



public works  
& infrastructure

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Department:  
Public Works and Infrastructure  
**REPUBLIC OF SOUTH AFRICA**

**TENDER NO.: Q 22/073**

## **PROCUREMENT DOCUMENTS**

**FOR**

**HOBHOUSE MAGISTRATE'S OFFICE: INSTALLATION  
OF FACILITIES FOR PEOPLE WITH DISABILITIES**

## **VOLUME 1 OF 3: TENDERING PROCEDURES**

**DEPARTMENT OF PUBLIC WORKS**

Bloemfontein Regional Office  
18 President Brand Street  
Private Bag X20605  
Bloemfontein  
9300

**ENQUIRIES**

NAME: Mr C. M. Dyantyi  
TEL: 051 408 7366  
REF: 6732/0039/5/3

**NAME OF TENDERER:** \_\_\_\_\_

**CIDB NO.:** \_\_\_\_\_

**CSD NO.:** \_\_\_\_\_

## INDEX

| Description   | Pages          | Document                             |
|---|----------------|--------------------------------------|
| Cover Page  |                | DPW Procurement Document Cover Sheet |
| Volume 1: Tendering Procedures  |                | Separation sheet                     |
| T1.1 Tender Notice and Invitation to Tender   |                | Separation sheet                     |
| Notice and Invitation to Tender   | 1 - 8          | PA-04(EC)                            |
| T1.2 Tender Data  |                | Separation sheet                     |
| Tender Data   | 1 - 6          | DPW-03(EC)                           |
| Volume 2: Returnable Documents  |                | Separation sheet                     |
| T2.1 List of Returnable Documents   |                | Separation sheet                     |
| List of Returnable Documents  | 1 - 3          | PA-09(EC)                            |
| C1.1 Form of Offer and Acceptance   |                | Separation sheet                     |
| Form of Offer and Acceptance  | 1 - 4          | DPW-07(EC)                           |
| C2.2 Bills of Quantities / Lump Sum Document (if a returnable document)                                   |                | Separation sheet                     |
| Preliminaries for inclusion in Bills of Quantities and Lump Sum Documents based on the JBCC documentation | 1 – 49         |                                      |
| Building Work / Specification   | 50 – 85        |                                      |
| Bills of Quantities / Specification and Schedule of Rates / Final Summary                                 | 86             |                                      |
| T2.2 Returnable Documents required for tender evaluation purposes   |                | Separation sheet                     |
| Declaration of Interest and Bidder's Past Supply Chain Management Practices                               | 1 – 3          | PA-11                                |
| Resolution of Board of Directors  | 1 – 2          | PA-15.1                              |
| Resolution of Board of Directors to enter into Consortia or Joint   | 1 – 2          | PA-15.2                              |
| Special Resolution of Consortia or Joint Ventures   | 1 – 3          | PA-15.3                              |
| Preference Points Claim Form in terms of the Preferential Procurement Regulations 2011                    | 1 – 6          | PA-16                                |
| Particulars of Tenderer's Projects  | 1 – 2          | DPW-09(EC)                           |
| Declaration Certificate for Local Production and Content for Designated Sectors                           | 1 – 4          | PA-36                                |
| Annexure's  | 1 – 24         |                                      |
| Guidance Document for the Calculation of Local Content  | 1 – 15         |                                      |
| T2.2 Returnable Documents that will be incorporated into the contract                                     |                | Separation sheet                     |
| Declaration of Designated Groups for Preferential Procurement   | 1 – 2          | PA-40                                |
| Record of Addenda to tender documents   | 1 - 2          | DPW-21(EC)                           |
| Schedule of Proposed Subcontractors   | 1 – 1          | DPW-15(EC)                           |
| Particulars of Electrical Contractor  | 1 – 1          | DPW-22(EC)                           |
| Schedule for Imported Materials and Equipment   | 1 – 1          | DPW-23(EC)                           |
| T2.2 Returnable Documents: Other Documents that will be incorporated into the contract                    |                | Separation sheet                     |
| Volume 3: Contract  |                | Separation sheet                     |
| Part C1: Agreement and Contract Data  |                | Separation sheet                     |
| C1.2 Contract Data  |                | Separation sheet                     |
| Contract Data   | 1 – 31         | DPW-04(EC)                           |
| C1.3 Form of Guarantee  |                | Separation sheet                     |
| Form of Guarantee   | 1 – 2<br>1 – 3 | DPW-10.1(EC)<br>DPW-10.3(EC)         |
| Part C2: Pricing Data   |                | Separation sheet                     |
| C2.1 Pricing Instructions   |                | Separation sheet                     |
| Pricing Instructions  | 1 - 9          | PG-02.2(EC)                          |
| Part C3: Scope of Work  |                | Separation sheet                     |
| C3 Scope of Work  |                | Separation sheet                     |
| Scope of Work   | 1 – 20         | PG-01.2(EC)                          |
| HIV / AIDS Specification  | 1 – 15         | Project specific                     |
| Occupational Health and Safety Specification  | 1 – 54         | Project specific                     |
| Addendum to the Health and Safety Specification Document  | 1 - 3          | Addendum to the Health and Safety    |
| Covid-19 Guidelines for Management of Risk on Construction Sites  | 1 - 23         | Covid-19 Guidelines                  |
| Declaration – EPWP Programme  | 1 – 1          | EPWP Programme                       |
| Part C4: Site Information   |                | Separation sheet                     |
| C4 Site Information   |                | Separation sheet                     |
| Site Information  | 1 – 1          | PG-03.2(EC)                          |

## T1.1 Tender Notice and Invitation to Tender

# PA-04 (EC): NOTICE AND INVITATION TO TENDER

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES TENDERS FOR:

|                       |   |
|-----------------------|---|
| <b>Project title:</b> | Hobhouse Magistrate's Office: Installation of Facilities for People with Disabilities |
|-----------------------|---|

|                          |                   |                         |                   |
|--------------------------|-------------------|-------------------------|-------------------|
| <b>Tender no:</b>        | Q22/073           | <b>Reference no:</b>    | 6732/0039/5/3     |
| <b>Advertising date:</b> | 21 September 2022 | <b>Closing date:</b>    | 28 September 2022 |
| <b>Closing time:</b>     | 11:00AM           | <b>Validity period:</b> | 30 calendar days  |

## 1. REQUIRED CIDB GRADING

It is estimated that tenderers should have a CIDB contractor grading designation of **1 GB or 1 GB\*** or higher.  
\* Delete "or select tender value range select class of construction works" where only one class of construction works is applicable

It is estimated that potentially emerging enterprises should have a CIDB contractor grading designation of **select tender value range select class of construction works PE or select tender value range select class of construction works PE\*** or higher.

\* Delete "or select tender value range select class of construction works PE" where only one class of construction works is applicable

## 2. RESPONSIVENESS CRITERIA

### 2.1 Substantive responsiveness criteria

Only tenderers who are responsive to the following substantive responsiveness criteria are eligible to submit tenders. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

|    |                                     |  |
|----|-------------------------------------|--|
| 1  | <input checked="" type="checkbox"/> | Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.  |
| 2  | <input checked="" type="checkbox"/> | Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender). |
| 3  | <input checked="" type="checkbox"/> | Use of correction fluid is prohibited.   |
| 4  | <input checked="" type="checkbox"/> | Submission of (DPW-07 EC): Form of Offer and Acceptance.   |
| 5  | <input type="checkbox"/>            | Submission of (PA-16): Preference points claim form in terms of the Preferential Procurement Regulations 2017.   |
| 6  | <input checked="" type="checkbox"/> | Submission of (PA – 36 and Annexure/s C): Declaration Certificate for Local Production and Content for designated sectors.   |
| 7  | <input type="checkbox"/>            | Submission of DPW-09 (EC): Particulars of Tenderer's Projects.   |
| 8  | <input type="checkbox"/>            | Submission of DPW-16 (EC): Site Inspection Meeting Certificate   |
| 9  | <input type="checkbox"/>            | Submission of record of attending compulsory virtual bid clarification / site inspection meeting.  |
| 10 | <input checked="" type="checkbox"/> | Submission of DPW-21 (EC): Record of Addenda to tender documents   |
| 11 | <input checked="" type="checkbox"/> | The tenderer shall submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender.  |

**Tender no: Q22/072**

|    |                                     |  |
|----|-------------------------------------|--|
| 12 | <input checked="" type="checkbox"/> | The tenderer shall submit his fully priced and completed sectional summary- and final summary pages with the tender.   |
| 13 | <input type="checkbox"/>            | Submission of Proof of 30% Subcontracting participation and related documents in terms of the Preferential Procurement Regulations 2017  |
| 14 | <input checked="" type="checkbox"/> | Provide proof of compliance with pre-qualification criteria by submitting a valid original or certified copy of B-BBEEE certificate /sworn affidavit or DTI Certificate together with the bidder's documentation at closure. |
| 15 | <input type="checkbox"/>            |  |
| 16 | <input type="checkbox"/>            |  |
| 17 | <input type="checkbox"/>            |  |
| 18 | <input type="checkbox"/>            |  |

**2.2 Administrative responsiveness criteria**

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

|    |                                     |  |
|----|-------------------------------------|--|
| 1  | <input checked="" type="checkbox"/> | Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's .   |
| 2  | <input checked="" type="checkbox"/> | Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.                           |
| 3  | <input checked="" type="checkbox"/> | Submission of (PA-11): Bidder's disclosure.  |
| 4  | <input checked="" type="checkbox"/> | Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.  |
| 5  | <input checked="" type="checkbox"/> | Submission of proof of Registration on National Treasury's Central Supplier Database (CSD).  |
| 6  | <input checked="" type="checkbox"/> | Submission of DPW-15 (EC): Schedule of proposed sub-contractors  |
| 7  | <input type="checkbox"/>            | The tenderer shall submit his fully priced Bills of Quantities (complete document inclusive of all parts) within 14 days from request.   |
| 8  | <input checked="" type="checkbox"/> | Upon request, submission of fingerprints obtainable from local SAPS including any other additional documentation and information required for vetting purposes.  |
| 9  | <input type="checkbox"/>            | Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance. |
| 10 | <input checked="" type="checkbox"/> | Submission of DPW-09 (EC): Particulars of Tenderer's Projects.   |
| 11 | <input checked="" type="checkbox"/> | Submission of (PA-16): Preference points claim form in terms of the Preferential Procurement regulations 2017.   |
| 12 | <input type="checkbox"/>            |  |
| 13 | <input type="checkbox"/>            |  |
| 14 | <input type="checkbox"/>            |  |
| 15 | <input type="checkbox"/>            |  |

Tender no: Q22/073

### 3. PRE-QUALIFICATION CRITERIA

**Preferential procurement: *Applicable***

Tenderer must comply with the Pre-qualification criteria for Preferential Procurement listed below

|                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | A tenderer having stipulated minimum B-BBEE status level of contributor:<br><br><input checked="" type="checkbox"/> Level 1<br>or<br><input checked="" type="checkbox"/> Level 2<br>or<br><input type="checkbox"/> Level 3  |
| <input type="checkbox"/>            | An EME or QSE   |
| <input type="checkbox"/>            | A tenderer subcontracting a minimum of 30% to:<br><br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people<br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are youth<br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are women<br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people with disabilities<br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships<br><input type="checkbox"/> A co-operative which is at least 51% owned by black people<br><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are Military veterans<br><input type="checkbox"/> An EME or QSE; |

**Functionality: *Not applicable***

**Note:** All bids involving the acquisition of engineering and construction works from cidb Grade 4 and above are subjected to functionality.

**Note:** Functionality will be applied as a prequalification criterion. Such criteria are used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.

| Minimum functionality score to qualify for further evaluation: |                   |
|--|-------------------|
| Functionality criteria:  | Weighting factor: |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
|  |                   |
| <b>Total</b>   | <b>100 Points</b> |

**Tender no:** Q22/073

#### 4. BID EVALUATION METHOD

This bid will be evaluated according to the preferential procurement model in the PPPFA: (Tick applicable preference point scoring system)

|  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> <b>80/20</b><br>Preference points scoring system | <input type="checkbox"/> <b>90/10</b><br>Preference points scoring system | <input type="checkbox"/> <b>Either 80/20 or 90/10</b><br>Preference points scoring system |
|--|---|---|

In case where below/above R 50 000 000 is selected, the lowest acceptable tender will be used to determine the applicable preference point system.

#### 5. ELIGIBILITY IN RESPECT OF RISK TO THE EMPLOYER:

##### **Standard risk management assessment criteria in respect of tenders received for routine projects in the engineering and construction works environments:**

Tender offers will be evaluated by an Evaluation Committee based on the technical and commercial risk criteria listed hereunder. Each criterion carries the same weight / importance and will be evaluated individually based on reports presented to the Bid Evaluation Committee by the Professional Team appointed on the project. A tender offer will be declared non-responsive and removed from any further evaluation if any one criterion is found to present an unacceptable risk to the Employer.

In order for the evaluation reports to be prepared by the Professional Team, the Tenderer is obliged to provide comprehensive information on form DPW-09 (EC). Failure to complete the said form will cause the tender to be declared non-responsive and removed from any further consideration. The Employer reserves the right to request additional information over and above that which is provided by the Tenderer on said form. The information must be provided by the Tenderer within the stipulated time as determined by the Bid Evaluation Committee, failing which the tender offer will *mutatis mutandis* be declared non-responsive.

##### 5.1 Technical risks:

##### **Criterion 1: Experience on comparable projects during the past 0 years.**

The tendering Service Provider's experience on comparable projects during the past 0 years. The number of current and previous comparable projects performed by the Tenderer as per the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer's current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer, not reflected on form DPW-09 (EC). Failing to provide contactable references will result in the tender offer will be *mutatis mutandis* declared non-responsive.

Aspects to be regarded as "comparable" includes (but may be extended according to circumstances): size of projects (measured against monetary value or other project quantifying parameters), nature of projects (building, engineering, high/low rise, etc.), locality/area of execution (site-specific influences, knowledge of local conditions, etc.), complexity of project, projects for similar client department irrespective of end purpose of buildings/facilities created or in progress of being created and time scales of projects (normal, fast track, etc.) and stage of its/their development.

##### **Criterion 2: Contractual commitment and quality of performance on comparable projects during the past 0 years.**

Adherence to contractual commitments and quality of performance of comparable current and previous projects performed by the Tenderer during the past 0 years as per

**Tender no:** Q22/073

the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer's current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer, not reflected on form DPW-09 (EC). Failing to provide contactable references will result in the tender offer be *mutatis mutandis* declared non-responsive.

Aspects to be considered include, but are not limited to the following:

1. The level of progress on current projects in relation to the project programme or, if such is not available/applicable, to the contractual construction period in general;
2. The degree to which previous projects have been completed within the contractual completion periods and/or extensions thereto, and the extend of penalties imposed;
3. Project performance: time management & programming of works, timeous ordering of materials and appointment of subcontractors;
4. Financial management: payment to suppliers and cash flow problems;
5. Quality of workmanship: extent of reworks and timeous attention to remedial works;
6. Personnel resources: suitably qualified and experienced, turnover in site staff and labour force, specifically site manager and foreman;
7. Personnel management: extent of labour disputes and ability to resolving labour disputes amicably;
8. Sub-contractors: extent of turnover in subcontractors, general liaison and payment problems experienced;
9. Contract administration: contractual aspects such as complying to laws and regulations, insurances, security, submission of required documentation timeously, reaction to written contract instructions, appointments of subcontractors, etc. as can generally be expected in standard/normal conditions of contract.
10. Health & Safety: adherence to regulations and compliance, and number of transgressions & serious incidents.
11. Plant & equipment: sufficient resources on site and in time.
12. Delays: extent of causing delays, submission of claims timeously, and abuse of or exaggerated delay claims.
13. Final account: extent to which the contractor assisted in finalising the final account.

### **Criterion 3: Suitably qualified and appropriately experienced human resources**

Allocation of suitably qualified and appropriately experienced human resources, both in respect of principals and/or other staff (contract manager, site agent, site foreman including other professional, technical and/or administrative) of the tendering Service Provider to the project, as proof that the tendering Service Provider will be able to react/respond appropriately to the Services required herein. The Company Organogram with CV's and certified ID's of all principals and employed workforce as well as proof of Professional Registration will be verified. Current and future workload of the tenderer in relation to capacity and capability will also be considered. The tenderer should demonstrate that he or she possesses the necessary professional and technical qualifications and -competence in relation to the scope of work and work to be undertaken.

### **Criterion 4: Attendance of compulsory bid clarification meeting, if applicable**

If applicable, submission of confirmation of DPW-16.1 (PSB) attendance of compulsory bid clarification meeting or proof of attending the compulsory virtual meeting by a suitably qualified and experienced representative of the tenderer in terms of PA-04 (EC): Notice and Invitation to Tender.

## **5.2 Commercial risks:**

The financial viability assessment evaluates the risk over the life of the construction period, as to whether the tenderer will be able to deliver the goods and services which are specified in the contract and / or be able to fulfil guarantees or warranties provided for in the contract in order to complete the project successfully for the amount tendered.

**Tender no:** Q22/073

Aspects to be considered include but are not limited to, the respective rates tendered, bank rating, financial capability and capacity whether the tenderer has or has access to sufficient financial resources to deliver the goods or services described in the tender documentation (including fulfilling any guarantees or warranty claims), whether the tenderer is not subject to any current or impending legal action (either formal proceedings or notification of legal action) which could impact on the financial standing of the tenderer or the delivery of the goods or services, financial report from auditors as proof of current liquidity, and company or any parent company or investor guarantee/s and financial statements.

## 6. CONTRACT PARTICIPATION GOAL TARGETS AND CIDB B.U.I.L.D. PROGRAMME

The contractor shall achieve in the performance of the contract the following Contract Participation Goals (CPGs) as described in PG-01.2 (EC): Scope of Work and PG-02.2 (EC): Pricing Assumptions and in accordance with the feasibility study, which forms part of the specifications in the CPG Section of the Specification of this contract.

|     |   |                       |
|-----|---|-----------------------|
| (a) | Minimum 30% Mandatory Subcontracting to SMMEs in accordance with the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017 as published in the Government Gazette Notice No. 40553 of 20 January 2017 – Condition of Tender.  | <b>Not applicable</b> |
| (b) | Minimum Targeted Local Manufacturers of Material Contract Participation Goal, in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.  | <b>Not applicable</b> |
| (c) | Minimum Targeted Local Building Material Suppliers Contract Participation Goal in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract. | <b>Not applicable</b> |
| (d) | Minimum Targeted Local Labour Skills Development Contract Participation Goal in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.   | <b>Not applicable</b> |
| (e) | <b>cidb BUILD Programme:</b> Minimum Targeted Enterprise Development Contract Participation Goal in accordance with the cidb Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts, No 36190 Government Gazette, 25 February 2013, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.                                | <b>Not applicable</b> |
| (f) | <b>cidb BUILD Programme:</b> Minimum Targeted Contract Skills Development Goal in accordance with the cidb Standard for Developing Skills through Infrastructure Contracts as published in the Government Gazette Notice No. 43495 of 3 July 2020, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.  | <b>Not applicable</b> |
| (g) | DPWI National Youth Service training and development programme (NYS) – Condition of Contract.   | <b>Not applicable</b> |
| (h) | Labour Intensive Works – Condition of Contract.   | <b>Not applicable</b> |
| (i) |   | <b>Select</b>         |

**Tender no:** Q22/073

|     |  |               |
|-----|--|---------------|
| (j) |  | <b>Select</b> |
|-----|--|---------------|

## 7. COLLECTION OF TENDER DOCUMENTS

- Bid documents are available for free download on e-Tender portal [www.etenders.gov.za](http://www.etenders.gov.za)
- Alternatively; Bid documents may be collected during working hours at the following address 2nd Floor, New Government Building, 18 President Brand Street, Bloemfontein, 9301. A non-refundable bid deposit of R 0.00 is payable (cash only) on collection of the bid documents.

## 8. SITE INSPECTION MEETING

A pre-tender site inspection meeting will **not be** held in respect of this tender.  
Attendance of said pre- tender site inspection meeting is **not compulsory**

The particulars for said pre- tender site inspection meeting or virtual bid clarification / site inspection meeting. are:

|                              |         |                       |         |
|------------------------------|---------|-----------------------|---------|
| <b>Venue:</b>                | ("N/A") |                       |         |
| <b>Virtual meeting link:</b> | ("N/A") |                       |         |
| <b>Date:</b>                 | ("N/A") | <b>Starting time:</b> | ("N/A") |

## 9. ENQUIRIES

Enquiries related to tender documents may be addressed to:

|                              |                           |                      |              |
|------------------------------|---------------------------|----------------------|--------------|
| <b>DPWI Project Manager:</b> | Camagu Dyantyi            | <b>Telephone no:</b> | 051 408 7366 |
| <b>Cellular phone no:</b>    | 082 055 4917              | <b>Fax no:</b>       | N/A          |
| <b>E-mail:</b>               | camagu.dyantyi@dpw.gov.za |                      |              |

## 10. DEPOSIT / RETURN OF TENDER DOCUMENTS

Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

All tenders must be completed in non-erasable ink and submitted on the official forms – (forms not to be re-typed).

**Tender no:** Q22/073

|  |                  |   |
|--|------------------|---|
| <p><b>Tender documents may be posted to:</b></p> <p>The Director-General<br/>Department of Public Works and Infrastructure<br/>Private Bag X 20605<br/>Bloemfontein<br/>9301</p> <p><b>Attention:</b><br/><b>Procurement section:</b> Room 233</p> | <p><b>OR</b></p> | <p><b>Deposited in the tender box at:</b></p> <p>Ground Floor<br/>New Government Building<br/>18 President Brand Street<br/>Bloemfontein<br/>9301</p> |
|--|------------------|---|

**11. COMPILED BY:**

|                         |  |            |
|-------------------------|--|------------|
| Camagu Dyantyi          |  | 2022/09/05 |
| Name of Project Manager | Signature  | Date       |

## T1.2 Tender Data

## DPW-03 (EC): TENDER DATA

|                       |   |
|-----------------------|---|
| <b>Project title:</b> | <b><i>Hobhouse Magistrate's Office: Installation of Facilities for People with Disabilities</i></b> |
| <b>Reference no:</b>  | <b>6732/0039/5/3</b>  |

|                               |                 |                         |                          |
|-------------------------------|-----------------|-------------------------|--------------------------|
| <b>Tender / Quotation no:</b> | <b>Q 22/073</b> | <b>Closing date:</b>    | <b>28 September 2022</b> |
| <b>Closing time:</b>          | <b>11:00 am</b> | <b>Validity period:</b> | <b>30 Calendar days</b>  |

| <b>Clause number:</b> |   |
|-----------------------|---|
|                       | <p>The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Construction Procurement as per Government Notice No. 423 published in Government Gazette No. 42622 of 8 August 2019 and as amended from time to time. (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>).</p> <p>The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked "C" in the above mentioned Standard Conditions of Tender.</p>   |
| <b>C.1.1</b>          | The employer is the Government of the Republic of South Africa in its Department of Public Works and Infrastructure.  |
| <b>C.1.2</b>          | <p>For this contract the three volume approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings as contained in the CIDB's "Standard for Uniformity in Construction Procurement."</p> <p>The three volume procurement document issued by the employer comprises the following:</p> <p>Volume 1: Tendering procedures<br/>T1.1 - Notice and invitation to tender (PA-04 EC)<br/>T1.2 - Tender data (DPW-03 EC)</p> <p>Volume 2: Returnable documents<br/>T2.1 - List of returnable documents (PA-09 EC)<br/>C1.1 - Form of offer and acceptance (DPW-07 EC)<br/>C1.2 – Contract Data<br/>T2.2 - Returnable schedules</p> <p>Volume 3: Contract<br/>Part C1: Agreement and contract data<br/>C1.2 - Contract data (Part 1: Data provided by employer) (DPW-04 EC or DPW-05 EC)<br/>C1.3 - Form of guarantee (DPW-10.1 EC / DPW-10.3EC or DPW-10.2 EC/DPW-10.4 EC)</p> <p>Part C2: Pricing data<br/>C2.1 - Pricing Assumptions (PG-02.2 EC or PG-02.1EC)<br/>C2.2 - Bills of Quantities / Lump sum document (if not a returnable document)</p> <p>Part C3: Scope of work<br/>C3 - Scope of work (PG-01.2 EC or PG-01.1EC)</p> <p>Part C4: Site information<br/>C4 - Site information (PG-03.2 EC or PG03.1EC)</p> |

Tender no: Q 22/073

|  |   |                                     |
|--|---|-------------------------------------|
| C.1.4  | The Employer's agent is:  |                                     |
|  | Name:   | <b>Camagu Dyantyi</b>               |
|  | Capacity:   | <b>Departmental Project Manager</b> |
|  | Address:  | <b>18 President Brand Street</b>    |
|  | Tel:  | <b>051 408 7366</b>                 |
|  | Fax:  | <b>086 579 4818</b>                 |
|  | E-mail:   | <b>camagu.dyantyi@dpw.gov.za</b>    |
| C.2.1<br>C.3.11  | <p><b>A. <u>ELIGIBILITY IN RESPECT OF CIDB REGISTRATION:</u></b></p> <p>The following tenderers who are registered with the CIDB, or are *capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated (* tenderers who are capable of being so registered, or who have applied for registration but have not yet received confirmation of such registration, must provide, <u>with this tender</u>, acceptable documentary proof thereof):</p> <p>a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations, for a <b>1GB</b> or <b>1GB**</b> class of construction work; and</p> <p>b) contractors registered as potentially emerging enterprises with the CIDB who are registered in one contractor grading designation lower than that required in terms of a) above</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>every member of the joint venture is registered with the CIDB;</li> <li>the lead partner has a contractor grading designation in the <b>1GB</b> or <b>1GB**</b> class of construction work; and</li> <li>the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations for a <b>1GB</b> or <b>1GB**</b> class of construction work</li> </ol> <p><b>** Delete "or select tender value range select class of construction works" where only one class of construction works is applicable</b></p> |                                     |
| <p>A contract will be entered into with a tenderer who has in his employ management and supervisory staff satisfying the requirements of the scope of work for labour intensive competencies for supervisory and management staff. - <b>Not applicable</b></p> |   |                                     |

Tender no: Q 22/073

**B. INDICATE THE FUNCTIONALITY WEIGHTING APPLICABLE TO THIS BID:**

**Note:** All bids involving the acquisition of engineering and construction works from cidb Grade 4 and above are subjected to functionality.

**Note:** Functionality will only be applied as a prequalification criterion. Such criteria are used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.

| <b>Functionality Criteria</b> | <b>Weighting Factor</b> |
|-------------------------------|-------------------------|
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|                               |                         |
| <b>Total</b>                  | <b>100 Points</b>       |

(Weightings will be multiplied by the scores allocated during the evaluation process to arrive at the total functionality points)

|   |  |
|---|--|
| <b>Minimum functionality score to qualify for further evaluation:</b> |  |
|---|--|

(Total minimum qualifying score for functionality is 50 Percent).

**C ELIGIBILITY IN RESPECT OF RISK TO EMPLOYER:**

**Standard risk management assessment criteria in respect of tenders received for routine projects in the engineering and construction works environments:**

Tender offers will be evaluated by an Evaluation Committee based on the technical and commercial risk criteria listed hereunder. Each criterion carries the same weight / importance and will be evaluated individually based on reports presented to the Bid Evaluation Committee by the Professional Team appointed on the project. A tender offer will be declared non-responsive and removed from any further evaluation if any one criterion is found to present an unacceptable risk to the Employer.

In order for the evaluation reports to be prepared by the Professional Team, the Tenderer is obliged to provide comprehensive information on form DPW-09 (EC). Failure to complete the said form will cause the tender to be declared non-responsive and removed from any further consideration. The Employer reserves the right to request additional information over and above that which is provided by the Tenderer on said form. The information must be provided by the Tenderer within the stipulated time as determined by the Bid Evaluation Committee, failing which the tender offer will *mutatis mutandis* be declared non-responsive.

**C.1 Technical risks:**

**Criterion 1: Experience on comparable projects during the past 5 years.**

The tendering Service Provider's experience on comparable projects during the past 5 years. The number of current and previous comparable projects performed by the Tenderer as per the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer's current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer, not reflected on form DPW-09 (EC). Failing to provide contactable references will result in the tender offer will be *mutatis mutandis* declared non-responsive.

Tender no: Q 22/073

Aspects to be regarded as “comparable” includes (but may be extended according to circumstances): size of projects (measured against monetary value or other project quantifying parameters), nature of projects (building, engineering, high/low rise, etc.), locality/area of execution (site-specific influences, knowledge of local conditions, etc.), complexity of project, projects for similar client department irrespective of end purpose of buildings/facilities created or in progress of being created and time scales of projects (normal, fast track, etc.) and stage of its/their development.

**Criterion 2: Contractual commitment and quality of performance on comparable projects during the past 5 years.**

Adherence to contractual commitments and quality of performance of comparable current and previous projects performed by the Tenderer as per the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer’s current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer, not reflected on form DPW-09 (EC). Failing to provide contactable references will result in the tender offer be *mutatis mutandis* declared non-responsive.

Aspects to be considered include, but are not limited to the following:

1. The level of progress on current projects in relation to the project programme or, if such is not available/applicable, to the contractual construction period in general;
2. The degree to which previous projects have been completed within the contractual completion periods and/or extensions thereto, and the extend of penalties imposed;
3. Project performance: time management & programming of works, timeous ordering of materials and appointment of subcontractors;
4. Financial management: payment to suppliers and cash flow problems;
5. Quality of workmanship: extent of reworks and timeous attention to remedial works;
6. Personnel resources: suitably qualified and experienced, turnover in site staff and labour force, specifically site manager and foreman;
7. Personnel management: extent of labour disputes and ability to resolving labour disputes amicably;
8. Sub-contractors: extent of turnover in subcontractors, general liaison and payment problems experienced;
9. Contract administration: contractual aspects such as complying to laws and regulations, insurances, security, submission of required documentation timeously, reaction to written contract instructions, appointments of subcontractors, etc. as can generally be expected in standard/normal conditions of contract.
10. Health & Safety: adherence to regulations and compliance, and number of transgressions & serious incidents.
11. Plant & equipment: sufficient resources on site and in time.
12. Delays: extent of causing delays, submission of claims timeously, and abuse of or exaggerated delay claims.
13. Final account: extent to which the contractor assisted in finalising the final account.

**Criterion 3: Suitably qualified and appropriately experienced human resources**

Allocation of suitably qualified and appropriately experienced human resources, both in respect of principals and/or other staff (contract manager, site agent, site foreman including other professional, technical and/or administrative) of the tendering Service Provider to the project, as proof that the tendering Service Provider will be able to react/respond appropriately to the Services required herein. The Company Organogram with CV’s and certified ID’s of all principals and employed workforce as well as proof of Professional Registration will be verified. Current and future workload of the tenderer in relation to capacity and capability will also be considered. The tenderer should demonstrate that he or she possesses the necessary professional and technical qualifications and -competence in relation to the scope of work and work to be undertaken.

**Criterion 4: Attendance of compulsory bid clarification meeting, if applicable**

If applicable, submission of confirmation of DPW-16.1 (PSB) attendance of compulsory bid clarification meeting or proof of attending the compulsory virtual meeting by a suitably qualified and experienced representative of the tenderer in terms of PA-04 (EC): Notice and Invitation to Tender.

Tender no: Q 22/073

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|                   | <p><b>C.2 Commercial risks:</b></p> <p>The financial viability assessment evaluates the risk over the life of the construction period, as to whether the tenderer will be able to deliver the goods and services which are specified in the contract and / or be able to fulfil guarantees or warranties provided for in the contract in order to complete the project successfully for the amount tendered.</p> <p>Aspects to be considered include but are not limited to, the respective rates tendered, bank rating, financial capability and capacity whether the tenderer has or has access to sufficient financial resources to deliver the goods or services described in the tender documentation (including fulfilling any guarantees or warranty claims), whether the tenderer is not subject to any current or impending legal action (either formal proceedings or notification of legal action) which could impact on the financial standing of the tenderer or the delivery of the goods or services, financial report from auditors as proof of current liquidity, and company or any parent company or investor guarantee/s and financial statements.</p>  |
| C.2.7             | For particulars regarding a pre-tender site inspection meeting, see Notice and Invitation to Tender T1.1  |
| C.2.12            | <p>If a tenderer wishes to submit an alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies the Employer's standards and requirements. A tenderer may submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. Provided that the tenderer's main tender offer is according to specification and would under normal circumstances be recommended for acceptance, his alternative tender offer may also be considered for the purpose of the award of the contract.</p> <p>Calculations, drawings and all other pertinent technical information and characteristics as well as modified or proposed Pricing Data must be submitted with the alternative tender offer to enable the Employer to evaluate the efficacy of the alternative and its principal elements, to take a view on the degree to which the alternative complies with the Employer's standards and requirements and to evaluate the acceptability of the pricing proposals. Calculations must be set out in a clear and logical sequence and must clearly reflect all design assumptions. Pricing Data must reflect all assumptions in the development of the pricing proposal.</p> <p>Acceptance of an alternative tender offer will mean acceptance in principle of the offer. It will be an obligation of the contract for the tenderer, in the event that the alternative is accepted, to accept full responsibility and liability that the alternative offer complies in all respects with the Employer's standards and requirements.</p> <p>The modified Pricing Data must include an amount equal to 5% of the amount tendered for the alternative offer to cover the Employer's costs of confirming the acceptability of the detailed design before it is constructed.</p> <p>Alternative tender offer permitted: <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span></p> |
| C.2.13.2          | The list of Returnable Documents identifies which of the documents a tenderer must complete when submitting a tender offer. The tenderer must submit his tender offer by completing the Returnable Documents, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the Returnable Documents back to the Department.   |
| C.2.13.5          | The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are as per Notice and Invitation to Tender T1.1.   |
| C.2.13.6<br>C.3.5 | A two-envelope procedure will not be followed.  |
| C.2.15            | The closing time for submission of tender offers is as per Notice and Invitation to Tender T1.1.  |
| C.2.16            | The tender offer validity period is as per Notice and Invitation to Tender T1.1.  |
| C2.16.3           | Omit the wording of the last sentence for those projects which are subject to CPAP  |
| C.2.18            | <p>The tenderer will be required to submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts):</p> <p><input checked="" type="checkbox"/> Together with his tender;<br/>or<br/><input type="checkbox"/> The tenderer shall submit his fully priced and completed sectional summary- and final summary pages with the tender and thereafter submit the fully completed Bills of Quantities within fourteen (14) calendar days of the date requested to do so prior to the award of the contract.</p>  |

**Tender no:** Q 22/073

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| <b>C.2.19</b>                    | Access shall be provided for inspections, tests and analysis as may be required by the Employer.   |
| <b>C.3.4.1</b><br><b>C.3.4.2</b> | The location for opening of the tender offers, immediately after the closing time thereof shall be at:<br><b>18 President Brand Street, New Government Building, Ground Floor, Tender Boardroom</b>  |
| <b>C.3.8</b>                     | The words “responsive tender” and “acceptable tender” shall be construed to have the same meaning.   |
| <b>C.3.9.3</b>                   | Omit the wording and replace with the following:<br>“Notify the tenderer of all errors, omissions and/or rate imbalances that are identified in the tender offer and request the tenderer to, within a stipulated time, accept the total of prices as corrected in accordance with C.3.9.4.”                       |
| <b>C.3.9.4</b>                   | Omit the wording of the first sentence and replace with the following:<br>“In cases where tender offers contain errors, omissions and/or rate imbalances, these are to be corrected as follows:”   |
| <b>C.3.9.4</b>                   | Add sub paragraph c) to C.3.9.4, as follows:<br>“c) If the tenderer does not accept the corrected tender offer, or cannot reach consensus with the Employer on a corrected tender offer, the tender is to be classified as not acceptable/non responsive and removed from further contention.”                     |
| <b>C.3.11.1</b>                  | The procedure for the evaluation of responsive tenders is Method 2: Financial Offer and Preference.  |
| <b>C.3.13</b>                    | Add the following to sub paragraph a), as follows:<br><br>The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the public sector; |
| <b>C.3.17</b>                    | Provide to the successful tenderer one copy of the signed contract document.   |



**public works**

Department:  
Public Works  
REPUBLIC OF SOUTH AFRICA

### **Further Conditions of Tender (Extension of DPW03)**

#### **COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT (COIDA):**

In compliance with the Compensation for Occupational Injuries and Diseases Act (COIDA), site handover to the successful bidder will only take place once he/she has provided a valid "Proof of Registration" or "letter of Good Standing" issued by the Compensation Commissioner, clearly specifying the nature of business which must be within the relevant category.

#### **SECURITY CLEARANCE:**

In compliance with the Department's Internal Security Policy drafted in terms of the Minimum Information Security Standards (MISS) and other security legislation, no service provider shall render any service to the Department without the necessary security clearance. Bidders will thus be subjected to Security Clearance checks undertaken by the Department.

The Department reserves the right to cancel an award/contract should the bidder fail to pass the Security Clearance check. Any adverse outcome could result in the contract being terminated, without prejudice to the department."

#### **QUALIFICATION OF PERSON UNDERTAKING ELECTRICAL WORK:**

Site handover to the successful bidder will only take place once he/she has submitted acceptable proof of accreditation of the person undertaking any electrical work and which person will thereafter issue the Electrical Certificate of Compliance.

#### **NOTE:**

Please note that these projects (in several towns throughout the whole Free-State) are earmarked to provide job opportunities over a broader spectrum and therefore the department reserves the right to limit the number of services per bidder based on the risk assessments.