

**TENDER NOTICE AND INVITATION TO BID  
REQUEST FOR PROPOSAL**

**CONTRACT NUMBER: CDC/403/23**

**PROFESSIONAL SERVICE PROVIDER TO PROVIDE ENGINEERING SERVICES IN HUMAN  
SETTLEMENTS KOMGA ZONE 10 IN THE AMATHOLE DISTRICT, EASTERN CAPE.**

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders on the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones.

The CDC's advanced capabilities are successful enablers in sustainable economic zone development and management, real assets management, infrastructure planning and development, technology integration while realising related socio-economic impact areas such as skills and SMME development. The CDC's high-performance ethos is grounded in its commitment to sustainable development, the protection of its people and the planet, and the delivery of infrastructure solutions that support a just social and economic transition to a low-carbon, resource efficient, and climate resilient future.

The foundational culture of the CDC's approach, backed by its core values, is innovation and continuous improvement.

The CDC has been appointed by the Eastern Cape Department of Human Settlements (EC DoHS) to assist with rolling out Human Settlements Projects in various Regions of Eastern Cape for Internal Services and Top Structure Delivery Programme.

**INVITATION TO TENDER**

The CDC is inviting capable, experienced, and competent Professional Service Providers (PSP's) to submit Proposals **as Consortia/ JVs or as Multidisciplinary entities** for the provision professional consulting services in **Komga Zone 10** (Central point GPS Co-ordinates: **32° 36' 0.18''S and 27° 52' 48''E**) within the Great Kei Local Municipality in the Amathole District, Eastern Cape Province.

The Multidisciplinary entities or Consortium or JV must provide the following Functions:

- (a) Lead Consultancy Function (to be provided by a Professional Civil Engineer who is ECSA registered (Pr. Eng. or Pr. Tech. Eng);
- (b) Land Surveying Function to be provided by a professional Land Surveyor who is registered with SAGC or SAGI (Pr. LS) (Associate Membership will not be acceptable);
- (c) Geotechnical Engineering Function to be provided by a Professional Geotechnical Engineer who is ECSA registered (Pr. Eng. or Pr. Tech. Eng);
- (d) Environmental Practitioner (EAP) to conduct specialist studies, who is registered with EAPASA or SACNAP; and
- (e) Town Planning Function to be provided by a Town Planner who is registered with SACPLAN.

Respondents are required to have relevant knowledge and demonstrated experience in the planning, design, procurement, contract administration, Inspections and close out of Human Settlements Project.

The successful bidders will subsequently enter into Service Level Agreements (SLA's) with the CDC.

Multidisciplinary Service Providers or JVs/ Consortia shall provide **ALL** the Functions listed above. Any bid from a Bidder that does not meet this requirement will be considered as non-responsive.

Bidders are encouraged to subcontract a minimum of 33% of their work to SMME consultants that will perform some of these required functions.

The objective of this RFP is to establish a team of Professional Service Providers led by a Civil Engineer as lead for the planning and implementation of this project.

The successful bidders will subsequently enter into an agreement (SLA) with the CDC.

## PROJECT SCOPE OF WORKS

Respondents are required to have relevant extensive experience and knowledge in the planning, design, contract administration & supervision and close-out of Human Settlements development projects (Municipal Engineering Services and Top Structures) including conducting pre-planning and specialist studies where applicable.

The CDC requests capable and competent PSPs to submit Proposals **as Consortia/ JVs or Multidisciplinary** entities with all the required professional disciplines for the provision of professional consulting services.

Bidders will be required to submit percentage fee proposals for various categories of contracts according to the monetary value of projects, (which are VAT zero rated), as per **Table 1** below:

**Table 1: Project Information**

<b>Project Name</b>	Komga Zone 10
<b>Project Location</b>	Komga Zone 10 is situated approximately 2km Southwest of Komga, Great Kei Municipality, Amathole Region, Eastern Cape. Access is via Hardwick Street, turning to the left off Main Street, just before the bridge in the center of town. The rough central Coordinates for Komga Zone 10 are:  32° 36' 01.8" South 27° 52' 48.3" East
<b>Project Number</b>	PN/DoHS/23/00051
<b>Contract Number</b>	CDC/403/23
<b>Scope of Work</b>	<ol style="list-style-type: none"> <li>1. Design of Roads &amp; Stormwater Side Drains.</li> <li>2. Revision of Layout Plan.</li> <li>3. Geotechnical Investigation for phase 2 to NHBRC requirements (Planning, Design, Procurement, Contract Administration, Inspections and Close Out).</li> <li>4. Establish Ground Water Protocols.</li> <li>5. Produce Tender Documentation and Cost Estimates.</li> </ol>
<b>Project Estimate</b>	Estimate R28m Civil Works

A comprehensive scope of works per stage will be issued with the RFP document.

## **CONDITIONS OF TENDER**

- (a) The CDC's Procurement Policy and Procedures shall apply.
- (b) The following legislation shall apply:
  - (i) Public Finance Management Act (Act No. 1 of 1999) (PFMA).
  - (ii) National Treasury Regulations.
  - (iii) The Preferential Procurement Regulations of 2022 (PPR – 2022).
  - (iv) Preferential Procurement Policy Framework Act (Act No. 5 of 2000) (PPPFA).
  - (v) Broad-based Black Economic Empowerment Act (Act No. 53 of 2003, as amended by Act No. 46 of 2013) (BBBEE Act).
  - (vi) Occupational Health and Safety Act and Regulations, Act (Act No. 85 of 1993).
  - (vii) Compensation for Occupational injuries and Disease Act (Act No. 130 of 1993).
  - (viii) NEMA National Environmental Management Act (Act No.107 of 1998).
  - (ix) Disaster Management Act (Act No. 57 of 2002).

- (x) National Heritage Resource Act (Act No. 25 of 1999).
  - (xi) Housing Consumers Protection Measures Act, 1998 (Act No. 95 of 1998, as amended).
  - (xii) National Housing Code of 2009, and
  - (xiii) Any other applicable Acts related to the built environment and Human Settlements including all Municipal Bylaws.
- (c) The 80/20 preference point system, will apply.
- (i) Price 80,
  - (ii) Specific goals 20.
- (d) Bidders and all Consortium/Joint Venture (JV) members, if any, must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (e) All Bidders are required to note that prices are to exclude 15% VAT, (VAT zero rated, because HSDG funding is a schedule 5 grant).
- (f) Bidders (all the members in the Bidding Team in the case of Consortia or JVs)) must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g., MAAA0....
- (g) The CDC will only award the Bid to a Successful Bidder who is tax compliant. The tax compliant status of the Bidders (and all the members in the Bidding Team the case of Consortia or JVs) will be verified through the CSD and South African Revenue Services (SARS) website.
- (h) As per the amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSEs' with at least a 51% and EMEs with an annual turnover of above R1.8 million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they must comply with the 40% sub-minimum requirement on the QSE Skills Scorecard to avoid being discounted a level. EMEs with a turnover of less than R1.8 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. In the case of a JV or Consortium, a consolidated B-BBEE certificate must be submitted as well as individual B-BBEE Certificates/affidavit of the member entities to confirm the type of enterprise.

- (i) Only full professional registration will be considered; candidate registration will not be considered. A Lead Professional may not be nominated for two (2) or more competing bidders as this constitutes a Conflict of Interest in terms of the Companies Act. However, a Lead Professional may be nominated for a bid from an individual entity and as part of a Consortium/JV. The Lead Professional will be required to sign consent to the nomination for one individual entity and/or one Consortium/JV. Each Professional may only be replaced with an individual of equal or higher qualifications and/or experience and only with written approval of the employer.
- (j) The CDC will not allocate additional projects to any bidder who has Final Accounts/ Close Out Reports outstanding for more than 60 days from the date of contractual obligation. This is applicable to JV's where both parties have outstanding final accounts.
- (k) The performance of the bidders on projects they have been awarded (past and current EC DoHS & CDC projects) shall be reviewed and evaluated on an on-going basis by the CDC Project Manager. Poor performance on awarded projects may result in a bidder not being awarded future projects by the CDC.
- (l) No price quotation or competitive bids will be awarded to a person or entities who fail to provide proof of tax compliance status.
- (m) Proof of valid registration with relevant Professional Statutory Body is required. Confirmation of professional registration will be conducted at a point in time of the evaluation process through the Professional Bodies' Registries, therefore professionals must ensure that their registrations are valid and appear in the registers throughout the evaluation process.
- (n) Public servants are prohibited from conducting any form of business with any organ of state or be a director of a public private company conducting business with an organ of state, unless such an employee is in an official capacity a director of a company listed in schedule 2 and 3 of the PFMA. Verification will be done, and bidders will be disqualified should they be found to be in contravention with the regulations.
- (o) Procurement SHE tender Conditions:
  - (i) The successful bidder/s will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993) and National Environmental Management Act, Act (107 of 1998), Disaster Management Act, Act (57 of 2002) and all applicable Legal and Other requirements. CDC Sustainability Business Unit will monitor compliance and implementation of SHE Management Systems throughout the duration of the contract; and
  - (ii) The qualified PSP will be expected to make provision/s in the pricing schedule of the relevant specialist studies as per the project scope or description to meet the requirements by Authorities.

- (p) The qualified Environmental Assessment Practitioner will be expected to make provision/s in the pricing schedule for the relevant specialist studies as per the project scope or description to meet the requirements of the Authorities.
- (q) The EC DoHS Programme will not award more than five (5) active projects to one bidder, unless one project has reached 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended service provider is the only responsive bidder and has already been awarded five contracts, subject to their performance on the active five contracts.
- (r) The tender validity period shall be **twelve (12) weeks**.

Bid documents will be available for download from the CDC Website ([www.coega.co.za](http://www.coega.co.za)) from **Friday 20 October 2023 10h00**, at no cost. Potential bidders will be required to provide their email addresses in the system before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

A **Mandatory Physical Site Briefing Meeting** will be held on **Tuesday, 31 October 2023 at 11h00** at the **Komga Town Hall**, followed by a site viewing. The **Komga Zone 10** site is situated (32° 36' 01.8" S and 27° 52' 48" E) approximately 2km Southwest of the Komga CBD. Access is via Hardwick Street, running to the left off Main Street, just before the bridge in the centre of town. Briefing minutes will only be shared with potential bidders who attended the briefing meeting.

One original completed bid document shall be placed in a sealed envelope clearly marked and mentioning contract number, for example:

***"Contract No: CDC/403/23: RFP for Professional Service Providers to Provide Engineering Services for the Human Settlements Komga Zone 10 Project in the Amathole District, Eastern Cape."***

The closing date and time for the receipt of completed bids is **Tuesday, 14 November 2023 at 12:00 Noon**. Bids must be handed in at the **Document Control Office on the Ground Floor at the CDC's Main Office in the Coega Business Centre, Cnr Alcyon Road and Zibuko Street, Zone 1, Coega SEZ, Gqeberha** (formerly known as Port Elizabeth).

Failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive.

Bids will not be opened in public, and NO late submission will be considered. Failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive. Telegraphic, telexed, tippexed, facsimiled or e-mail submissions will not be accepted.

No telephonic or any other form of communication with any other CDC member of staff, other than the named individual below, relating to this request for tender will be permitted. All enquiries regarding this tender must be in writing only, and must be directed to

Zine Mtanda, Unit Head: Supply Chain Management; E-mail: [dhs\*\*tenders\*\*@coega.co.za](mailto:dhs<b>tenders</b>@coega.co.za)

***The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.***