

Guidelines on Specification for Procuring Services

Guideline for Terms of reference

This tender is for the appointment of a Contractor for Rammulotsi: Construction Of 0.25km Paved Road With 0.266km Storm Water Drainage

A. Background

The Moqhaka Local Municipality had in its IDP programme upgrading of this street on the 2023/24 financial year. The project has been registered with MIG and the funds has been allocated for the financial year.

B. Scope of Work / Terms of Reference

The scope will be mainly construction of 0.25km interlocking brick paved road with kerbs on one side and 0.266km open concrete channel on the other side.

The major items of the works included in this contract are:

- Bulk excavation up to the roadbed level unless firm rock is encountered above the level.
- Removal of unsuitable material below the roadbed level and the possible stabilization of material if necessary
- Construction of pavement layers
- Kerbs and storm water channel
- Laying of 60mm/30MPa interlocking concrete blocks paving
- Relocation of existing services (if there is any)
- Road signage.

PROPOSED LAYER WORK STRUCTURE

Road and storm water will be designed according to COLTO specification.

The road will be design using parameters for gravel road.

- 150 mm G4 Base Course Compacted to 98% of the Mod AASTHO density.
- 150 mm G4 Subbase Compacted to 93% of the Mod AASTHO density.
- 150 mm G4 Selected Sub grade Compacted to 93% of the Mod AASTHO density.
- In-situ Material Compacted to 93% of the Modified AASTHO density

C. Performance Management

In terms of Section 116 (2) of the MFMA, the municipality is required by Law to monitor the performance of service providers monthly in line with the performance areas as stipulated in the Service Level Agreement (SLA). The monitoring of the service provider will be done on monthly basis.

D. CIDB Grading

CIDB Grading – 4CE and above

E. Preferential Points System

Indicate whether the tender will be evaluated in terms of 80/20 below a 50 million and 90/10 above 50 million.

80/20

A maximum of 20 points (80/20 preference points system), will be allocated for specific goals. These goals are:

- (a) The Promotion of Black-Based Black Economic Empowerment (B-BBEE) enterprises: 5 points
- (b) the promotion of SMMEs located in the local area: 10 Points
- (c) the promotion of enterprises owned by youth individuals: 5 points

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
A. Locality of Supplier- The most points than can be claimed based on support is 10 Points	10	
Within the boundaries of Moqhaka Local Municipality – 10 Points		
Or within the boundaries of Fezile Dabi District– 6 Points		
Or within the boundaries of the Free State– 4 Points		
Or outside of the boundaries of the Free State– 0 Points		
B. Youth Ownership of Company (Youth is 35 years and younger) - The most points than can be claimed based on support is 5 Points	5	
81 – 100% Youth Owned – 5 Points		
61 – 80% Youth Owned – 4 Points		
41 – 60% Youth Owned – 3 Points		
21 – 40% Youth Owned – 2 Points		
1 – 20% Youth Owned – 1 Point		
0% Youth Owned – 0 Points		
C. B-BBEE Status Level of Contributor - The most points than can be claimed based on support is 5 Points	5	
Level 1 – 5 Points		
Level 2 – 3 Points		
Level 3 – 1 Point		
Level 4 to Level 8 – 0 Points		
TOTAL POINTS	20	

F. Duration of the Contract

State how long the contract will take

3 months

G. Functional or Technical Evaluation Criteria (If Applicable)

See examples of Functional Evaluation Criteria below in Annexure A

ANNEXURE "A"

Technical or Functional Evaluation Criteria and Functional Evaluation Report Guideline

Only those tenderers who score the minimum of 70 points in respect of the following criteria are eligible for further evaluation.

Criteria	Weight	Points allocated	Documents to be submitted as proof to score points
Number of similar type of projects successfully completed by the contractor. 0 projects 1 project 2 projects 3 projects 4 projects 5 projects and above	 0 1 2 3 4 5	 35	Provide signed appointment and completion letters of similar projects (roads and stormwater) completed with contact details for references that can be contacted by the Municipality to confirm that project was done. For Subcontracting: appointment and completion letter of the main contractor from the client must be attached.
Personnel references (Number of similar type of projects successfully completed by the Contract manager or Site Agent/Manager with their certified qualifications: 0 projects 1 project 2 projects 3 projects 4 projects 5 projects and above	 0 1 2 3 4 5	 33	Provide the names of your key personnel with list of similar projects they have completed and their certified qualifications (minimum N. Diploma and above in Civil Engineering or any relevant qualification) and position on the tendered contract that they will occupied during the construction period.
Construction plant and resources required: 0 of 5 plant TLB 1 of 5 plants Excavator 2 of 5 plants Roller (10-15ton) 3 of 5 plants Grader 4 of 5 plants Tipper Trucks 5 plants and above	 0 1 2 3 4 5	 32	Submit proof of ownership with company name or signed letter of intent to hire from supplier/plant owner valid from tender advert.
TOTAL MAX. POINTS		100	