

# CLARIFICATION MEETING

1 November 2023

SUB-CONTRACT FOR SITE MATERIALS LABORATORY FOR

**CONTRACT SANRAL R.052-030-2020/1C-SL**

**FOR THE IMPROVEMENT ON NATIONAL ROAD R52 SECTION 3 FROM  
KOSTER (KM 0.0) TO N4 RUSTENBURG (KM 38.70)**

**CLIENT :**

**The South African National Roads  
Agency SOC Limited  
Northern Region  
38 Ida Street  
Menlo Park  
0081**

**EMPLOYER :**

**Ilifa Africa Engineers (Pty) Ltd  
35A Piet Retief Street  
Harrismith  
9880**

E-mail: [Harrismith@ilifa.biz](mailto:Harrismith@ilifa.biz)



# AGENDA

1. Welcoming and Attendance
2. Contact Sections
3. Site Information
4. Tender Requirements
5. Quality Evaluation
6. Additional Requirements
7. Tender Information
8. Description of Works
9. Questions

# SITE INFORMATION

## Locality Plan

- Located in the North West Province
- District Municipalities of Bojanala Platinum
- Local Municipalities of Kgetlengrivier Municipality



# **TENDER REQUIREMENTS - ELIGIBILITY**

The eligibility criteria as set out in Clause C2.1 are as follows:

- a) Joint Venture with a consolidated project specific B-BBEE scorecard.
  - i. The Lead Partner shall be a SANAS accredited laboratory.
  - ii. The Targeted Partner(s) is(are) defined in accordance with the requirements of SANS 10845 Part 6 (table B.2) as.
    - A QSE, EME or Start-up and
    - 51% black owned and
    - Status Level 1 or 2 B-BBEE contributor and
    - Minimum of 30% equity JV (**CIDB JV agreement to be provided**)
- b) Meet the minimum requirements for the key persons as stated in the Scope of Works.
  - i. Senior Site Laboratory Manager (**Highest qualification** and **affidavit** from candidate regarding years' experience to be provided):
    - Relevant National Diploma and minimum 10 years relevant experience or
    - Relevant NQF 6 qualification and minimum 10 years relevant experience; or
    - Grade 12 and minimum 15 years relevant experience or
    - Relevant NQF 4 and minimum 15 years relevant experience

# **TENDER REQUIREMENTS – ELIGIBILITY CONT.**

- ii. Assistant (Trainee) Laboratory Manager (Highest qualification certificate and affidavit from candidate regarding years' experience to be provided):
  - Grade 12 and 7 years relevant experience, or
  - NQF 4 and 7 years relevant experience, or
  - an additional 2 years relevant experience for each year of schooling below Grade 12
- iii. Quality Assurance Manager: (**Copies of qualification certificates** and **affidavit** from candidate regarding years' experience to be provided)
  - Minimum 8 years' relevant experience in Civil Engineering Materials Testing
  - Valid certificate for Laboratory Systems Course based on ISO 17025
  - Valid certificate for Internal Auditing Course based on ISO 17025

c) National Treasury Central Supplier Database.

- i. Each member of the JV, shall be registered on the National Treasury Central Supplier Database on the closing date for tender submissions. Tenders received from such tenderers who do not comply with this requirement will not be considered.

d) The Service Provider and his Subcontractors shall be registered with the Bargaining Council for the Civil Engineering Industry (Government Notice R.490 – Part III contained in Government Gazette No. 37750) and rates for wages and conditions of labour agreed by the Bargaining Council for the Civil Engineering Industry shall apply to the Service Provider and all his Subcontractors except where a specific industry publishes its own wage rates and conditions of labour.

# ***TENDER REQUIREMENTS – ELIGIBILITY CONT.***

Failure to satisfy the eligibility criteria will result in a non-responsive tender.

It is the tenderers responsibility to ensure that they adhere to all the eligibility criteria.

It should also be noted that the SANS 10845 Part 6 (table B.2), clearly states that the Targeted Enterprise (JV) must be an independent entity. Therefore, no directors / trustees / shareholders / members / partner or any person having controlling interest in the main laboratory may have an interest in the Targeted Enterprise. The entities must be **independent**.

# **TENDER REQUIREMENTS – B-BBEE**

The following are requirements for a **VALID** B-BBEE Certificate or Sworn Affidavit, refer to Clause 3.11 as well as the notes to tenderer on Form A13. A summary of the requirements are provided below:

1. A tenderer's scorecard shall be a B-BBEE Certificate issued in accordance with:
  - i. the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; or
  - ii. in the event that the Measured Entity operates in more than one sector or a sub-sector, the scorecard for the sector or sub-sector in which the majority of its core activities (measured in terms of annual revenue) are located will be acceptable.
2. The scorecard shall be submitted as a certificate attached to Returnable Schedule Form A13;
  - i. The certificate shall:
  - ii. Have been issued by a Verification Agency accredited by the South African National Accreditation System (SANAS); or
  - iii. Be in the form of a sworn affidavit or a certificate issued by the Companies and Intellectual Property Commission in the case of an Exempted Micro Enterprise (EME) with a total annual revenue of less than R1.8 million, if issued in accordance with the amended Construction Sector Codes published in Notice 931 of Government Gazette No 41287 on 1 December 2017 by the Department of Trade and Industry; or
  - iv. be in the form of a sworn affidavit or a certificate issued by the Companies and Intellectual Property Commission in the case of an Exempted Micro Enterprise (EME) with a total annual revenue of less than R3 million if issued in accordance with the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; and
  - v. have a date of issue less than 12 (twelve) months prior to the original advertised tender closing date (see Tender Data C.2.15); and
  - vi. Be valid at the tender closing date; and
  - vii. Have a date of issue less than 12 (twelve) months prior to the tender closing date (see Tender Data C.2.15); and

# **TENDER REQUIREMENTS – B-BBEE**

3. A valid B-BBEE Certificate must contain:
  - i. Name of enterprise as per enterprise registration documents issued by CIPC, and enterprise business address.
  - ii. Value-Added Tax number, where applicable.
  - iii. The B-BBEE Scorecard against which the certificate is issued, indicating all elements and scores achieved for each element. The actual score achieved must be linked to the total points as per the relevant Codes.
  - iv. B-BBEE status with corresponding procurement recognition level.
  - v. Have a date of issue and expiry (e.g. 9 June 2018 to 8 June 2019). Where a measured entity was subjected to a re-verification process, due to material change, the B-BBEE Verification Certificate must reflect the initial date of issue, date of re-issue and the initial date of expiry. Re-verification does not extend the lifespan of the B-BBEE Verification Certificate;
  - vi. Financial period which was used to issue the B-BBEE Verification Certificate.
4. A valid Sworn Affidavit must contain:
  - i. Name/s of deponent as they appear in the identity document and the identity number.
  - ii. Designation of the deponent as either the director, owner or member must be indicated in order to know that person is duly authorised to depose of an affidavit.
  - iii. Name of enterprise as per enterprise registration documents issued by the CIPC, where applicable, and enterprise business address.
  - iv. Percentage black ownership, black female ownership and whether they fall within a designated group.
  - v. Indicate total revenue for the year under review and whether it is based on audited financial statements or management accounts.
  - vi. Financial year-end as per the enterprise's registration documents, which was used to determine the total revenue. The valid format of the Financial Year-End is Day/Month/Year.
  - vii. B-BBEE status level. An enterprise can only have one status level.
  - viii. Date deponent signed and date of Commissioner of Oath must be the same.
  - ix. Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest.

# **TENDER REQUIREMENTS – B-BBEE**

5. Compliance with any other information requested to be attached to Returnable Schedule Form; and
6. The requirement for a Joint Venture (JV) is that, a consolidated project specific B-BBEE Verification Certificate in the name of the JV shall be submitted.
7. The points scored by a tenderer for B-BBEE must be added to the points scored for price.
8. The points scored must be rounded off to the nearest two decimal places.
9. Failure to submit a valid Verification Certificate will result in the award of 0 (zero) points for preference;
10. The Employer will not be responsible to acquire data that it needs for its own reporting systems and which may not form part of a verification agency's standard certificate format. The tenderer, at its own cost, must acquire any missing specified data listed in 4 above from its selected verification agency and have it recorded on the certificate. Alternatively, such missing data must be supplied separately, but certified as correct by the same verification agency and also attached to this form.

# **TENDER REQUIREMENTS – B-BBEE**

10. The attached verification certificate and the associated assessment report shall comply with the requirements of Tender Data clause C.3.11.8 and shall identify:
  - i. The name and domicilium citandi et executandi of the tenderer.
  - ii. The registration and VAT number of the tenderer.
  - iii. The dates of granting of the B-BBEE score and the period of validity.
  - iv. The expiry date of the verification certificate.
  - v. A unique identification number.
  - vi. The standard and/or normative document, including the issue and/or revision used to evaluate the tenderer.
  - vii. The name and/or mark/logo of the B-BBEE verification agency.
  - viii. The category (Generic, QSE, EME) in which the tenderer has been measured.
  - ix. The B-BBEE status level.
  - x. The South African National Accreditation System (SANAS) logo on the verification certificate once verification agencies have been accredited.
  - xi. The B-BBEE procurement recognition level.
  - xii. The score achieved per B-BBEE element.
  - xiii. The % black shareholding.
  - xiv. The % black women shareholding.
  - xv. The % black persons with disabilities shareholding
  - xvi. The % black youth shareholding
  - xvii. The % black people living in rural or underdeveloped areas or townships shareholding
  - xviii. The % black military veterans shareholding
  - xix. The value-added status of the tenderer.

Any B-BBEE certificate or affidavit not complying with any of the above-mentioned requirements will result in the tenderer being declared non-responsive.

**B-BBEE EXEMPTED AFFIDAVIT FOR EXEMPTED MICRO ENTERPRISES  
(ISSUED IN TERMS OF THE AMENDED CONSTRUCTION SECTOR CODE)**  
(Gazette Vol. 630 No. 41287)  
Issued in terms of paragraph 3.6.2.4.1 (B)

I, the undersigned,

|                        |  |                             |
|------------------------|--|-----------------------------|
| Full names and surname |  | ←<br>This must be completed |
| Identity number        |  | ←<br>This must be completed |

Hereby declare under oath as follows:

The correct position must be selected

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorized to act on its behalf.

|                               |  |  |
|-------------------------------|--|--|
| Enterprise Name:              |  | ←<br>The correct legal name must be completed          |
| Trading Name (If Applicable): |  | ←<br>The correct registration number must be completed |
| Registration Number:          |  | ←  |

|                   |  |
|-------------------|--|
| Physical Address: |  |
|-------------------|--|

|   |  |                                   |
|---|--|-----------------------------------|
| Type of Entity (CC, (Pty) Ltd, Sole Prop etc.): |  | Any of the options are acceptable |
|---|--|-----------------------------------|

|   |  |                 |
|---|--|-----------------|
| Nature of Construction Business:<br>Indicate the applicable category with a tick. | <input type="checkbox"/> BEP<br>Built Environment Professional | ←<br>Contractor |
|---|--|-----------------|

Contractor

Supplier

|                              |   |
|------------------------------|---|
| Definition of "Black People" | As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Colou who are citizen citizens of the F after 27 April 19 naturalization a "Black Designated Group" (a) unemployed education Black people of 1996; (b) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (c) Black people living in rural and under developed areas; (d) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011; (e) |
|------------------------------|---|

If the Measured Entity operates in more than one sector or sub-sector (e.g. Contractor or BEP) the scorecard for the sector or sub-sector in which the majority of its core activities (measured in terms of Annual Revenue) are located will be acceptable.

|   |   |
|---|---|
| Definition of "Black Designated Groups" | As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Colou who are citizen citizens of the F after 27 April 19 naturalization a "Black Designated Group" (a) unemployed education Black people of 1996; (b) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (c) Black people living in rural and under developed areas; (d) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011; (e) |
|---|---|

3) I hereby declare under Oath that as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

- The Enterprise is \_\_\_\_\_ % black Owned
- The Enterprise is \_\_\_\_\_ % Black Female Owned
- The Enterprise is \_\_\_\_\_ % Owned by Black Designated Group (provide Black Designated Group Breakdown below as per the definition in the table above)

- Black Youth %
- Black Disabled %
- Black Unemployed %
- Black People living in Rural areas %
- Black Military Veterans %

**This must be completed**

\_\_\_\_\_ %  
\_\_\_\_\_ %  
\_\_\_\_\_ %  
\_\_\_\_\_ %  
\_\_\_\_\_ %

**This must be completed  
if applicable, if not  
please indicate with zero**

**This must be completed  
with day, month & year  
e.g.: 27 March 2021**

Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of \_\_\_\_\_ the annual Total Revenue was less than the applicable amount confirmed by ticking the applicable box below.

|            |              |  |
|------------|--------------|--|
| BEP        | R1.8 million |  |
| Contractor | R3.0 million |  |
| Supplier   | R3.0 million |  |

If the turnover exceeds the applicable amount in the table above then this affidavit is no longer applicable and an EME certificate must be obtained from a rating agency accredited by SANAS or when applicable a B-BBEE Verification Professional Regulator appointed by the Minister of Trade and Industry.

- Please Confirm on the below table the B-BBEE Level Contributor, by ticking the applicable box below.

|                           |  |  |
|---------------------------|--|--|
| 100% Black Owned          | Level One (135% B-BBEE procurement recognition level)  |  |
| At least 51% Black Owned  | Level Two (125% B-BBEE procurement recognition level)  |  |
| At least 30% Black Owned  | Level Four (100% B-BBEE procurement recognition level) |  |
| Less than 30% Black Owned | Level Five (80% B-BBEE procurement recognition level)  |  |

**This must be completed  
by means of selecting  
one option**

**This must be completed  
by means of selecting  
one option**

The latest financial statements must be submitted with the tender to verify the above.

3. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
4. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Commissioner of Oaths  
Signature & stamp

+ Date

These two dates must be on the  
same date



# COMMON ERRORS LEADING TO NON-RESPONSIVENESS

Note 4 l) to Form A13 has reference: “*The attached Verification Certificate and the associated Assessment Report shall comply with the requirements of Tender Data, Clause C.3.11 and shall identify:*

- I. *The score achieved per B-BBEE element.*”

Correct element scores:

| Scorecard Information                           | Score         | Target Score  |
|---|---------------|---------------|
| Ownership                                       | 30.00         | 27.00         |
| Management Control                              | 18.00         | 20.00         |
| Skills Development                              | 25.00         | 24.00         |
| Preferential Procurement & Supplier Development | 25.98         | 29.00         |
| Socio-Economic Development                      | 4.65          | 3.00          |
| <b>Total Score</b>                              | <b>103.63</b> | <b>103.00</b> |

Not adequate – no score per element:

| BEE STATUS                                 |        |                                     |   |
|--|--------|-------------------------------------|---|
| <b>Applicable Sector Code:</b>             |        |                                     | Exempt Qualifying Small Enterprise - Revised Codes Construction Contractors |
| <b>Sector Scorecard (Gazette no 41287)</b> |        |                                     |   |
| <b>Financial Period used:</b>              |        |                                     | 01 Mar 2021 - 28 Feb 2022   |
| <b>B-BBEE Recognition:</b>                 | 135%   |                                     |   |
| Black Owned:                               | 57.87% | Black Owned (MFT):                  | N/A   |
| Black Women Owned:                         | 29.31% | Black Designated Group:             | 22.26%  |
| Black Youth:                               | 10.09% | Black Disabled:                     | 12.17%  |
| Black Unemployed:                          | 0.00%  | Black People in Rural Areas:        | 0.00%   |
| Black Military Veteran:                    | 0.00%  | Black New Entrant:                  | 18.23%  |
| Empowering Supplier:                       | YES    | Exclusion Principle Applied:        | NO  |
| Designated Group Supplier:                 | NO     | Skills Development sub-minimum met: | YES   |
| Supplier Development verified:             | NO     | Enhanced:                           | YES   |

# QUALITY EVALUATION

The tender evaluation points and scoring for quality are as follows:

| Description  | Form | Points |
|--|------|--------|
| Technical and Managerial aspects of the Senior/ Site Laboratory Manager                                | B1   | 30     |
| Technical and Managerial aspects of the Assistant (Trainee) Laboratory Manager/Site Laboratory Manager | B2   | 10     |
| Technical and Managerial aspects of the Quality Assurance Manager                                      | B3   | 20     |
| Quality Assurance Management system coverage of test methods in the main laboratory                    | C1   | 15     |
| Quality Assurance Management system coverage of project specific test methods in the main laboratory   | C2   | 25     |
| Total  |      | 100    |

The minimum score for quality is 75.

The explanation of how scoring is obtained for each aspect are attached to each form. The tenderer to ensure that the forms are completed as per the requirements listed in the evaluation criteria. For example, attach the necessary CV with the experience corresponding to the dates claimed, certificates, affidavit, etc.

The quality threshold and manager staffing are set as follows:

a) Improvements Type Project → Minimum Threshold 75 %

- Senior Site Lab Manager from the Lead Partner
- Site Lab Manager from the Targeted Partner

# ADDITIONAL INFORMATION

Additional requirements in terms of the Clause 5.13.

- a) Each partner or any of its directors is not listed on National Treasury's Register of Tender Defaulters or Restricted Suppliers, or the Employer's database, in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) as a tenderer or person prohibited from doing business with the public sector;
- b) Each partner have not abused the Employer's supply chain management system; and
- c) Each partner have not failed to perform on any previous contract and has not been given a written notice to this effect.
- d) Each Tenderer, or in the event of a Joint Venture, each member of the Joint Venture, shall be tax compliant. Tenderers who are not compliant or become non-compliant during the tender evaluation period, shall become compliant within 7 (seven) working days of the date of being notified. Tenders received from such tenderers who are not tax compliant within 7 (seven) working days of being notified, will not be considered.
- e) The The JV shall comply with the requirements and definitions of SANS 10845 Part 6 – Participation of Targeted Partners in Joint Ventures in Contracts and the specific requirements as listed under clause C.2.1.(a) above.
- f) Lead Partner of the JV has a facility that is registered as a SANAS accredited Civil Engineering Materials testing laboratory facility;

# **TENDER INFORMATION**

Tender Closure : Friday 17 November 2023 @ 11H00

A one-envelope system will be applied.

Tenderers shall submit their tender offers in the specified electronic format on CD / flash drive.

Location of tender box:

SANRAL Northern Region

Physical address:

38 Ida Street

Menlo Park

0081

The flash-drive and hard copies containing the completed tender, shall be enclosed in a clearly marked envelope as stated in Clause 2.15.1.

Tenders must be submitted during office hours (09:00 to 16:00) Monday to Friday.

# **DESCRIPTION OF THE WORK**

The following laboratory classes are required for the project:

- Soils Laboratory: Class A
- Concrete Laboratory: Class B
- Asphalt Laboratory: Class C
- Seals Laboratory: Class A

The following is a summary of the work that will be carried out under the main works contract.

- Major Roadworks consisting of:
  - Vertical alignment changes
  - Widening of the cross section by adding 3m shoulders
  - Formalising of all major intersection with dedicated right turning lanes
  - Strengthening of the pavement by means of:
    - Recycling of base to create stabilized subbase
    - Importation of new G1 base
    - Multiple seal layer consisting of 20mm and two 7.1mm aggregate.
    - Asphalt surfacing with rolled in chips
  - Ancillary Works (Guardrails, Roadsign, Roadmarkings)
- Structural works including widening of major culverts, lessor culverts
- Electrical streetlighting within Koster and Reagile

# QUESTIONS AND COMMENTS

# THANK YOU