound at an early stage and thereby ensures its success. It is also expected that this will save time and costs going forward.

* + 1. Objectives

The objectives of the independent Gateway Review of the Feasibility Report for the MPR project are done in accordance with the FIDPM to primarily ascertain the quality of documentation, and thereafter:

1. Determine the extent, to which the project is likely to deliver,
2. Evaluate the expected benefits within the declared cost, time, and performance envelope,
3. Determine the affordability of the project,
4. Assess the Value for Money of the project: the optimum combination of whole-life costs and quality to meet users’ requirements, and
5. Provide a critical analysis of the project’s shortcomings and recommendations and guidance to improve the project’s feasibility.
   1. Purpose

This Invitation to Bid (ITB) aims to identify suitable and capable Professional Service Provider (PSP) to primarily undertake the gateway review for the Feasibility Study report for the Multi-Purpose Research Reactor (MPR) project. It will also include an assessment of the compliance with respect to the requirements of the Strategic Integrated Project of Infrastructure South Africa, in terms of an Intermediate Business Case.

This document outlines the scope of service, requirements and minimum qualifications, selection process and documentation necessary to submit a statement of qualifications in response to this request.

* 1. Scope of Work

The service provider is expected to deliver the work through two (2) phases with recommendations for each phase. The first eight (8) weeks of phase one (1) the service provider is expected to review the Feasibility Study Report and provide findings and suggestions for its improvement. Thereafter the Feasibility Study Report will be revised by Necsa (in cooperation with the Ministerial Task Team) to address the findings over a period of approximately six (6) months. This version will then be submitted to the service provider for a final review and recommendations by the Service Provider. Given that the necessary background has been established, a time of four weeks (4) will be allocated for the final review.

The Gateway Review will be done in terms of the National Treasury Framework for Infrastructure Delivery and Procurement Management as highlighted in Section 1.3.

There will also be an additional review of whether the feasibility report meets the Intermediate Business Case (IBC) requirements as follows:

1. The extent to which the project demonstrate its ability to justify an appropriate use of public money
2. Asses the completeness of the regulatory and legislative due diligence presented in the feasibility report
3. The ability of the selected option to provide the expected public benefits within the declared cost, time and performance envelope

The service provider shall base its findings primarily on:

1. The information contained in the feasibility report and annexures;
2. Supplementary documentation, if any, provided by key staff obtained during an interview process; and
3. Interview with key staff members and stakeholders.

The service provider shall issue a report at the conclusion of the Gateway Review, which indicates the service provider’s assessment of the information at the Feasibility stage and provides findings and recommendations on areas where further work may be undertaken to improve such information.

The findings shall be classified by the service provider as:

1. **Critical**: Findings that pose an adverse effect on the project or package. Critical findings are wholly unacceptable.
2. **Major**: Findings that pose a potentially adverse effect on the project or package. Major findings are serious findings and are results of violation of key legislation, e.g. The Constitution of the Republic of South Africa, 1996; the PFMA or the PPPFA.
3. **Minor**: Findings not posing any adverse effect to the project or package. Minor findings indicate the need for improvement of practices and processes.
   1. Technical Requirements
      1. Technical Areas and Skills Required

Service Providers should have at least ten (10) years of experience in the nuclear sector, especially in the field of recent development of Research Reactor/Multi- Purpose Reactors. Contactable references for the latter must be provided.

The Service Provider must have conducted at least one infrastructure delivery Gateway Reviews in terms of the current or previous National Treasury guidelines and standards. A list of all Gateway Reviews and contactable references must be provided.

* + 1. Additional Contract Conditions
       1. The successful service provider will be required to enter into a performance-based contract with Necsa for the duration of the Gateway review.
       2. Respondents are therefore notified that their offer, if chosen, could be accepted in full or part thereof and that other suppliers may also be integrated into the offer.
       3. Given the uncertainty around health pandemics (e.g., Covid-19), and other extreme emergencies and the restrictions that these bring, the Contractor must have similar resources or suitable replacements in case their personnel are recalled from duty due to such circumstances.
       4. It will be expected of the Contractor to sign a Non-Disclosure agreement with The Employer that will also provide protection for information, data, know-how, etc.
  1. Contents of the BID Submission

The Bid Submission must contain the following sections with the required information as defined below.

* + 1. SECTION 1: EXECUTIVE SUMMARY

In this section, the respondent will give an executive summary of their proposal.

* + 1. SECTION 2: COMPANY OVERVIEW, CAPABILITIES AND PREVIOUS EXPERIENCE

The purpose of Section 2 is to capture the general information related to your company to enable Necsa to have an overview of your operating structure, skills profile, demographics, financial standing, B-BBEE position and, very importantly, previous experience in performing similar work and key personnel (as per Section 3 above).

* + 1. SECTION 3: SCOPE OF PROJECT

In this section, the respondent will give an overview of the project scope. It is important for Necsa to get your view of understanding the project scope and the challenges and risks associated with the envisaged scope of work.

* + 1. SECTION 4: WORK EXECUTION PROPOSAL

The bidder should provide a technical proposal or methodology of consultation with all relevant stakeholders and authorities on their area of work, which is in line with the scope of work. The bidder is required to respond to the entire scope of work, including work intended to be   
sub-contracted.

* + 1. SECTION 5: PRICE BREAKDOWN

The following price breakdown table must be completed for the contemplated scope of work you plan to undertake.

* + - 1. Pricing Assumptions:
         1. The current prices should only include the labour cost.
         2. The hourly rates provided by the Service Provider will be compared to the hourly rates as prescribed by the Department of Public Service and Administration (DPSA), Auditor-General (AG), or the body regulating the profession of the consultant.
         3. The project duration is estimated to be 9 months. The actual duration will be confirmed at appointment of the successful bidder.
         4. Should the actual duration be less than that estimated here, it will be revised and adjusted accordingly. If the duration is more, this will be negotiated.
         5. Physical meetings (two or three) are to be requested when necessary; in that event, the Service Provider should provide Subsistence and Travel (S&T) rates that are aligned with the National Treasury Instructions.

Notes:

* Prices must be inclusive of all applicable taxes.
* All prices will remain fixed for the duration of the contract period
* No quantities are guaranteed.
* The individuals provided must work according to the Employer’s normal working hours per day, and will apply the necessary effort to meet and exceed the project quality levels and dates.
* The Contractor shall at its own expense comply with the Basic Conditions of Employment Act No. 75 of 1997. The Contractor indemnifies the Employer against any claims, proceedings, compensation and cost arising from the Contractor’s transgression of the Act.
* No work no pay will apply in all instances.
* Rates and prices are to be inclusive of all costs to provide the service as defined in the Scope.
  + 1. SECTION 6: PROJECT SCHEDULE

The service provider is expected to provide a project plan to demonstrate how it will achieve the Scope of Work in Section 3 in its proposal, with a specific focus on:

1. The key milestones will be used as a measure of performance in the project. The use of its resources to allocate tasks.
2. The timing of deliverables (intermediate and final). Costs involved in the project.
   * 1. SECTION 7: QUALIFICATION AND EXPERIENCE OF TEAM LEADER AND TEAM MEMBERS
3. The Gateway Review team shall be led by a person who is registered as a professional with a statutory council under the built environment professions for at least two years.
4. The Deputy Team Leader must possess at least a Postgraduate Science or Engineering degree.
5. At least one team member should possess a postgraduate Degree in Finance.
6. At least one team member should possess a postgraduate Degree in Communication/Marketing
7. Other team member(s) must possess at least a Degree in Natural Science or Engineering.
8. The Team Leader and Team Member(s) must submit certified copies of qualification certificates and CVs. Failure to submit these will result in the forfeiture of these functionality points.
9. The team leader must have at least 5 years’ experience in planning research reactor/nuclear infrastructure projects.
10. The Service Provider’s Gateway Review team shall comprise not less than three persons who are not involved in the project associated with the work covered and are familiar with various aspects of the subject matter, with at least 5 year experience research reactor projects.
11. Team members must have at least 5 years average experience in project finance especially expertise in the key technical areas, cost estimating, the scheduling, and implementation of nuclear infrastructure projects
    * 1. SECTION 8: INDEPENDENCE

The service provider and all its employees must assure its independence from the current and previous Necsa Research Reactor projects in the last four years.

* + 1. SECTION 10: BID COMPULSORY RETURNABLES

In this section, the respondent will list all the compulsory returnable documents and attached them as Appendices to the respondent’s submission

* 1. Applicable Necsa Policies
     1. The following Necsa policies must be adhered to:

|  |  |
| --- | --- |
| SHEQ-INS-0100 | Necsa General Safety, Health and Environmental Policy. |
| SHEQ-INS-0102 | Necsa Alcohol and Drug Policy. |
| FIN-SCM-PRO-0014 R5 | Procedure for Necsa’s Supply Chain Management Process. |

* + 1. Applicable Necsa Procedures ( to be supplied upon contract award)

|  |  |
| --- | --- |
| SHEQ-INS-0001 | Necsa SHEQ manual |
| SHEQ-INS-0104 | Overview of Necsa’s SHEQ compliance assurance process |
| SHEQ-INS-0200 | Necsa quality policy |
| SHEQ-INS-0206 | Necsa requirements for document control |
| SHEQ-INS-5450 | SHE Requirements for Contractors |

* + 1. Requirements to Access Necsa Site
       1. As Necsa site is a National Key Point access for tenderers are restricted to enter the site and the building where the briefing session will be held only.
       2. Access to any other area will only be allowed when escorted by Necsa staff that is conversant in the security and safety requirements and conditions of the specific area.
       3. Nobody will be allowed to enter the site if they are not in possession of a valid identification documents.
    2. Emergencies, Incidents, Accidents
       1. Necsa maintains an Emergency Control Centre, a Fire Brigade and Paramedics with a fully equipped ambulance, an on-site Medical Clinic with doctors and nursing staff and several highly trained response personnel.
       2. The Emergency Control Centre and emergency response personnel are on call 24/7 and equipped to handle any emergencies foreseen.
       3. If any emergency situation, incident, accident or injury occurs they Emergency Control Centre should be contacted at extension 3333 or 012 305 3333.
       4. Emergency exercises and site alarm tests are conducted from time to time to ensure full preparedness of all Necsa staff. The site wide announcement will clearly state this is an exercise/test.
       5. Everyone, including visitors, is required to follow emergency instructions. Your site host will explain the details during the compulsory briefing session.
    3. Necsa Requirements for Quality
       1. The bidder shall submit its company Quality Policy with its bid. It shall reflect the intention to submit a Quality Plan for ensuring all deliverables comply with the bid specifications.
    4. Necsa Requirements for Project SHEQ
       1. Necsa’s SHEQ Project Approval Process prescribes that all planned projects or project phases be assessed for compliance with Necsa’s SHEQ requirements (SHEQ-INS-0823).
    5. Confidentiality
       1. The signing of Necsa’s Confidentiality agreement will only be required if information of a confidential nature are provided to the bidders. Normally this is only required on entering into the contract, which is not part of the bid specification.

1. : INSTRUCTION TO BIDDERS
   1. Instruction to Bidders
      1. General
         1. Bidders must familiarise themselves with and comply with the mandatory requirements and ensure their availability for site visits and presentations, as required, on the appropriate dates.
      2. Bidder Information
         1. The required information on the bidder must be completed as stipulated in Section 11. Failure to do so may result in disqualification.
         2. Bidder to provide solvency statement signed by a qualified authority that the financial position of the bidder is sound and that the company will be able to mobilise the required resources for the execution of this contract.
         3. The successful bidder shall demonstrate to Necsa that adequate pre-employment screening, including security screening, was performed on their employees/sub-contractors (staff).
         4. The pre-employment screening shall as a minimum be able to:
            1. Authenticate that staff are who they claim to be;
            2. Confirm that staff have a right to work in the RSA;
            3. Obtain declaration from staff of any criminal record; and
            4. Confirm that staff possesses the relevant qualifications to undertake the duties effectively and safely.
         5. The successful bidder shall deploy competent staff, supervision and labour who are appropriately experienced and trained for the work they are to undertake.
         6. Necsa and its representatives may seek formal assurance to this effect (including a formal audit) at any time during the contract period.
      3. Consortium
         1. Bidders forming part of a Consortium must submit with their bid a copy of their Consortium agreement in a separate attachment. This must clearly indicate:
            1. The form of agreement;
            2. The respective roles and responsibilities of the members;
            3. The identity of the lead company which will have the overall project responsibility;
            4. The name and address of the officer acting as the single point of contact for all communications between NECSA and the tenderers. He shall be fully empowered to act on behalf of all members; and
            5. The member’s agreement to be jointly and severally liable to NECSA for the performance of the contract.
      4. Sub-contracting
         1. Bidders must detail any work to be sub-contracted, and the proposed sub-contractor(s) to be used.
         2. Necsa reserves the right to reject the use of any of the bidder’s proposed subcontractors and any subcontractor proposed during the contract term.
         3. Bidders are advised that Necsa will not respond to any direct approach from potential sub-contractors for details in respect of any particular item in this bid.
      5. Necsa’s Bidding Rights
         1. Necsa reserves the right to:
            1. Extend the closing date;
            2. Verify any information contained in a proposal;
            3. Request documentary proof regarding any bid issue;
            4. Give preference to locally manufactured goods or locally sourced services;
            5. Issue follow-up or supplementary questions during the response period or after receipt of tenders;
            6. Make known to all bidders any questions submitted by a bidder including commercial and technical clarifications, together with the answers given to any individual bidder, if it is considered to be relevant to the tender; and
            7. Cancel or withdraw this request for tender as a whole or in part.
         2. Evaluating Authorities’ part of the evaluation process NECSA may require bidders to arrange and/or participate in one or more of the following:
            1. Interviews with, or written references from, nominated reference;
            2. Reference site visits to the location(s) of nominated reference; and
            3. Interviews with bidder personnel who would be involved in the contract execution (day-to-day operations of the site).
         3. Negotiate with the bidders.
      6. Bidding Process
         1. Bidders must familiarise themselves with and comply with the procurement timetable and ensure their availability for the site visit and presentations, as required, on the appropriate dates. Necsa is unlikely to be able to offer much flexibility to this timetable.
         2. Bidders are required to:
            1. Respond in the English language;
            2. A cover letter on the bidders company letterhead with clear reference to the title of the bid must accompany both the technical and pricing proposals;
            3. All copies of the tender response must have signatures on the Declaration of Compliance to the Necsa Contact Person;
            4. Ensure that all document attachments are clearly marked and bound in a clear, logical and well-marked format with a table on context ensuring ease of finding individual documents or sections; and
            5. The original document must be signed in black ink by an authorised person, agent or representative and each and every page of the bidding documents shall contain the initials of the same signatory.
         3. All costing and information must be typed and signed by the bidder, no hand written costing/pricing will be accepted.
         4. All bids in this regard shall be accepted if they have been placed in the tender box by the closing date stipulated. Late bid submissions will not be considered.
      7. Bid Submission Requirements
         1. Bidders must submit their responses and all supporting documents in properly labelled and sealed envelopes clearly as follows:
            1. Technical Proposal – Envelope One must include:

|  |
| --- |
| a set of Three (3) hard copies (one (1) original and two (2) copies) and one (1) electronic copy (on disk or memory stick).  **No pricing information must be included in Envelope One.** |

* + - * 1. Pricing Proposal – Envelope Two must include:

|  |
| --- |
| a set of one (1) hard copy and one (1) electronic copy (on disk or memory stick).  **All compulsory returnable documents must be included in Envelope Two.** |

* + - 1. No proposal shall be accepted by Necsa if submitted in any manner other than as prescribed above.
      2. Content of BID Proposal

☐ Section 1 - Executive summary.

☐ Section 2 - Company overview, capabilities and previous experience.

☐ Section 3 – Project scope

☐ Section 4 – Work Execution Proposal

☐ Section 5 - Price Breakdown. (Pricing Proposal - Envelop Two)

☐ Section 6 – Project Management

☐ Section 7 – Project Schedule

☐ Section 8 – General Feedback

☐ Section 9 – Company Quality Policy

☐ Section 10 – Compulsory returnable **(Pricing Proposal - Envelop Two)**

1. : ELIGILIBILITY REQUIREMENTS
   1. Pre-qualification Criteria
      * 1. Non-compliance to the following pre-qualification criteria will result in automatic disqualification:

| **Item** | **Requirement** | **Yes/No** |
| --- | --- | --- |
| 1 | Bidder company information (Section 11) |  |
| 2 | Valid Compensation Commissioner Fund: Letter of good standing (COIDA) |  |
| 3 | Valid/Compliant Central Supplier Database Summary Report (CSD). |  |
| 4 | Tax Clearance Certificate |  |
| 5 | Completed at Least 1 Gateway Review for Infrastructure Projects (provide reference letters) |  |
| 6 | The Gateway Review team is led by a person who is registered as a professional with a statutory council (provide the registration certificate) |  |

* 1. Functional Evaluation Criteria and Selection Process

The bid submissions are to be evaluated according to the functional evaluation criteria set out in this section.

* + 1. Phase 1: Functional Evaluation
       1. Bids will be evaluated according to the bid evaluation criteria stipulated in the bid document.
       2. Bidders must as part of their bid document submit supportive documentation for all the functional requirements as indicated hereunder. The bids will be evaluated and scored based on the submission and information provided.
       3. The scoring and the percentage weighting scores for each of the functionality evaluation areas is as follows:

| **Evaluation criteria** | **Score** | **Points** | **Weight** |
| --- | --- | --- | --- |
| **Company Experience** | | | **25** |
| 1. The service Providers should have more than ten (10) years of experience in the nuclear sector, especially in the field of the recent development of Research Reactor/Multi-Purpose Reactors. | 10 years and above = 10 points | 10 |  |
| Less than 10 years = 0 points |
| 1. The SP must provide a list of similar projects (infrastructure projects) completed in the past 10 years. Contactable references must be provided. | 5 projects and above = 15 points | 15 |
| 4 projects =10 points |
| Between 2 and 3 projects =5 points |
| 1 project and below = 0 points |
| Scoring will be based on contactable references only. |
| **Qualifications and Experience of Team Leader and Team Members (submit certified copies of qualification certificates and CVs of the team leaders and team members)** | | | **55** |
| **Qualifications:** | | |  |
| 1. The Deputy Team Leader must possess at least a Postgraduate Science or Engineering degree. | (Deputy team leader qualifications) | 5 |
| PhD = 5 points |
| Master’s degree = 4 points |
| Honours degree = 3 points |
| 1. At least one team member should possess a Degree in Finance | (Financial qualifications) | 5 |
| One team member is a Chartered Accountant= 5 points. |
| Honours degree = 3 points |
| BCom/Btech Degree = 2 point |
| Diploma = 1 point |
| 1. At least one team member should possess a Degree in Communication/Public Relations/Marketing or related qualification | (Communication qualifications) | 5 |
| Master’s degree or higher = 5 points |
| Honours degree = 4 points |
| Degree = 3 points |
| Diploma = 1 points |
| 1. Other team member(s) must possess at least a Degree in Natural Science or Engineering. | (team member qualifications) | 5 |
| Master’s degree or higher = 5 points |
| Honours degree = 4 points |
| BSC/BEng/Btech Degree = 3 points |
| Diploma = 1 points |
| (scoring will be based on the highest qualified member) |
| **Experience** | | |
| 1. The team leader must have more than 5 years’ experience in planning of research reactor/nuclear infrastructure projects | (team leader experience) | 15 |
| Team leader has 15 years’ experience in research reactor/nuclear infrastructure project planning = 15 points |
| Team leader has 10 years’ experience in research reactor/nuclear infrastructure project planning = 10 points |
| Team leader has 5 years’ experience in research reactor/nuclear infrastructure project planning = 5 points |
| 1. The service providers Gateway Review team shall comprise not less than three persons who are not involved in the project associated with the work covered, and are familiar with various aspects of the subject matter, with experience in research reactor projects. | (team members experience) | 10 |
| Team members have experience in Gateway Reviews and at least ten (10) years of experience with research reactors projects = 10 points |
| Team members have experience in Gateway Reviews and at least 7 (seven) years of experience with research reactors projects = 7 points |
| Team members have experience in Gateway Reviews and at least 5 (five) years of experience with research reactors projects = 3 points |
| **NB**: Team Members who were or are involved in the new Necsa Research Reactor project over the past three years do not count for the above points.   (scoring will be based on the highest experienced member) |
| 1. Team members must have experience in project finance especially expertise in the key technical areas, cost estimating, scheduling and implementation of nuclear infrastructure projects. | (Financial experience) | 5 |
| 5 years of experience and above = 5 points |
| 4 years of experience = 4 points |
| between 2 and 3 years of experience = 3 points |
| Less than 2 years of experience = 0 |
| (scoring will be based on the highest experienced member) |
| 1. The members should experience in the communication/PR/marketing filed. Especial expertise in in communication strategy development, good writing and editing skills, content development expert, producing publications, marketing and advertising, events management, media liaison skills, graphic designing skills, Knowledge in website management | (Communication experience) | 5 |
| At least 2 team members have this experience at 5 years of experience and above = 5 points |
| 4 years of experience = 4 points |
| between 2 and 3 years of experience = 3 points |
| 1 years of experience = 0 |
| (scoring will be based on the highest experienced member) |
| **Project Plan** | | | **15** |
| The service provider is expected to provide a project plan to demonstrate how it will achieve the Scope of Work in Section 3 in its proposal, with specific focus on:   * The key milestones will be used as the measure of performance in the project * The use of its resources to allocate tasks. * The timing of deliverables (intermediate and final) | Project plan with detailed activities, milestones, timeframes (within or less than the specified period of 9 months) and resources = 15 points | 15 |  |
| Project plan with detailed activities, milestones, timeframes (10 to 11 months) and resources = 10 points |
| Project plan with detailed activities, milestones, timeframes (12 and above months) and resources = 5 points |
| No project plan attached = 0 point |
| **Gateway Review Case Study** | | | **5** |
| The service provider is expected to provide a gateway review case study from their previous projects to demonstrate how the quality of the Feasibility Study report was improved after the gateway review and the project successfully passed the stage gate prior to execution. | The service provider provided the gateway review case study from their previous projects = 5 points | 5 |  |
| The service provider did not provide the gateway review case study from their previous projects = 0 point |
| **Total** |  | **100** | |
|

Only bidders who score 80 points or more out of 100 points on functionality will be considered for the next phase i.e. price and B-BBEE evaluation. Based on the score received, bidders will be placed into a database as per the different categories of work listed in this bid document.

***Note: Bidders that score less than 80 out of a 100 in respect of Technical / Functional Evaluation Criteria will be regarded as submitting a non-responsive bid and will not be evaluated further.***

* 1. Evaluation in Terms of Price and B-BBEE
     1. Specific Goal and Price Evaluation Criteria
        1. Each tender that obtained the minimum qualifying score for functionality must be evaluated further in terms of price and the preference point system.
     2. 80/20 preference point system for acquisition of goods or services for Rand value equal to or above R30 000 and up to R50 million
        1. 5.4.1 The following formula must be used to calculate the points out of 80 for price in respect of a tender with a Rand value equal to or above R30 000 and up to a Rand value of R50 million, inclusive of all applicable taxes:

Where-

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration; and

Pmin = Price of lowest acceptable tender.

* + - 1. The following table must be used to calculate the score out of 20 for specific goal:

| **Ownership** | **Number of Points** |
| --- | --- |
| 100% black ownership | 20 |
| At least more than 51% black ownership | 15 |
| Less than 51 % black owned but more than 40% black ownership. | 10 |
| Less than 40% black ownership and more than 0% black ownership. | 05 |
| 0% black ownership | 0 |

* + - 1. A tenderer must submit proof of its B-BBEE status level of contributor (Specific goal).
      2. A tenderer failing to submit proof of specific goal, may not be disqualified, but:
         1. May only score points out of 80 for price; and
         2. Score 0 points out of 20 for specific goal.
      3. The points scored by a tenderer for a specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
      4. Subject to sub regulation 4(4), the contract must be awarded to the tenderer scoring the highest points.
      5. If the price offered by a tenderer scoring the highest points is not market-related, the organ of state may not award the contract to that tenderer.
      6. The organs of state may:
         1. Negotiate a market-related price with the tenderer scoring the highest points or cancel the tender;
         2. If the tenderer does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the second highest points or cancel the tender;
         3. If the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points or cancel the tender; or
         4. If a market-related price is still not agreed the organ of state must cancel the tender.

1. : RETURNABLE DOCUMENTS CHECKLIST AND BIDDER INFORMATION
   1. Returnable Documents Checklist

Please indicate that all mandatory documents are included in this bid by ticking the boxes in the checklist below. Responses received without all required documents will be considered invalid. Please also indicate where additional documents have been submitted to the main tender response.

* + 1. Mandatory Documents
       1. ☐ Bidder’s Information (Section 11).
       2. ☐ Original good standing letter from SARS (Tax clearance) OR a letter from SARS with PIN number issued for TAX compliance status.
       3. ☐ If a Consortium, Joint Venture or Sub-contractor, a valid Tax Clearance Certificate for each member.
       4. ☐ Compensation for Occupational Injuries and Diseases Act (COIDA).
    2. Price
       1. ☐ Price Breakdown.
    3. Compliance Documents
       1. ☐ SBD 1 Invitation to Bid.
       2. ☐ SBD 3.3 Pricing Schedule – Professional Services.
       3. ☐ SBD 4 Declaration of Interest.
       4. ☐ SBD 5 National Industrial Participation Programme.
       5. ☐ SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2017.
       6. ☐ SBD 6.2 Declaration Certificate for Local Production and Content for Designated Sectors.
       7. ☐ SBD 7.1 Contract Form –Goods.
       8. ☐ Necsa Terms and Conditions of Contract.
       9. ☐ Necsa Confidentiality Agreement.
       10. ☐ Necsa Alcohol and Drug Control Policy.
       11. ☐ Necsa Safety, Health and Environmental Policy.

* 1. Bidder Information

The following information must be completed. Failure to do so may result in disqualification.

|  |  |
| --- | --- |
| **BIDDER INFORMATION** | |
| Bidder Name: |  |
| Registration Number: |  |
| VAT Registration Number: |  |
| Bidding Structure (Individual, Joint Venture, Consortium, Sub-contractors) |  |
| Contact Person: |  |
| Telephone Number: |  |
| Fax Number: |  |
| Email Address: |  |
| Postal Address: |  |
| Physical Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **HAS A TAX CLEARANCE AND PIN BEEN SUBMITBED?** | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |
|  | | | | | | | | |
| **HAS A VALID BBBEE CERTIFICATE BEEN SUBMITBED?** | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |

If bidding as a Joint Venture, Consortium or Sub-Contractors, complete the following company information.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Company (1):** | | | | | | | | | |
| Registration Number: |  | | | | | | | | |
| VAT Registration Number: |  | | | | | | | | |
| Contact Person: |  | | | | | | | | |
| Telephone Number: |  | | | | | | | | |
| Fax Number: |  | | | | | | | | |
| Email Address: |  | | | | | | | | |
| Postal Address: |  | | | | | | | | |
| Physical Address: |  | | | | | | | | |
| **HAS A TAX CLEARANCE AND PIN BEEN SUBMITBED?** | | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |
|  | | | | | | | | | |
| **HAS A VALID BBBEE CERTIFICATE BEEN SUBMITBED?** | | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |
| **Name of Company (2):** | | | | | | | | | |
| Registration Number: |  | | | | | | | | |
| VAT Registration Number: |  | | | | | | | | |
| Contact Person: |  | | | | | | | | |
| Telephone Number: |  | | | | | | | | |
| Fax Number: |  | | | | | | | | |
| Email Address: |  | | | | | | | | |
| Postal Address: |  | | | | | | | | |
| Physical Address: |  | | | | | | | | |
| **HAS A TAX CLEARANCE AND PIN BEEN SUBMITBED?** | | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |
|  | | | | | | | | | |
| **HAS A VALID BBBEE CERTIFICATE BEEN SUBMITBED?** | | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |

|  |  |
| --- | --- |
| **Name of Company (3):** | |
| Registration Number: |  |
| VAT Registration Number: |  |
| Contact Person: |  |
| Telephone Number: |  |
| Fax Number: |  |
| Email Address: |  |
| Postal Address: |  |
| Physical Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **HAS A TAX CLEARANCE AND PIN BEEN SUBMITBED?** | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |
|  | | | | | | | | |
| **HAS A VALID BBBEE CERTIFICATE BEEN SUBMITBED?** | | | **Yes** | |  | **No** | |  |
|  | | | | | | | | |
| **IF YES, PLEASE INDICATE THE EXPIRY DATE** | **D** | **D** | **M** | **M** | **Y** | **Y** | **Y** | **Y** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I CERTIFY THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE AND CORRECT.  I FURTHER ACCEPT THAT, IN ADDITION TO CANCELLATION OF CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE. | | | | |
|  | |  |  | |
| **SIGNATURE OF BIDDER (DULY AUTHORISED)** | |  | **DATE** | |
|  |  | | |  |
| **CAPACITY UNDER WHICH THIS BID IS SIGNED** | | | | |