



human settlements

Department
Human Settlements
North West Provincial Government
REPUBLIC OF SOUTH AFRICA



DR KENNETH KAUNDA DISTRICT

3366 Bessemer Str Telkom Building
Industrial Site Mahikeng, 2745
Private Bag X 2145, Mmabatho, 2735
Tel: +27 (18) 388 4824/5

NWDC Cnr, University & Provident Drive
Private Bag X 2145, Mmabatho, 2735
Tel: +27 (18) 388 4913

2nd Floor West Wing, University Drive
Garona Building
Private Bag X 2145, Mmabatho, 2735
Tel: +27 (18) 388 4824/5

TERMS OF REFERENCE

REQUEST HOD FOR APPOINTMENT OF FIVE SERVICE PROVIDERS FOR THE CONSTRUCTION OF 1000 UNITS (200 EACH ALLOCATION) IN TSHING EXTENSION 9 PHASE 2 WITH THE JURISTITION OF JB MARKS LOCAL MUNICIPALITY

BID NUMBER: DHS

1000 UNITS PER DEVELOPER

VALIDITY PERIOD: 90 DAYS COMMENCING FROM BID CLOSING DATE.

BID NUMBER: DHS 30/2022 /B

Physical Address: 1st 3366

Bessemer Str Telkom Building,
Industrial Site Mafikeng 2745.

ENQUIRIES

TECHNICAL

Contact person: **Mr BN Mokoma**

Mobile: 073 624 3454

Office: 018 388 5474

Email:

bnmokoma@nwpg.gov.za

SCM/ADMINISTRATIVE

Administrative enquiries:

Ms Elna Kepadisa-018 388 4435

E-mail: ekepadisa@nwpg.gov.za

Ms L Mokgwabone-018 388

4434

E-mail: amokgwabone@nwpg.gov.za



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1.0 PURPOSE

The North West Department of Human Settlements seeks to secure the services of a competent Developer for construction of 200 Housing units at Tshing Extension 9 under jurisdiction of JB Marks Local Municipality according to Departmental Norms & Standard.

The appointment will be based on the Departmental Procurement Process, which is transparent, competitive, fair and equitable and in line with then current common law contract and the attached bid forms as well as other conditions which may be applicable.

The project is intended to be within the 2022/2023 financial year and the Developer is supposed to provide a delivery schedule and a cash-flow projection based on the attached Delivery Schedule and Cash-Flow Template provided.

2.0 SPECIFIC REQUIREMENTS

- The Developer must be registered with the NHBRC. The appointed developer is expected to home enrol the project with NHBRC prior to the construction of units.

The awarded bidder will subcontract 30% of the project to designated groups within the area of works.

- The bidder must be CSD compliant.
- Bidders that are listed on the register of the restricted bidders by National Treasury will not be awarded.
- Bidders that are employed in public service will not be considered.
- The Units to be built must comply with the vision of the Department of Human Settlements, in terms of settlement sustainability and compliance with BNG Principles and Housing Code and the following minimum specifications must be adhered to:

3.0 STANDARD SPECIFICATIONS

SPECIFICATIONS

Each house to be constructed through the National Housing Programmes must have a gross floor area of at least 40 square metres.

In addition, each house must be designed on the basis of:

- Two bedrooms.
- **Bathroom:** Bath, allow for 1 x WC, allow for 1 x hand basin properly installed
- A combined living area and kitchen with wash basin; and
- A ready board electrical installation if electricity is available in the project area.
- **Privacy:** The unit design shall allow for privacy for the occupants, all the rooms to have lockable doors with three (3) lever lock set for exterior doors and two (2) lever lock set for interior doors
- **Access/Entrances:** The unit to have two (2) external doors with wheelchair access for disabled beneficiaries
- **Orientation of building:** Building should be orientated in accordance with SANS 204 & 10400XA

R 140 085,00

The National Norms and Standards furthermore provide minimum technical specifications, including environmentally efficient design proposal

CONSTRUCTION SPECIFICATIONS

FOUNDATIONS(As per SANS 10400- Part H)

- Foundation shall be as per the engineer's design and Specifications (*a note to this effect to be on drawings*).
- Foundations shall be inspected and certified by a NHBRC barcoded registered engineer.

- On the foundation drawings it must be clearly stated which soil class the design is for (the geotechnical report used to design the foundation is required).
- Foundations should be constructed according to SANS 10400 - Part H.

STORM WATER MANAGEMENT

- A minimum of 900mm x75mm 25 MPA concrete apron to be provided on all sides of the house, sloping away from the foundations. The concrete aprons to have a 10mm thick expansion joint at 3m intervals or as per engineer's design.
- Supply and installation of 1000l water tank and gutters (Rural Area)
- All Stormwater management to be in accordance to SANS 10400 – Part R

WALLS(As per SANS 10400 – Part K)

- External walls to be single leaf 140mm thick cement Maxi bricks (290x140x90) (Plaster and paint) or similar approved (min 7mpa) on 375micron DPC.
- Internal walls to be 140mm maxi brick on flat (or 290X90X90mm high special brick) and duly bonded (built into) to external walls every 4th course, with DPC and brick force.
- Provide 2,8mm thick brick force every 4th course, as well as every course above windows and doors or as specified by the engineer.
- Horizontal DPC in external walls shall be same level as top of concrete floor slab and 150mm above ground level.



- Horizontal DPC must be laid with mortar above and below the membrane, which extends over the full width of the wall including plaster thickness.
- Cement mortar Class II, CEM I & II only.
- Building sand should comply with SABS 1090 and be well and evenly graded from 5mm and should not contain an excess of dust or other fine material.
- Where applicable provide SABS approved waterproofing to shower walls and floor.
- Provide a 150mm wide plaster band around the doors and windows openings.
- Opening for waste pipes in walls to be neatly core drilled and not hammered or chisel opened
- All walls should be constructed according to SANS 10400 – Part K

DOORS AND WINDOW FRAMES

- **Window Frames:** Clisco type steel window frames (1.2mm) or similar approved. Window frames other than Clisco to comply with SABS 727.

Windows Type

- D522 (size 2 000mm x 1 540mm high) for the living area
- D54 (size 1 511mm x 1 540mm high) for the bedrooms
- C2 (size 1022mm x 950mm high) for the kitchen
- E2 (size 1022mm x 654mm high) for the bathroom
- **External doors:** Fabricated solid Hardwood 2 or 4 panel Meranti or Saligna door with timber frame. Or solid hardwood, tongue and groove, braced and ledged. **NB:**
Provide three (3) lever lock set



- **Internal doors:** hollow core doors to be made out of rail, stile, hinge block, semi-solid composite board/grid core paper Lock block, composite board cross banding and Hardwood face veneer. **NB: Provide two(2) lever lock set**

PLUMBING(As per SANS 10400 - Part P)

- Provide 1 stainless steel sink(s) with tap to kitchen area. Sink to be at least 900mm in length and securely fixed to wall & sealed with silicon against wall.
- Provide a Class B galvanized pipe as per SABS 62 and 509 to be used as an infeed pipe (external). Internally SABS plastic "Polycop" class 16 or similar approved.
- VIP Toilet to be installed in rural areas with the exclusion of the above plumbing specifications.

ROOF (As per SANS 10400 -Part L)

- 0.50 mm Widespan Chromadeck Inverted Box Rib.
- 762 mm; Z200 spelter; Narrow Floom
- Centre Cranked at 17.5 degrees.
- Fastened with 12x65mm Tech Screw with washer.
- Purpose made Light steel trusses to be used and should be anchored to walls in line with SANS 10400-K.
- At least 600mm down, with at least 6 x 50mm steel nails per side.
- All Roof fixing should be in accordance to SANS 10400 Part - L

CEILING(Ceiling as per SANS 10400XA)

- A minimum of 2,5m ceiling height.
- SABS approved white PVC ceiling with insulation should be used, and fitted as per manufacturers specifications

- Provide a 610x610 mm standard trap door.

ELECTRICAL (All electrical installation by the registered Electrician/Wireman. Installation to be as per SABS 0145 (green book))

- All material must be of a SABS approved standard.
- One (1) electrical plug per room, 400mm high from finish floor level.
- One (1) light switch per room, 1400mm high from finish floor level.
- One (1) stove isolator, 1.200mm high from finish floor level
- A ready distribution board (DB), 1.600mm high from finish floor level.
- Install a SABS and Municipality approved pre-paid electrical meter
- Conducting to all areas surface mounted or conducting and wiring to wall chiselled 30mm into brickwork wall make use of a mesh before plastering the wall.

NB: The position of a stove must be considered before installing a stove isolator.

Electrical points in bedrooms need to be considered with furnishing in mind.

The switch for the bathroom must be installed outside the bathroom and Regular plug sockets may not be fitted in the bathroom

GLAZING (Glass to comply with SABS 0137)

- Glass area of less than 0,75m² to be 3mm thick.
- All glass more than 0,75m² to be 4mm thick.
- Glass to bathroom to be 4mm obscured glass.



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- All putty to be treated with a hardener and finished off with universal undercoat and 2 coats enamel-based gloss paint to final colour and finish.

FINISHES

- Floors to be power-floated or have a smooth steel-trowelled finish.
- All steel window and door frames, including concealed areas of these, to be painted with 1 coat of universal undercoat (oil based) and 2 final coats of enamel paint in addition to factory painted red oxide.
- External solid doors to be finished off with two (2) coats of external wood oil or apply one (1) coat Sanding Sealer and two (2) coats SABS approved external polyurethane varnish.
(No SA Pine doors or doors constructed with pressed wood to be used for external doors).
- Trusses should be that of light steel frame
- External walls to be plastered and painted with undercoat & 2 final coats SABS approved PVA paint with 2 different paint colours as per elevations
- Internal walls to be plastered and painted with undercoat & 2 final coats SABS approved PVA paint with 2 different paint colours as per elevations
- The 150mm wide plaster band around the door and window openings to be painted in contrasting colour to that of the wall.
- Barge & fascia boards to be painted to match plaster bands

2.8

COST OF PROJECT

TSHING EXTENSION 10

Total cost of unit 200 @ R 140 085,00/unit

R 28 017 000,00

Geo tech Allowance for 200 units @ R19 633	R 3 926 600,00
Transport Allowance for 200units @ R1 696	R 339 200,00
Overall total project value for 200 units @ R161 414,00 /unit	R 32 282 800,00

Please note that the geotechnical allowance above covers, up to all layers (earthworks) of commercial material, taking into consideration the soil conditions as stipulated in the Geotechnical report.

4.0 SCOPE OF WORK

The Developer must ensure that the project has gone through all the following stages so that the project does not get blocked during implementation.

4.1 FEASIBILITY

4.1.1 Preparation Management

- The Developer should ensure that the following preparation management processes have been attended to:
- Establishment of relationship and stakeholder participation with the Municipality, Department of Local Government and Human Settlements, Traditional Authority and Community Structures.
- Compile and maintain a budget
- Professional services required at this stage will include: Civil Engineer/ Structural Engineer/ Electrical Engineer/ Architect / Construction Project Manager, Occupational Health Consultant, Quantity Surveyor, Land Surveyor and Social Facilitator.
- Obtain or ensure stakeholder support relating to the proposed development process to be followed.
- Monitor professional team progress and ensure feedback to community and the Department.

- Receive products / reports from team, evaluate, get amendments if required
- Compile feasibility report with recommendations on whether or not to proceed with feasibility stage and if so, recommend budgetary requirements.
- Ensure that other sectors become aware of the proposed housing project. Alignment and integration between the sectors can only take place if there is communication.
- This communication can take on various forms for example the electronic media such as email and GIS systems, written and oral communication.

4.1.2 Social Facilitation

- Identify key stakeholders and ensure their involvement in the project.
- Introduce the stakeholders to the housing process, project cycle, time frames, risks of project failure, relative roles & responsibilities
- Facilitate engagements with the municipality
- The developer and what procurement process are to be followed.
- Type of development strategy to be used
- Planning requirements
- Form of tenure
- Phasing of project and logistics
- Obtain commitment from municipality and community structures to work together on the project
- Identify social risks, recommend solutions, and evaluate feasibility of project based on socio-political conditions.

4.1.3 Bulk Services Assessment

Not applicable unless the project is for construction of internal services.



4.1.4 Geotechnical Investigation

A mandatory site visit, existing knowledge of the area and topographical maps should be used for:

- Identification of broad geotechnical conditions in the areas and implications for development, specifically with respect to roads, onsite sanitation, storm-water control, cut and fill, platforms, founding conditions and road construction materials
- Identify obvious restraints such as the prevalence of a high or perched water table, unstable areas, overstep areas, seepage areas, rocky outcrops, rivers and streams
- Viability of this proposed project in terms of geotechnical conditions
- Recommendations in terms of development controls.
- Make recommendations for site-specific geotechnical at construction stage.
- The occurrence of dolomite conditions

4.1.5 Environmental Impact Assessment Report

An appointed developer should locate report the Environmental Impact Assessment to check the following:

- The scoping report must indicate the extent to which the proposed activity or development will impact on the environment, and where appropriate deal with the following specific aspects of the environmental impact:
- The physical and landscape characteristics of the land development area and its surroundings.
- The ecological characteristics of the land development area and its surroundings.
- The current and potential land – uses of the land development area.
- Existing significant archaeological, historical and cultural sites in the land development area and its surroundings.

- The social and economic impact on communities in the land development area and its surroundings.
- The existing infrastructure and/or services in or around the land development area and surroundings.
- The existing social and community structures, services and facilities in and around the land development area.
- The levels of present and possible pollution, including noise pollution, in the future as a result of the proposed development.
- Any risks or hazards to the environment posed by the development

5.0 IMPLEMENTATION STAGE

For the implementation stage to commence the following should be in place:

- Top structure solutions and delivery method including:
 - Detailed house designs and specifications
 - Detailed foundation designs and specifications
 - Enrolment of project with NHBRC
 - Social Facilitation
 - Site specific geotechnical data and testing in-line with SANS
 - Environmental Management Plan
 - Site Establishment (Site Office, Store, Water and Sanitation facilities, Signage, OHS approved file, Approved drawings, Site instruction book, Quality Control file, etc.)
 - Demonstration of compliance to Occupational Health and Safety Act of 1993

6.0 GENERAL:

(All the following should be included in the Notes/ Specs on all drawings title Blocks)

- 6.1 All building materials to be SABS approved (stamped where applicable)



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- 6.2 All workmanship to be carried out in accordance with National Building Regulations (NBR), Building Standards Act (Act 103 of 1977, as amended) and the relevant SANS standards.
- 6.3 Material testing to be done at a SANAs accredited laboratory
- 6.4 In case of uncertainty National Building Regulations and the relevant SANS takes precedence.
- 6.5 All raft or unconventional foundations to be accompanied by the Engineers' Certificate and material test results.
- 6.6 Foundation inspection to be done on open trench with steel reinforcement in place and when concrete is cast and cured.
- 6.7 Wall plate inspection to be done on un-plastered walls with all the brick joints visible.
- 6.8 Final inspection (100%) to be done on a complete house (Final completion) where a beneficiary has signed a happy letter.

7.0 REPORTING REQUIREMENTS

The project will be monitored on a weekly basis during the implementation of the project and a monthly progress report and expenditure report will be submitted to the Department for performance evaluation

8.0 FAILURE TO COMPLETE PROJECTS ON TIME

If the developer fails to deliver as per the agreement the Developer's contract is likely to be terminated owing to the circumstances.

9.0 CLOSE OUT REPORT

The Developer is required to complete and submit Project Close out Reports at the completion of the project.



10.0 KNOWLEDGE AND EXPERTISE

- The Developer must have a traceable record of success and timeous delivery of similar assignments of projects.
- The Developer must have the capacity to provide a core team that will be responsible for the day to day project management at all levels and will have to be maintained for the duration of the contract.
- The Developer must be registered with NHBRC as a Home Builder.
- The core team should be in a position to demonstrate their understanding and knowledge of the housing sector with specific knowledge of the housing legislation, housing policy and housing implementation. CV's of the members of the core team should be provided.

11.0 Project and Construction Management Experience

Bidders to provide any work carried out during the past 5 years of operation to show the companies record Project and Construction Management experience as per the table below. They will be required to duplicate this sheet to supply information for all the projects that their company has been involved in (Current and completed)

PROJECT NAME	
SCOPE OF WORK	
CLIENT	
CONTACT PERSON AND DETAILS	
VALUE OF CONTRACT	
START DATE	



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COMPLETION DATE	
ATTACH COMPLETION CERTIFICATE	

12.0 Track Record of Construction of Units and Experience

Bidders to provide any construction projects related work completed during the past 5 years of operation to show the company's record experience as per the table below. They will be required to duplicate this sheet to supply information for all the projects that their company has been involved in

PROJECT NAME	
SCOPE OF WORK	
CLIENT	
CONTACT PERSON AND DETAILS	
NUMBER OF UNITS COMPLETED	
VALUE OF CONTRACT	
START DATE	
COMPLETION DATE	
ATTACH COMPLETION CERTIFICATE	



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13.0 Technical Team Experience

Bidders to provide technical team experience as per the table below. They will be required to duplicate this sheet to supply details of all professional team management member required for the implementation of the project

NAME OF PROFESSIONAL	
PROFESSIONAL REGISTRATIONS	
REGISTRATION NUMBER	
BRIEF DESCRIPTION OF SPECIALIZATION AREAS	
RESPONSIBILITY ON THIS PROJECT	

14.0 Detailed Implementation Plan

Bidders are required to give a **detailed implementation plan** which will reflect that they have clearly understood the complexity of the task at hand clearly giving the **realistic time frames** for each activity and the resources allocated to ensure that each activity is achieved within the stipulated time frames.



This implementation plan will form an annexure to your contract, and you will be required to implement the project according to this implementation plan

15.0 Delivery Schedule

Bidders are required to give a detailed delivery schedule for top structure and or services installation delivery as stated in the scope of works. This delivery schedule will be linked to their cash-flow projections.

This delivery schedule will form an annexure to their contract, and they will be required to deliver the project according to this delivery schedule.

16.0 Cash Flow projections

Bidders are required to give detailed cash flow projection which is linked to the delivery schedule. This cash flow projection will form an annexure to the service level agreement, and they will be required to spend according to their cash flow projections.

17.0 EVALUATION CRITERIA

The evaluation process will be conducted in stages as follows:

Stage 1	Stage 2	Stage 3
Mandatory and other bid requirements	Functionality	Preference point system
Compliance with mandatory and other bid requirements	For a bid to be responsive the minimum points for functionality shall be sixty (60) points. Any bid with less than sixty points will be disqualified and no further evaluation of the bid will be done.	Bids will be evaluated in terms of the 80/20 preference point system: 80 – Price 20 – Specific goals Enterprises owned by Black people – 8 points 100% Black ownership – 8 points - Less than 100% and above 51% Black ownership – 7 points - Less than 51% Black ownership – 0 points Proof of ownership will be verified by either one of the following documents: CIPC Certificate, Valid B-BBEE Certificate & CSD report Enterprise owned by Black women, youth or military veteran, people living with disabilities – 8 points ✓ Black women owned Enterprise – 4 points 100% Black women enterprise – 4 points 99% to 30% Black women Enterprise – 2 points - Less than 30% Black women enterprise – 0 points ✓ Black youth or Military Veteran Enterprise – 2 points 100% Black youth or Military Veteran enterprise - 2 99% to 30% Black youth or Military Veteran enterprise - 1 - Less than 30% Black youth or Military enterprise – 0 ✓ People living with disability owned enterprise 20% or more enterprise with disability – 2 points - Less than 20% enterprise with disability – 0 point Proof of points claimed must be verified by the following documents: CIPC Certificate, ID Document, CSD report, Medical report by the medical practitioner for disability, Military Force Number Enterprise location – 4 points - Within North West Province – 4 points - Outside North West Province – 3 points Proof of residence confirmed by the CSD report to be submitted with the bid to claim enterprise location points

Stage 1: Compliance with Mandatory and other Bid requirements

Stage 1.1: Compliance with other Bid requirements

- ✓ Invitation letter to bid
- ✓ SBD 1: Invitation to bid
- ✓ SBD 3.1: Pricing Schedule- Firm Prices
- ✓ SBD 4: Bidder's Disclosure
- ✓ SBD 6.1: Preference points claim form of the Preferential Procurement Regulations 2022
- ✓ General Conditions of Contract (initialised each page)
- ✓ Special Conditions of Contract
- ✓ CSD report reflecting compliant tax status, successful bank verification and ownership information
- ✓ Valid Tax Clearance Certificate / Unique Pin issued by SARS
- ✓ CIPC Certificate
- ✓ Valid B-BBEE Certificate / Sworn Affidavit
- ✓ Confirmation of force number from DMV to claim military veteran points
- ✓ Confirmation of disability by the Medical Practitioner to claim disability points
- ✓ Proof of residence
- ✓ In case of a joint venture the following documents to be submitted
 - Consolidated B-BBEE Certificate (if not consolidated preference points will be 0)
 - Valid Tax Clearance Certificate of all parties

Stage 1.2 Compliance with Mandatory Requirements

- ✓ Valid National Home Builders Regulatory Council certificate (NHBRC)
- ✓ Detailed Company profile (Include all projects with regard to alternative building methodology as well as low cost housing projects done by the company and indicate the contact details of a reference person on the project.)
- ✓ In case of a joint venture the following documents to be submitted
 - Valid joint venture agreement signed by all parties and witnessed
 - Certificate or authority for Joint Ventures (where applicable)
 - Detailed Company profile of all parties (Include all projects with regard to alternative building methodology as well as low cost housing projects done by the company and indicate the contact details of a reference person on the project).
 - Valid National Home Builders Regulatory Council certificate (NHBRC)



Failure to comply with these Mandatory requirements will lead to immediate disqualification.

STAGE 2- FUNCTIONALITY

For a bid to be responsive the minimum points for functionality shall be **SIXTY POINTS** (60 Points). Any bid with less than sixty points will be disqualified and no further evaluation of the bid will be done.

WEIGHTS AND VALUES FOR THE FUNCTIONALITY CRITERIA				
1 = Poor	2 = Fair	3 = Good	4 = Very Good	5= Excellent
NO.	DESCRIPTION OF SPECIFIC COMPETENCIES			WEIGHTS
1.	Qualification of key project team personnel involved on the project. Please attach copies of certificates and CVs.			20
	• Professional Civil or Structural Engineer or Quantity Surveyor or Architect and Construction Project Management. Registration Certificate(s) + CV(s) to be attached.		5	
	• Professional Engineering Technician or Technologist Registration Certificate(s) + CV(s) to be attached.		4	
	• Bachelor's Degree in the Built Environment + CV(s) attached.		3	
	• Higher and/or National Diploma in the Built Environment + CV(s) attached.		2	
	• CV(s) without any attachment of qualifications mentioned above.		1	
	All bidders must submit CV's, Qualification or Registration Certificates for the proposed professional teams to be deployed on the project. In the event that they outsource the service, they must also attach the same documentation and in all cases the relevant professionals must write a letter of consent with contact details for verification that they will be working on the project.			
2.	Proven track record on previous projects experience of a similar nature (Physical verification of completed projects may be conducted by the department)			20
	• 5 or more similar projects completed		5	
	• 4 similar projects completed		4	
	• 3 similar projects completed		3	
	• 2 similar projects completed		2	
	• 1 similar project completed		1	
	The bidder must submit all details of all projects with reference supplied for verification purposes			
3.	Approach, Methodology and Implementation Plan.			20
	Construction Process, Safety Requirements and application of SANS		5	
	Construction Process and Safety Requirements		3	
	Construction Process only or no information		1	
4.	Detailed Work Programme And Delivery Schedule			20
	Work breakdown structure, resource management plan and delivery schedule		5	

	Work breakdown structure and delivery schedule	3	
	Delivery schedule or no information	1	
5.	Financial capacity: Companies will be verified on the level of financial ability to execute the project. Reviewed/Audited Statement of profit or loss for the past two financial years. Balance sheet/statement of financial position for the past two financial years.		20
	Financially stable. (5)	Improved financial capacity. (4)	Declined/unsure financial status, will be determined by a decline in any of the evaluation criteria or lack of information to conclude (2)
			Non submission of information/ financial statements that are not reviewed or audited (1)
	Increase in turnover from previous year.	Increase in turnover from previous year.	Decrease in turnover from previous year.
	Current ratio of 2:1 for the both years.	Current ratio of 2:1 for the latest year.	Current ratio of below 2:1 for both/latest year.
	Liquidity ratio exceeding 1 for both years.	Liquidity ratio exceeding 1 for the latest year.	Stagnant decrease from the previous year on Liquidity ratio.
TOTAL POINTS FOR FUNCTIONALITY			100



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STAGE 3 – 80/20 PREFERENCE POINT SYSTEM

Only qualifying bids will be evaluated in terms of **80/20 preference points system**.

PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE, & SPECIFIC GOALS	= 100

It must be noted that there will be no competition in terms of price, considering that the price is regulated. Bidders will compete on **SPECIFIC GOALS** which constitute 20 points. If there is a tie the highest bidder on **Functionality** will be considered for award.

RECOMMENDED/ NOT RECOMMENDED

DR M. NYAMAZANE

CHAIRPERSON DBSC: Date: 28/03/2023

VERIFIED BY:

MS T. SEWEDI Mrs. S. Mokuach

CHAIRPERSON DBAC: Date: 28/03/2023

APPROVED / NOT APPROVED

MS M.K. MAHLOBO

HEAD OF DEPARTMENT: Date: 31/03/2023

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