

ANNEXURE A

C.C.2: TENDERER'S OBLIGATIONS

C.2.1 Eligibility:

Entities may only submit one (1) tender offer, either as a single tendering entity or as a partner of a joint venture. Should a tendering entity submit more than one (1) tender, **all** submissions by that tendering entity, including submissions where the entity is a partner of a joint venture, will be deemed not to be eligible.

C.2.1.1 Eligibility: General

A Tenderer will not be eligible to submit a tender if:

- (a) In the event of a Compulsory Clarification Meeting:
 - i) the Tenderer fails to attend the Compulsory Clarification Meeting, or
 - ii) the Tenderer fails to have **Returnable Document "Certificate of Attendance at Clarification Meeting / Site Inspection"** signed by the Employer's Agent or their representative at the meeting.
- (b) At the time of tender closing, the Tenderer is not registered on the **National Treasury Central Supplier Database (CSD)** and the **eThekweni Municipality Supplier Portal**. In the case of a Joint Venture, this requirement will apply individually to each party in the Joint Venture. Tenderers are to reference **Returnable Document "Compulsory Enterprise Questionnaire"** (section 1.5) and **Returnable Document "CSD Registration Report"**.
- (c) In the case of Joint Venture (JV) submissions, two or more JV entities have common directors/ shareholders or common entities tendering for the same works.
- (d) The following documentation is not completed in full, signed, and returned with the tender submission. **Failure to comply will result in the tender offer being deemed non-responsive.**
 - T2.2.1: Compulsory Enterprise Questionnaire.
 - T2.2.5: MBD 4: Declaration of Interest.
 - T2.2.6: MBD 5: Declaration for Procurement Above R10 Million.
 - T2.2.7: MBD 6.2: Declaration for Local Production and Content.
 - T2.2.8: MBD 8: Declaration of Bidder's Past SCM Practices.
 - T2.2.9: MBD 9: Certificate of Independent Bid Determination.
 - T2.2.10: Declaration of Municipal Fees
- (e) The certificates listed in the **Tender Data: C.2.23: Certificates** are to be included with the tender submission. **Failure to comply will result in the tender offer being deemed non-responsive.**
 - T2.2.1: SARS Tax Compliance Status - PIN Issued (submitted with the Compulsory Enterprise Questionnaire).
 - T2.2.12: Central Supplier Database (CSD) Report.
 - T2.2.13: CIDB Registration and Status
 - T2.2.25: NHBRC registration and Status

C.2.1.2 Eligibility: CIDB

Tenderers are to reference the provisions of **Tender Data: C.2.23 "Certificates, and Returnable Document "Verification of CIDB Registration and Status"** with respect to CIDB registration.

ANNEXURE B

Table 2: Works of a Similar Nature

Provision of Buildings and Ancillary Works

Projects of a similar nature that will be considered will be one, or a combination of, the following types of projects:

1. **Housing Rectification Projects** which include demolition of the existing structure, disconnection and reconnection of municipal services such as electricity and water for construction purposes
2. Residential and/or Commercial property developments which may include, multi-storey housing development and/or office park, single dwelling units Minimum number of units per project shall be a minimum of 25 for multi-storey developments and 50 single dwelling units.
3. If experience as Main Contractor, then a minimum of 3 contracts, each with a value of 50% of the tender value submitted for this tender.

Projects that are excluded are:

4. **Recreational Facilities:** we exclude only Public Parks and Gardens: (spaces to provide areas for relaxation, recreation, and socialization for walking trails, playgrounds, picnic areas, and sports fields, making them ideal for outdoor activities)
5. **Community Spaces:** places of worship, public squares, cultural centres.
6. **Other exclusions:** Housing maintenance projects, alteration or renovation of private residence.

Note: an "X" in this table indicates that the associated documentation should be provided, if applicable.	Works as Main Contractor	
	Current Contracts	Completed Contracts
Proof of Sub-Contract Agreement See Note 1.	-	-
Letter of Award OR Form of Offer & Acceptance See Note 2.	X	X
Most recent Payment Certificate (with Quantities <u>summary</u>), OR Invoice (with Quantities summary). See Note 3.	X	-
Final Payment Certificate (with Quantities <u>summary</u>), OR Invoice (with Quantities summary). See Note 4.	-	X
Completion Certificate. See Note 5.	-	X
Scope of Work See Note 6.	To be indicated on Individual experience submission form	

NOTES (for Table 3)

1. To include the names of the parties, the managing entity's name, the effective dates, and the signature(s) page, all pertaining to the agreement.
2. Issued by the Client / Employer.
3. Proof of the most recent payment received from the Main Contractor or Client/ Employer, OR the most recent submitted INVOICE. Whichever of these documents is submitted, a summary breakdown of quantities is to accompany that document.
4. Proof of the final payment received from the Main Contractor or Client/ Employer, OR the most recent submitted INVOICE. Whichever of these documents is submitted, a summary breakdown of quantities is to accompany that document.

ANNEXURE C

PART T2: RETURNABLE DOCUMENTS

T2.1 LIST OF RETURNABLE DOCUMENTS

T2.1.1 General

The Tender Submission Documentation must be submitted in its entirety. All forms must be properly completed and signed as required.

The Tenderer is required to complete and sign each and every Schedule and Form listed below to the best of their ability as the evaluation of tenders and the eventual contract will be based on the information provided by the Tenderer.

Failure of a Tenderer to complete the Schedules and Forms to the satisfaction of the Employer will inevitably prejudice the tender and may lead to rejection on the grounds that the tender is non-responsive.

T2.1.2 Returnable Schedules, Forms and Certificates

Entity Specific

T2.2.1	Compulsory Enterprise Questionnaire.....	32
T2.2.2	Certificate of Attendance at Clarification Meeting/ Site Inspection.....	33
T2.2.3	MBD 4: Declaration of Interest	34
T2.2.4	MBD 5: Declaration for Procurement Above R10 Million (if applicable).....	36
T2.2.5	Contracts Awarded by Organs of State in the past 5 years	37
T2.2.6	MBD 6.1: Preference Points Claim Form (SCM Policy Section 52.5)	38
T2.2.6	MBD 6.1: Preference Points Claim Form (SCM Policy Section 52.7)	38
T2.2.7	MBD 6.2: Declaration for Local Production and Content (if applicable)	40
T2.2.8	MBD 8: Declaration of Bidder's Past SCM Practices	44
T2.2.9	MBD 9: Certificate of Independent Bid Determination.....	46
T2.2.10	Declaration of Municipal Fees	48
T2.2.11	Contractor's Health and Safety Declaration	49
T2.2.12	CSD Registration Report	51
T2.2.13	CIDB Registration and Status with Valid NHBRC Registration	52
T2.2.14	Joint Venture Agreements (if applicable).....	53
T2.2.15	Record of Addenda to Tender Documents	54
T2.2.16	Experience of Tenderer	55

Technical or Functionality Evaluation

T2.2.16	Experience of Tenderer	59
T2.2.17	Proposed Organisation and Staffing.....	61
T2.2.18	Key Personnel	62
T2.2.19	Experience of Key Personnel	63
T2.2.20	Preliminary Programme	64

ANNEXURE D

Confirmation of submission of Information/ Documentation

The Tenderer is to indicate (by marking with an "X" in the shaded column) the documentation that has been included in this tender submission, in support of each experience submission.

		If submitted, mark with an "X"
SUBMISSION #1	Experience Submission Form (completed and signed)	
	Letter of Award OR Form of Offer & Acceptance	
	Most recent Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Final Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Completion Certificate	
SUBMISSION #2	Experience Submission Form (completed and signed)	
	Letter of Award OR Form of Offer & Acceptance	
	Most recent Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Final Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Completion Certificate	
SUBMISSION #3	Experience Submission Form (completed and signed)	
	Letter of Award OR Form of Offer & Acceptance	
	Most recent Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Final Payment Certificate (with Quantities <u>summary</u>), OR most recent INVOICE (with Quantities <u>summary</u>)	
	Completion Certificate	

Note: Should there be insufficient evidence for verification of the information submitted for any specific experience submission, that experience submission will be deemed invalid.

*I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, **and that the requested documentation has been included in the tender submission.***

NAME (Block Capitals):

Date

SIGNATURE:

EXPERIENCE SUBMISSION #1Reference is to be made to the **Tender Data: C.2.1.3.**

(Where required, in the shaded areas, clearly mark selection with an "X" or circle applicable)

Experience as a:	Main Contractor:
------------------	------------------

Client/ Employer OR Main Contractor's Details Should the Employer's reasonable attempts to make contact, to verify the information provided, fail (for whatever reason) this experience submission WILL be considered invalid.	Entity Name:													
	Contact Name:													
	Contact Tel:					-					-			
	Contact Cell:					-					-			
	Contact email / other:													
Enter the Client/ Employer's details														

Contract Details	Contract (Reference) Number:															
	Contract Title:															
	Has this Contract been completed?	Y	N	Commencement Date:									2	0		
				Completion Date (if applicable):									2	0		
Tendered Value (Contract Sum) OR Sub-Contract Value:	R	Final Contract Price OR Final Value of Sub-Contract:		R												

Contract Scope-of-Work (Type of Project and Works Elements):

Contract Scope-of-Work	If available in hard copy, the Scope-of-Work can be attached.
(Description of Works components)	Only include the Scope-of-Work (contract description). <u>The Specification is not required.</u>

In addition to the Scope-of-Work (entered above or attached) the following documentation / information is required to be attached to the back of this form.					
Contractor Type and Contract Status	Proof of Sub-Contract Agreement	Letter of Award OR Form of Offer & Acceptance	Most recent Payment Certificate, OR most recent INVOICE, with Quantities summary	Final Payment Certificate, OR most recent INVOICE, with Quantities summary	Completion Certificate
Current Contract as Sub-Contractor					
Completed Contract as Sub-Contractor					
Current Contract as Main Contractor		X	X		
Completed Contract as Main Contractor		X		X	X
Failure to submit this returnable form, and provide the above supporting documentation/ information, for each submission of experience, will invalidate that experience submission					

Confirmation of documentation submitted is to be recorded on Page 61.

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, and that the requested documentation has been included in the tender submission.

NAME (Block Capitals): _____

Date

SIGNATURE: _____

EXPERIENCE SUBMISSION #1Reference is to be made to the **Tender Data: C.2.1.3.**

(Where required, in the shaded areas, clearly mark selection with an "X" or circle applicable)

Experience as a:	Main Contractor:
-------------------------	-------------------------

Client/ Employer OR Main Contractor's Details Should the Employer's reasonable attempts to make contact, to verify the information provided, fail (for whatever reason) this experience submission WILL be considered invalid.	Entity Name:												
	Contact Name:												
	Contact Tel:												
	Contact Cell:												
	Contact email / other:												
Enter the Client/ Employer's details													

Contract Details	Contract (Reference) Number:														
	Contract Title:														
	Has this Contract been completed?	Y	N	Commencement Date:								2	0		
				Completion Date (if applicable):								2	0		
Tendered Value (Contract Sum) OR Sub-Contract Value:	R			Final Contract Price OR Final Value of Sub-Contract:		R									

Contract Scope-of-Work (Type of Project and Works Elements):

Contract Scope-of-Work	If available in hard copy, the Scope-of-Work can be attached.
(Description of Works components)	Only include the Scope-of-Work (contract description). <u>The Specification is not required.</u>

In addition to the Scope-of-Work (entered above or attached) the following documentation / information is required to be attached to the back of this form.					
Contractor Type and Contract Status	Proof of Sub-Contract Agreement	Letter of Award OR Form of Offer & Acceptance	Most recent Payment Certificate, OR most recent INVOICE, with Quantities summary	Final Payment Certificate, OR most recent INVOICE, with Quantities summary	Completion Certificate
Current Contract as Sub-Contractor					
Completed Contract as Sub-Contractor					
Current Contract as Main Contractor		X	X		
Completed Contract as Main Contractor		X		X	X
Failure to submit this returnable form, and provide the above supporting documentation/ information, for each submission of experience, will invalidate that experience submission					

Confirmation of documentation submitted is to be recorded on Page 61.

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, and that the requested documentation has been included in the tender submission.

NAME (Block Capitals): _____

Date

SIGNATURE: _____

EXPERIENCE SUBMISSION #1

Reference is to be made to the **Tender Data: C.2.1.3.**

(Where required, in the shaded areas, clearly mark selection with an "X" or circle applicable)

Experience as a:	Main Contractor:
------------------	------------------

Client/ Employer OR Main Contractor's Details Should the Employer's reasonable attempts to make contact, to verify the information provided, fail (for whatever reason) this experience submission WILL be considered invalid.	Entity Name:												
	Contact Name:												
	Contact Tel:												
	Contact Cell:												
	Contact email / other:												
Enter the Client/ Employer's details													

Contract Details	Contract (Reference) Number:														
	Contract Title:														
	Has this Contract been completed?	Y	N	Commencement Date:											
				Completion Date (if applicable):											
Tendered Value (Contract Sum) OR Sub-Contract Value:	R	Final Contract Price OR Final Value of Sub-Contract:		R											

Contract Scope-of-Work (Type of Project and Works Elements):

Contract Scope-of-Work	If available in hard copy, the Scope-of-Work can be attached.
(Description of Works components)	Only include the Scope-of-Work (contract description). The Specification is not required.

In addition to the Scope-of-Work (entered above or attached) the following documentation / information is required to be attached to the back of this form.					
Contractor Type and Contract Status	Proof of Sub-Contract Agreement	Letter of Award OR Form of Offer & Acceptance	Most recent Payment Certificate, OR most recent INVOICE, with Quantities summary	Final Payment Certificate, OR most recent INVOICE, with Quantities summary	Completion Certificate
Current Contract as Sub-Contractor					
Completed Contract as Sub-Contractor					
Current Contract as Main Contractor		X	X		
Completed Contract as Main Contractor		X		X	X
Failure to submit this returnable form, and provide the above supporting documentation/ information, for each submission of experience, will invalidate that experience submission					

Confirmation of documentation submitted is to be recorded on Page 61.

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, and that the requested documentation has been included in the tender submission.

NAME (Block Capitals): _____

Date

SIGNATURE: _____