

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	---	--

PART A	INVITATION TO BID	SBD1
---------------	--------------------------	-------------

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEVELOPMENT BANK OF SOUTHERN AFRICA LIMITED					
BID NUMBER:	RFP167/2021	CLOSING DATE:	17 January 2022	CLOSING TIME:	23H55 TELKOM TIME
DESCRIPTION:	APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:					
Tender Box folder for RFP's listed herein via Microsoft One Drive as per Link to be provided once intention to bid is indicated.					
FOR ATTENTION: SCM OFFICIAL – NOMA RAKOMA, PROCUREMENT & TENDER OFFICER					
SUPPLIER INFORMATION					
NAME OF BIDDER:					
POSTAL ADDRESS:					
STREET ADDRESS:					
TELEPHONE NUMBER:	CODE:		NUMBER:		
CELLPHONE NUMBER:					
FACSIMILE NUMBER:	CODE:		NUMBER:		
E-MAIL ADDRESS:					
VAT REGISTRATION NUMBER:					
	TCS PIN:		AND/OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE <i>[TICK APPLICABLE BOX]</i>	☐ Yes		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		☐ Yes
	☐ No				☐ No
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)			
	☐	A REGISTERED AUDITOR			

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	---

		NAME:	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No <i>[IF YES ENCLOSE PROOF]</i>	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No <i>[IF YES ANSWER PART B:3 BELOW]</i>
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (<i>Attach proof of authority to sign this bid; e.g. resolution of directors, etc.</i>)			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY:	DEVELOPMENT BANK OF SOUTHERN AFRICA LIMITED		
CONTACT PERSON:	As per Tender Notice & Invitation	CONTACT PERSON:	As per Tender Notice & Invitation
TELEPHONE NUMBER:		TELEPHONE NUMBER:	
FACSIMILE NUMBER:		FACSIMILE NUMBER:	
E-MAIL ADDRESS:		E-MAIL ADDRESS:	



The Development Bank of Southern Africa has a Zero Tolerance on Fraud and Corruption.
 Report any incidents of Fraud and Corruption to Whistle Blowers on any of the following:

TollFree : 0800 20 49 33
 Email : dbsa@whistleblowing.co.za
 Free Post : Free Post KZN 665 | Musgrave | 4062
 SMS : 33490

PART B

TERMS AND CONDITIONS FOR BIDDING

SBD1

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT MICROSOFT ONE DRIVE FOLDER AS PER LINK PROVIDED. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017 (PPR2017), THE JBCC PRINCIPAL BUILDING AGREEMENT, and EDITION 4.1 CODE2101 MARCH 2005 AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.



The Development Bank of Southern Africa has a Zero Tolerance on Fraud and Corruption.
Report any incidents of Fraud and Corruption to Whistle Blowers on any of the following:

TollFree : 0800 20 49 33
Email : dbsa@whistleblowing.co.za
Free Post : Free Post KZN 665 | Musgrave | 4062
SMS : 33490

VOLUME 1 OF 3

THE TENDER

TENDER NO. RFP 167/2021

DEVELOPMENT BANK OF SOUTHERN AFRICA LIMITED

POTCHEFSTROOM PRISON: REPAIR AND RENOVATIONS PHASE 2

Implementing Agent: Development Bank of Southern Africa Limited 1258 Lever Road <u>Midrand (Johannesburg)</u> Gauteng 1685 Contact: As per Tender Notice and Invitation	Project Manager: Nondumiso Sangweni 1258 Lever Road <u>Midrand (Johannesburg)</u> Gauteng 1685 Contact: As per Tender Notice and Invitation
---	---

TABLE OF CONTENTS

VOLUME 1 OF 3			
SECTION	DESCRIPTION	APPLICABLE	PAGE
	SUMMARY FOR TENDER OPENING PURPOSES	Y	1
	THE TENDER	Y	4
PART T1	TENDERING PROCEDURES	Y	9
T1.1	Tender Notice and Invitation to Tender	Y	10
T1.2	Tender Data	Y	12

VOLUME 2 OF 3			
SECTION	DESCRIPTION	APPLICABLE	PAGE
	RETURNABLE DOCUMENT CHECK LIST		
PART T2	RETURNABLE DOCUMENTS		
T2.1	Forms, Certificates and Schedules required for Evaluation Of Tender Responsiveness		5
T2.1.1	Tender Briefing / Site Inspection Attendance Certificate	N	6
T2.1.2	Certificate of Authority for Signatory	Y	7
T2.1.3	Registration Certificates / Agreements / Identity Documents	Y	11
T2.1.4	Joint Venture Consortium / Disclosure Form	Y	12
T2.1.5	Tax Clearance Requirements	Y	21
T2.1.6	Proof of Registration with CIDB	Y	22
T2.1.7	Proof of Workmen's Compensation Registration	Y	23
T2.1.8	Proof of full Agreement Certificate for Modular Building System	N	24
T2.1.9	Declaration of Non-Performance and Termination	Y	25
T2.2	Other Forms, Certificates and Schedules that will be Incorporated into the Contract		27
T2.2.1	Record of Addenda to Tender documents	Y	28
T2.2.2	Local Employment & Sourcing	Y	29
T.2.3	Unemployment Insurance Fund (UIF) – Registration Certificate (Act 4 of 2002)	Y	30
T2.2.4	Form Concerning Fulfilment of the Construction Regulations, 2014	Y	31
T2.2.5	Declaration of Interest	Y	35

T2.2.6	Declaration of Tenderers past Supply Chain Management Practices	Y	39
T2.2.7	Certification of Independent Tender Determination	Y	42
T2.2.8	Service Provider Code of Conduct	Y	46
T2.2.9	RFP Declaration Form	Y	48
T2.2.10	Compulsory Enterprise Questionnaire	Y	50
T2.2.11	Certificate of Acquaintance with Tender Document	Y	53
T2.3	Documentation, Forms and Schedules Required for Tender Evaluation Purposes		55
T2.3.1	Related Experience of Tenderer	Y	56
T2.3.2	Management and CV's of Key Persons	Y	58
T2.3.3	Schedule of Plant and Equipment	Y	59
T2.3.4	Schedule of Proposed Sub-Contractors/ Consultants	Y	61
T2.3.5	Programme	Y	62
T2.3.6	Financial Standing / Bank Rating	Y	63
T2.3.7	Quality Plan	Y	64
T2.3.8	Health and Safety	Y	65
T2.3.9	Capacity and Ability to meet Delivery Schedule	Y	66
T2.3.10	Statement of Technical Compliance	N	67
T2.4	Other Documentation, Forms and Schedules required for Tender Evaluation Purposes		68
T2.4.1	Form of the Performance Guarantee	Y	69
T2.4.2	PPPFA Prequalify & Subcontracting Schedule	Y	74
T2.4.3	Broad-based Black Economic Empowerment Status Level Certificate	Y	81
T2.4.4	Declaration Certificate For Local Production And Content For Designated Sectors	Y	86

VOLUME 3 OF 3

SECTION	DESCRIPTION	APPLICABLE	PAGE
	THE CONTRACT		
PART C1:	AGREEMENT AND CONTRACT DATA		4
C1.1	Form of Offer and Acceptance	Y	5
C1.2	Contract Data	Y	10
C1.3	Performance Guarantee	Y	21
PART C2:	PRICING DATA		25
C2.1	Pricing Instructions	Y	26
C2.2	Bill of Quantities	Y	28
C2.3	Amendments, Qualifications and Alternatives by Tenderer	Y	29
PART C3:	SCOPE OF WORK		30
C3.1	Project Specifications	Y	32
C3.2	Particular Specifications	Y	47
C3.3	List of Drawings	Y	48
PART C4:	SITE INFORMATION		50
C4.1	Site Location	Y	51
C4.2	Information & Map	Y	52
PART C5:	SITE INFORMATION		53
C5.1	Layout Plans	Y	53
C5.2	Detail Drawings	Y	64

THE TENDER

T1 : TENDERING PROCEDURES

T1.1 : TENDER NOTICE AND INVITATION TO TENDER

T1.2 : TENDER DATA

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

PART T1: TENDERING PROCEDURES

TABLE OF CONTENTS	Page
T1.1 TENDER NOTICE AND INVITATION TO TENDER	11
T1.2 TENDER DATA	12

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

T1.1 TENDER NOTICE AND INVITATION TO TENDER

The Development Bank of Southern Africa Limited (DBSA) invites tenders for **Tender No.**

RFP167/2021: APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2.

The Tender Document and Supporting Documents are attached to this invitation to tender. The DBSA will publish addenda and responses to any queries related to this tender, as advertised.

Queries may only be addressed to:

SCM: Noma Rakoma, Procurement & Tender Officer nomascm@dbsa.org

The cut-off date for tender enquiries is **as detailed in the table on page 11.**

MIN. CIDB GRADING REQUIRED	COMPULSORY TENDER BRIEFING	
	VENUE	DATE & TIME
8GB or Higher	Potchefstroom Detention Centre, Corner Vryhoek and Welgeboom, Welgeboom, Potchefstroom, 2531	14 December 2021 @ 11h00

The closing time for receipt of tenders is **23H55 (Telkom time) on 17 January 2022** at the designated **Tender Box folder for RFP 167/2021 via Microsoft One Drive as per Link provided.** (see page 11 for Link request process).

Tenders may only be submitted on the tender documentation that has been issued. Telegraphic, telephonic, telex, facsimile and late tenders will **not** be accepted. Tenderers should ensure that Bids are delivered timeously and to the correct address (reflected on the cover of this document). If the bid is late, or not submitted in the designated **ON-LINE** tender box, it will not be considered for evaluation.

- i. Tenderers are required to meet the minimum stipulated threshold or Local Production and Content as per **T2.4.4 of Volume 2** of the Tender Document.
- ii. Tenderers are to ensure that they submit a completed and signed *SBD 6.2 Form* and its *Annexures C, D & E* (as per **T2.4.4 of Volume 2** of the Tender Document).
 - o Annexure C **must** contain every product as listed in the Designated Sectors referred to under *Tender Volume 2, T2.4.4 – SBD6.2 Local Production and Content*.
 - o See Stage 1 Responsiveness – non-adherence results in immediate disqualification.

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

KEY DATES AND ACTIVITIES		
No	Description	Date/Time
1.	Invitation of tenders (open tender)	30 November 2021
2.	There will be a <u>Compulsory</u> Site Visit	14 December 2021
3.	Bidders to submit written questions/ clarifications. - Each bidder is encouraged to submit one (01) consolidated questions/ clarifications email. No questions will be entertained post the stipulated date.	12 January 2022
4.	Tenders Closing Date and Time	17 January 2022

Instructions for TENDER BRIEF:

- Bidders are required to attend the session on the address mentioned on page 11, as published to the Invitation.

Instructions for TENDER SUBMISSION:

- Bidders are required to follow the **Tender Submission Link** provided, as soon as bidders are ready to submit.
- Bidders have to request a **Tender Submission Link**, as above is applicable.
- The link will **ONLY** be provided to bidders that attended the Compulsory Site Briefing Session
- Uploading of submission **must be in the structure and order** as prescribed in this tender.
- Once documents have been loaded, the Bidder will receive a confirmation email of the upload.

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	---	--

T.1.2 TENDER DATA

The Conditions of Tender applicable to this contract are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Construction Procurement (August 2019) as published in Government Gazette No. 42622, Department of Public Works Notice 423 & SANS 10845. (See www.cidb.org.za), to which tenderers are referred to for their information purposes in relation to this Tender Data.

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 preference in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender. Each item of Tender Data given below is cross-referenced to the relevant clause in the Standard Conditions of Tender to which it mainly applies.

All references to the terms: “Tender” and “Tenders” and/or “Tenderer” and “Tenderers” in these documents and the Conditions of Tender shall have the same meaning as each other and shall be of equal force.

The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender:

Clause number	Tender Data
C.1.1	The employer for this Contract is Development Bank of Southern Africa Limited .
C.1.2	The Tender Documents issued by the Employer comprise the following documents: THE TENDER Part T1: Tendering procedures (Volume 1 of 3) T1.1 - Tender notice and invitation to tender T1.2 - Tender data Part T2: Returnables documents (Volume 2 of 3) T2.1 - List of returnable documents T2.2 - Returnable schedules THE CONTRACT (Volume 3 of 3) Part C1: Agreements and Contract data C1.1 - Form of offer and acceptance C1.2 - Contract data C1.3 - Performance Guarantee Part C2: Pricing data C2.1 - Pricing instructions C2.2 - Bill of Quantities C2.3 - Amendments, Qualifications and Alternatives by Tenderer Part C3: Scope of work C3.1 - Project Specifications C3.2 - Particular Specifications C3.3 - Drawings Part C4: Site information C4.1 - Site information

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	---	--

C.1.4	The Employer is : Name: Development Bank of Southern Africa Limited Address: 1258 Lever Road, Headway Hill, Midrand, Gauteng, 1685 Tel: (011) 313 3911 Attention is drawn to the fact that verbal information given by the Employer or any other person prior to the close of tenders will not be regarded as binding on the Employer. Only information issued formally by the employer in writing to tenderers will be regarded as amending the tender documents.
C.1.5	The employer reserves the right to reject award to the highest scoring tenderer (as calculated according to Clause C.3.11 should the offer pose a commercial and/ or delivery risk to the successful completion of the project and the Employer, or in line with PPR 2017 Other Objective Criteria as detailed.
C.1.6.2	The competitive negotiation procedure shall not be applied.
F.1.6.3	A two-stage system will not be followed.
C.2.1	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: - 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) of 25(7A) of the Construction Industry Development Regulations, for a 8GB class or higher of construction work; - submit an offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with the employer - the tenderer is registered on the National Treasury Central Supplier Data Base (https://secure.csd.gov.za) - the tenderer accepts that documents that have correction fluid on them will be deemed non-responsive and the documents must remain intact - tenderers adhere to the pre-qualification criteria stated in the tender document, if any. 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 and who satisfy the following criteria: the employer is satisfied that such a contractor has the potential to develop and qualify to be registered in that higher grade as determined in accordance with the provisions of the CIDB Specification for Social and Economic Deliverables in Construction Works Contracts; and the employer agrees to provide the financial, management or other support that is considered appropriate to enable the contractor to successfully execute that contract. Joint ventures are eligible to submit tenders provided that: - the entity is registered as a JV, on the approved DBSA panel invited from, if not advertised in the open market; - every member of the joint venture is registered with the CIDB in the General Building (GB) class of work; the lead partner has a contractor grading designation in the 6GB or higher class of construction work; and - 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 for a 8GB or higher class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations - The members / parties have signed a joint venture agreement - A consolidated B-BBEE verification certificate or sworn affidavit in the name of the joint venture must be submitted in order to qualify for the preference points
C.2.7	The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. Tenderers must sign the attendance register in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list.
C.2.8	Request clarification in line with the dates stipulated under “KEY DATES AND ACTIVITIES” on page 11.

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	---

C.10.3	Rates and prices are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
C.2.12	Alternative tender offers will not be considered.
C.2.12	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, the details of which may be obtained from the Employer. 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. 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. 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 in confirming the acceptability of the detailed design.
C.2.13.1	Where the tendering entity is a joint venture, it is recommended that the standard CIDB Joint Venture Agreement document be used.

C.2.13.3	Parts of each tender offer communicated on paper shall be submitted to the Microsoft One Drive Tender Box folder in the <u>following specific format only</u>: i. Your RFP submission must be <u>filed in the exact order</u> as stipulated in the below table. ii. All forms must be properly completed and signed as required and the document shall not be taken apart or altered in any way whatsoever. iii. All forms must be duly completed and signed as required. <table border="1" data-bbox="228 546 1471 1301"> <thead> <tr> <th>Section</th><th>Description Contents & Order for RFP Submission</th></tr> </thead> <tbody> <tr> <td>1.</td><td><u>Submission Folder Structure</u></td></tr> <tr> <td>1.1</td><td>Complete Volume 1 - file clearly named.</td></tr> <tr> <td>1.2</td><td>Complete Volume 2 - file clearly named.</td></tr> <tr> <td>1.3</td><td>Complete Volume 3 - file clearly named</td></tr> <tr> <td>1.4</td><td>B-BBEE Certificate – file clearly named.</td></tr> <tr> <td>1.5</td><td>Supporting Evidence for Volume 2 with Index – file clearly named.</td></tr> <tr> <td>1.5.1</td><td>Document order to be exactly as per <u>Table of Contents</u> in Volume 2 – accurate Content List required.</td></tr> <tr> <td>1.5.2</td><td>Tenderer may not scan submission in order other than specified in Volume 2.</td></tr> <tr> <td>1.5.3</td><td>All other supporting documents to evaluation criteria to be included here as well.</td></tr> <tr> <td>1.6</td><td>Bill of Quantities</td></tr> <tr> <td>1.6.1</td><td>Each BoQ must be loaded as its own folder - file clearly named.</td></tr> <tr> <td>1.6.2</td><td>BoQ's to be loaded as Excel version, fully priced and populated, plus the same in PDF format, signed.</td></tr> </tbody> </table> NB: FAILURE TO SUBMIT IN THE FORMAT/ ORDER REQUIRED MAY RENDER THE BID INVALID.	Section	Description Contents & Order for RFP Submission	1.	<u>Submission Folder Structure</u>	1.1	Complete Volume 1 - file clearly named.	1.2	Complete Volume 2 - file clearly named.	1.3	Complete Volume 3 - file clearly named	1.4	B-BBEE Certificate – file clearly named.	1.5	Supporting Evidence for Volume 2 with Index – file clearly named.	1.5.1	Document order to be exactly as per <u>Table of Contents</u> in Volume 2 – accurate Content List required.	1.5.2	Tenderer may not scan submission in order other than specified in Volume 2.	1.5.3	All other supporting documents to evaluation criteria to be included here as well.	1.6	Bill of Quantities	1.6.1	Each BoQ must be loaded as its own folder - file clearly named.	1.6.2	BoQ's to be loaded as Excel version, fully priced and populated, plus the same in PDF format, signed.
Section	Description Contents & Order for RFP Submission																										
1.	<u>Submission Folder Structure</u>																										
1.1	Complete Volume 1 - file clearly named.																										
1.2	Complete Volume 2 - file clearly named.																										
1.3	Complete Volume 3 - file clearly named																										
1.4	B-BBEE Certificate – file clearly named.																										
1.5	Supporting Evidence for Volume 2 with Index – file clearly named.																										
1.5.1	Document order to be exactly as per <u>Table of Contents</u> in Volume 2 – accurate Content List required.																										
1.5.2	Tenderer may not scan submission in order other than specified in Volume 2.																										
1.5.3	All other supporting documents to evaluation criteria to be included here as well.																										
1.6	Bill of Quantities																										
1.6.1	Each BoQ must be loaded as its own folder - file clearly named.																										
1.6.2	BoQ's to be loaded as Excel version, fully priced and populated, plus the same in PDF format, signed.																										
C.2.13.4	The tender shall be signed by a person duly authorized to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation of the joint venture, authenticated by a notary public or other official deputed to witness sworn statements, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorized to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning.																										
C.2.13.5	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: Location of tender box: Designated tender folder as per link provided. Physical address: Microsoft One Drive Identification details: Tenderers full name																										
C.2.13.6	A two-envelope system is not required. Non-adherence to this will disqualify the submission.																										
C.2.13.9	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.																										

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

C.2.14	By signing the offer part of C1.1 Form of Offer and Acceptance the tenderer declares that all information provided in the tender submission is true and correct.
C.2.15	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.
C.2.16	The tender offer validity period is 90 days from the closing time for submission of Tenders.
C.2.18	The tenderer shall, when requested by the Employer to do so, submit the names of all management and supervisory staff that will be employed to supervise the Labour Intensive portion of the works together with satisfactory evidence that such staff members satisfy the eligibility requirements.
C.2.19	Access shall be provided for inspections and testing by personnel acting on behalf of the Employer.
C.2.20	The tenderer is required to submit with his tender a letter of intent from an approved insurer or financial institution undertaking to provide the Performance Bond to the format included in Part T2.2 of this procurement document.
C.2.23	The tenderer is <u>required to submit</u> with his tender: a) A valid and active Tax Compliance Status Pin issued by the South African Revenue Services. b) An original or certified Copy of the B-BBEE Certificate/ Affidavit. c) A copy of the entity's Professional Indemnity Insurance (<i>where applicable</i>). d) A Valid Copy of the Tenderer's Workmen's Compensation Certificate, Act 4 of 2002. e) A Valid Copy of the Tenderer's Unemployment Insurance Certificate, Act 4 of 2002. f) A Valid Copy of the Certificate of Incorporation (if Tenderer is a Company); or g) A Valid Copy of the Founding Statement (if Tenderer is a Closed Corporation); or h) A Valid Copy of the Partnership Agreement (if Tenderer is a Partnership); or i) A Valid Copy of Identity Document (if Tenderer is a Sole Proprietor); or j) A signed Joint Venture Agreement (if Tenderer is a Joint Venture). k) Letter of Intent for Performance Bond.
C.3.1.1	The Employer will respond to requests for clarification received as stipulated in page 11 before the tender closing time.
C.3.4	Tenders will not be opened in public. Tenders will be opened immediately after the closing time (23:55hrs Telkom Time) for receipt of tenders as stated in the Tender Notice and Invitation to Tender, or as stated in any Addendum extending the closing date.
C.3.11.	The procedure for the evaluation of responsive tenders is Method 1: Price and Preference. Evaluation will be in three stages modified to comply with the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017, namely: • Stage 1: Responsiveness Evaluation • Stage 2: Financial Offer and Preference Evaluation • Stage 3 : Objective Criteria & Risk Analysis
F.3.11.3	The procedure for the evaluation of responsive tenders is Method 2: Functionality, Price and Preference. Evaluation will be in four stages modified to comply with the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017, namely: • Stage 1: Responsiveness Evaluation • Stage 2: Functionality Evaluation • Stage 3: Financial Offer and Preference Evaluation • Stage 4: Objective Criteria & Risk Analysis

Stage 1: Responsiveness Evaluation

The Tenderer should be able to provide all the relevant information required in the Supplier Information Form (SIF) which will include but not limited criteria selected in below table.

A. Tenderers who do not adhering to those criteria listed as **PRE-QUALIFIER**, will be **disqualified immediately**;

Responsiveness Criteria		Prequalifying Criteria	Applicable to this Tender (Y/N)
1	Attendance of Compulsory Site Visit	Pre-Qualifier	Y
2	Signed and Completed Form of Offer	Pre-Qualifier	Y
3	Compliance with T.2.4.4 SBD6.2 Local Content & applicable Annexures . Contractors to ensure that the list of items as per the applicable scope of works are fully completed as per DTI list. If one or more items are left out the bidder will be disqualified.	Pre-Qualifier	Y
4	Full Compliance in terms of Returnable T2.4.2: Prequalify & Subcontracting Schedule & Tender Data .	Pre-Qualifier	Y

B. Tenderers who do not adhere to the response time indicated for clarification inquiries by the Employer **will be deemed non-responsive** and not be evaluated further.

Responsiveness Criteria		Clarification Time	Applicable to this Tender (Y/N)
5	Standard conditions of tender as required.	48 hours	Y
6	Returnable documents completed and signed.	48 hours	Y
7	Submission of Registration with National Treasury Central Supplier Database (CSD) Summary Report: - Bidder must be fully registered & compliant to do business with the DBSA.	48 hours	Y
8	A valid and active Tax Compliance Status Pin issued by SARS.	7 days	Y
9	Valid original/ certified letter of good standing (COIDA).	48 hours	Y
10	Proof of Letter of Intent for Performance Guarantee or retention amount to the value of 10% of the Contract Sum . – refer to Volume 2 & 3.	48 hours	Y
11	Valid & Active CIDB contractor grading designation of 8GB or higher . – refer F2.1 of the Tender Data and Returnable T2.1.6 . (CIDB application needed if update in progress)	48 hours	Y
12	Latest 2 Years (3-year view) Audited Financial Statements or Financial Statements signed off by an Accountant.	48 hours	Y

Stage 2 : Financial Offer and Preference Evaluation

With reference to the PPPFA 2017, the evaluation shall be based on the **90/10** Principle and the points for evaluation criteria are as documented. (Where it is unclear which preference point system will be applicable, either the 80/20 or 90/10 preference point system will apply, and the lowest acceptable tender will be used to determine the applicable preference point system).

Evaluation Criteria		Points
1.	Price	90
2.	Broad Based Black Economic Empowerment	10
3.	Total	100

- The contract may be awarded to a tenderer that did not score the highest points, in accordance with **section 2(1)(f) of the PPPFA 2017**.

Stage 3 : Objective Criteria & Risk Analysis

- a)** Firstly, in addition to the financial offer and preference evaluation, the Tenderers having the highest ranking / number of points, will additionally be reviewed against the following points listed as **"Other Objective Criteria"** in terms of the PPPFA Regulations of 2017, in order to ascertain suitability for award.
- If having passed Responsiveness, the tenderer will again be checked in terms of having a Compliant Tax Status at time of recommendation to confirm that the status has not changed, based on an active and Tax Complaint Pin issued by the South African Revenue Services.
 - Fully compliant and registered with the National Treasury Central Supplier Database.
 - No misrepresentation in the tender information submitted.
 - The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and
 - The tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract.
 - Convicted by a court of law for fraud and corruption
 - Removed from a contract between them and any organ of state on account of failure to perform on or comply with the contract.
 - Financial health of the bidder may be assessed if deemed necessary, to ensure that the service provider will be able to operate as per required deliverables (Ratios: Accounts Receivable & Payable Turnover, Liquidity & Solvency).
 - Unduly high or unduly low Tendered rates in the Tender offer. In this regard, a financial risk analysis will be performed to verify that the costs are reasonable and balanced. Tenders may be disqualified if tendered rates are found to be distorted. The market average of received bid prices excluding Outliers, as well as the DBSA QS estimate will be used as a guide to indicate financial risk.
 - In terms of unduly high Tendered amounts in the Tender offer, refer to the PPR2017.
 - PEP Check and Procure Check to be initiated and if negative, may result in exclusion.
 - As per **Additional Conditions of Tender**.
- b)** Secondly, a further risk analysis may be performed on the Tenderers having the highest ranking / number of points to ascertain if any of the following, as relevant, presents an unacceptable commercial risk to the employer in terms of:
- The contents of project specific tender returnables will be assessed i.e. project specific resources, approach and methodology which are to be included in the contract.
 - DBSA QS confirmation on value for money on programme and pricing received from bidder.

C.3.11.1 The financial offer may be reduced to a comparative basis using the Tender Assessment Schedule.

C.3.17 The number of paper copies of the signed contract to be provided by the employer is **one (1)**.

The additional conditions of tender in terms of Returnable T2.4.2 – Prequalifying & Subcontracting Schedule are:

The Development Bank of Southern Africa Limited (DBSA), as a state-owned enterprise, is tasked with achieving government socio-economic transformation and development initiatives through its procurement spend. The DBSA therefore endeavours to promote such initiatives through its procurement, by means of one or a combination of the following, in terms of the Preferential Procurement Policy Framework Act (PPPFA), 2000: Preferential Procurement Regulations (PPR), 2017:

1. Application of Pre-Qualification Criteria in line with the PPPFA: PPR 2017;
2. Application of Subcontracting as a Condition of Tender, in line with the PPPFA: PPR 2017;

2.1 The basis and conditions for sub-contracting as a condition of tender, is further detailed under Table below.

The Tenderer if successful in this bid offer, will be provided specific time stipulated in the Conditional Appointment Letter from communication of the Conditional Appointment Letter, to provide the Signed Subcontracting Agreement(s) and Supporting Documents, in line with the information detailed in this Returnable. Failure to adhere to this will result in the immediate retraction of the Conditional Appointment Letter, without an option to rectify.

Additional information to subcontracting requirement in terms of Regulations 4 or 9 PPR 2017:

- i. It is the responsibility of the tenderer to select competent subcontractors that meet all the requirements of the tender. The fact that the DBSA/Employer may make a list of potential subcontractors available as registered on the National Treasury CSD or on a DBSA Client database does not result in any liability of the DBSA/Employer or a warranty that the listed suppliers are competent.
- ii. Subcontractors may not be allocated work which contradicts any regulations, regulatory body and/or compliance requirements relevant to the work being sub-contracted for i.e. requirements by CIDB Regulations, accreditations and registrations to professional / regulatory institutions in the case of professional services etc.
- iii. The lead tenderer will be responsible for all due diligence on the selected subcontractors and will be held liable for any non-performance.
- iv. With reference to **the Preferential Procurement Regulations 2017, Regulation 6(5), 7(5) and 12(3)**; *"A person awarded a contract may not subcontract 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 of contributor than the person concerned."*
 - *"Unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract".*
 - Or the tenderer may not be awarded points for B-BBEE status level of contribution.
- v. Tenderers are to provide formal proof of the subcontracting arrangement/s (Signed/ Proposed Subcontracting Agreement(s)), also stipulating the percentage and equivalent Rand value being subcontracted if successful as part of the appointment conditions.
- vi. Tenderers are to provide the following documentation for each of the relevant subcontractors, as a minimum, in support of the Signed/ Proposed Subcontracting Agreement(s) if successful:

Supporting Documents to Subcontracting Agreement/s

Certified Copy of valid B-BBEE Certificate/ Affidavit.
(Non-Compliance will result in Preference score of 0).

Copy of valid/ active CIDB registration in the case of construction work.
(Non-Compliant info will result in disqualification).

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	--	--

	<table><tr><td>Copy of valid/ active registration to application regulatory institutions (where stipulated) in the case of professional services work. (Non-Compliant info will result in disqualification).</td></tr><tr><td>A valid and active Tax Compliance Status Pin issued by SARS. (Non-Compliant info will result in disqualification).</td></tr><tr><td>Submission of National Treasury Central Supplier Database (CSD) Summary Report. (Non-Compliant info will result in disqualification).</td></tr><tr><td>Letter of good standing COIDA</td></tr></table> Note: It is incumbent and expected that the Tenderer will apply the same due care and diligence in selecting and managing its sub-contractors / joint venture partner as would have been the case in their own appointment.	Copy of valid/ active registration to application regulatory institutions (where stipulated) in the case of professional services work. (Non-Compliant info will result in disqualification).	A valid and active Tax Compliance Status Pin issued by SARS. (Non-Compliant info will result in disqualification).	Submission of National Treasury Central Supplier Database (CSD) Summary Report. (Non-Compliant info will result in disqualification).	Letter of good standing COIDA
Copy of valid/ active registration to application regulatory institutions (where stipulated) in the case of professional services work. (Non-Compliant info will result in disqualification).					
A valid and active Tax Compliance Status Pin issued by SARS. (Non-Compliant info will result in disqualification).					
Submission of National Treasury Central Supplier Database (CSD) Summary Report. (Non-Compliant info will result in disqualification).					
Letter of good standing COIDA					
	<u>The Additional Conditions of Tender are:</u> a) The DBSA reserves the right to disqualify a tenderer with unrealistic price offers. b) In cases where negotiations are unsuccessful, the DBSA may revert to a higher ranked bidder. c) The DBSA reserves the right to award the scope in full or part thereof, subject to budget availability. d) In the event of a partial award, the DBSA reserves the right for items excluded from the award, to be retendered in a new tender process. e) All recommendations/awards are subject to the CIDB value threshold of the registered contractor. f) The decision to award will be based on the stipulated strategy, best commercial offer and value for money principle for the DBSA. g) The subsequent Appointment/ Contract if successful, will be the full & final offer with no option to increase after award. h) All subcontractors need to be from the Local area, i.e. Gauteng Province to be sourced through a localised procurement process post award. Such subcontractors must be in line with the Preferential Procurement Regulations 2017, Regulation 6(5), 7(5) and 12(3); i) SMMEs locality must be prioritized from the immediate locality of the project, i.e. ward/village, expanding to the local municipality, to district and then to province. j) SMMEs need to be construction entities preferable registered on CIDB and not suppliers.				
	The following circumstances may deem a bid invalid if not addressed: a) If the tender offer is not submitted on the Form of Offer and Acceptance bound into this tender document (form C1.1, Part C1: Agreements and Contract Data); b) If the tender is not completed in non-erasable ink; c) If the Form of Offer and Acceptance has not been signed, or priced; d) If the Form of Offer and Acceptance is signed, but the name of the tenderer is not stated or is indecipherable.				
	Negotiations with preferred tenderers The Employer may negotiate the final terms of a contract with tenderers identified through the competitive tendering process as preferred tenderers, provided that such negotiation: a) does not allow any preferred tenderer a second or unfair opportunity; b) is not to the detriment of any other tenderer; and c) Does not lead to a higher price than the tender as submitted. Minutes of any such negotiations shall be kept for record purposes.				

	VOLUME 1 OF 3 JBCC TENDERING PROCEDURES	Tender No. RFP167 / 2021 APPOINTMENT OF A CONTRACTOR FOR THE REPAIRS AND RENOVATIONS OF POTCHEFSTROOM PRISON – PHASE 2
--	---	--

The following documents are relevant to this Tender and Tenderers are advised to obtain their own copies thereof:

#	Document	Applicable (Y/N)
1	“JBCC Series 2000 Principal Building Agreement (Edition 4.1 Code2101 March 2005)” issued by the Joint Building Contracts Committee Inc. (including amendments).	Y
2	Standardized Specifications for Civil Engineering Construction SANS 1200	Y
3	Code of Practice for the application of the National Building Regulations” SABS 0400-1990	Y
4	The Occupational Health and Safety Act No 85 and Amendment Act No 181 of 1993, Construction Regulations 2014, Disaster Management Act, 2002 Regulations issued in terms of section 27 (2) of the Disaster Management Act, 2002 and COVID-19 Consolidated Directions on Occupational Health and Safety Measures in certain Workplaces	Y
5	Safety, Health, Environmental and Quality Policy for Construction and Maintenance Programmes, Health and Safety Baseline Specification and Baseline Risk Assessment including amendments to COVID-19 requirements.	Y
6	The Standard Conditions of Tender to follow is obtained from Annexure C of CIDB Standard for Uniformity in Construction Procurement, Board Notice 423 Government Gazette No. 42622 of 8 August 2019, which contains references to the Tender Data for details that apply specifically to the Tender.	Y
7	In addition, Tenderers are advised, in their own interest, to obtain their own copies of the following acts, regulations and standards referred to in the this document as they are essential for the Tenderer to get acquainted with the basics of construction management, the implementation of preferential construction procurement policies and participation of targeted enterprise and labour.	Y
7.1	The Construction Industry Development Board Act No 38 of 2000 and the Regulations in terms of the CIDB Act 38/2000, Government Gazette Notice No 38960 of 10 July 2015	Y
7.2	SANS 1921:2004 Construction and Management:	Y
7.2.1	Part 1 : General Engineering and Construction Works;	Y
7.2.2	Part 2 : Accommodation of Traffic on Public Roads occupied by the Contractor;	Y
7.2.3	Part 3 : Structural Steelwork;	Y
7.2.4	Part 5 : Earthworks Activities which are to be performed by hand.	Y
7.3	Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and its Regulations as published in the Government Gazette No. 40553 of 20 January 2017	Y