

CLARITY TO BRIEFING SESSION QUESTIONS – Document 1

THE ESTABLISHMENT OF A PRE-APPROVED LIST OF PROFESSIONAL RESOURCE TEAM (PRTs) FOR THE GAUTENG DEPARTMENT OF HUMAN SETTLEMENTS FOR A PERIOD OF THIRTY-SIX (36) MONTHS

Tender No.: HLA 4/2/4-2024/03

NON - COMPULSORY BRIEFING DATE : 18 SEPTEMBER 2024 @ 11:00

This document aims to clarify/ give answers to the questions asked by some of the bidders:

No	Question	Answer
1	Do you need to have 10 reference letters per discipline or one reference letter per discipline.	We require one project per discipline, projects are not to be repeated.
2	Can we submit one reference letter for a multidisciplinary project, or each discipline must have its own reference letter.	It is important to demonstrate experience across different disciplines and across different scopes. Experience should be through different projects 10 projects in total.
3	Are there any requirements for the company Directors for them to submit their own CVs as part of the requirements or they can submit other professional who are more experienced than them.	It is not mandatory for the Director to be part of the key personnel.
4	Is there anything else on the required as part of POE/MOV apart from the professional registration to proof that the professional is still active.	It is not mandatory to submit proof of good standing as a POE / MOV. The Department has a way of checking the good standing. But it is mandatory to submit proof of registration that is in good standing.

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5	Should we lack other disciplines inhouse can we subcontract and enter into a Joint Venture.	The experience used should be reflected in the bidding entity's name, there must be a Joint venture or a consortium agreement. Sub-consultancy will not be acceptable.
6	Is the tender a replacement of the tender that was advertised in February.	Yes, the tender is a replacement of the previous tender that was advertised.
7	Is it mandatory to submit originally signed Sworn Affidavit, or a copy of a sworn affidavit will be accepted.	It is not mandatory to submit the original signed Sworn Affidavit the bidder can submit a copy of a sworn affidavit. The Commissioner's date on the Sworn affidavit must be same as the Deponent's date
8	Is there a specific time frame stipulated under methodology and approach.	As professional, you know how long a project should take. There is no specific time frame. Different people can assume any project.
9	The five years post qualification is it post qualification or post registration.	Experience required is post qualification and not post registration.
10	Should we submit as a Lead and sub-consultant, does each of the partners have to submit copies of the financial statements or only the lead partner must submit.	Financial statements are not a mandatory requirement for this tender.
11	Should each partner in a JV/ Consortium / Sub consultancy, submit their SBD forms or should they be submitted by the Lead partner only.	There must be an authority for signatory nominating one person to sign on behalf of all the partners.
12	What is the relevancy of SBD 6.1 as there is not price at this stage.	The SBD indicate that the allocation of points will be done during the implementation stage, currently there are not specific goals points.

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13	What happen if the appointment or task order does not specify the disciplines or the work pertaining the discipline.	The bidder must request the reference or confirmation letter from the client letterhead that talks to disciplines for the work was appointed for.
14	Do you want the program to be submitted on a specific program or on an excel spreadsheet.	Any relevant program can be used.
15	Do we have to provide all the compliance documents for the 10 disciplines.	No, you do not have to only enough that can help you to achieve the minimum required scored.
16	Are we expected to submit the consolidated BBBEE certificate.	A consolidated BBBEE certificate it a requirement, under administrative requirements. Non-compliance to administrative requirements will not lead to disqualification. However, should the company be successful, they will be required to submit a consolidated BBBEE certificate including a consolidated CSD report.
17	How do we prove the experience of any discipline submitted in under key resources as their experience will be under their company. E.g. using a land surveyor with their own company.	Companied are welcomed to form partnerships or bid together to respond adequately to the requirements in relation to demonstration of relevant track record.
18	The tender is structured in a way that it pushes companies to go for joint ventures and does not accommodate individual companies.	The strategy has been used by the Department and it responded very well in the past. One PRT that is appointment will ensure that they have all the necessary disciplines.
19	An appointment letter that covers a number of projects, how would treat such an appointment. Do you consider it as one appointment of consider as different projects in one appointment.	An appointment letter that has many projects will only scope points for one project and any other disciplines or project must have their own appointment letter. One appointment count as one project.

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20	Does the panel allow bidders to make commitments with multiple companies seeing that there are a number of disciplines, and some are very scares. Can one partner under a JV submit under another JV for the same tender.	Yes, one partner can submit multiple JVs for the same tender.
21	Will it be a disadvantage if a company does not have the experience in all the 10 disciplines but having experience some.	Points will be allocated per projects; it is not compulsory to submit for all the 10 disciplines. What is important is to meet the minimum threshold on functionality evaluation criteria.
22	Some of the disciplines does not have a lot of work, they might not be required.	Companied are welcomed to form partnerships or bid together to respond adequately to the requirements in relation to demonstration of relevant track record.
23	Clarity on the two disciplines geology and Geotech	Please concentrate on the required means of verification in relation to the discipline, it out lines what is the requires council, for example, that the professional must be registered with.