



Guidelines on Specification for Procuring Services

1. Guideline for Terms of reference

This tender is for the ELECTRIFICATION OF MAOKENG EXTENTION 10 (KOE KOE VILLAGE)

A. Background

Electrification of Maokeng Extention 10 (Koe Koe Village) (92 connections).

B. Scope of Work / Terms of Reference

The project entails the electrification of Maokeng Extention 10 (Koe Koe Village), (92 connections) which comprises the complete electrical installation and commissioning, medium voltage, low voltage and service connections according to the specifications and drawings. This includes the supply and installation of materials and equipment according to the Bill of Quantities.

C. Expected outputs / Outcomes

To deliver the 92 electrified houses in Maokeng connected to the municipality's electricity network.

D. Reporting

The Technical Department will be responsible for the reporting as and when appointments are done as well as when the projects commences.

2. CIDB Grading

CIDB Grading: 3EP & Above

3. Preferential Points System

Indicate whether the tender will be evaluated in terms of 80/20 below 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: 5 points

The Promotion of Black-Based Black Economic Empowerment (B-BBEE) enterprises: 5 points

B-BBEE Status Level of Contributor	Points
Level 1	5
Level 2	3
Level 3	1
Level 4 to Level 8	0

The promotion of SMMEs located in the local area: 10 Points

Locality of supplier	Points
Within the boundaries of Moqhaka Local Municipality	10
Within the boundaries of Fezile Dabi District	6
Within the boundaries of the Free State	4
Outside of the boundaries of the Free State	0

The promotion of enterprises owned by women; youth and disabled individuals: 5 points

Locality of supplier	Points
Youth Ownership	5

4. Duration of the Contract

State how long the contract will take

6 months

5. 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	Documents to be submitted as proof for scoring
Experience and Track Record in similar project – No projects 1 Project 2 Projects 3 Projects 4 Projects More than 5 Projects	0 1 2 3 4 5	60	Provide appointment and completion letters of similar projects completed with contact details for references who can be contacted by the Municipality to confirm that project was done.
Staffing Profile (Qualified personnel) <ul style="list-style-type: none"> Project Manager (NQF 6 or equivalent/higher with a minimum of 3 years' experience) Site Foreman (NQF 4 or equivalent/higher with a minimum of 3 years' experience) Qualified Electrician (N2 with a trade certificate or equivalent/higher with a minimum of 3 years' experience) All 3 present 2 of the 3 1 of the 3 0 of the 3	5 3 1 0	40	Please include the CV's and the certified qualifications of the project team. Emphasis is placed on the following; <ul style="list-style-type: none"> Staff available for this contract being bided for, Certified qualifications and experience of key staff to be utilised on this contract
Total		100	