



REQUEST FOR PROPOSAL (TENDER): 2024/05/004

**APPOINTMENT OF A SERVICE PROVIDER (CONSULTANT) FOR A CONSTRUCTION
OF 1KM GRAVEL ROAD WITH STORMWATER CHANNEL - TURNKEY**

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1. STATEMENT OF INVITATION

Appointment of a professional service provider for a construction of 1km gravel road with stormwater channel - turnkey

2. MINIMUM REQUIREMENTS

- Certified copy of Company registration certificate (CK), not older than 3 months
- Tax compliance status pin/Valid Tax Clearance
- Certified copy of Identity documents of directors/owners/members/shareholders, not older than 3 months
- Latest and valid municipal rates and taxes that is not more than 90 days outstanding (In cases of a lease agreement must attach lease agreement accompanied by latest and valid municipal rates and taxes that is not more than 90 days outstanding).
- Valid CESA registration with experienced process engineer.
- Central Supplier Database (CSD) Registration Report
- Valid BBBEE sworn affidavit, original or certified copy of BBBEE certificate.

3. SCOPE OF WORK

The successful service provider will be appointed to professionally provide the following stages as well as the construction of the listed components. The Professional Service Provider will assume responsibilities of both the Engineer and the Contractor (3CE) and to meet these deliverables:

- Professional assessment, design, documentation, Construction Monitoring and close out.
- Construction of 1 km gravel road, (G7 Subbase, G6 Base material)
- Construction of 1km trapezoidal stormwater channel, 25MPa

4. EXPECTED DELIVERABLES / OUTCOMES

- Projects inception documents,
- Project design documents,
- Project implementation – construction
- Project monitoring and project completion.

5. HEALTH AND SAFETY REQUIREMENTS

Safety file including measures to curb the spread of covid-19

6. SPECIAL CONDITIONS

- Prices must be valid for at least ninety (90) days from the closing date.
- Prices quoted must be firm and must, where applicable, be inclusive of VAT.
- Masilonyana Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids that are late will not be considered, whilst the lowest or only tender will not necessarily be accepted.
- Faxed or E-mailed bids will not be considered.
- An original tax clearance certificate issued by SARS must accompany all tenders or a tax.
- Tax status will also be verified against the Central Supplier Database (CSD)
- Bidders must be registered on the National Treasury Centralized Suppliers Database and must submit their registration summary report.
- All supplementary / compulsory forms (MBD Forms) must be completed and signed in full.
- Bidders who wish to claim for preferential points in terms of the Preferential Procurement Regulations, 2017, must submit a certified copy of the proof of B-BBEE status level of contribution as follows:
 - In the case of an Affidavit, both the Commissioner of Oaths stamp for the Affidavit itself (the “commissioning”) AND a “true copy” stamp (which certifies the document as being a true copy of the original) are required i.e. TWO stamps are required.
 - In the case of a B-BBEE Certificate, only a “true copy” stamp and signature (which certifies the document as being an accurate copy) is required i.e. ONE stamp is required.
- It should be noted that the 80/20 points system will be applied, 80 being for price and 20 for the B-BBEE status level as defined in the Preferential Procurement Regulations, 2017.
- A Municipal Billing Clearance Certificate, which covers, both the company and its directors, must accompany all bids.
- Bidders are required to submit:
 - Audited Annual Financial Statements for the past three years; or since establishment, if established during the past three years.
 - Particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution must be declared of such contracts.

- A statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic.
- The award will be made in terms of the Municipality's Supply Chain Management Policy.
- To ensure that tenders are not exposed to invalidation, documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

7. EVALUATION CRITERIA

7.2 TECHNICAL EVALUATION CRITERIA

No	Description	Evidence	Max points
1.	Company Experience	Similar Projects: (Roads and Stormwater related projects, Attach both appointment and completion certificate): 1 to 2 = 10 3 to 4 = 15 5 and over = 20	20
2.	Key Personnel	Years of Experience: Resident Engineer: (B: Tech/National Diploma: Civil Engineering) 2 to 3 =4 4 to 6 = 6 7 and over = 10 Project Manager – ECSA Registered (Civil Engineering: Pr Eng or Pr Tech Eng) 3 to 5 = 4 6 to 8 = 6 9 to 10 = 10	20

3.	Approach and Methodology Understanding project scope - Demonstration of clear understanding of project objectives, scopes and deliverables. 5 Project Implementation Plan - Appropriateness of identified tasks, deliverables and milestones and timelines. 5 Organogram – Provide a list of project team member in a chart form according to job responsibilities. 5 Risk management – Demonstrate understanding of project risks and how to mitigate them 2.5 Quality Control and Quality assurance – Demonstrate adequately how quality is ensured 2.5		20
4.	Location of the Company	Within the Free State Province = 10 Within the District = 15 Within Masilonyana LM = 20	20
5.	Bank Rating	A to B = 20 C = 15 D = 10 E = 5 F,G,H = 0	20
TOTAL			100

A bidder who gets a minimum of 70 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system.

The bidder must score minimum points as follows:

- Item 1 – 20 points,
- Item 2 – 20 points,
- Item 3 – 20 points,
- Item 4 – 10 points.
- Item 5 – 10 points in the Evaluation Criteria
- Item 6 – 5 points in the Evaluation Criteria
- Item 7 – 8 points in the Evaluation Criteria
- Item 8 – 7 points in the Evaluation Criteria

7.3 PRICE AND REFERENTIAL POINTS SCORING – STAGE 2 (Price and B-BBEE status)

All Bidders that have passed the technical evaluation threshold of 70 points would also be scored based the 80/20 principle where 80 Points is for the Price and 20 points for B-BBEE as per the detail given below.

Points awarded for price

A maximum of 80 Points is allocated for price on the following basis:

$$\text{Where } Ps = 80 \left[1 - \frac{Pt - P_{\min}}{P_{\min}} \right]$$

Ps = Points Scored for comparative price of bid under consideration

Pt = Comparative Price of bid under consideration

$P_{\min}$ = Comparative Price of lowest acceptable bid

7.4 Points awarded for B-BBEE Status Level of Contribution

In terms of Regulation 5(2) and 6(2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below;

B-BBEE Status Level of Contributor	Number of Points (80/20 System)
1	10
2	9
3	8
4	5
5	4

6	3
7	2
8	1
Non-Compliant Contributor	0

Table 2 : B-BBEE Status level

8. COSTING/ COMPREHENSIVE BUDGET

8.5.1. The quotation price(s) shall be SEIFSA based priced

8.5.2. The quotation price(s) shall be subject to negotiated increase, if unavoidable, should the contract be extended for one or more further periods, each period not exceeding 12 months.

Pricing should include any other unspecified expenses related to items listed under technical specifications

Are the quoted prices firm for the full duration of the contract? Yes/No

If not, indicate CPA or SEIFSA price adjustment method: _____

CPA- Suppliers price list date: _____ or

SEIFSA indexes – Price basis month and year _____

Note: All the necessary documentation for CPA's or CPI to prove the price increase must be submitted with the invoice clearly link to an order number be for payment will be done.

9. CONTACT DETAILS

Technical Queries

Name: Mamoretlo Koaho

Telephone No 057 403 5140., Cell: 074 503 9255

Address: Corner Le Roux and Theron Street, PO Box 8, Theunissen, 9410

Email: scm@masilonyana.co.za or technicalsec@masilonyana.co.za