

TENDER DOCUMENT



Project Name	Project Number
APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL ELECTRICAL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE (03) YEARS	BM05/25/26
APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL CIVIL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE (03) YEARS	BM06/25/26

Contact : Ms Monyemangena MM – Acting Manager: SCM

Tel : (015) 505 7100 Fax : (015) 505 0296

COMPANY NAME

CONTACT PERSON:

CONTACT NUMBER:

EMAIL ADDRESS:

VERY IMPORTANT NOTICE ON DISQUALIFICATIONS:

BY SUBMITTING THE BID, THE BIDDER UNDERTAKES TO ABIDE BY THE TERMS AND CONDITIONS OF THIS TENDER INCLUDING BUT NOT LIMITED TO THE RULES OUTLINED BELOW

- A bid not complying with the requirements stated hereunder will be regarded as not being an “Acceptable bid”, and as such will be rejected.
- “Acceptable bid” means any bid which, in all respects, complies with the conditions of bid and specifications as set out in the bid documents, including conditions as specified in the Preferential Procurement Policy Framework Act (PPPFA) and associated Preferential Procurement Regulations of 2022, in terms of which provision is made for this policy.
- In this document and other documents referred to but not attached, the following words are synonymous with each other.
 - a. CLIENT, EMPLOYER, BLOUBERG LOCAL MUNICIPALITY, MUNICIPALITY
 - b. BID, TENDER AND VARIATIONS THEREOF
 - c. JOINT VENTURE / CONSORTIUM
 - d. TENDERER, BIDDER, CONSULTANT

1. FULL DESCRIPTION OF THE TENDER

1.1 Blouberg Local municipality would like to appoint a competent service provider registered on the national Central Supplier Database (CSD) for the:

1.“APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL ELECTRICAL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE YEARS”

2.“APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL CIVIL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE YEARS”

2. RULES FOR BIDDING

2.1 The bidding entity shall be the same entity that will execute the bid. Any bid found to be fronting for another entity or entities shall be disqualified immediately.

2.2 All Bidders submitting bids as part of a consortium or joint venture must submit recent reports from CSD printed between advert date and closing date.

2.3 Bidders may ask for clarification on these bid documents or any part thereof up to close of business week before the deadline for the submission of the bids.

2.4 The municipality reserves the right to return late bid submission unopened.

2.5 Bidders may not contact the municipality on any matter pertaining to their bid from the time when the bids are submitted to the time the contract is awarded. Any effort by a bidder to influence bid evaluation, bid comparisons or bid award decisions in any manner, may result in rejection of the bid concerned.

2.6 The appointed provider will be paid an amount claimed within thirty days upon the receipts of the invoice.

2.7 The appointed service provider will also bill the municipality for the agreed service rendered.

2.8 Bidders must attach proof of parties involved in the joint venture.

2.9 The Bid document must be properly signed by a party having the authority to do so, according to the example of “Authority or Signatory”

2.10 Bidders will be disqualified if Municipal rates and taxes or municipal service charges owed by the bidder or any of its directors to the municipality or municipal entity, are in arrears for more than three months from the date of the advert.

2.11 Bidders will be disqualified if:

- 2.11.1 Any bidders who during the last five (5) years has failed to perform satisfactorily on a previous contract with the municipality, municipal entity or any other organ of state after a reasonable written notice was given to that bidder that performance was unsatisfactory or appears on the register / database of defaulters.
- 2.11.2 they are bankrupt or being wound up, are having their affairs administered by the courts,
- 2.11.3 Have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- 2.11.4 Are guilty of misrepresentation in supplying the information required in the document as a condition of participation in the procurement procedure or fail to supply this information;
- 2.12 The accounting officer must ensure that irrespective of the procurement process followed, no award may be given to a person –
 - 2.12.1 Who is in the service of the state, or;
 - 2.12.2 If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder, is a person in the service of the state; or;
 - 2.12.3 Who is an advisor or consultant contracted with the municipality in respect of contract that would cause conflict of interest
- 2.13 Bid offers will be rejected if the bidder or any of his/ her directors is listed on the Register of Bid Defaulters in terms of the Prevention and Combating of Corrupt Activities Act 12 of 2004 as a person prohibited from doing business with the public sector and all bids would be subjected to vetting.
- 2.14 Failure by the bidder to disclose with the bid submission any form of conflict-of-interest including disclosure on a person(s) who is in the service of the state or any immediate blood relative in the service of the state will lead to disqualification.
- 2.15 Bids received by telegram, fax or e-mail will not be considered. Late bids shall neither be accepted nor considered.
- 2.16 The municipality is not liable for any documents delivered via courier companies and by post. No official is going to sign the receipt of the bid document.
- 2.17 Bid documents must be submitted in a sealed envelope clearly marked with the project name and number.
- 2.18 Fully completed and signed bid documents must be deposited into the tender box located at Blouberg Municipality, next to reception office.



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T1.1 BID NOTICE AND INVITATION TO BID

BLOUBERG Local municipality would like to appoint a competent service providers registered on the national Central Supplier Database for the following panels:

- 1. APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL ELECTRICAL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE YEARS.**
- 2. APPOINTMENT OF PANEL OF CONSULTANTS FOR PROFESSIONAL CIVIL ENGINEERING RELATED SERVICES FOR PERIOD OF THREE YEARS**

The municipality will enter into a service level agreement with the appointed service provider to clarify terms and conditions for the duration of the project
Tender documents containing the Conditions of Tender, Evaluation criteria as well as the applicable procurement terms and conditions will be available within a day after the briefing session on E-tender portal (www.etender.gov.za) or Blouberg Municipality's website (www.blouberg.gov.za).

When downloaded from the municipal website, tender documents are uncontrolled and the responsibility lies with the bidder to ensure the printout is in line with the Authorized Version on the system.

Complete tender documents, fully filled and signed with all the necessary documents attached, must be sealed in an envelope marked "TENDER" Description of Project / Project Number" as mentioned above. The closing date for submission of Tender bids is **03/03/2026 at 11:00am.**

Enquiries related to this tender should be addressed to Ms SM Tseka and Ms Monyemangena MM at (015) 505 7100 during working hours.

Municipal Address

**MR. RAMOTHWALA RJ
MUNICIPAL MANAGER
BLOUBERG MUNICIPALITY
P.O BOX 1593
SENWABARWANA
0790**

T1.2 BID DATA

The **Standard Conditions of Bid** makes 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.

Clause number	Data
F.1.1 ACTIONS	The Employer is: The Municipal Manager Blouberg Local Municipality 2 nd Building Dendron/Senwabarwana Main Road Senwabarwana 0790
F.1.4 COMMUNICATION AND EMPLOYER'S AGENT	The Employer's Agent is: Name: Ms. MM Monyemangena Address: 2 nd Building Dendron/Senwabarwana Main Road, Senwabarwana, 0790 Tel: 015 505 7100
F.2.1 ELIGIBILITY	Companies that fit all the requirements of this bid as specified.
F.2.12 ALTERNATIVE TENDER OFFERS	<i>No alternative bid is to be accepted!</i>
F.2.13.2 SUBMITTING A TENDER OFFER	The <u>whole original</u> bid document, as issued by the Municipality , shall be submitted. No copies will be accepted. Bids may only be submitted on the Bid documentation issued by the Municipality
F.2.13.3 BRIEFING SESSION	There will be no briefing session for this Bid.
F.2.14 CLOSING DATE & TIME	DATE: 03/03/2026 TIME: 11H00 IT IS THE RESPONSIBILITY OF THE TENDERER TO ENSURE THAT THEIR TENDER IS COMPLETE AND REACHES THE CORRECT ADDRESS BY THE DESIGNATED DEADLINE. LATE, FAXED OR E-MAILED TENDERS WILL NOT BE CONSIDERED.
F.2.15 TENDER OFFER VALIDITY	1. The employer will have up to 90 days (working days) from the closing date within which to consider submitted bids. 2. The successful bidder will have up to 14 days to respond to the service offer.

Clause number	Data
<p>F.1.10 CERTIFICATES AND ATTACHMENTS</p>	<p>The bidder is required to compulsory attach the following Valid documents to the tender document:</p> <ul style="list-style-type: none"> • Detailed Company Profile • Proposal for ELETRICAL and /or CIVIL Engineering Roads and Stormwater and Building Works related Projects. • Proof of Company Registration CK • Certified copy of B-BBEE Certificate(SANAS Accredited) • Certified ID copies of all Directors (not older than 6 months) • CSD report printed between the advert date and closing date. • Qualifications and competence of Key Staff • Detailed Curriculum Vitae of Key Staff indicating involvement in comparable projects • Proof of Project Director's Professional Status (Valid ECSA Registration Certificate as a Professional) • Company experience in ELETRICAL and/or CIVIL Engineering - Roads and Stormwater and Building Works related projects (Attach Appointment Letters, Completion Certificates and Client Reference Letters) • Quality Assurance systems (different points allocated for submission of ISO:9001/ submission of policy in case ISO certificate is not submitted/available) • Proof of Valid Professional Indemnity Insurance-R 2 000 000 million for each and every claim • Authority of signatory (Be someone registered with the related professional bodies) • Attach audited and signed(director and auditor) financial statements for the past 3 consecutive years (22/23-24/25 Financial Years) • Statement of Municipal rates and taxes not in arrears for more than three months before closing date of all company directors and of a company residing within the billing municipality (if leasing municipal rates and taxes of the landlord and valid lease agreement). If residing within the Tribal Authority jurisdiction, please submit a letter (not older three months) from Tribal Authority or Municipality indicating that the area does not pay or been billed for municipal rates and taxes for all company directors and of a company (if residing the non-billing area). • Completed MBD forms • Each party to join venture must attach proof of registration on central supplier bdatabase (if applicable) • Copy of Tax Compliant Pin issued by SARS(TCS)-valid SARS Tax Compliance Status • Joint Venture Agreement where applicable. • Pages have to be colour coded as per Table of Contents <p>Note: Failure to attach the above documents will lead to automatic rejection of your Bid.</p>

Clause number	Data
F.1.11 OPENING OF BID SUBMISSIONS	<p>The time and location for opening of the bid offers Immediately after the closing time 11H00 on the closing date 03/03/2026 Location: Blouberg Local Municipality- Old Municipal Building, 02nd Building Dendron/Senwabarwana Main Road, Senwabarwana, 0790</p> <p>Any bid received after the deadline for submission of bids prescribed, will be rejected and/or returned unopened to the Bidder.</p>
F.1.12 TWO-ENVELOPE SYSTEM	A two-envelope procedure will not be followed.
F.1.12 ARITHMETICAL ERRORS	<p>a) Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.</p> <p>b) If bills of quantities or pricing schedules apply and there is an error in the line-item total resulting from the product of the unit rate and the quantity, the line-item total shall govern, and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line-item total as quoted shall govern, and the unit rate shall be corrected.</p> <p>c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.</p> <p>Consider the rejection of a tender offer if the tenderer does not accept the correction of the arithmetical errors in the manner described above.</p>
F.1.13 EVALUATION OF BID OFFERS	<p>Stage 1: Bidders who comply with administrative requirements will qualify for further evaluation on</p> <ul style="list-style-type: none"> - Qualifying bidders will be evaluated on Functionality where the bidders who scored more than 90 points on Functionality will be appointed.
F.1.14 ACCEPTANCE OF BID OFFER	Bids containing any one or more of the errors or omissions, or bids not having complied with any one of the required bid conditions as detailed in this bid document, shall not be considered and shall automatically be rejected.
F.1.15 PROVIDE COPIES OF THE CONTRACTS	The number of paper copies of the signed contract to be provided by Blouberg Municipality is one .

Clause number	Data
ADDITIONAL CONDITIONS APPLICABLE TO THIS BID	<p>The additional conditions of bid are:</p> <ol style="list-style-type: none"> 1 The Employer may also request that the bidder provide written evidence on the adequacy of financial, labour and other resources for carrying out the contract. 2 The Employer reserves the right to appoint a firm of chartered accountants and auditors and/or execute any other financial investigations on the financial resources of any bidder. The bidder shall provide all reasonable assistance in such investigations. 3 The bidder shall be required to complete the Form of Offer and Acceptance (C1.1) 4 The bid document shall be submitted as a whole and shall not be submitted in parts. 5 List of returnable documents (PART T2) must be completed in full. (i.e.: A bidder's company profile will not be used by the BLM to complete PART T2 on behalf of the bidder) <p>NB: If PART T2 is not completed in full by the bidder, the offer will be rejected.</p>

F.1 Standard Conditions of the Bid

F.1.1 Actions

The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in F.2 and F.3, timeously and with integrity, and behave equitably, honestly with openness and transparency.

F.1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

F.1.3 Interpretation

F.1.3.1. the tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

F.1.3.2. these conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

F.1.3.3 For the purposes of these conditions for the calling of expressions of interest, the following definitions apply:

a) Comparative offer means the tenderer's financial offer after the factors of non-firm prices, all unconditional discounts and any other tendered parameters that will affect the value of the financial offer have been taken into consideration

b) Corrupt practice means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and

c) Fraudulent practice means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

F.1.4 Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

F.1.5 The employer's right to accept or reject any tender offer

F.1.5.1 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, but will give written reasons for such action upon written request to do so.

F.1.5.2 The employer may not, subsequent to the cancellation or abandonment of a tender process or the rejection of all responsive tender offers re-issue a tender covering substantially the same scope of work within a period of three months.

F.2 Tenderer's obligations

F.2.1 Eligibility

Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his/ her principals, is not under any restriction to do business with the employer.

F.2.2 Cost of tendering

Accept that the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer to satisfy requirements.

It is a term of this bid that the employer is indemnified from any liability arising or accruing from expenses or damages or losses incurred by the bidder including in the event the employer opts to cancel or discontinue the bidding process of this tender.

F.2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

F.2.4 Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

The distribution of the tender documents is for the sole purpose of obtaining offers. The distribution does not grant permission or licence to use the documents for any other purpose. Tenderers are required to treat the details of all documents supplied in connection with the tender process as private and confidential. All responses to this invitation to tender will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the tenderer except in so far as is specifically required for the consideration and evaluation of the response or as may be required under law.

F.2.5 Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

F.2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

F.2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. However, there will be no Clarification Meeting for the Bid.

F.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing date stated in the tender data.

F.2.9 Insurance

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is required to seek adequate cover for covering liability that may arise in terms of international trips.

F.2.10 Pricing the tender offer

Not Applicable

F.2.11 Alterations to documents

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid or TIPPEX are prohibited.

F.2.12 Alternative tender offers

F.2.12.1 Submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. The alternative

tender offer is to be submitted with the main tender offer together with a schedule that compares the requirements of the tender documents with the alternative requirements of the tenderer proposes.

F.2.12.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

F.2.13 Submitting a tender offer

F.2.13.1 Submit a tender offer to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

F.2.13.2 Return all returnable documents to the employer after completing them in their entirety.

F.2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English.

F.2.13.4 Sign the original copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state; which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

F.2.13.5 Seal the original package marking the package as "ORIGINAL"

F.2.13.6 Seal the original tender offer package in an outer package that state on the outside only the employer 's address and identification details as stated in the tender data.

F.2.13.7 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

F.2.14 Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, will be regarded by the employer as non-responsive.

F.2.15 Closing Time

F.2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. The employer shall not accept tender offers submitted by telegraph, facsimile or e-mail.

F.2.15.2 Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

F.2.16 Tender Offer Validity

F.2.16.1 Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.

F.2.16.2 If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period.

F.2.17 Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (Or both).

No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: Sub-clause F.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.

F.2.18 Provide other material

F.2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), referencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

F.2.19 Inspections, tests and analysis

Not Applicable.

F.2.20 Submit securities, bonds, policies, etc.

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

F.2.21 Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

F.2.22 Return of other tender documents

If so instructed by the employer, return all retained tender documents within twenty-eight (28) days after the expiry of the validity period stated in the tender data.

F.2.23 Certificates

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

F.3 The employer's undertakings

F.3.1 Respond to clarification

Respond to a request for clarification received up to five (5) working days before the tender closing time stated in the Tender Data and notify all tenderers who drew procurement documents.

F.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until seven (7) days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who drew documents.

F.3.3 Return late tender offers

Return tender offers received after the closing time stated in the Tender Data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

F.3.4 Opening of tender submissions

F.3.4.1 Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

F.3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened, the total of his prices, preferences claimed and time for completion, if any, for the main tender offer only.

F.3.4.3 Make available the record outlined in F.3.4.2 to all interested persons upon a formal request.

F.3.5 Two-envelope system

F.3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

F.3.5.2 Evaluate the quality of the technical proposals offered by tenderers, then advice tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the quality evaluation more than the minimum number of points for quality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for quality.

F.3.6 Non-disclosure

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

F.3.7 Grounds for rejection and disqualification

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

F.3.8 Test for responsiveness

F.3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a. Complies with the requirements of these Conditions of Tender,
- b. Has been properly and fully completed and signed, and
- c. Is responsive to the other requirements of the tender documents.

F.3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a. Detrimentially affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b. Change the Employer's or the tenderer's risks and responsibilities under the contract,
- c. Affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

F.3.9 Arithmetical errors

F.3.9.1 Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of his/ her arithmetical errors.

F.3.10 Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

F.3.11 EVALUATION METHODOLOGY

- In addition to all items highlighted under Page 2 titled **“Very Important Notice on Disqualifications”**, the tenders will be evaluated in terms of the Municipality Supply Chain Management policy, Preferential Procurement Framework Act (Act 5 of 2000) and its regulations as enacted in 2022.
- Tenders will be evaluated on functionality

F.3.13 Acceptance of tender offer

F.3.13.1 Accept tender offer only if the tenderer complies with the legal requirements stated in the Tender Data.

F.3.13.2 Notify the successful tenderer of the employer's acceptance of his/her tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period. Providing the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful tenderer as described in the form of offer and acceptance.

F.3.14 Notice to unsuccessful tenderers

After the successful tenderer has acknowledged the employer's notice of acceptance, the employer will publicise a list of bidders in the form of tender register on the municipal website

F.3.14 Municipality's right to accept or reject any or all Bids

The municipality reserves the right to:

- Accept or reject any bid;
- Annul the tender process and reject all bids at any time prior to contract award;
- Award the contract to one or more bidders; without thereby incurring any liability to the affected Bidder or bidders.
- Accept one or more bids submissions.
- Reject all bids submitted.
- Request further information from any bidder after the closing date.
- Cancel this bid or any part thereof any time, or
- Award this bid or any part thereof to any one or more bidders.
- Vary the site or number of sites and/or guards due to operational or budgetary requirements.

F.3.15. Prepare contract documents

Revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- addenda issued during the tender period,
- inclusion of the returnable documents,
- other revisions agreed between the employer and the successful tenderer, and
- the schedule of deviations attached to the form of offer and acceptance, if any.

F.3.16 Issue final contract

Prepare and issue the final draft of contract documents to the successful tenderer for acceptance within fourteen (14) days after the date of the employer's signing of the form

of offer and acceptance (including the schedule of deviations, if any). Only those documents that the conditions of tender require the tenderer to submit, after acceptance by the employer, shall be included.

F.3.17 Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

3. List of attachments required for Evaluation Purposes

The Format of the proposal must follow the information below as a guideline to ensure uniformity of approach, and to enable proper evaluation of proposals received (This will be considered for Pre-Evaluation Stage):

- Detailed Company Profile
- Proposal for **ELETRICAL** and /or **CIVIL** Engineering Roads and Stormwater and Building Works related Projects
- Proof of Company Registration CK
- Certified copy of B-BBEE Certificate(SANAS Accredited)
- Certified ID copies of all Directors (not older than 6 months)
- CSD summary report printed between advert date and closing date.
- Qualifications and competence of Key Staff
- Detailed Curriculum Vitae of Key Staff indicating involvement in comparable projects
- Proof of Project Director's Professional Status (Valid ECSA Registration Certificate as a Professional)
- Company experience in **ELETRICAL** and/or **CIVIL** Engineering -Roads and Stormwater and Building Works related projects (Attach Appointment Letters, Completion Certificates and Client Reference Letters)
- Quality Assurance systems (different points allocate for submission of ISO:9001 and policy in case ISO certificate is not submitted)
- Proof of Valid Professional Indemnity Insurance-R 2 000 000 million for each and every claim
- Authority of signatory (be someone regisgered with relevant professional bodies)
- Attach financial statements for the past 3 consecutive years (22/23-24/25 Financial Years)
- Statement of Municipal rates and taxes not in arrears for more than three months before closing date of all company directors and of a company residing within the billing municipality (if leasing municipal rates and taxes of the landlord and lease agreement). If residing within the Tribal Authority jurisdiction (not older three months) proof (in a form of letter) from Tribal Authority or Municipality indicating that the area does not pay or been billed for municipal rates and taxes for all company directors and of a company.
- Completed MBD forms
- Each party to join venture must attach proof of registration on central supplier bdatabase (if applicable)
- Copy of Tax Compliant Pin issued by SARS(TCS)-valid SARS Tax Compliance Status
- Joint Venture Agreement where applicable.

- Pages have to be colour coded as per Table of Contents

4. EVALUATION METHODOLOGY

4.1 Evaluation of bid offers

Administrative Requirements refer to List of Attachments Required for Evaluation Purpose.

This bid will be evaluated and adjudicated according to the criteria below:

- Profile of Project Director
- Previous Experience of the Company
- Indemnity Insurance
- Quality Assurance Certificate or Policy
- Proposal

5. EVALUATION CRITERIA

5.1 Stages of Evaluation

- **Guidelines for Evaluation**
 - a. Score sheets will be prepared and provided to panel members to evaluate the bids.
 - b. Each panel member should after thorough evaluation independently award his / her own value to each individual criteria.
 - c. Score sheets should be signed by panel members.
 - d. The scores for each criterion should be added to obtain the total score.
 - e. The following formula should be used to convert the total score to percentage.
 - f. The percentage of each panel member should be added and divided by the number of panel members to establish the average percentage obtained by each bidder for Functionality.
- **Stage 1: Pre-Evaluation on administrative requirement.**
- **Stage 2: Functionality Points:** The Bidders who score over 90 points on Functionality on different categories tendered.
- **Stage 3:** As and when there is need for Engineering Services, Specification will be sent to panellists to submit quotation or proposal and will be evaluated using the 80/20 points allocation system.

The Consulting Firm's tender responsiveness in relation to points is therefore summarized as follows:

Personnel	60
Experience of Firm on similar or comparable projects	20
Proposal and Quality Assurance Systems	15
Professional Indemnity Insurance	5
TOTAL	<u>100</u>

A firm must obtain a minimum of 90 points out of the 100 points above to be considered for Price and Specific Goals.

BIDDERS MUST ONLY SUBMIT REQUIRED DOCUMENTATION TO THE CATEGORY THEY ARE BIDDING FOR AND FURTHER INDICATE AS SUCH BY CIRCLING THEIR CHOICES.

ELECTRICAL ENGINEERING (BIDDING/NOT BIDDING)

Project Director / Project Manager: *(Maximum Points obtainable 45)*

Name of Project Director/Project Manager.....

Evaluation Criteria	Minimum Required	Elimination Factor	Maximum Points obtainable	Points Claimed
	Below B.Eng or Bsc or B Tech in Electrical Engineering	Yes	0	
Academic Qualifications (Note 1)	B.Eng or Bsc or B Tech in Electrical Engineering	Yes	5 (Upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Valid Professional Registration (Note 2)	Professional Engineer (Pr. Eng.) or Professional Engineering Technologist (Pr. Tech. Eng.) in Electrical Engineering	Yes	5 (Upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Sub-total			10	

Years of experience after qualification in Electricity Projects (Note 3)	0-6	Yes	0	
	7	No	3	
	8	No	5	
	9 and above	No	10	
Sub-total			10	
Years of experience after registration in Electricity Projects	0-5	Yes	0	
	6	No	3	
	7	No	8	
	8 and above	No	10	
Sub-Total			10	
Involvement in comparable projects in Electricity Projects (Note 4)	6	No	3	
	7	No	5	
	8 and above	No	10	
Sub-Total			10	
Current Employment (Note 5)	Full time employed by the Consulting Firm	No	5	
Sub-total			5	
Total			45	

Support Technologist / Technician:

(Maximum Points obtainable 15)

Name of Support Engineer/Technologist/Technician:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications (Note 1)	Below National Diploma in Electrical Engineering or NQF 06	Yes	0	
	B.Eng or Bsc or B Tech or N.Dip or Higher in Electrical Engineering	No	4	
Professional Registration (Note 2)	Candidate Engineering Technician / Technologist / Engineer in Electrical Engineering	No	1	
	Pr.E.ng or Pr Techni. Eng or Pr Tech. Eng in Electrical Engineering	No	2	

Sub-total			6	
Years of experience after qualification in Electricity Projects (Note 3)	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Years of experience after registration in Electricity Projects (Note 3)	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Involvement in comparable projects in Electricity Projects (Note 4)	3	No	1	
	4	No	1.5	
	5 and above	No	2	
Sub-total			2	
Current Employment (Note 5)	Full time employed by the Consulting Firm	No	1	
Sub-total			1	
Total			15	

NB: Project Director/Project Managers cannot be the same person as support technologist/technician

Note 1: Academic Qualifications

In case of Electrical Engineering projects, Project Manager and Technical Support must possess academic qualifications in Electrical Engineering. Proof of academic qualifications in the form of copies must be attached to the Project Manager/Project Director's CV. Foreign qualifications must be accompanied by a certificate from Qualifications Certification Body. The proposed Project Director/Project Manager shall be in possession of at least a Bachelors' Degree or B.Tech in Electrical Engineering and must be registered as either Professional Engineer or Professional Engineering Technologist. The proposed Support Technician / Technologist shall be in possession of at least a National Diploma in Electrical Engineering. Failure to provide this proof of academic qualifications will result in the project Leader/Director and/or Support Technician / Technologist being regarded as not having minimum prescribed qualifications, and will eliminate the tender from further evaluation.

Note 2: Professional Registration

Proof of registration of the Project Manager/ Director as Professional Engineer or Professional Engineering Technologist with the Engineering Council of South Africa (ECSA) must be attached. Failure to provide this proof of professional registration will result in the project Leader/Director being regarded as not professionally registered, and will eliminate the tender from further evaluation.

Note 3: Experience after qualification

A minimum of 6 years post qualification experience as well as a minimum 6 years post professional registration experience is required for the Project Manager. Any Project Manager/Director's post qualification and registration below 6 years and 6 years respectively will eliminate the tender from further evaluation. Minimum experience is required for the support technologist/technician as indicated in the above table.

Note 4: Employment History (Involvement in comparable projects)

Proof of employment history must be contained in the Curriculum Vitae (CV) and must include references and contact details. The CV must contain only necessary and relevant information for the purpose of this project (not marital status, hobbies, number of children, etc.). Failure to provide the employment history on CV shall warrant an automatic elimination of tender from any further evaluation.

Note 5: Current Employment

Original SAPS Sworn Affidavit confirming that the employee is employed by the tendering entity must be attached.

EXPERIENCE OF FIRM IN INFRASTRUCTURE PROJECTS SUCCESSFULLY IMPLEMENTED AND COMPLETED (MAXIMUM POINTS OBTAINABLE 20)

ELECTRICITY

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Number of Electricity Projects implemented and successfully completed i.e. Electrification Reticulation	0-4	No	0	
	5	No	5	
	6	No	10	
	8 and above	No	12	
Subtotals			12	
Number of Electricity Projects implemented and successfully completed i.e Substations	0-3	No	0	
	4	No	4	
	5	No	8	
Subtotal			8	
Total			20	

Guideline to experience on similar or comparable projects**a) Experience on Electricity Projects implemented and successfully completed**

The Tenderer must attach copies of Appointment Letters, reference/testimonial letters and Completion Certificates as evidence of Electricity Projects implemented and successfully completed. Points claimed without these requested evidence documents will not be considered.

Proposed Technical Methodology and Approach (Maximum Points obtainable 15)

Description	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Proposal	Project Scope Identification, Preliminary and Designed Designs	No	4	
	Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication	No	4	
	Contract Administration, Construction monitoring and Supervision	No	4	
Sub-total			12	
	Quality Assurance Systems/Policy	No	2	
	Quality Assurance Certificate (ISO)		3	
Sub Total			3	
Total			15	

Guideline to the Drafting of the Proposed Technical Methodology

The Tender must provide detailed proposals on how they intend achieving various stages of the project to ensure that all stages of the project are executed without any hindrances and challenges. While the Tenderer will not be restricted to following the sequences, it would be expected that all these stages will be covered on the approach methodology.

a) Project Scope Identification, Preliminary and Designed Designs

The Tenderer must provide a proposed approach methodology they intend following on the Project Scope Identification, Preliminary and Detailed Design Stages to ensure that quality work is achieved all the time. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

b) Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication

The Tenderer must provide a proposed approach methodology they intend following on the compilation of the project standard specifications, tender/contract document, and the conditions of contract they intend to specify. This should include reasons and motivation for the choice of the project specifications and conditions of contract. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

c) Contract Administration, Construction monitoring and Supervision

The Tenderer must provide a proposed approach methodology they intend following in administering contract, in undertaking the following:

- **Project Management;**
- **Contract Administration**
- **Construction monitoring and Supervision;**
- **Quality Control**

This should include reasons and motivation for the choice of the methodology to employed on the project and further include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

Professional Indemnity Insurance (Maximum Points obtainable 5)

Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Attach valid Certificate registered with NCR/ Authorised FSP	No	5	
Sub-total		5	
Total		5	

CIVIL ENGINEERING-ROADS AND STORMWATER (BIDDING/NOT BIDDING)**Project Director / Project Manager:****(Maximum Points obtainable 45)****Name of Project Director/Project Manager.....**

Evaluation Criteria	Minimum Required	Elimination Factor	Maximum Points obtainable	Points Claimed
Academic Qualifications (Note 1)	Below B.Eng or Bsc or B Tech in Civil Engineering	Yes	0	
	B.Eng or Bsc or B Tech in Civil Engineering or higher	Yes	5(upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Valid Professional Registration (Note 2)	Professional Engineer (Pr. Eng.) or Professional Engineering Technologist (Pr. Tech. Eng.) in Civil Engineering	Yes	2(upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Sub-total			10	
Years of experience after qualification in Roads and Stormwater (Note 3)	0-6	Yes	0	
	7	No	3	
	8	No	5	
	9 and above	No	10	
Sub-total			10	
Years of experience after registration in Roads and Stormwater	0-5	Yes	0	
	6	No	3	
	7	No	8	
	8 and above	No	10	
Sub-Total			10	
Involvement in comparable projects in Roads and Stormwater (Note 4)	0-5	Yes	0	
	6	No	3	
	7	No	8	
	8 and above	No	10	
Sub-Total			10	

Current Employment (Note 5)	Full time employed by the Consulting Firm	No	5	
Sub-total			5	
Total			45	

Support Technologist / Technician:

(Maximum Points obtainable 15)

Name of Support Engineer/Technologist/Technician:

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications (Note 1)	Diploma in Civil Engineering	Yes	2	
	B.Eng or Bsc or B Tech in Civil Engineering	No	4	
Valid Professional Registration (Note 2)	Candidate Engineering Technician / Technologist / Engineer	No	1	
	Pr.E.ng or Pr Techni. Eng or Pr Tech. Eng	No	2	
Sub-total			6	
Years of experience after qualification (Note 3)	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Years of experience after registration in Roads and Stormwater	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Involvement in comparable projects in Roads and Stormwater (Note 4)	3	No	1	
	4	No	1.5	
	5 and above	No	2	
Sub-total			2	
Current Employment (Note 5)	Full time employed by the Consulting Firm	No	1	
Sub-total			1	
Total			15	

NB: Project Director/Project Manager cannot be the same person as support technologist/technician

Note 1: Academic Qualifications

In case of Civil Engineering projects, Project Manager and Technical Support must possess academic qualifications in Civil Engineering. Proof of academic qualifications in the form of copies must be attached to the Project Manager/Project Director's CV. Foreign qualifications must be accompanied by a certificate from Qualifications Certification Body. The proposed Project Director/Project Manager shall be in possession of at least a Bachelors' Degree or B.Tech in Civil Engineering and must be registered as either Professional Engineer or Professional Engineering Technologist. The proposed Support Technician / Technologist shall be in possession of at least a National Diploma in Civil Engineering. Failure to provide this proof of academic qualifications will result in the project Leader/Director and/or Support Technician / Technologist being regarded as not having minimum prescribed qualifications, and will eliminate the tender from further evaluation.

Note 2: Professional Registration

Proof of registration of the Project Manager/ Director as Professional Engineer or Professional Engineering Technologist with the Engineering Council of South Africa (ECSA) must be attached. Failure to provide this proof of professional registration will result in the project Leader/Director being regarded as not professionally registered, and will eliminate the tender from further evaluation.

Note 3: Experience after qualification

A minimum of 6 years post qualification experience as well as a minimum 6 years post professional registration experience is required for the Project Manager. Any Project Leader/Director's post qualification and registration below 6 years and 6 years respectively will eliminate the tender from further evaluation. Minimum experience is required for the support technologist/technician as indicated in the above table.

Note 4: Employment History (Involvement in comparable projects)

Proof of employment history must be contained in the Curriculum Vitae (CV) and must include references and contact details. The CV must contain only necessary and relevant information for the purpose of this project (not marital status, hobbies, number of children, etc.). Failure to provide the employment history on CV shall warrant an automatic elimination of tender from any further evaluation.

Note 5: Current Employment

Original SAPS Sworn Affidavit confirming that the employee is employed by the tendering entity must be attached.

**EXPERIENCE OF FIRM IN INFRASTRUCTURE PROJECTS SUCCESSFULLY
IMPLEMENTED AND COMPLETED (MAXIMUM POINTS OBTAINABLE 20)**

ROADS AND STORMWATER

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Roads and Stormwater Projects implemented and successfully completed	0-6	No	0	
	7	No	5	
	8	No	10	
	9	No	15	
	10 and above	No	20	
Subtotal			20	
Total			20	

Guideline to experience on similar or comparable projects

b) Experience on Roads and Stormwater Projects implemented and successfully completed

The Tenderer must attach copies of Appointment Letters, reference/testimonial letters and Completion Certificates as evidence of Roads and Stormwater projects implemented and successfully completed. Points claimed without these requested evidence documents will not be considered.

Proposed Technical Methodology and Approach (Maximum Points obtainable 15)

Description	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Proposal	Project Scope Identification, Preliminary and Designed Designs	No	4	
	Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication	No	4	
	Contract Administration, Construction monitoring and Supervision	No	4	
Sub-total			12	
	Quality Assurance Systems/Policy	No	2	
	Quality Assurance Certificate (ISO)		3	
Sub Total			3	
Total			15	

Guideline to the Drafting of the Proposed Technical Methodology

The Tender must provide detailed proposals on how they intend achieving various stages of the project to ensure that all stages of the project are executed without any hindrances and challenges. While the Tenderer will not be restricted to following the sequences, it would be expected that all these stages will be covered on the approach methodology.

d) Project Scope Identification, Preliminary and Designed Designs

The Tenderer must provide a proposed approach methodology they intend following on the Project Scope Identification, Preliminary and Detailed Design Stages to ensure that quality work is achieved all the time. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

e) Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication

The Tenderer must provide a proposed approach methodology they intend following on the compilation of the project standard specifications, tender/contract document, and the conditions of contract they intend specifying. This should include reasons and motivation for the choice of the project specifications and conditions of contract. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

f) Contract Administration, Construction monitoring and Supervision

The Tenderer must provide a proposed approach methodology they intend following in administering contract, in undertaking the following:

- **Project Management;**
- **Contract Administration**
- **Construction monitoring and Supervision;**
- **Quality Control**

This should include reasons and motivation for the choice of the methodology to employed on the project and further include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

Professional Indemnity Insurance (Maximum Points obtainable 5)

Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Attach valid Certificate registered with NCR/ Authorised FSP	No	5	
Sub-total		5	
Total		5	

CIVIL ENGINEERING-BUILDING WORKS (BIDDING/NOT BIDDING)**Project Director / Project Manager:****(Maximum Points obtainable 45)****Name of Project Director/Project Manager.....**

Evaluation Criteria	Minimum Required	Elimination Factor	Maximum Points obtainable	Points Claimed
Academic Qualifications (Note 1)	Below B.Eng or Bsc or B Tech in Civil Engineering	Yes	0	
	B.Eng or Bsc or B Tech in Civil Engineering or higher	Yes	5(upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Valid Professional Registration (Note 2)	Professional Engineer (Pr. Eng.) or Professional Engineering Technologist (Pr. Tech. Eng.) in Civil Engineering	Yes	2(upon submission)	
	NB: In case correct submission of the above requirements is made obtainable weight is 5			
Sub-total			10	
Years of experience after qualification in Building Works (Note 3)	0-6	Yes	0	
	7	No	3	
	8	No	5	
	9 and above	No	10	
Sub-total			10	
Years of experience after registration in Building Works	0-5	Yes	0	
	6	No	3	
	7	No	8	

	8 and above	No	10	
Sub-Total			10	
Involvement in comparable projects in Building Works (Note 4)	0-5	Yes	0	
	6	No	3	
	7	No	8	
	8 and above	No	10	
Sub-Total			10	
Current Employment (Note 5)	Full time employed by the Consulting Firm	No	5	
Sub-total			5	
Total			45	

Support Technologist / Technician:

(Maximum Points obtainable 15)

Name of Support Engineer/Technologist/Technician:.....

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications (Note 1)	Diploma in Civil Engineering	Yes	2	
	B.Eng or Bsc or B Tech in Civil Engineering	No	4	
Valid Professional Registration (Note 2)	Candidate Engineering Technician / Technologist / Engineer	No	1	
	Pr.E.ng or Pr Techni. Eng or Pr Tech. Eng	No	2	
Sub-total			6	
Years of experience after qualification in Building Works (Note 3)	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Years of experience after registration in Building Works	2	No	1	
	3	No	2	
	4 and above	No	3	
Sub-total			3	
Involvement in comparable projects in Building Works	3	No	1	
	4	No	1.5	

(Note 4)	5 and above	No	2	
Sub-total			2	
Current Employment (Note 5)	Full time employed by the Consulting Firm	No	1	
Sub-total			1	
Total			15	

NB: Project Director/Project Manager cannot be the same person as support technologist/technician and also cannot be the same as ROADS AND STORMWATER CATEGORY

Note 1: Academic Qualifications

In case of Civil Engineering-Building Works projects, Project Manager and Technical Support must possess academic qualifications in Civil Engineering. Proof of academic qualifications in the form of copies must be attached to the Project Manager/Project Director's CV. Foreign qualifications must be accompanied by a certificate from Qualifications Certification Body. The proposed Project Director/Project Manager shall be in possession of at least a Bachelors' Degree or B.Tech in Civil Engineering and must be registered as either Professional Engineer or Professional Engineering Technologist. The proposed Support Technician / Technologist shall be in possession of at least a National Diploma in Civil Engineering. Failure to provide this proof of academic qualifications will result in the project Leader/Director and/or Support Technician / Technologist being regarded as not having minimum prescribed qualifications, and will eliminate the tender from further evaluation.

Note 2: Professional Registration

Proof of registration of the Project Manager/ Director as Professional Engineer or Professional Engineering Technologist with the Engineering Council of South Africa (ECSA) must be attached. Failure to provide this proof of professional registration will result in the project Manager/Director being regarded as not professionally registered, and will eliminate the tender from further evaluation.

Note 3: Experience after qualification

A minimum of 6 years post qualification experience as well as a minimum 6 years post professional registration experience is required for the Project Manager. Any Project Leader/Director's post qualification and registration below 6 years and 6 years respectively will eliminate the tender from further evaluation. Minimum experience is required for the support technologist/technician as indicated in the above table.

Note 4: Employment History (Involvement in comparable projects)

Proof of employment history must be contained in the Curriculum Vitae (CV) and must include references and contact details. The CV must contain only necessary and relevant information for the purpose of this project (not marital status, hobbies, number of children,

etc.). Failure to provide the employment history on CV shall warrant an automatic elimination of tender from any further evaluation.

Note 5: Current Employment

Original SAPS Sworn Affidavit confirming that the employee is employed by the tendering entity must be attached.

**EXPERIENCE OF FIRM IN INFRASTRUCTURE PROJECTS SUCCESSFULLY
IMPLEMENTED AND COMPLETED (MAXIMUM POINTS OBTAINABLE 20)**

BUILDING WORKS

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Building Works implemented and successfully completed	0-6	No	0	
	7	No	5	
	8	No	10	
	9	No	15	
	10 and above	No	20	
Subtotal			20	
Total			20	

Guideline to experience on similar or comparable projects

c) Experience on Building Works Projects implemented and successfully completed

The Tenderer must attach copies of Appointment Letters, reference/testimonial letters and Completion Certificates as evidence of Building Works projects implemented and successfully completed. Points claimed without these requested evidence documents will not be considered.

Proposed Technical Methodology and Approach (Maximum Points obtainable 15)

Description	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Proposal	Project Scope Identification, Preliminary and Designed Designs	No	4	
	Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication	No	4	
	Contract Administration, Construction monitoring and Supervision	No	4	

Sub-total			12	
	Quality Assurance Systems/Policy	No	2	
	Quality Assurance Certificate (ISO)	No	3	
Sub Total			3	
Total			15	

Guideline to the Drafting of the Proposed Technical Methodology

The Tender must provide detailed proposals on how they intend achieving various stages of the project to ensure that all stages of the project are executed without any hindrances and challenges. While the Tenderer will not be restricted to following the sequences, it would be expected that all these stages will be covered on the approach methodology.

g) Project Scope Identification, Preliminary and Designed Designs

The Tenderer must provide a proposed approach methodology they intend following on the Project Scope Identification, Preliminary and Detailed Design Stages to ensure that quality work is achieved all the time. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

h) Documentation specifications compilation and Tender Advertisement, Evaluation and Adjudication

The Tenderer must provide a proposed approach methodology they intend following on the compilation of the project standard specifications, tender/contract document, and the conditions of contract they intend specifying. This should include reasons and motivation for the choice of the project specifications and conditions of contract. These include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

i) Contract Administration, Construction monitoring and Supervision

The Tenderer must provide a proposed approach methodology they intend following in administering contract, in undertaking the following:

- **Project Management;**
- **Contract Administration**
- **Construction monitoring and Supervision;**
- **Quality Control**

This should include reasons and motivation for the choice of the methodology to employed on the project and further include methods to be used to provide regular progress reports that may be required from time to time including monthly, quarterly and annual reports.

Professional Indemnity Insurance (Maximum Points obtainable 5)

Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Attach valid Certificate registered with NCR/ Authorised FSP	Yes	5	
	NB: In case correct submission of the above requirements is made obtainable weight is 5		
Sub-total		5	
Total		5	

NB. Bidders who score highest on functionality will be recommended for approval

PROJECT DESCRIPTION AND BACKGROUND

Planning, Designing, Construction Monitoring and Closeout of the **ELETRICAL** engineering AND/OR **CIVIL** engineering related projects

4. SCOPE OF WORK

Planning, Designing, Construction Monitoring and Closeout of the **ELETRICAL** engineering AND/OR **CIVIL** engineering related projects



PART T2 LIST OF RETURNABLE DOCUMENTS

The bidder must complete the following returnable documents.

- T2.1 RETURNABLE SCHEDULES REQUIRED FOR BID
EVALUATION PURPOSES
- T2.2 OTHER DOCUMENTS REQUIRED FOR BID
EVALUATION PURPOSES
- T2.3 RETURNABLE SCHEDULES THAT WILL BE INCORPORATED
IN THE CONTRACT
- T2.4 OTHER DOCUMENTS THAT WILL BE INCLUDED IN
THE CONTRACT

NOTE:

Although the documents under Part T2 is headed “Returnable Documents” in line with the CIDB model, these are not the only documents to be returned together with the bid. **All** the documents indicated on Part T1 must be completed and signed where applicable and submitted as a **complete set of documents**.

T2.1 RETURNABLE SCHEDULES REQUIRED FOR BID EVALUATION PURPOSES

CONTENTS

FORM 2.1.1: SIZE OF ENTERPRISE AND CURRENT WORKLOAD

FORM 2.1.2: CERTIFICATE OF AUTHORITY FOR JOINT VENTURE (WHERE APPLICABLE)

FORM 2.1.3: SCHEDULE OF PREVIOUS WORK CARRIED OUT BY BIDDER

FORM 2.1.5: FINANCIAL REFERENCES

FORM 2.1.6: DETAILS OF ALTERNATIVE BIDS SUBMITTED

FORM 2.1.7: AMENDMENTS & QUALIFICATIONS BY BIDDER

[PLEASE NOTE: IT IS COMPULSORY FOR ALL FORMS TO BE COMPLETED. WRITE N/A ACROSS THE TABLE IF NOT APPLICABLE. ANNEX SIGNATURE EVEN IF YOU WROTE N/A]

FORM 2.1.1 SIZE OF ENTERPRISE AND CURRENT WORKLOAD

- a) Total Turnover in the previous financial year? R_____
- b) _____
- c) Estimated turnover for current financial year? R_____

List your current contracts (IF ANY) and obligations [maximum]:

Description	Location	Value (R)	Start date	Duration	Expected completed date

FORM 2.1.2 CERTIFICATE OF AUTHORITY FOR JOINT VENTURE [WRITE N/A IF NOT APPLICABLE]

PLEASE ATTACH A SIGNED JOINT VENTURE AGREEMENT

FORM 2.1.3 SCHEDULE OF PREVIOUS WORK CARRIED OUT BY BIDDER

Provide the following information on **relevant previous experience**. Indicate comparable projects of similar or larger size. This information is material to the award of the Contract.

Give a minimum of two (2) names and telephone numbers and e-mail address per reference. Please provide latest contact details.

CLIENT NAME AND PLACE WHERE PROJECT WAS IMPLEMENTED	TEL NO & EMAIL ADDRESS	DESCRIPTION OF WORK	CONTRACT VALUE (R)	DURATION CONTRACT PERIOD
	_____ _____			
	_____ _____			
	_____ _____			

FORM 2.1.4 **SCHEDULE OF PROPOSED SUB-CONTRACTORS**
[IF NOT WRITE N/A ACROSS THE TABLE]

Provide details on all sub-contractors you intend utilising for this contract

Type of work to be used for	a % of contract	Name of sub-contractor	B % HDI ownership	c = a x b Total contribution to HDI ownership
Total % of contract sub-contracted		Total contribution of HDI ownership:		

FORM 2.1.5 FINANCIAL REFERENCES**DETAILS OF BIDDING ENTITY'S BANK**

If the bidder is a Joint Venture or partnership, the information requested below is required for each member / partner.

I / We hereby authorise the Employer to approach all or any of the following banks for the purposes of obtaining a financial reference:

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO BIDDER
Name of bank	
Contact person	
Branch name & code	
Street address	
Bank Telephone number	()
Account number	
Type of account, (i.e. cheque account)	

FORM 2.1.6 DETAILS OF ALTERNATIVE BIDS SUBMITTED
[WRITE N/A ACROSS THE TABLE IF NOT APPLICABLE]

See condition of bid.

DESCRIPTION

FORM 2.1.7 AMENDMENTS AND QUALIFICATIONS BY BIDDER
[WRITE N/A ACROSS THE TABLE IF NOT APPLICABLE]

See condition of bid

Attach additional information on a separate sheets and initial all of them

PAGE	DESCRIPTION



T2.2 OTHER DOCUMENTS REQUIRED FOR BID EVALUATION PURPOSES

CONTENTS

FORM 2.2.1 DECLARATION

FORM 2.2.2 DECLARATION OF INTEREST

FORM 2.2.3 MBD 9

FORM 2.2.1 DECLARATION:

I/ We, the undersigned:

- (a) Bid to provide to BLOUBERG LOCAL MUNICIPALITY (BLM) with described both in this and the other Schedules to this Contract to which I shall annex my signature;
- (b) Agree that we will be bound by the specifications, prices, terms and conditions stipulated in those Schedules attached to this bid document, regarding execution of duties;
- (c) Further agree to be bound by those conditions, set out in, "PARTS T1; T2; C1; C2; and C3", attached hereto, should this bid be accepted;
- (d) Confirm that this bid may only be accepted by BLOUBERG Local Municipality by way of a duly authorised Letter of Acceptance within fourteen (14) days from the date of appointment;
- (e) Declare that we are fully acquainted with the Bid document and Schedules and the contents thereof and that we have signed the Bill of Quantities and completed the Returnable Schedules and declarations, attached hereto;
- (f) Declare that all amendments to the bid document have been initialled by the relevant authorised person and that the document constitutes a proper contract between BLM and the undersigned;
- (g) Certify that the item/s mentioned in the bid document, qualifies/qualify for the preference(s) shown;
- (h) Acknowledge that the information furnished is true and correct;
- (i) Accept that in the event of the contract being awarded as a result of preference claimed in this bid document, I may be required to furnish documentary proof to the satisfaction of BLM that the claims are correct. If the claims are found to be inflated, BLM may in addition to any other remedy it may have, recover from the company or me all costs, losses or damages incurred or sustained by BLM as a result of the award of the contract and/or cancel the contract and claim any damages which BLM may suffer by having to make less favourable arrangements after such cancellation;
- (j) Declare that no municipal rates and taxes or municipal service charges owed by the bidding company or any of its directors to the municipality, or to any other municipality or municipal entity, are in arrears; and
- (k) Declare that I have not failed to perform satisfactorily during the last five (5) years on a previous contract with the Municipality, Municipal entity or any other organ of state, after written notice was given to me that my performance was not satisfactory.

[PLEASE SIGN ON BEHALF OF THE BIDDER]

Signed at _____ **on this** _____ **day of** _____ **20** _____

Authorised Signature: _____

Name of Bidding Entity: _____

Date: _____

As witness: _____

FORM 2.2.2 DECLARATION OF INTEREST

1. **No bid will be accepted from persons in the service of the state including in instances of non-directors of the entity and also those who may be sub-contracting.**
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
- 3 In order to give effect to the above, the following questionnaire must be completed with honesty and submitted with the bid.

Full Name: _____

Identity Number: _____

Tax Number: _____

VAT Number: _____

- 3.1 Are you presently in the service of the state* **YES / NO** _____

If yes, furnish particulars _____

- 3.2 Have you been in the service of the state for the past twelve (12) months? **YES /NO**

If yes, furnish particulars _____

- 3.3 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

* SCM Regulations: "in the service of the state" means to be –

(a) a member of –

- (i) any municipal Council;
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature.

YES / NO _____

If yes, furnish particulars _____

3.4 Are any of the company's directors, managers, shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars _____

3.5 Are any spouse, child or parent of the company's directors, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars _____

I, THE UNDERSIGNED (NAME) _____
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS
CORRECT.

**I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

SHOULD THE INFORMATION REQUIRED ON THIS FORM NOT DULY BE SUPPLIED, THIS
BID WILL BE AUTOMATICALLY REJECTED.

Signature

Date

Position

Company Name

1. CONTRACT FORM - PURCHASE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

2. PART 1 (TO BE FILLED IN BY THE BIDDER)

3. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution)..... in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
4. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claims for HDI in terms of the Preferential Procurement Regulations 2022;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
5. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
6. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
7. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

8. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)
CAPACITY
SIGNATURE
NAME OF FIRM
DATE

WITNESSES	
1
2.
DATE:	

CONTRACT FORM - PURCHASE OF GOODS/WORKS**9. PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as.....accept your bid under reference numberdated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1.
2.

1 DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 2 This Municipal Bidding Document must form part of all bids invited.
- 3 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 4 The bid of any bidder may be rejected if that bidder, or any of its directors have:
- a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 5 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE
TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

FORM 2.2.3 CERTIFICATE OF INDEPENDENT BID DETERMINATION

- a) This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- b) Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).²
- c) Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - i. Disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - ii. Cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- d) This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- e) In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of

(Name of Bidder)

that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - has been requested to submit a bid in response to this bid invitation;
 - could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - a) prices;
 - b) geographical area where product or service 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 bid;
 - e) the submission of a bid which does not meet the specifications and conditions of the bid; or bidding with the intention not to win the bid.
8. 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 products or services to which this bid invitation relates.
9. 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.
10. 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.
10. 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.

[PLEASE SIGN BELOW ON BEHALF OF THE BIDDER]

Signature

Date

Position

Name of Bidder



T2.3 RETURNABLE SCHEDULES THAT WILL BE INCORPORATED IN THE CONTRACT

CONTENTS

FORM 2.3.1 RECORD OF ADDENDA TO BID DOCUMENT **FORM 2.3.1RECORD** **OF**
ADDENDA TO BID DOCUMENTS

[WRITE N/A ACROSS THE TABLE IF NOT APPLICABLE]

We confirm that the following communications received from the Procuring Department before the submission of this bid offer, amending the bid documents, have been taken into account in this bid offer:

	Date	Title or Details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

[PLEASE SIGN BELOW FOR THE BIDDING COMPANY]

Signature of Authorized person: _____ Date: _____

Name of authorized person: _____ Position: _____

PART T3: TENDER SPECIFICATIONS

3.1 *Good to be delivered at address:*

No. 2nd Building, Mogwadi/Senwabarwana Main Road, Senwabarwana 0790

3.2 SCOPE OF WORK

Planning, Designing, Construction monitoring and closeout of the ELETRICAL AND/OR CIVIL engineering related projects



PART C2 AGREEMENT AND CONTRACT DATA

C2.1 FORM OF OFFER AND ACCEPTANCE

C2.2 CONTRACT DATA

C1.1 FORM OF OFFER AND ACCEPTANCE [COMPULSORY]

FORM OF OFFER AND ACCEPTANCE (AGREEMENT)

1. OFFER BY THE BIDDING COMPANY

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works: Panel of Consultants for Professional **ELETRICAL AND/OR CIVIL** Engineering Related Services for period of Three Years. The Bidder, identified in the Offer signature block below, has examined the documents listed in the Bid Data and addenda thereto as listed in the Bid Schedules, and by submitting this Offer has accepted the Conditions of Bid. The BIDDER IS FURTHER REQUESTED TO INDICATE THE CATEGORIES THEY BID FOR IN THE BELOW TABLE.

By the representative of the Bidder, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Bidder offers to perform all of the obligations and liabilities of the Contractor under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Bidder before the end of the period of validity stated in the Bid Data, whereupon the Bidder becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Bid documents and the receipt by the Bidder of a completed

signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

FOR AND ON BEHALF ON THE BIDDER [PLEASE SIGN]:

Signature(s) _____

Name(s) _____ Capacity _____

(Bidding Company Name) _____

Name of Witness _____

Signature _____ Date: _____

Project Name	<u>(Bidding/Not Bidding)</u>	Signature
Panel of Consultants for Professional ELECTRICAL Engineering Related Services for period of Three Years.		
Panel of Consultants for Professional CIVIL Engineering Related Services for period of Three Years.		

2. ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Bidder's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Bidder's Offer shall form an agreement between the Employer and the Bidder upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract, are contained in

Part C1 Pricing Data

Part C2 Agreements and Contract Data, (which includes this Agreement)

Part C3 Scope of Work

AND Documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the documents listed in the Bid Data and any addenda thereto listed in the Bid Schedules as well as any changes to the terms of the Offer agreed by the Bidder and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Agreement. No amendments to or deviations from said documents are valid unless contained in this Schedule, which must be duly signed by the authorised representative(s) of both parties.

The Bidder shall within two weeks after receiving a completed copy of this Agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Bidder receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Bidder (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Bid documents and the receipt by the Bidder of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

FOR THE EMPLOYER: BLOUBERG LOCAL MUNICIPALITY [TO BE SIGNED BY MUNICIPAL MANAGER]

Signature(s)_____

Name _____

Capacity _____

Name of Witness _____

Signature _____

Date _____

3. SCHEDULE OF DEVIATIONS [WRITE N/A IF NOT APPLICABLE]

Notes:

1. The extent of deviations from the bid documents issued by the Employer prior to the bid closing date is limited to those permitted in terms of the Conditions of Bid.
2. A Bidder's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the bid documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the bid documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

1 Subject _____

Details _____

2 Subject _____

Details _____

3 Subject _____

Details _____

4 Subject _____

Details _____

By the duly authorised representatives signing this Schedule of Deviations, the Employer and the Bidder agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Bid Data and addenda thereto as listed in the Bid Schedules, as well as any confirmation, clarification or change to the terms of the offer agreed by the Bidder and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the bid documents and the receipt by the Bidder of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

FOR THE BIDDER [PLEASE SIGN]:

Signature(s) _____

Name(s) _____

Capacity _____

(Bidder's Name) _____

Name of Witness _____

Signature _____

Date: _____

FOR THE EMPLOYER: BLOUBERG LOCAL MUNICIPALITY [PLEASE SIGN]

Signature(s) _____

Name _____

Capacity _____

Name of Witness _____

Signature _____

Date _____

N.B. ENSURE THAT YOU INDEX ALL THE ATTACHMENTS FOR IDENTIFICATION

... END ...