

BID NUMBER

T47/10/21

**REQUEST FOR PROPOSAL FOR
CONSULTING ENGINEER SERVICES
FOR THE PROVISION OF BOREHOLES TO SELECTED
MUNICIPALITIES**

INCLUDING

**THE DESIGN, TENDER DOCUMENT PREPARATION,
MANAGEMENT OF THE TENDER PROCESS, CONTRACT
AWARDING AND SITE SUPERVISION DURING
CONSTRUCTION.**

BID CLOSING DATE:

24 NOVEMBER 2021 AT 11H00 AM

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SECTION 1: BID CONDITIONS

1. Enquiries

- 1.1 All correspondence with respect to this bid should be e-mailed to:

Name:	Luyanda Dlamini
Telephone Number:	011 269 3767
Email address:	luyandad@idc.co.za

- 1.2 All enquiries will be consolidated into one single set and Tirisano Construction Fund (TCF) / Industrial Development Corporation (IDC) will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website (www.idc.co.za) under tenders i.e. next to the same RFP document.
- 1.3 **No enquiries in relation to this bid will be considered after 15 November 2021 at 16h00 PM. Please note that the bid closing date for submissions is 24 November 2021 at 11h00 AM.**
- 1.4 Given the opportunity to lodge queries, bidders acknowledge that they will have no claim against the TCF on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

2. Bid Validity Period

Responses received from bidders in response to this Request for Proposals will be valid for a period of 120 days, counted from the bid closing date. The bid validity date may be extended through mutual agreement between parties.

3. Submission of Bids

- 3.1 **Only bids from Built Environment Professionals (BEPs) in CIDB Grades 6, 7, 8 or 9 AND that is either Construction Sector B-BBEE Level 1 or Level 2 contributors will be considered.** Joint Ventures and Consortiums must provide a valid **construction sector** consolidated scorecard (affidavits will not be accepted.) BEPs are defined as in the Government Gazette N0. 41287 as follows:
- “BEP means Built Environment Professional. These are enterprises that conduct the following activities: Planning, design and costing of construction projects in the built environment. Also, project management and design of a construction value chain including environment, energy, industrial, property, transport and infrastructure. Enterprises typically classified as BEP’s include, but are not limited to, consulting engineering practices, architects, quantity surveyors and town planners.”*
- 3.2 Bid responses must be submitted in electronic format only and must be e-mailed to the dedicated e-mail address as provided herein.
- 3.3 Bid responses should be submitted in pdf format. Documents that are presented in a format that cannot be accessed by the evaluator through a standard PDF reader, will be disqualified.
- 3.4 The closing date and time for the submission of bids **is 24 November 2021 at 11h00 AM.** No late or incomplete bids will be included in bid evaluations. Only complete bid

responses (i.e. inclusive of all Schedules) will be considered. Bids must **only** be sent to tenders@idc.co.za. **The IDC e-mail servers are configured to receive e-mails with attachments up to 50MB. In cases where e-mail and attachments size exceed 50MB, bids should be divided into more than one e-mail.**

- 3.5 The IDC will not download information from shared drives and will only accept emails.
- 3.6 Upon receipt of the bidder's submission, bidders will receive acknowledgement of receipt via e-mail. If no acknowledgement is received, the bidder should contact the administrator to resolve technical issues before the closing date.
- 3.7 The IDC will not be held responsible for any of the following:
 - 3.7.1 bid responses sent to the incorrect email address;
 - 3.7.2 bid responses being inaccessible due to non-standard electronic file formats used by bidders; and
 - 3.7.3 bid responses received late due to any IT network related congestions and/or technical challenges.

4. Preparation of Bid Response

- 4.1 All documentation submitted must be in English.
- 4.2 The bidder is responsible for all the costs incurred in relation to the preparation and submission of the bid documents. The IDC will not enter into any discussions regarding claims related to costs incurred during the bid preparation process.
- 4.3 Bids submitted by **companies** must be signed by a person or persons duly authorised thereto through a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.

5. Rights of Tirisano Construction Fund

- 5.1 Prior to award, the TCF reserves the following rights with respect to **qualifying** bidders:
 - 5.1.1 The right to conduct a due diligence visit to bidder's corporate offices and / or at client sites, if deemed necessary.
 - 5.1.2 The right to contact references as provided in the submission.
 - 5.1.3 The right to verify information supplied in the bid response, by requesting relevant information, agreements and other documents.
 - 5.1.4 The bidder hereby gives consent to the TCF to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.

6. Undertakings by the Bidder

- 6.1 The bidder shall prepare for a possible presentation of the bid, should TCF require such, and the bidder will be required to make such presentation within five (5) days from the date on which the bidder is notified of such presentation.

7. Reasons for disqualification

- 7.1** Bids will be disqualified for any of the following reasons:
- 7.1.1 Failure to provide a valid tax compliance certificate or Tax PIN from SARS e-fling, (Prior to award, a tax compliance will be required and will be verified using the tax compliance status PIN or the Central Supplier Database Registration Number;
 - 7.1.2 Submission of information that is fraudulent, factually untrue or inaccurate;
 - 7.1.3 Failure to comply with FICA requirements; and
 - 7.1.4 Failure to provide or complete any document in Schedule 2.

8. Response Format (Returnable Schedules)

Bidders shall submit their bid responses in accordance with the response format specified below (each schedule must be clearly marked):

8.1 Cover Page:

- 8.1.1 The cover page must clearly indicate the bid reference number, bid description and the bidder's full name, including any "trading as" identities where applicable.

8.2 Schedule 1:

- 8.2.1 Executive Summary (explaining how you understand the requirements of this bid and the summary of your proposed solution);
- 8.2.2 Annexure 1 of this bid document (duly completed and signed); and
- 8.2.3 FICA requirements.

8.3 Schedule 2:

- 8.3.1 Valid SARS Tax Clearance Certificate(s) (TCC) or SARS TAX PIN or Central Supplier Database Registration Number ;
- 8.3.2 Originally **certified** copy of bidder's COR 39 CIPC company registration document;
- 8.3.3 Copy of valid Board Resolution, duly **certified**;
- 8.3.4 **Certified** copy of ID document for the designated Company Representative(s);
- 8.3.5 Annexure 2 of this bid document (duly completed and signed);
- 8.3.6 Annexure 3 of this bid document (duly completed and signed);
- 8.3.7 Bidders must submit a valid SANAS accredited B-BBEE certificate. **Only Construction Sector certificates will be acceptable.** Joint Ventures must submit consolidated JV scorecards.
- 8.3.8 Last three years of Audited Financial Statements (where applicable in terms of the Company's Act).

- 8.3.9 If the bid is submitted as a Joint Venture or Consortium, a copy of the pre-bid Agreement duly signed by all parties must be included.

8.4 Schedule 3:

- 8.4.1 Response to Section 2 of this document, in line with the format indicated in this Request for Proposals document.
- 8.4.2 Annexure 4 of this bid document (duly completed and signed);

8.5 Schedule 4:

- 8.5.1 Price Proposal (response to Section 3 of this Request for Proposals document)
- 8.5.2 Price Declaration Form (duly completed and signed).

Note: The Price Proposal and signed form must be submitted as a separate file/document marked Schedule 4: Price Proposal

9. Evaluation Criteria and Weightings

Bids shall be evaluated in terms of **functionality and price, according to** the following process **and criteria**:

9.1 Phase 1: Initial Screening Process / Compliance Check and Pre-qualification criteria

During this phase, bid responses will be reviewed for purposes of assessing compliance with bid requirements including the general bid conditions and the Specific Conditions of Bid, as detailed in Schedule 2.

Failure to comply with the requirements assessed in Phase 1 will lead to immediate disqualification of bids.

Bidders will be pre-qualified on the basis that they are Built Environment Professionals (BEPs) in CIDB Grades 6, 7, 8 or 9 AND is Construction Sector B-BBEE Level 1 or Level 2 contributors.

Joint Ventures and Consortiums must provide a valid **construction sector** consolidated B-BBEE scorecard.

9.2 Phase 2: Technical / Functionality Evaluation

Bid responses will be evaluated in accordance with the Technical / Functional criteria as follows:

Table 1: TECHNICAL / FUNCTIONALITY EVALUATION CRITERIA	
ELEMENT	Max Score achievable
<p>1. Bidder's Experience in designing and managing projects of this nature ("similar") – three (3) examples to be provided with contactable references (a maximum of 8 points can be achieved for each valid example, with its references). Information pertaining to similar projects should include the following aspects: design, tender preparation & contract supervision and a motivation addressing why the projects are deemed to be "similar". Value of these projects should be clearly stated.</p> <p>Note: Each valid example provided starts with 8 points, for which a rating is then given. A weighting will be applied according to the rating (Example: say a rating of 2 is given, the final score for such example will be calculated as:</p> <p>8 x 0,50 = 4 points</p> <p>Each valid example with its reference will be rated and scored as follows:</p> <p>Rating given for the Example provided in the Bid = 1: Weight assigned = 0.25, Score = 8 x 0.25 = 2 points</p> <p>Rating given for the Example provided in the Bid = 2: Weight assigned = 0.50, Score = 8 x 0.5 = 4 points</p> <p>Rating given for the Example provided in the Bid = 3: Weight assigned = 1.00, Score = 8 x 1.0 = 8 points</p>	<p>24</p> <p>(sum of the scores achieved for each example)</p>
<p>2. Completeness and overall quality of submission</p> <p>Refer to Section 2: Functional Requirements Specification and score each of the following four sub-elements using the scoring guide below, before adding the score for each of the four to get the total score:</p> <ul style="list-style-type: none"> i. Sub-element 1: Clear link between the functional requirements specification and the pricing proposal is provided, that should be clear and concise, addressing all items in the Scope of Work and Deliverables (give a score of 1, 2, 3 or 4 points, using the scoring guide below) ii. Sub-element 2: Sufficient detail is provided, leaving no room for confusion or differences of interpretation (give a score of 1, 2, 3 or 4 points, using the scoring guide below) iii. Sub-element 3: Practical solution – methodology described in the submission is logical, practical and implementable for a programme of this nature (give a score of 1, 2, 3 or 4 points, using the scoring guide below) iv. Sub-element 4: Clear and non-conflicting information throughout the submission (give a score of 1, 2, 3 or 4 points, using the scoring guide below) <p>Scoring guide:</p>	<p>16</p> <p>(sum of scores for items 1, 2, 3 and 4)</p>

<p>Score of 1 point – the submission does not meet the required quality and is incomplete</p> <p>Score of 2 points – the submission almost meets the required quality but important sections are incomplete or lacking in necessary detail</p> <p>Score of 3 points – the submission meets the required quality and is complete</p> <p>Score of 4 points – the submission substantially exceeds the required quality and provides useful and practical detail and information beyond the information required</p>	
<p>3. Bidders Proposed Methodology to Execute and Manage the Project</p> <p>i. Sub-element 1: Design Concept and robustness – addressing life cycle maintenance and operations; (give a score of 1, 2, 3, 4, 5 or 6, using the scoring guide below)</p> <p>ii. Sub-element 2: Feasibility and Practicality of design, including the approach for the use of local materials) – “local” meaning materials sourced from business in the immediate surrounds of the project; (give a score of 1, 2, 3, 4, 5 or 6, using the scoring guide below)</p> <p>iii. Sub-element 3: Understanding of the local social and economic environments and how it may impact the project during construction (e.g. community-based organisations that can play a positive role in the identification of local materials and services or skills, risk of disruptive and/or violent site interference) and during operations (vandalism and theft). This is especially important given the damage that continues to be done to social infrastructure across the country; (give a score of 1, 2, 3 or 4, using the scoring guide below)</p> <p>iv. Sub-element 4: Process for getting required approvals from authorities – local, district, provincial and national (where appropriate) (give a score of 1, 2, 3 or 4, using the scoring guide below)</p> <p>v. Sub-element 5: Proposal to maximise the use of local labour and services (e.g. welding, electrical installations etc.) in the execution of the projects (give a score of 1, 2, 3 or 4, using the scoring guide below)</p> <p>Scoring guide for sub-elements (i) and (ii): (Score each of the sub-elements using the scoring guide below, before adding the score for each of the sub-elements to get the total score):</p> <p>Score of 1 point – the submission does not meet the required quality and is incomplete with key information missing or not provided</p> <p>Score of 2 points – the submission does not meet the required quality and even with all information apparently provided, it is incoherent</p> <p>Score of 3 points – the submission almost meets the required quality but the solution offers a design that is impractical or not feasible and / or does not demonstrate an understanding of local issues or life cycle maintenance issues</p> <p>Score of 4 points – the submission almost meets the required quality but the depth of local dynamics and realities seems naive and may lead to cost and schedule overruns or compromises in the quality of work</p> <p>Score of 5 points – the submission meets the required quality – practical design, understands local issues, life</p>	<p>24</p> <p>(sum of scores for items 1, 2, 3, 4 and 5)</p>

<p>cycle maintenance issues addressed</p> <p>Score of 6 points – the submission substantially exceeds the required quality and provides useful and practical detail and information beyond the information required</p> <p>Scoring guide (sub-elements (iii) to (v)):</p> <p>(Score each of the sub-elements using the scoring guide below, before adding the score for each to get the total score):</p> <p>Score of 1 point – the submission does not meet the required quality and is incomplete</p> <p>Score of 2 points – the submission almost meets the required quality but important sections are incomplete or lacking in necessary detail</p> <p>Score of 3 points – the submission meets the required quality and is complete</p> <p>Score of 4 points – the submission substantially exceeds the required quality and provides useful and practical detail and information beyond the information required</p>	
<p>4. Qualifications, Skills and Experience of The Team (Design, Engineer, Procure (including contracting) and Project Management) including an organogram and the CVs of the 4 most senior members of the team responsible for these functions should be provided. Maximum score that can be achieved for each CV provided is 4 points. Must correlate with information in Section 4 (Annexure 4), pertaining to the Bidder's Details.</p> <p>Note: Each CV provided starts with 4 points, for which a rating is then given. A weighting will be applied according to the rating (Example: say a rating of 2 is given, the final score for such example will be calculated as:</p> <p>4 x 0,50 = 2 points</p> <p>Each valid CV will be evaluated, rated and scored as follows:</p> <p>Rating given for the CV = 1: Weight assigned = 0.25, Score = 8 x 0.25 = 2 points</p> <p>Rating given for the CV = 2: Weight assigned = 0.50, Score = 8 x 0.5 = 4 points</p> <p>Rating given for the CV = 3: Weight assigned = 1.00, Score = 8 x 1.0 = 8 points</p> <p>Rating given for the CV = 4: Weight assigned = 1.50, Score = 8 x 2.0 = 16 points</p>	<p>16</p> <p>(sum of the scores achieved for each CV)</p>
<p>TOTAL</p>	<p>80</p>

Note: The minimum qualifying score for technical / functionality is 80% (or 64 points out of 80 points).

All bidders that fail to achieve the minimum qualifying score on technical / functionality shall not be considered for further evaluation on Price and B-BBEE.

Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Technical / Functionality (i.e. “acceptable” bids) will be evaluated further in terms of the 80/20 preference point system, as follows:

Table 2: PREFERENCE POINT SYSTEM: PRICE, FUNCTIONALITY and B-BBEE EVALUATION CRITERIA and POINTS	
CRITERIA	POINTS
Price	80
B-BBEE	20
TOTAL	100 points
Only Bidders achieving 80% or more in the technical / functionality score will be considered for this phase.	

SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION

SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION

1. Background

The TCF was established on 28 August 2017 to implement the objectives as outlined in a settlement agreement between the government and seven JSE-listed construction companies. The construction proceeds are managed through a Board of Trustees, which is constituted of Trustees representing the government, the construction industry and the South African Forum of Civil Engineering Contractors. The Board of Trustees is responsible for all project and programme selections and allocations.

National Treasury appointed the Industrial Development Corporation (IDC) as Trust Administrator. The IDC is therefore responsible for the day-to-day operations of the Trust, in accordance with a Trust administration agreement between the Board of Trustees and the IDC.

The realities with regards to the lack of safe drinking water in rural communities in South Africa have reached crisis levels, especially in view of ongoing droughts in the Northern Cape and Free State provinces. It was agreed by the Trustees to implement a Boreholes Programme, to provide water in especially needy communities.

The TCF requires consulting engineering services to Engineer, Procure, Contract and Manage (EPCM) the provision of Boreholes in selected communities in four provinces, as shown in Table 3. **The TCF will therefor enter into an Engineering and Construction Works Contract with the service provider, as defined in the “Procurement Guideline for Consulting Engineering Services” published by Consulting Engineers South Africa (CESA, 2011).** Work to be executed (upon specific instruction from the successful bidder) by the Contractor (sourced and appointed by the successful bidder through a transparent procurement process in accordance with the PPPFA) includes construction, quality control and testing, establishment of facilities on site and the de-establishment of facilities from site, leaving a secured site with only the Infrastructure and no debris. Contractors should confirm the long-term sustainability of the aquifer/underground water source that they will be drilling into (hydrological studies). It is important to ensure that the investment will yield a long-term water source for the community, rather than short term investment and/or relief.

A list of municipalities and communities, as received from the Municipal Support Agent South Africa (MISA), was reviewed to identify a priority list of communities in the most economically challenged areas of the country. The list of four provinces and related communities are given in Table 1 below.

Table 1: Municipalities and communities where boreholes need to be provided

Province	District Municipality	Local Municipality	Intervention	Village Name/Settlement/Suburb/Town	Summary description of the project	No. of Households that will benefit (approx.)	Target # of boreholes
Northern Cape	Namakwa	Kamiesberg	4 x Drill and equip boreholes	Kamieskroon	Siting, drilling, testing and equipping of new boreholes, solar panel power installation, water tanks and site security infrastructure	250	4
	ZF Mgcawu	Tsantsabane	2 x Drill and equip boreholes	Boichoko (Mountain view)		500	2
			2 x Drill and equip boreholes	Skeifontein		500	2
			3 x Drill and equip boreholes	Marateng		1 000	3
			4 x Drill and equip boreholes	Ditshotshwaneng (Warrenton)		1 258	4
	Frances Baard	Magareng	3 x Drill and equip boreholes	Ganspan		834	3
		Pixley ka Seme	Ubuntu	2 x Drill and equip boreholes		Loxton and Victoria West	1 000
							5 342
Free State	Thabo Mofutsatsanyana	Nketoana	Drilling and equipping three (3) boreholes connected to the water system at Lindley and installation of pre-treatment package plant	Lindley	Siting, drilling, testing and equipping of new borehole, connection to the water system and installation of package plant and elevated tanks of 100 000l capacity	4 510	3
	Xhariep	Kopanong	Drilling of and equipping of one borehole connected to the elevated tanks and installation of pre-treatment package plant, connection to pipeline;	Trompsburg		2 200	3
			Refurbishment of two boreholes				
Gauteng		Lesedi	Augmentation of boreholes - To fix and augment existing (5) boreholes that will supply areas that are not connected to the municipal grid	Siphiwe village	Specifications, Drawings & BoQ submitted to Tirisano. Documentation to be reviewed and revised and service provider appointed	50	6
				Mohamed Farm		50	
				Driemanskap		800	
				Houtpoort		24	
				Sedavan X2		100	
KwaZulu Natal	Amajuba DM	Emadlangeni	Siting, drilling, testing and equipping of an additional borehole, solar panel power installation and connect to an existing to a rising main. (8X boreholes)	Metzelfontein , Kwagimane & Ezingagwini, Estimen	Siting, drilling, testing and equipping of new boreholes, solar panel power installation, water tanks and site security infrastructure	9 500	8
	Zululand DM	Abaqulusi	Siting, drilling, testing and equipping of an additional borehole, solar panel power installation and connect to an existing to a rising main. (5X boreholes)	Enzimane, Sdakani, Slagved, Groenvlei, Ndwakazane, Luthilunye, KwaLembe, Ndlamlenze		2 000	5
	Umzinyathi DM	Nquthu	Siting, drilling, testing and equipping of an additional borehole, solar panel power installation and connect to an existing to a rising main. (6X boreholes)	Ntanyandlovu/Batshe		2 515	6
							14 015
Grand Total						27 091	51

2. Scope of Work

The Tirisano Construction Fund (TCF) is seeking a service provider to act as Principal Agent for its Municipal Boreholes programme. As such, the TCF would like to invite suitable **Registered Built Environment Professional** Service Providers to submit proposals to carry out the following:

2.1 Bidders Methodology (to be included with the bid)

- 1) Review of **and commentary** on the Borehole and Specification Methodology document provided by MISA (including Water Treatment Works) – **See Annexure 5.**
- 2) Review the list of locations as in Table 1 and conduct needs analyses and feasibility studies to provide new boreholes and related equipment or to repair and upgrade existing boreholes to an acceptable level.
- 3) Following the review of the aforementioned document and completion of the needs analyses and feasibility studies, prepare and submit a sound, practical and cost-effective **Construction Solution** to supply and secure the boreholes as well as a maintenance plan and Operations and Maintenance Manuals.

2.2 Execution Scope (to be included in the pricing of this bid)

- Prepare individual procurement documents for the provision of the borehole(s), together with all their related equipment. These Construction Procurement Documents will include a form of contract agreed to between the successful Service Provider and TCF, Bill of Quantities (BOQ), specifications, programme template and standard drawings in line with MISA minimum standards.
 - Access to municipal infrastructure and services differ from community to community. A standard borehole approach (including an appropriate power source), related tanks, stands, piping and security to protect the sites from vandalism and theft must be designed. All designs must be cost effective but durable and practical for installation in rural areas. Securing the asset from vandalism and theft is essential. Maintenance and other operational protocols must be described in detail.
 - The design solutions must maximise the use of construction materials readily available in rural areas, using local labour.
 - Once the service provider has been appointed through this request for proposals, it will be the duty of the service provider to ensure approval of layouts and specifications by MISA and the local municipality. The procurement document submission for construction of the boreholes and related equipment will be evaluated on cost effective, practical and robust solutions and specifications in line with the provisions of the PPPFA.
 - Once the procurement documentation for contractors has been prepared, the service provider must advertise work in such a way so as to attract

offers from interested local contractors, host a briefing session/site inspection for each location and conduct evaluation sessions of procurement for contractors with the TCF technical team. Further detail of Contractor Requirements will be supplied after successful appointment of the service provider. All costs for the advertisement(s) to source contractor(s) should be covered by a Provisional Sum in this bid.

- The service provider must **provide an estimate for the total Cost of Works**, including on-site supervision during construction, the preparation of monthly payment certificates for submission to the TCF, preparation of monthly cost and progress reports, and the preparation of hand-over documents to the TCF, MISA and the local municipality(-ies) after completion.
- It is anticipated that the service provider will act in the capacity as “**Principal Agent**” during the contract and during the steps described above.

3. Deliverables

The service provider’s bid proposal is required to include the following deliverables:

- Review of **and commentary** on the Borehole and Specification Methodology document provided by MISA;
- A proposed engineering solution including technical drawings for the boreholes and related equipment together with material specifications, using local and readily available materials where possible;
- A proposed engineering solution to secure all equipment and safeguard it from theft and vandalism;
- Preliminary cost estimates and an outline of the processes for approval;
- A methodology on how to get all the required approvals (Municipality / MISA, Water Use Licences etc);
- An estimated time to do the detail design and specifications for each community after award;
- An estimated time to prepare construction procurement documents, advertisement and site inspections for each community;
- An estimated time for bid evaluation with recommendations to TCF of the recommended Contractor(s) for each community;
- Three examples of similar work, with contactable **references**. Information pertaining to similar projects should include the following aspects: design, tender preparation & contract supervision and a motivation addressing why the projects are deemed to be “similar”;
- Methodology and CV’s for the on-site supervision during construction;
- Methodology and CV’s to administer all SHE (Safety, Health and Environmental) requirements;
- Complete the Section 3 price proposal ensuring that all costs for the project (**all 11 Local Municipalities**) are included.

4. Sub-contracting in terms of this EPCM contract

- The successful bidder may only enter into a sub-contracting arrangement with the approval of the Tirisano Construction Fund.
- The successful bidder may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level.
- QSEs and EMEs will qualify for sub-contracting, on the basis that they are required to be Level 1 or Level 2 B-BBEE contributors.

SECTION 3: PRICE PROPOSAL

SECTION 3: Price Proposal

NOTE: All prices must be VAT exclusive and must be quoted in South African Rand (ZAR).

- 1) Is the price quoted firm for the full period of the contract?

YES

NO

- 2) All and any additional costs associated with the bidder's offer must be clearly specified and included in the Total Bid Price.

1. Pricing Model

Consulting Engineering Services:

Remuneration of consulting engineering services for this TCF Programme will be on a Time and Cost basis, in line with ECSA Guidelines of 2013. Details should be provided in the format shown below.

Table: CONSULTING ENGINEERING SERVICES				
Activity/ Deliverable	Resource(s)	Rate per hour per resource	Number of hours	Total Price (VAT Excl.)
PLANNING APPROVAL				
DESIGN, DRAWINGS, BILLS OF QUANTITIES AND SPECIFICATIONS FOR ALL LOCATIONS				
TENDER PREPARATION / PREPARATION OF PROCUREMENT DOCUMENTS FOR ALL LOCATIONS				

Table: CONSULTING ENGINEERING SERVICES				
Activity/ Deliverable	Resource(s)	Rate per hour per resource	Number of hours	Total Price (VAT Excl.)
ADVERTISEMENTS RELATED TO PROCUREMENT OF CONTRACTORS and/or LABOUR (Cost should not exceed 2% of consulting services contract)				
ON-SITE SUPERVISION, INCLUDING PROCESSING OF PAYMENT CLAIMS, CLERK OF WORKS AND FORTNIGHTLY VISITS BY THE ENGINEER, PLUS SHE COMPLIANCE				
TRAVEL & ACCOMMODATION				
MONTHLY SITE MEETINGS WITH CONTRACTORS (INDICATE FREQUENCY, IF NOT MONTHLY)				
MONTHLY PROGRESS REPORTS ON EACH PROJECT				
CLOSE-OUT ACTIVITIES				
DISBURSEMENTS				
TOTAL BID PRICE (VAT EXCL.)				

Notes on pricing: Disbursements (incidental expenses other than professional fees, e.g. travel and accommodation, printing costs, venue hire, and equipment hire etc.) must be clearly defined, outlining all assumptions. It is of utmost importance to submit clear and comprehensive cost proposals to allow the TCF to fairly compare bid price / cost proposals. If there is no additional fee envisaged for Disbursements, then the bidder must clearly indicate “No Charge / Free of Charge”. Failure to clearly indicate this would result in TCF penalising your bid response by taking the cost of the highest bidder and adding 50% thereto and apply this rate for purposes of price comparisons. Bidders are therefore requested to respond clearly and comprehensively on this aspect of their bid response.

The bidder must provide a detailed breakdown of Disbursements for Consulting Engineering services related to the TCF Municipal Boreholes Programme, as follows:

Table: DISBURSEMENTS for CONSULTING ENGINEERING SERVICES	
Cost Element	Cost (VAT Excl.)
Total Disbursements	

Cost of Works:

The Bidder should provide a clear cost estimation and Bill of Quantities for the Cost of Works, for the execution of the Municipal Boreholes programme in all local municipalities as provided in the Tables.

2. Summary of the Proposal

Table: COST SUMMARY	
DESCRIPTION	BIDDER'S PROPOSAL
Number of resources (personnel)	
Project duration (in weeks)	
Total Cost of Works (excluding VAT)	
Consulting Engineering Fees (excluding VAT)	

3. Pricing Declaration Form

Price Declaration Form

Dear Sir/Madam,

Having read through and examined the Bid Document, BID No: T47/10/21, the General Conditions, and all other Annexures to the bid document, we offer to provide professional engineering and project management services as specified in Section 2 of this bid document.

R..... Excluding VAT

In words

(.....
.....) **Excluding VAT**

We confirm that this price covers all activities associated with the service, as called for in the bid document. We confirm that TCF will incur no additional costs whatsoever, other than in respect of VAT, over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of the required service when required to do so by the TCF.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

SIGNED

DATE

(Print name of signatory)

Designation

FOR AND ON BEHALF OF: COMPANY NAME

Tel No

Fax No

Cell No

SECTION 4: ANNEXURES

Annexure 1: Acceptance of Bid Conditions and Bidder's Details

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

Name of Authorised
Signatory _____

Position of Authorised
Signatory _____

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this bid.

[Note to the Bidder: The Bidder must complete all relevant information set out below.]

CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:	
Supplier Number	
Unique registration reference number	

BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':	
Individual Bidder	
Joint Venture/ Consortium	
Prime Contractor with Sub Contractors	
Other	

REQUIRED INFORMATION

If Individual Bidder:	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	

If Individual Bidder:	
Fax Number	
Email address	
Postal Address	
Physical Address	

If Joint Venture or Consortium, indicate the following for each partner:	
Partner 1	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 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 Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
- 3 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:
 - a. 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.
 - b. 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.
- 4 This SBD 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.
- 5 To give effect to the above, the attached Certificate of Bid Determination (SBD 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:_____that:

(Name of Bidder)

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:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) 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)

³ 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.

- (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
 - (f) 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. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Annexure 3: Shareholders and Directors Information

[Note to the bidder: The bidder must complete the information set out below. If the bidder requires more space than is provided below, it must prepare a supplementary document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

1.1 Shareholders/ Members

Name of the shareholder	ID Number	Race	Gender	% Shares

Note: The bidder must also attach the detailed Company/ Group Structure where relevant.

1.2 Black Shareholders/ Members as per the B-BBEE Certificate

Name of the shareholder	ID Number	Race	Gender	% Shares
Total Black Shareholding % as per the current and valid B-BBEE Certificate				

1.3 Directors

Name of the shareholder	ID Number	Race	Gender

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Annexure 4: Response Format for Section 3 – Bidder's experience and proposed team

Bidder's Experience and the proposed Project Team

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

[Note to the Bidder: The bidder must complete the information set out below in response to the requirements stated in Section 3 of this bid document. If the bidder requires more space than is provided below, it must prepare a supplementary document in substantially the same format setting out all the information referred to below and return it with this Returnable Schedule 3.]

The bidder must provide the following information:

Table (a) Details of the bidder's experience in Similar Projects providing professional engineering and project management services:

Project number	Client Company Name	Sector	Project Value	Project period (Start and End Dates)	Description of service performed and extent of Bidder's responsibilities	Name, title and telephone contact of client
1						
2						
3						
4						

Table (b) Details of the key personnel of the bidders' proposed team:

Name	Position	Professional Registration	Qualification	Relevant Project Experience					
				Client	Project description	Role / Duties in the Project	Date of project	Duration allocated to the project	Project Value

Annexure 5: Borehole and Specification Methodology (MISA)

Methodology and Specification for borehole installation (for 60m borehole - Pumps and Power requirements may change depending on depth)

1. Borehole

- 1.1. Drill 4-inch borehole to depth required (depth will vary depending on ground water level). Authorised MISA representative to indicate position.
- 1.2. Once the hole is complete, test borehole yield and depth to determine pump and motor size
- 1.3. Supply and Install 16GS Lawora borehole pump including motor (2.2kw) or similar
- 1.4. Supply and Install flexible boreline from pump to surface
- 1.5. Supply and Install steel box at borehole cap with 90-degree elbow and valve
- 1.6. Supply and install 100mm pvc pipework to tanks from the borehole valve

2. Tanks

- 2.1. Install tanks (5000 l plastic tanks – JoJo, Pennel or similar) to suit borehole yield – most likely recommendation 3 x 5000 l tanks (10 000 l tanks are option due to unavailability of 5000 l tanks)
- 2.2. Supply and fit cut off ball valve to each tank
- 2.3. Supply and Install Flow Level switch at master tank
- 2.4. Provide shuttering, reinforcing and concrete to 100 mm thick slab to the area below the water tanks. Concrete to be volume batched by hand on site - mix design for 25 Mpa concrete strength.
- 2.5. Supply and install steel tanks stand to ensure that there is approximately 700mm distance between outlet taps and concrete drain level. (convenient height to fill 25l containers)
- 2.6. Provide shuttering, blinding, reinforcing and concrete to 30 mm thick run off drain under the taps to prevent standing water. Concrete to be volume batched by hand on site - mix design for 25 Mpa concrete strength.
- 2.7. Supply and install 3 taps to each tank (typical total of 9 taps per 3 tank installation)

3. Power Connection

- 3.1. Supply cabling and connection (wireman's licence required) to available existing 220v power supply, If the borehole is deeper than 60m 380v supply required.
- 3.2. If no existing power supply available supply generator (Perkins or similar) to suit borehole pump (15Kv required for reliable operation of 2.2kw pump)
- 3.3. AFTER LOCKDOWN Design and install solar power system suitable for the borehole pump. Solar is most suitable for installations below 60m due to increased cost of providing 380v power from solar.

4. Commissioning

- 4.1. Commission system and demonstrate operation to local authority. Provide copy of warranties on pumps and motors, and local representative to sign responsibility for all on-going maintenance, and proof of hand-over demonstration.