



The State's preferred and trusted  
anti-corruption, forensic investigation,  
and litigation agency.

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SIU Hotline: 0800 037 774  
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## REQUEST FOR QUOTATION (RFQ)

<b>RFQ NUMBER</b>	RFQ 098 2023/24	
<b>DATE ISSUED</b>	9 November 2023	
<b>PROJECT NAME/ DESCRIPTION OF GOODS, WORK OR SERVICES</b>	APPOINTMENT OF CIVIL ENGINEER FOR A PERIOD OF 2 MONTHS AT 320 HOURS	
<b>BRIEFING SESSION</b> <i>(Compulsory or Non-compulsory) if applicable</i>	<b>DATE</b>	<b>TIME</b>
	N/A	
<b>CLOSING DATE AND TIME</b>	16 November 2023	15h00
<b>RFQ VALIDITY PERIOD</b>	90 Days (commencing from the official RFQ closing date)	
<b>NAME OF A BIDDER/TENDERER</b>		
<b>TELEPHONE NUMBER</b>		
<b>FACSIMILE NUMBER</b>		
<b>EMAIL ADDRESS</b>		
<b>POSTAL ADDRESS</b>		
<b>SARS PIN</b>		
<b>PHYSICAL/STREET ADDRESS</b>		
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	LEVEL:	

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## 1. PROJECT APPOINTMENT OF ONE(1) QUANTITY SURVEYOR

## 2. INTRODUCTION TO THE SIU

The SIU is an independent statutory body established by proclamation R.118 of 31 July 2001, issued in terms of the Special Investigating Units and Special Tribunals Act No. 74 of 1996 as amended ("*the SIU Act*"). The purpose of the SIU is to investigate serious malpractices, maladministration, and corruption in connection with the administration of State Institutions, state assets and public money as well as any conduct, which may seriously harm the interest of the public. Furthermore, the purpose of the SIU is to institute and conduct civil proceedings in any court of law or a Special Tribunal in its own name or on behalf of State Institutions.

## 3. ELIGIBILITY/MANDATORY REQUIREMENTS

<b><i>Provide documentations and/or information (SIU reserves the right to review and verify submitted documentations on mandatory requirements)</i></b>	<b>Comply</b>	<b>Not Comply</b>
3.1. Proof of National Treasury Central Supplier Database (CSD Summary report)		
3.2. CSD Overall Tax Status must be compliant (Tax Compliant)		
3.3. Conformance to the Scope of Work/ Terms of Reference (ToR)		
<ul style="list-style-type: none"><li>• <b><i>Bidder (s) are only required to only submit maximum of one (1) CV, (if a bidder submit more than one (1) CV as stipulated on this, SIU will only consider first one (1) CV received as per the spreadsheet, Annexure A)</i></b></li><li>• <b><i>Only bidders who submit qualifying CV as per below requirements will be assessed further for evaluation i.e., Price and Preference subject to award/objective criteria</i></b></li></ul>		
At least Eight (8) years' experience in the conducting of public sector related civil engineering investigations <b><i>Annexure A - will be considered for evaluation bidders must submit candidates' profiles together with Annexure A – spreadsheet</i></b>  <b><i>Updated CV or detailed profile of each proposed resource/personnel must be submitted, with the proof of qualifications.</i></b>		
	<b>PLEASE TICK (✓) AND INDICATE RESOURCE NAME AND SURNAME</b>	

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	<b>Resource 1</b>	
<b>Number of experiences</b>	<b>Full Names:</b>  .....	
<b>Less than Eight (8) years</b>		
<b>8 years and more</b>		
3.4. A resource holds National Diploma or equivalent i.e., National Diploma in Civil Engineering, B.SC (Eng). B.Eng, Honours/Postgraduate/Masters in Engineering Honours		
Registration with relevant Civil Engineering Profession Act e.g., SAICE certificate		
<b><i>Only bidders who submit qualifying CV's will be assessed further for evaluation i.e. Price and Preference subject to award/objective criteria.</i></b>		
<b><i>NB: Failure to submit/or reflect the above eligibility requirements and conformance to the scope of work will result in non-compliance and will lead to the bid being disqualified.</i></b>		
<b>A. RETURNABLE DOCUMENTS</b>		
<b><i>Provide documentations for screening and vetting purposes.</i></b>	<b>YES</b>	<b>NO</b>
A.1. ID copies of the: <ul style="list-style-type: none"> <li>○ proposed resources and</li> <li>○ Company directors.</li> </ul>		
A.2. CIPC Company registration		
A.3. SARS Pin		
A.4. B-BBEE Certificate/Sworn of Affidavit		

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## B. PROJECT BACKGROUND

The Special Investigating Unit (SIU) is an independent statutory body that is accountable to the President and Parliament in terms of its activities. Its primary mandate is to recover and prevent financial losses to the State due to various acts of corruption, fraud, and maladministration.

## C. SCOPE OF WORK (TERMS OF REFERENCE)

The SIU seeks to appoint an experienced Civil Engineer Expert in respect of the boreholes tender in Mopani District Municipality on behalf of SIU.

The appointed civil engineer will be expected to;

- a. Review and analyse invoices and payments made to contractors on completed work.
- b. If necessary, site visits and assessments to verify or compare work done against what was invoiced.
- c. Quantification of overcharging suffered by the Municipality.
- d. Submit a detailed report on findings to SIU.
- e. If required, to testify in court proceedings.

The anticipated period for the project is 320 hours to be worked.

***NB: The SIU investigation details of each contract from point a to b above will be revealed to the recommended bidder due to the sensitivity of the matter.***

## D. DELIVERABLES

- The appointed resource will be required to provide weekly/monthly and quarterly report, further arrangements will be done during the briefing of the project in terms of reporting intervals.
- The experts will be required to prepare a full and comprehensive report on the outcome of the investigation.

## E. CONTRACT PERIOD

- E.1. The work must commence as soon as the appointment letter is issued and be completed within two (2) months period;
- E.2. Resource will be expected to work 320 hours within two months;
- E.3. This project cannot exceed R1000 000 for the duration of the contract.
- E.4. The proposed resource must be based in Polokwane (If the resource is outside Limpopo SIU would not bear travelling cost).
- E.5. The proposed resource who will be able to travel to the site, if need be to conduct the exercise, SIU will provide transport arrangements (Flights, accommodation etc)

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## F. SPECIAL CONDITION OF THE RFQ

The proposed resource will be required to submit the letter of good stating from SAICE or other related profession before award

## G. PRICE SCHEDULE

- G.1. Contract value should be on hourly rate and estimated hours, inclusive of VAT disbursements.
- G.2. If a price quotation does not indicate the VAT, SIU will deem the quote to be inclusive of VAT if the bidder is VAT registered.
- G.3. SIU reserves the right to negotiate the rates with the recommended bidder.

## H. BID CONDITIONS

- H.1. Bidder (s) are only required to only submit maximum of one (1) CV, **(if a bidder submit more than one (1) CV as stipulated on the bid documents, SIU will only consider the first CV received as per the spreadsheet, Annexure A and One (1) resource will be appointed.)**
- H.2. The resource must be able to testify in civil, criminal and or disciplinary proceedings stemming from their findings.
- H.3. The resource must be based in Limpopo and must be available immediately.
- H.4. The appointment will be based on the outcome of the Price and Preference and the objective criteria.
- H.5. The work needs to commence as soon as the appointment letter is issued and be completed within a period of (2) months, totalling to 320 hours for immediate appointment of one (1) resource.
- H.6. The above illustrate that one bidder will be appointed depending on qualifying CVs. SIU reserve the right to conduct references on proposed resource (s), should it be identified that the resource (s) provided had poor performance on their respective projects or assignments, the identified resource will be withdrawn.
- H.7. If the proposed resource (s) is/are not available before commencement, the referred resource (s) will be withdrawn from the appointed/allocated project. The SIU will revert back to the evaluation phase and appoint from the wait list of the resource (s);
- H.8. If the appointed resource is alternatively changed during the investigations, justifiable reasons must be submitted on time to the SIU, the final decision is subject to the SIU's review and approval.
- H.9. An alternate replacement of resource should be equal or more competent to the initial approved resource (s) and if the bidder failed to provide a resource that meets the standard of the SIU as per the terms and conditions, SIU reserves the right to terminate the contract;
- H.10. Proposed resource CV must be accompanied with ID copies and the directors for the security screening;
- H.11. The disbursement will be limited to the province where the investigation is primarily situated at, further traveling to secondary locations, province, SIU will make provisions and arrangements for such travelling.

## I. AWARD/OBJECTIVE CRITERIA

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I.1. Bid will only be awarded to the bidder who passes SIU's Internal Integrity Unit screening and/or State Security Agency vetting; failure to pass could result in SIU not awarding the bid to a bidder irrespective of the points scored after the final evaluation.



**SIU** SA

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