



Request for Proposal:

**PREFERRED SERVICE PROVIDERS
FOR VARIOUS MAINTENANCE
SERVICES FOR COEGA
DEVELOPMENT CORPORATION**

Report N^o

CDC-OPS-RFP-002-26

Contract No.

CDC/41/26 ET AL

Classification: Public

February 2026

Name of Bidder: _____

DOCUMENT CONTROL SHEET

The purpose of this form is to ensure that documents are reviewed and approved prior to issue. The form is to be bound into the front of all documents released by the CDC.

PROJECT NAME : Preferred Service Providers for Various Maintenance Services for Coega Development Corporation
DOCUMENT TITLE : Request for Proposal
DOCUMENT No. : COEGA-OPS-RFP-001-26

SIGNING OF THE ORIGINAL DOCUMENT

We, the undersigned, accept this document as a stable work product to be placed under formal change control as described by the Change Control Procedure document.

ORIGINAL	Prepared by	Reviewed by	Approved by
Date: 18 February 2026	Name: Mandla Maqanda	Name: Sipho Adams	Name: Maria Van Zyl
Digitally Signed by: Mandla Maqanda Mr 4b58d8af-b955-42ef-967e-b75ac9c6137c IP Address: 10.0.12.69 Date: 2026/02/20 11:48:24 AM		Signature:	Digitally Signed by: Maria van Zyl Senior Programme Manager f7a184c1-775b-4219-a581-492c3803ea0d IP Address: 10.0.12.108 Date: 2026/02/20 12:16:14 PM
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Distribution:	Bid Specification Committee
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REVISION CHART

REVISION 1	Name:	Name:	Name:	Name:
Date:	Signature:	Signature:	Signature:	

REVISION 2	Name:	Name:	Name:	
Date:	Signature:	Signature:	Signature:	

This document, and the information or advice which it contains, is provided by the Operations Business Unit solely for the use by the Coega Development Corporation (Pty) Ltd and for reliance by its Executive Management and the Board in performance of that Business Unit's duties.



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 REQUEST FOR PROPOSAL

CONTRACT NO CDC/41/26 ET AL

PREFERRED SERVICE PROVIDERS FOR VARIOUS MAINTENANCE SERVICES FOR COEGA DEVELOPMENT CORPORATION

The Coega Development Corporation (CDC) is headquartered in Port Elizabeth, Nelson Mandela Bay Municipality, South Africa SA, with a strategic operational footprint in SA and beyond the borders in the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. It seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of quality complex infrastructure and related projects throughout SA and selected markets on the African continent, and advisory on the development of industrialization and logistics zones. The CDC's advanced capabilities are successful enablers in infrastructure planning and development for National, Provincial, Local Government Departments and State-owned Entities, while realising related socio-economic impact areas such as skills and SMME development. The foundational culture of the CDC's approach, backed by core values, is innovation and continuous improvement.

INVITATION AND SCOPE OF WORK

The Coega Development Corporation (CDC) is inviting capable and competent Service Providers with proven experience and track-record from various regions where CDC has footprint for the *provision of Reactive and Corrective Maintenance unto the Coega Development Corporation Pty Ltd managed and operated buildings as per the table below.*



Table 1

CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
CDC/41/26	4ME or higher	Sewer Pumpstations Maintenance	<p>The Scope of Service under this request for proposal document is as follows:</p> <p>(a) Preventative Planned Maintenance Service</p> <ul style="list-style-type: none"> • Recording of pressure gauges readings • Recording of suction Gauge Readings • Recording of Voltage Readings • Check seals, inspection covers, O- rings • Check non return valves • Check for tension on V-belts and condition • Check condition of all pulleys • Check ultra-sonic operation • Check Air valve operation • Check functionality of isolating valves • Check alignment where applicable 	<p>Minimum = 1</p> <hr/> <p>Maximum = 2</p>



CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
			<ul style="list-style-type: none"> • Check functionality of pumps on both auto and manual • Check whether all guards are in position and all bolts • Check floats for cleanliness and functionality • Clean the Pump station inside and cut the grass outside • Check hour meters and record the readings • Check functionality of engine where applicable • Grease all nipples and lubricate where necessary • Check sump conditioner and ventilation • Check functionality of Actuator • Check and test the sluice gates to be opening and closing <p>(B) Corrective Maintenance Service (Repair Work)</p> <ul style="list-style-type: none"> • Respond to call outs in respect of repairs, remedial and or replacements • Replacements and repairs on various sewer pumpstations reticulations, distribution boards and systems 	



CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
			<ul style="list-style-type: none"> • Investigate and provide remedial action on all work in respect of sewer pumpstations and systems • Respond to all as and when noted defects on sewer pumpstations installations and identified new installations work-related activities 	

Table 1 Continues



CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
CDC/42/26	4EB or higher	Electrical Low Voltage Reticulations Maintenance	<p>The Scope of Service under this request for proposal document is as follows:</p> <ul style="list-style-type: none"> • Respond to call outs in respect of repairs, remedial and or replacements • Replacements and repairs on various low voltage reticulations, distribution boards and systems • Investigate and provide remedial action on all work in respect of low voltage reticulations. • Respond to all as and when noted defective low voltage installations and identified new installations work-related activities 	<p>Minimum = 3 Maximum = 5</p>

Table 1 Continues



CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
CDC/43/26	4EB/EP or higher	Electrical Medium Voltage Reticulations Maintenance age	<p>The Scope of Service under this request for proposal document is as follows:</p> <ul style="list-style-type: none"> • Respond to call outs in respect of repairs, remedial and or replacements • Replacements and repairs on various medium voltage reticulations, control, distribution boards and systems • Investigate and provide remedial action on all work in respect of medium voltage reticulations. • Respond to all as and when noted defective medium voltage installations and identified new installations work-related activities 	<p>Minimum = 3 Maximum = 5</p>



Table 1 Continues

CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
CDC/39/26	N/A	Structural Engineering Services	<p>The Scope of Service under this request for proposal document is as follows:</p> <ul style="list-style-type: none"> ▪ Structural Engineering design's building/s data verifications and validation Process ▪ On site assessments, verifications, measurements, and validations ▪ Collate data process, analyses, and conduct required calculations for the issuance of a professional technical report from time to time ▪ Development, formulate, guide and provide professional advises on various projects related activities and assignments. ▪ Detail Design compilation and finalisation, including submission to Local Authority ▪ Respond to all as and when call outs service relating to structural engineering service 	<p>Minimum = 2 Maximum = 3</p>



Table 1 Continues

CONTRACT NO.	CIDB GRADE REQUIRED	CONTRACT DESCRIPTION	DETAIL SCOPE OF WORKS	NUMBER OF SERVICES REQUIRED
CDC/37/26	2CE or higher	Roads & Civil Works Service & Maintenance	<p>The Scope of Service under this request for proposal document is as follows:</p> <ul style="list-style-type: none"> • Respond to call outs in respect of repairs, remedial and or replacements • Replacements and repairs of pavers, kerbing, stormwater run-off drainages, sidewalks, manholes covers, concrete underground stormwater channels, rain water run-off channels • Replacements and repairs to pavers and tarred surfaces • Investigate and provide remedial action on all work in respect of various tarred road, paved surfaces, concreted surfaces and gravel related or noted cracks, sagging, dampness and or water seepages on these areas • Respond to all as and when noted roads and civils networks defects and identified activities. 	<p>Minimum = 3</p> <hr/> <p>Maximum = 5</p>

INSTRUCTIONS TO BIDDERS RELATING TO TABLE 1

It is estimated that tenderers must have a CIDB Contractor Grading designation as stipulated on the table above, emerging contractors with a CIDB Contractor grading designation lower than the stipulated CIDB grading and with an **PE** status are not eligible to make submissions and will not be considered.

Bidders with a CIDB grading that is higher than a 6 will prior their appointment, should they be successful, be required to successfully demonstrate and provide proof that 35% of all work they shall be allocated shall be carried out by an SMME.

The CDC is intending to secure service from reputable service providers for the required maintenance levels and enter into a **60 Months service** level agreement contract. The CDC **Service Level Agreement** shall be utilised to manage and monitor all service rendition expectations with clear turnaround times and legal provisions.

CONDITIONS OF TENDER

- (a) Bidders must be registered with the Construction Industry Development Board (CIDB) and must have an active CIDB Contractor Grading designation as indicated on Table 1 above. Bidders that are submitting as JV's, should ensure that their CIDB combined grading does meet the minimum indicated CIDB grading levels in Table 1 above.
- (b) Contractors with a CIDB grading below the minimum required grading level are not eligible to bid.
- (c) Bidders carrying a CIDB grading higher than a 6 in the respective service classification are eligible to bid but will be recommended to comply with CDC SMME 35% Target on work apportioning should they be successful.
- (d) Bidders are required to have a valid and current CIDB registration on the date of closing and required to maintain this registration throughout the Tender Evaluation period. Failure to do so will invalidate the tender.
- (e) The CDC's Procurement Policy and Procedures shall apply.
- (f) The following legislation shall apply:
 - (i) Public Finance Management Act (PFMA);
 - (ii) Construction Industries Development Board Act, Act 38 of 2000
 - (iii) National Treasury Regulations;
 - (iv) Preferential Procurement Policy Framework Act (PPPFA), 2000;
 - (v) Preferential Procurement Regulations, 2022;
 - (vi) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (vii) Compensation for Occupational injuries and disease Act (130 of 1993);
 - (viii) Disaster Management Act (57 of 2002)
 - (ix) BBBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013);
 - (x) National Archives of SA Act,(43 of 1996); and
 - (xi) Any other applicable legislation.
- (g) The total sums of tendered rates will be used for evaluation of bids purpose only. The 80/20 preference point system will be used where points allocation will be as follows:
 - Price – 80.00
 - Specific goal – 20.00
- (h) As per amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements) QSE with at least 51% or 100% black shareholding and EMEs with an annual turnover of R 3 million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-minimum requirement on the QSE Skills Scorecard to avoid being discounted a level.

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- (i) EMEs with a turnover of less than R3 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. The consortia/Joint Venture must submit a consolidated B-BBEE Certificate as well as individual B-BBEE Certificates /affidavits of their own entities to confirm the type of enterprise. EMEs with a turnover of less than R3 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. The consortia/Joint Venture must submit a consolidated B-BBEE Certificate as well as individual B-BBEE Certificates /affidavits of their own entities to confirm the type of enterprise.
- (j) Bidders and all its Consortium/Joint Venture (JV) members, if any, must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through Biz Portal.
- (k) All Bidders must be Value Added Tax (VAT) Vendors and the Form of Offer must include VAT. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Service (SARS) as VAT vendors. The award of contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
- (l) Bidders (all the members in the Tendering Team in the case of Consortia or Joint Ventures) must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA0.
- (m) The CDC will only award the Tender to a Successful Tenderer who is tax compliant. The tax compliant status of the Tenderers (and all the members in the Tendering Team in the case of Consortia or Joint Ventures) will be verified through the CSD and South African Revenue Services (SARS) website.
- (n) CDC will not award more than two active Projects to one Tenderer, unless one Project has reached 80% completion stage and beyond. Capacity assessments may be conducted if the recommended Tenderer is the only responsive service provider and has already been awarded two contracts.
- (o) Public servants are prohibited from conducting any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be carried out by the CDC and Tenderers will be disqualified should they be found to be in contravention of this requirement.
- (p) The Bidders must nominate a person who will be their Overall Project Team Leader. The Overall Project Team Leader:
1. Should have delegated authority to sign:
 - The Tender Submissions.
 - Any correspondence with the CDC during the Tendering process.
 - The Agreement to be entered into with the Successful Tenderer; and
 - Any correspondence during the Contract Execution Phase.

2. Would be conferred the authority to be the duly Authorised Signatory as would be provided in the **Certificate of Authority of Signatory** that should be included in the Tender Document.
 3. Will be the sole point of contact between the CDC and the Tenderer during this Tendering process, and during contract execution (i.e. for the Successful Tenderer).
 4. Would be required to review and sign off all the deliverables to the CDC during the execution of the contract, confirming their quality and professional soundness.
- (q) Entities are not permitted to be a member of more than one (1) JV/Consortium or Tendering Team.
- (r) Tenderers must complete and sign the POPI Act consent Form G. In the case of a Joint Venture/ Consortium, a separate form in respect of each party to the JV must be completed.
- (s) Any misrepresentation of information will lead to immediate disqualification of the Tenderer's Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this Tender Document and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
- (t) The successful Tenderer will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993) and Disaster Management Act, Act (57 of 2002), National Environmental Management Act, Act (107 of 1998), National Archives of SA Act.(43 of 1996); read with all relevant legislations throughout the duration of the contract. Upon appointment of the successful Tenderer, the service provider will be required to develop Occupational Health, Safety and Environmental Management Systems in compliance to the CDC Norms and Standards.
- (u) Incomplete Tender document Submissions will be deemed to be non-responsive.
- (v) The tender validity period shall be twenty-four (24) weeks from the date of tender closing.
- (w) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they download the Request for Proposal (RFP) Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
- (x) Tenders must only be submitted on the tender document that is issued.
- (y) Bidders shall be required to have office establishments in each of the areas where they are tendering to render the service. Prior conclusion of appointment to a successful bidder, CDC would require a proof of office establishment in the form of signed lease agreement with a minimum of six months active or Municipal billing clearance certificate in the name of the bidder or Municipal bill from home-based operations and or shall be accorded a time frame of 10 calendar days to satisfy this requirement.

RFP documents will be available for downloading from the Coega Development Corporation website, www.coega.co.za and E-Tender portal from **Friday, 20 February 2026 at 10h00 am**. Potential bidders will

be required to provide their email addresses on the CDC website before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

Queries relating to this RFP document may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management e-mail tenderscdc4126@coega.co.za between the period of **27 February 2026** to **10 April 2026**. No new queries received after the **10 April 2026** will be entertained.

Mandatory briefing meeting will be held according to **Table 2** below.

Table 2

ITEM NO.	BRIEFING MEETING VENUE	CONTRACT NUMBERS	DATE	TIME
1	Vulindlela Accommodation and Conference Centre, Addo Road, Gqeberha (Building opposite the Truck-In-Stop/Caltex Garage)	All	2 March 2026	10h00

The closing dates and times for the delivery of completed bids are as per **Table 3** below. One original completed bid document shall be placed in a sealed envelope clearly marked with the Contract Number and Contract Description bidding for: **E.G: "CDC/41/26 – PREFERRED SERVICE PROVIDER FOR GENERAL BUILDING MAINTENANCE"** and to be placed at tender box at the Reception, Documents Control Office at CDC main office **Coega Business Centre, Cnr Alcyon Rd and Zibuko Street, Zone 1, Coega SEZ, Gqeberha. No late submissions will be considered.**

Bidders are to ensure that service, contract number and the area tendering for are written on the enveloped where the bid document is contained.



Table 3

DISCIPLINE	CONTRACT NO.	CIDB GRADE	DESCRIPTION	CLOSING DATE
Mechanical	CDC/41/26	4ME or higher	Sewer Pumpstations Maintenance	Monday, 13 April 2026 – 12h00
Electrical (Low Voltage)	CDC/37/26	2CE or Higher	Roads and Civils Maintenance Service	Tuesday, 14 April 2026 – 12h00
Electrical (Medium Voltage)	CDC/42/26	4EB or higher	Electrical Low Voltage Reticulations Maintenance	Wednesday, 15 April 2026 – 12h00
Utilities	CDC/39/26	N/A	Structural Engineering Services	Thursday, 16 April 2026 – 12h00
Civil	CDC/43/26	4EB/EP or higher	Electrical Medium Voltage Reticulations Maintenance	Friday, 17 April 2026 – 12h00

Bidders must ensure that all bid documents are submitted in a secure, sealed, tamper-proof envelope or container. The submission must be secure against any form of tampering, alteration, removal, or insertion of documents. Any bid submission received in packaging that appears to be torn, unsealed, loose papers or otherwise compromising the integrity of the contents may be deemed non-responsive and disqualified at the discretion of the CDC.

Incomplete RFP Document and failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive.

Telegraphic, telexed, tippexed, facsimiled, emailed submissions will not be accepted

No telephonic or any other form of communication with any other CDC member of staff, other than the named individual below, relating to this request for bid will be permitted. All enquiries regarding this bid must be in writing only, and must be directed to:

All enquiries regarding this bid must be in writing only, and must be directed to:

Zine Mtanda: Unit Head: Supply Chain Management e-mail: tenderscdc4126@coega.co.za

The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.

**SBD 1
PART A**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	CDC/41/26 ET AL	CLOSING DATE:	VARIOUS	CLOSING TIME:	12:00
DESCRIPTION	PREFERRED SERVICE PROVIDERS FOR VARIOUS MAINTENANCE SERVICES FOR COEGA DEVELOPMENT CORPORATION PTY LTD				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Document Control office, at the Coega Development Corporation Main Office, Coega Business Centre, Cnr. Alcyon Road & Zibuko Street, Zone 1 Coega SEZ					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	SCM Unit Head: Zine Mtanda		CONTACT PERSON	N/A	
TELEPHONE NUMBER	Not allowed to phone		TELEPHONE NUMBER	N/A	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	Tenderscdc4126@coega.co.za		E-MAIL ADDRESS	Tenderscdc4126@coega.co.za	
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

INVITATION TO BID

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:
2.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
2.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
2.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

1 INTRODUCTION AND BACKGROUND

The Property Development and Maintenance Section within Operations Business Unit is responsible for the implementation of all planned and reactive maintenance functions to CDC Assets in SEZ, providing services to the SEZ, Coega Village, NMBLP tenants and Sunrise Hotel.

Within the Coega Development Corporation there are different business units that perform different roles and duties to ensure the successful management of the above assets. Property Development and Maintenance section which forms part of Operations Business Unit is responsible for the management of the following:-

- Property management
- Infrastructure maintenance
- Soft services management
- Technical Services and maintenance

The Property Development and Maintenance has deployed an outsource Asset Care and Facilities Management model to ensure that it responds to its mandate and as such would enter into Service Level Agreements with various technical and non-technical service provider from time to time for the maximum duration of three years.

2 SCOPE OF SERVICES

2.1.1 CDC/41/26 - Sewer Pumpstations Maintenance

The Scope of Service under this request for proposal document is as follows:

(a) Preventative Planned Maintenance Service

- I. Recording of pressure gauges readings
- II. Recording of suction Gauge Readings
- III. Recording of Voltage Readings
- IV. Check seals, inspection covers, O- rings
- V. Check non return valves
- VI. Check for tension on V-belts and condition
- VII. Check condition of all pulleys
- VIII. Check ultra-sonic operation
- IX. Check Air valve operation
- X. Check functionality of isolating valves
- XI. Check alignment where applicable
- XII. Check functionality of pumps on both auto and manual
- XIII. Check whether all guards are in position and all bolts
- XIV. Check floats for cleanliness and functionality
- XV. Clean the Pump station inside and cut the grass outside
- XVI. Check hour meters and record the readings
- XVII. Check functionality of engine where applicable
- XVIII. Grease all nipples and lubricate where necessary
- XIX. Check sump conditioner and ventilation
- XX. Check functionality of Actuator
- XXI. Check and test the sluice gates to be opening and closing

(B) Corrective Maintenance Service (Repair Work)

- I. Respond to call outs in respect of repairs, remedial and or replacements

-
- II. Replacements and repairs on various sewer pumpstations reticulations, distribution boards and systems
 - III. Investigate and provide remedial action on all work in respect of sewer pumpstations and systems
 - IV. Respond to all as and when noted defects on sewer pumpstations installations and identified new installations work-related activities

2.1.2 CDC/42/26 - Electrical Low Voltage Reticulations Maintenance

The Scope of Service under this request for proposal document is as follows:

- I. Respond to call outs in respect of repairs, remedial and or replacements
- II. Replacements and repairs on various low voltage reticulations, distribution boards and systems
- III. Investigate and provide remedial action on all work in respect of low voltage reticulations.
- IV. Respond to all as and when noted defective low voltage installations and identified new installations work-related activities

2.1.3 CDC/43/26 - Electrical Medium Voltage Reticulations Maintenance

The Scope of Service under this request for proposal document is as follows:

- I. Respond to call outs in respect of repairs, remedial and or replacements
- II. Replacements and repairs on various medium voltage reticulations, control, distribution boards and systems
- III. Investigate and provide remedial action on all work in respect of medium voltage reticulations.
- IV. Respond to all as and when noted defective medium voltage installations and identified

2.1.4 CDC/39/26 - STRUCTURAL ENGINEERING SERVICE

The Scope of Service under this request for proposal document is as follows:

- I Structural Engineering design's building/s data verifications and validation Process
- II On site assessments, verifications, measurements, and validations
- III Collate data process, analyse, and conduct required calculations for the issuance of a professional technical report from time to time
- IV Development, formulate, guide and provide professional advises on various fire engineering related activities and assignments.

- V Detail Design compilation and finalisation, including submission to Local Authority
- VI Respond to all as and when call outs service relating to structural engineering service.
- VII Respond to all as and when noted defects on metering units, systems and identified new installations work-related activities

2.1.5 CDC/37/26 - ROADS AND CIVILS

The Scope of Service under this request for proposal document is as follows:

- I Respond to call outs in respect of repairs, remedial and or replacements
- II Replacements and repairs of window frames, doors, various types of tiling, building fabric (brick work walls, plastered walls, marmoran walls)
- III Supply, Replace and or repair blinds, door locking mechanisms, draperies
- IV Replacements and repairs to exterior and interior building ramps,
- V Investigate and provide remedial action on all work in respect of various building related or noted cracks, dampness and or water seepages
- VI Investigate and provide remedial action on all work in respect of various flooring related or noted cracks, sagging, dampness and or water seepages
- VII Respond to all as and when noted roads and civils networks defects and identified activities

3. BID EVALUATION CRITERIA ASSESSMENT

The assessment of the submissions from the bidders to this RFP will be carried out in four (4) stages as indicated in **Table 4** below.

Table 4: Stages and areas of Assessment of Bidders' Submissions to this RFP.

Stage of Assessment	Area of Assessment	Requirements
Stage 1	Timeous Submission	<ul style="list-style-type: none"> • All the submissions must be received on time before the closing date and time reflected on the RFP Invitation (First page of this RFP Document). • Bids must be submitted in a sealed envelope clearly marked and bid document securely packed. <p>Refer to section 4.1</p>
Stage 2	Responsiveness Assessment	Submissions will be considered as being non-responsive if the required documentation/information has: <ul style="list-style-type: none"> • Not been provided or submitted partially complete.

		<ul style="list-style-type: none"> • Been altered and not initialled by the duly authorised person; • Correcting fluid used to alter some information. • Not meeting the requirements of this RFP Document. • Has not been signed by the duly authorised bidder's Representative. <p>Refer to Section 4.2 and Table 6 below.</p>
Stage 3	Quantitative Assessment	<p>This is aimed at assessing if the bidders that have gone through the Responsiveness Assessment in Stage 2; and will be further evaluated on Price and specific goals. Bids will be evaluated according to the Preferential Procurement Policy Framework Act, 2000.</p> <p>Refer to the Quantitative Assessment in Section 4.3</p>
Stage 4	Qualitative Assessment	<p>This is aimed at assessing if the bidders that have gone through the Quantitative Assessment in Stage 4 pose any commercial risks.</p> <p>Refer to the Qualitative Assessment in Section 4.4</p>

3.1 Stage 1 – Timeous Submissions

- (a) All the Proposals must reach the CDC before the stated date and time of closure of this RFP Process.
- (b) Any late submission will be returned unopened to the respective Bidder.

3.2 Stage 2 – Responsiveness Assessment

- (a) In order for the bidder to be considered as being responsive and eligible for the next stage of assessment, it has to pass the Responsiveness Assessment Stage. This will be determined from the submitted bid and Returnable Documents meeting the mandatory requirements that are listed in **Table 5** below.
- (b) If any of the items reflected in **Table 5** is not furnished fully, filled in erasable ink or not signed and initialled on each page by the duly authorised bidder's representative, then the submitted bid will be considered as null and void and shall be considered as non-responsive and will therefore not be assessed further.

3.3 Stage 3 – Quantitative Assessment

- (a) This is aimed at assessing if the bidders that have gone through the Responsiveness Assessment in Stage 2; and will be further evaluated on Price and specific goals. Bids will be evaluated according to the Preferential Procurement Policy Framework Act, 2000.

3.4 Stage 4 – Qualitative Assessment

(a) This is aimed at assessing if the bidders that have gone through the Quantitative Assessment in Stage 4 pose any commercial risks.

Table 5: MANDATORY REQUIREMENTS

NO.	DESCRIPTION	YES	NO	
(1)	Completed and Signed SBD 1 FORM: Invitations to Bid. In case of a Joint Venture/Consortium the information of all the entities CSD registration numbers should be reflected on the SBD 1 Form			
(2)	Completed and signed Bidder's disclosure form (SBD 4). In case of a Joint Venture/Consortium, a separate disclosure form in respect of each party to the JV must be completed and submitted			
(3)	Bidders must be registered with the Construction Industry Development Board (CIDB) and provide proof of such registration and ensure its active maintenance throughout the bidding process. The CIDB Grading are as enlisted below:			
	Contract Numbers	Contract Description	Required CIDB Grading	Mark with an X the service/s bidding for
	CDC/41/26	Sewer Pumpstation Maintenance	4ME or higher	
	CDC/42/26	Electrical Low Voltage Reticulations Maintenance	4EB or higher	
	CDC/43/26	Electrical Medium Voltage Reticulations Maintenance	4EB/EP or higher	
	CDC/39/26	Structural Engineering Services	N/A	
	CDC/37/26	Roads and Civils	2CE or Higher	

	Emerging contractors with a CIDB Contractor grading designation lower than the mentioned gradings are not eligible to make submissions and will not be considered.		
(4)	Signed Letter of Intent to enter Joint Venture / Consortium. To be signed by all parties in the JV (where applicable).		
(5)	Completed and Signed Certificate of Authority of Signatory to be signed by all bidders. In case of a Joint Venture/ Consortium, the Authority of Lead Partner to sign JV/Consortium documents must also be provided and signed by all parties in the JV. Proof of authority to sign may be submitted in a form of company resolution.		
(6)	An Original fully completed, priced schedule of rates filled in clearly legible with permanent ink.		
(7)	Demonstrate company's previous related experience, by submitting proof of valid relevant company experience of similar nature of projects, for each service tendering by; <ul style="list-style-type: none"> (a) Providing at least one (1) reference letters/ performance reports from previous clients, for each contract completed in the last 7 years. The letter must specify the value of the contract / works. (b) Reference letters will only be considered for past performance where it provides an assessment of the bidder's performance 		
(8)	The bidders are to submit curriculum vitae (CV's) of their key personnel with the minimum of 5 years' experience that would provide information on qualifications, experience, and competency, including copies of respective trade certificates, academic certificates, diplomas or degrees (Relevant to scope of work) in support of the provided information.		
(9)	Bidders are to submit three (3) reference letters for previously completed projects of a relevant to the scope of service in the past seven (7) years, with contactable references from previous clients.		

Failure to submit and complete all mandatory information will result in submissions being deemed null and void and shall be considered "non-responsive" and therefore not considered.

Table 6 : ADDITIONAL INFORMATION

ITEM NO.	DESCRIPTION
(1)	<p>As per amended construction codes, companies with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements) QSEs with at least 51% or 100% black shareholding and EMEs with an annual turnover of R3,0 million or more are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-minimum requirement on the QSE Skills Scorecard to avoid being discounted a level. EMEs with a turnover of less than R3,0 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. In case of a Joint Venture (JV) / Consortium, a consolidated B-BBEE certificate would be required, and it must be accompanied by individual B-BBEE Certificates/affidavits of their entities to confirm the type of enterprise.</p>
(2)	<p>Completed and signed SBD 6.1 preference points claim Form in terms of the Preferential Procurement Regulations 2022.</p>
(3)	<p>Demonstrate understanding in rendering technical maintenance service:</p> <ul style="list-style-type: none"> <li data-bbox="469 1173 951 1205">i. Company Structure or Organogram <li data-bbox="469 1218 1469 1294">ii. Resource plan (e.g. Administrators, Tools of Trade besides artisans or technicians) <li data-bbox="469 1308 794 1339">iii. Response Times Plan

Stage 3.3 – Quantitative Assessment

Bids that achieve the minimum technical requirement will be further evaluated on Price and Specific Goals. The 80:20 preference point system will be used for bids evaluation purposes only, where 80.00 points is for price and 20.00 points for Specific Goals as shown below:

Table 7

Allocation of Points	Maximum Points
Tendered Price (SP)	80.00
Specific Goals	20.00
Total Points (S)	100.00

The formula to be used is as follows:

$$Ps = 80 \left[1 - \frac{Pt - Pmin}{Pmin} \right]$$

Where:

- PS = Points scored for comparative price of tender or offer under consideration;
- Pt = Comparative price of tender or offer under consideration; and
- Pmin = Comparative price of lowest acceptable tender or offer.

Stage 3.4 – Qualitative Assessment

- (a) Qualitative Assessment will be conducted on the three highest scoring bidders to determine the acceptable lowest tender price and to ascertain other possible commercial risks pertaining to the bidder’s capacity, past performance and other risks.
- (b) The prices will be scrutinized to check for arithmetic errors to communicate with the bidders to acknowledge and decide if their bottom-line price still stands.
- (c) Tender offers will be compared against the cost estimate as well as the market average to confirm if the tender offers are market-related with no risks around the pricing.
- (d) The bidders will be assessed on their procurement integrity to establish whether the bidder or any of its directors been

convicted of a corrupt or fraudulent act in competing for or executing any contract, whether the bidder or any of its directors is currently government employees and whether there is conflict of interests and/or collusion.

- (e) The bidders will also be checked if they do not appear on the National Treasury's Database of Restricted Suppliers and the Register for Tender Defaulters.

4 Final Outcomes of the Procurement Process

- (a) Once the bid evaluation of bids is complete, a recommendation for award of the successful bidders will be made to the delegated bid adjudication committee for approval of award.
- (b) Unsuccessful bidders will be advised of the outcome of their bids in the procurement process.

5 DISQUALIFICATION

Bidders will be immediately disqualified if, during the tendering stage or during the tender evaluation and adjudication stage or after the contract has been awarded, they are found to have conducted or committed any of the following:

- a) The bidder has failed to meet the tender conditions and/or requirements and deemed non-responsive;
- b) There has been an effort by the bidder, representatives of the bidder or acquaintances of the bidder to influence the process of submissions which may be interpreted as a corrupt or fraudulent act or improper conduct;
- c) The bidder has communicated with other members of CDC Members or CDC Agent about the contract other than the specified person;
- d) The bidder has misrepresented the information submitted;
- e) There is evidence of fraud, fronting, etc.;
- f) The written bid document has been filled in pencil and/or have correcting fluid markings or not duly signed where changes are made;
- g) Alternative bid has been submitted without the original bid; or
- h) Bidder appears on the NT register of restricted suppliers or NT list of defaulters.

6 SELECTION CRITERIA ON UTILIZING THE APPOINTED PREFERRED SERVICE PROVIDERS

- (a) The list of the appointed preferred service providers will be uploaded into the CDC Asset Care system which is the maintenance management system that CDC utilizes.
- (b) Available scope of work under this service discipline has priority levels from Priority 1 to 5 in the form of criticalness

- (c) Work gets allocated on the rotational basis for Priority levels 1 to 2 and quotes are requested for all work from priority 3 to 5.
- (d) Works Instruction gets issued to these preferred service providers as and when service is required.
- (e) All appointed preferred service providers are ensured of equal allocation and split of work via the CDC Asset Care system and the unit call centre.

7 FORMAT OF BID SUBMISSIONS

For ease of reference and uniformity of the submissions, the bidders are required to package their Bid Submissions to this RFP as follows:

- (a) Cover Page, reflecting the:
 - Title of the RFP;
 - Bid Number; and
 - Name of the Bidder.
- (b) SBD 1 Form – Invitation to Bid;
- (c) Table of Contents;
- (d) The Proposal; and
- (e) Annexures, i.e. the Returnable Documents as indicated in **Section 13** of this document and any other supporting documents.
- (f) Bidders were requested to submit a tightly or securely packed bid document to avoid loose papers, with index and dividers. Bidders may use binders / lever arch files and or heavy-duty staplers to secure their bid document. Submission with loose papers may be rejected.

8 COPYRIGHT

Copyright of this Document is vested in the CDC. It cannot be copied, in whole or in part, in any form or in any format without the prior written consent of the CDC.

9 CONFIDENTIALITY AND MEDIA PROTOCOL

Any information relating to the submissions, through the process or otherwise shall be treated in strict confidence. The CDC reserves the right to announce the names of Respondents to the media. In submitting a response, a Respondent agrees that it shall not be entitled to any information disclosed by another applicant to the CDC, which the CDC has determined to be of a confidential nature. The content and details of the evaluation of submissions will remain confidential to the CDC.

10 OCCUPATIONAL HEALTH AND SAFETY

The successful bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993) Disaster Management Act, Act (57 of 2002) all relevant legislations throughout the duration of the contract. Upon appointment of the successful bidder, the service provider will be required to develop Occupational Health, Safety and Environmental Management Systems in compliance to the CDC Norms and Standards.

11 CONCLUSION

The CDC reserves the right not to enter into any contract and no correspondence pertaining to submissions will be entered into. If the CDC does not accept any proposal, it will declare this proposal call process to be closed.

12 ANNEXURES

The bid document must be accompanied by the following annexures:

ANNEX A: SBD1 INVITATION TO BID

ANNEX B: SERVICE SELECTION

ANNEX C1 – C5: PRICING SCHEDULES

ANNEX D: SBD 4 BIDDER'S DISCLOSURE FORM

ANNEX E: SBD 6.1 PREFERENCE POINTS CLAIM FORM

ANNEX F: PROTECTION OF PERSONAL INFORMATION: CONSENT

ANNEX G: SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE FOR
CONSTRUCTION CODES

ANNEX H: HEALTH AND SAFETY SPECIFICATION

ANNEX I: CERTIFICATE OF AUTHORITY OF SIGNATORY

**ANNEXURE C1
 PRICING SCHEDULE**

PRICING SCHEDULE – CDC/41/26 – Sewer Pumpstations Maintenance

1. Reactive and Corrective Maintenance Service (Repair and or Replacement Work)

Section A: Labour Rates Per Hour (Skilled and Unskilled)

Resources Required	Working Hours	Quantity (Per Hour)	Rate Per Hour (Rands)
Skilled	Normal	1	
Semi-Skilled	Normal	1	
Unskilled	Normal	1	
Skilled	Overtime	1	
Semi-Skilled	Overtime	1	
Unskilled	Overtime	1	
Skilled	Sunday & Public Holiday	1	
Semi-Skilled	Sunday & Public Holiday	1	
Unskilled	Sunday & Public Holiday	1	
A		Sub Total (Excl. VAT)	

Section B: Percentage Mark-up For Materials

PERCENTAGE MARK UP TO BE CHARGED ON MATERIALS			
RANGE	PERCENTAGE	MAXIMUM AMOUNT (Benchmark amount of material to be purchased)	AMOUNT IN RAND VALUE
up to 10K		10 000	
up to 20k		20 000	
up to 50K		50 000	
up to 100K		100 000	
up to 500k		500 000	



	Sub-Total (Excl. VAT)	
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Section C: Compilation of Health & Safety (H&S) Provisions

Quantity	Basic Specification	Comply with specs with Y/N	Total (Once off charge)
1	H&S Provisions as per Annexure H requirements		

The cost for the Health & Safety Provisions is once off. This will not form part of the evaluation. Safety file costs will be negotiated to market related rates with the appointed SP

Summary of costs (A+B)

Section	Basic Specification	Total Cost (Rands)
A	Labour Rates (Carryover from Section A Table)	
B	Percentage Mark-up on material (Carryover from Section B Table)	
TOTALS		
VAT		
Total Cost (Incl VAT)		

NB: Bidder's attention is drawn to the following;

- a) All disbursements would be paid on proven cost at the maximum of DPW rates, with a maximum of 50 kilometres from site.
- b) All rates will be reviewed on the CPI on annual basis.
- c) Material will be on proven cost and factor a mark-up as per section B
- d) Safety file quoted cost will be negotiated with the appointed SP.

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Signature

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Date

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Position

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Name of Bidder

**ANNEXURE C2
 PRICING SCHEDULE**

PRICING SCHEDULE – CDC/42/26 – Electrical Low Voltage Reticulations Maintenance

2. Reactive and Corrective Maintenance Service (Repair and or Replacement Work)

Section A: Labour Rates Per Hour (Skilled and Unskilled)

Resources Required	Working Hours	Quantity (Per Hour)	Rate Per Hour (Rands)
Skilled	Normal	1	
Semi-Skilled	Normal	1	
Unskilled	Normal	1	
Skilled	Overtime	1	
Semi-Skilled	Overtime	1	
Unskilled	Overtime	1	
Skilled	Sunday & Public Holiday	1	
Semi-Skilled	Sunday & Public Holiday	1	
Unskilled	Sunday & Public Holiday	1	
A		Sub Total (Excl. VAT)	

Section B: Percentage Mark-up For Materials

PERCENTAGE MARK UP TO BE CHARGED ON MATERIALS			
RANGE	PERCENTAGE	MAXIMUM AMOUNT(Benchmark amount of material to be purchased)	AMOUNT IN RAND VALUE
up to 10K		10 000	
up to 20k		20 000	
up to 50K		50 000	
up to 100K		100 000	
up to 500k		500 000	
		Sub-Total (Excl. VAT)	



Section D: Compilation of Health & Safety (H&S) Provisions

Section	Quantity	Basic Specification	Comply with specs with Y/N	Total (Once off charge)
D	1	H&S Provisions as per Annexure H requirements		

The cost for the Health & Safety Provisions is once off. This will not form part of the evaluation. Safety file to be negotiated with the appointed SP.

Summary of costs (A+B)

Section	Basic Specification	Total Cost (Rands)
A	Labour Rates (Carryover from Section A Table)	
B	Percentage Mark-up on material (Carryover from Section B Table)	
TOTALS		
VAT		
Total Cost (Incl VAT)		

NB: Bidder's attention is drawn to the following;

- a) All disbursements would be paid on proven cost at the maximum of DPW rates, with a maximum of 50 kilometres from site.
- b) All rates will be reviewed on the CPI on annual basis.
- c) Material will be on proven cost and factor a mark-up as per section B
- d) Safety file quoted cost will be negotiated with the appointed SP.
- e)

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Signature

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Date

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Position

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Name of Bidder

**ANNEXURE C3
 PRICING SCHEDULE**

PRICING SCHEDULE – CDC/43/26 – Electrical Medium Voltage Reticulations Maintenance

1. **Reactive and Corrective Maintenance Service (Repair and or Replacement Work)
 Section A: Labour Rates Per Hour (Skilled and Unskilled)**

Resources Required	Working Hours	Quantity (Per Hour)	Rate Per Hour (Rands)
Skilled	Normal	1	
Semi-Skilled	Normal	1	
Unskilled	Normal	1	
Skilled	Overtime	1	
Semi-Skilled	Overtime	1	
Unskilled	Overtime	1	
Skilled	Sunday & Public Holiday	1	
Semi-Skilled	Sunday & Public Holiday	1	
Unskilled	Sunday & Public Holiday	1	
A		Sub Total (Excl. VAT)	

Section B: Percentage Mark-up For Materials

PERCENTAGE MARK UP TO BE CHARGED ON MATERIALS			
RANGE	PERCENTAGE	MAXIMUM AMOUNT(Benchmark amount of material to be purchased)	AMOUNT IN RAND VALUE
up to 10K		10 000	
up to 20k		20 000	
up to 50K		50 000	
up to 100K		100 000	
up to 500k		500 000	
		Sub-Total (Excl. VAT)	

Section C: Compilation of Health & Safety (H&S) Provisions



Section	Quantity	Basic Specification	Comply with specs with Y/N	Total (Once off charge)
C	1	H&S Provisions as per Annexure H requirements		

The cost for the Health & Safety Provisions is once off. This will not form part of the evaluation. Safety file to be negotiated with the appointed SP.

Summary of costs (A+B)

Section	Basic Specification	Total Cost (Rands)
A	Labour Rates (Carryover from Section A Table)	
B	Percentage Mark-up on material (Carryover from Section B Table)	
TOTALS		
VAT		
Total Cost (Incl VAT)		

NB: Bidder's attention is drawn to the following;

- a) All disbursements would be paid on proven cost at the maximum of DPW rates, with a maximum of 50 kilometres from site.
- b) All rates will be reviewed on the CPI on annual basis.
- c) Material will be on proven cost and factor a mark-up as per section B
- d) Safety file quoted cost will be negotiated with the appointed SP.

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Signature

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Date

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Position

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Name of Bidder

**ANNEXURE C4
 PRICING SCHEDULE**

CDC/39/26 - STRUCTURAL ENGINEERING SERVICES

Section A: Labour Rates Per Hour (Skilled and Unskilled)

Resources Required	Quantity (Per Hour)	Rate Per Hour (Rands)
Pr.Eng Structural Engineering	1	
Pr.Tech Structural Engineering	1	
Draftsperson	1	
Administrative Costs (Travel, Admin, Tel, etc)	1	
	Sub Total (Excl. VAT)	

Section B: Percentage Fees on Maintenance Related Projects

PERCENTAGE MARK UP TO BE CHARGED ON MATERIALS			
RANGE	PERCENTAGE	MAXIMUM AMOUNT	AMOUNT IN RAND VALUE
up to 10K		10 000	
up to 20k		20 000	
up to 50K		50 000	
up to 100K		100 000	
up to 500k		500 000	
		Sub-Total (Excl. VAT)	

Section C: Compilation of Health & Safety (H&S) Provisions

Quantity	Basic Specification	Comply with specs with Y/N	Total (Once off charge)
1	H&S Provisions as per Annexure H requirements		

The cost for the Health & Safety Provisions is once off. This will not form part of the evaluation. Safety file costs will be negotiated to market related rates with the appointed SP.



Summary of costs (A+B)

Section	Basic Specification	Total Cost in Rands
A	Labour Rates Schedule (Carryover from Section A Table)	
B	Percentage Mark-up on material (Carryover from Section B Table)	
TOTALS		
VAT		
Total Cost (Incl VAT)		

NB: Bidder's attention is drawn to the following;

- a) All disbursements would be paid on proven cost at the maximum of DPW rates, with a maximum of 50 kilometres from site.
- b) All rates will be reviewed on the CPI on annual basis.
- c) Material will be on proven cost and factor a mark-up as per section B
- d) Safety file quoted cost will be negotiated with the appointed SP.

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Signature

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Date

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Position

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Name of Bidder



PRICING SCHEDULE

CDC/37/26 – Road and Civils

**1. Reactive and Corrective Maintenance Service (Repair and or Replacement Work)
 Section A: Labour Rates Per Hour (Skilled and Unskilled)**

Resources Required	Working Hours	Quantity (Per Hour)	Rate Per Hour (Rands)
Skilled	Normal	1	
Semi-Skilled	Normal	1	
Unskilled	Normal	1	
Skilled	Overtime	1	
Semi-Skilled	Overtime	1	
Unskilled	Overtime	1	
Skilled	Sunday & Public Holiday	1	
Semi-Skilled	Sunday & Public Holiday	1	
Unskilled	Sunday & Public Holiday	1	
A		Sub Total (Excl. VAT)	

Section B: Percentage Mark-up For Materials

PERCENTAGE MARK UP TO BE CHARGED ON MATERIALS			
RANGE	PERCENTAGE	MAXIMUM AMOUNT (Benchmark amount of material to be purchased)	AMOUNT IN RAND VALUE
up to 10K		10 000	
up to 20k		20 000	
up to 50K		50 000	
up to 100K		100 000	
up to 500k		500 000	
		Sub-Total (Excl. VAT)	



Section C: Compilation of Health & Safety (H&S) Provisions

Quantity	Basic Specification	Comply with specs with Y/N	Total (Once off charge)
1	H&S Provisions as per Annexure H requirements		

The cost for the Health & Safety Provisions is once off. This will not form part of the evaluation. Safety file costs will be negotiated to market related rates with the appointed SP.

Summary of costs (A+B)

Section	Basic Specification	Total Cost in Rands
A	Labour Rates (Carryover from Section A Table)	
B	Percentage Mark-up on material (Carryover from Section B Table)	
TOTALS		
VAT		
Total Cost (Incl VAT)		

NB: Bidder' a) All disbursements would be paid on proven cost at the maximum of DPW rates, with a maximum of 50 kilometres from site.s attention is drawn to the following;

- a) Quoted labour costs or rates are to be all inclusive (traveling to and from to site/s, supervision, office overheads etc)
- b) All rates will be reviewed on the CPI on annual basis.
- c) Material will be on proven cost and factor a mark-up as per section B
- d) Safety file quoted cost will be negotiated with the appointed SP.

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Signature

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Date

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ANNEXURE D

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name).....in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.



- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON ENHANCING COMPLIANCE, TRANSPARENCY AND ACCOUNTABILITY IN SUPPLY CHAIN MANAGEMENT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date
.....

ANNEXURE E

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1	20	
2	18	
3	14	
4	12	



5	8	
6	6	
7	4	
8	2	
Non-compliant contributor	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm.....

4.3. Company registration number:

4.4. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
 - One-person business/sole propriety
 - Close corporation
 - Public Company
 - Personal Liability Company
 - (Pty) Limited
 - Non-Profit Company
 - State Owned Company
- [TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and



- (e) forward the matter for criminal prosecution, if deemed necessar

ANNEXURE F

PROTECTION OF PERSONAL INFORMATION: CONSENT

The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion.

As part of its business activities, the Coega Development Corporation (CDC) obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the CDC from time to time. The CDC confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

In order to comply with procurement principles, set out in Section 217 of the Constitution and national procurement legislative prescripts, the names of all entities that submitted a bid, the tendered price thereof and the subsequent award will be made public.

The CDC hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Unless directed to do so by an order of court, the CDC does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and will be seized with information of a personal nature pertaining to the CDC. Some of the information may, because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the CDC requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

AGREEMENT

1. The CDC and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:
 - a) They process the information only for the express purpose for which it was obtained.
 - b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.



- c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
 - d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
 - e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
 - f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.
2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.
3. Bidder's Obligations:
- a) The Bidder is required to notify the Information Officer of CDC, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorized access or unlawful use of any of the CDC's personal information.
 - b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.
 - c) The Bidder shall be required to provide the CDC with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.
 - d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of CDC.

On behalf of the Bidder:

.....

Signature

.....

Date



.....
Position

.....
Name of the Bidder

On behalf of the Client:

.....
Signature

.....
Date

.....
Position

.....
Name of Client Representative

ANNEXURE G

**B-BBEE EXEMPTED AFFIDAVIT FOR EXEMPTED MICRO ENTERPRISES
 (ISSUED IN TERMS OF THE AMENDED CONSTRUCTION SECTOR CODE)**

(Gazette Vol. 630 No. 41287)

Issued in terms of paragraph 3.6.2.4.1 (B)

I, the undersigned,

Full names and surname	
Identity number	

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a Member / Director / Owner of the following enterprise and am duly authorized to act on its behalf:

Enterprise Name:			
Trading Name (If Applicable):			
Registration Number:			
Physical Address:			
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):			
Nature of Construction Business: <i>Indicate the applicable category with a tick.</i>	BEP (Built Environment Professional)	Contractor	Supplier
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – who are citizens of the Republic of South Africa by birth or descent; or who became citizens of the Republic of South Africa by naturalization before 27 April 1994; or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"		
Definition of "Black Designated Groups"	"Black Designated Groups" means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"		

- I hereby declare under Oath that as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

- The Enterprise is _____ % Black Owned
- The Enterprise is _____ % Black Female Owned
- The Enterprise is _____ % Owned by Black Designated Group (provide Black Designated Group Breakdown below as per the definition in the table above)
 - Black Youth % _____ %
 - Black Disabled % _____ %
 - Black Unemployed % _____ %
 - Black People living in Rural areas % _____ %
 - Black Military Veterans % _____ %

Construction Sector Affidavit



- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was less than the applicable amount confirmed by ticking the applicable box below.

BEP	R1.8 million	
Contractor	R3.0 million	
Supplier	R3.0 million	

If the turnover exceeds the applicable amount in the table above then this affidavit is no longer applicable and an EME certificate must be obtained from a rating agency accredited by SANAS or when applicable a B-BBEE Verification Professional Regulator appointed by the Minister of Trade and Industry.

- Please Confirm on the below table the B-BBEE Level Contributor, by ticking the applicable box below.

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
At least 30% Black Owned	Level Four (100% B-BBEE procurement recognition level)	
Less than 30% Black Owned	Level Five (80% B-BBEE procurement recognition level)	

- I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
- The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

 Commissioner of Oaths
 Signature & stamp

Construction Sector Affidavit

**ANNEXURE H
HEALTH AND SAFETY SPECIFICATION**

ANNEXURE I

PREFERRED SERVICE PROVIDERS FOR

.....**COEGA**
DEVELOPMENT CORPORATION

CONTRACT NUMBER:

T2.2.1 FORM A: Authority for Signatory

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A Company	B Partnership	C Joint Venture	D Sole Proprietor	E Close Corporation

A. Certificate for Company

I,, chairperson

of the board of

hereby confirm that by resolution of the board (copy attached) taken on

..... 20....., Mr/Ms

acting in the capacity of, was authorised to sign all documents in connection with this tender for Contract No. CDC/OPS-RFP-007-22 and any contract resulting from it on behalf of the company.

As witnesses:

1.

Chairman:

2.

Date:



PREFERRED SERVICE PROVIDERS FOR

.....
COEGA DEVELOPMENT CORPORATION

CONTRACT NUMBER:

B. Certificate for Partnership

We, the undersigned, being the key partners in the business trading as

....., hereby authorise

Mr/Ms,

acting in the capacity of....., to

sign all documents in connection with this tender for Contract No CDC-OPS-REP-027-25 and

any contract resulting from it on our behalf.

Name	Address	Signature	Date

Note: This certificate is to be completed and signed by all key partners upon whom rests the direction of the affairs of the Partnership as a whole