

BID ADVERTISEMENT FORM

Annexure A

Bid description

INVITATION TO BID FOR PARTICIPATION IN THE INDEPENDENT DEVELOPMENT TRUST (IDT) CONTRACTOR DEVELOPMENT PROGRAMME FOR THE CAPE TOWN METRO IN THE WESTERN CAPE REGION FOR 2GB PE, 3 GB PE, 4 GB PE OR 5GB FOR A PERIOD OF THREE YEARS

The Independent Development Trust (IDT), listed in terms of the Public Finance Management Act (PFMA) as a Schedule 2 entity that is mandated to provide social infrastructure delivery management services as a contribution to the national development agenda. The entity delivers social infrastructure through a participatory approach leaning towards people centeredness and incorporates the empowerment of historically vulnerable groups' in its development efforts and performance indicators.

The IDT is implementing a Contractor Development Programme (CDP) in partnership with the CIDB and the Department of Public Works and Infrastructure to:

- Improve the grading status of contractors in targeted categories and grades;
- Increase the number of black women, disabled, and youth-owned companies in targeted categories;
- Create sustainable contracting enterprises by enabling continuous work through a competitive process;
- Improve the performance of contractors in terms of quality, employment practices, skills development, safety, health and the environment; and
- Improve the business management and technical skills of contractors.

Bid Evaluation Process

The bid evaluation process shall be carried out in two (2) phases, namely:

- **Phase 1:** Screening of Mandatory and Administrative Compliance.
- **Phase 2:** Functionality - Evaluation Process.

1.3 PHASE 1: MANDATORY & ADMINISTRATIVE REQUIREMENTS:

1.3.1 Mandatory administrative documents to be submitted

- a) Submission of fully completed and signed Bidder's Invitation to Bid (SBD 1)
- b) Submission of fully completed and signed Bidder's Disclosure (SBD 4).
- c) Valid Tax Compliance letter or Unique PIN

1.3.2 Mandatory Requirements

- a) Authority to sign bid document.
- b) A completed affidavit (template provided) for the two nominated members of the entity who undertake full commitment to the IDT CDP programme.
- c) Proof of valid and active CIDB registration for Grade 2GB PE, 3GB PE, 4 GB PE or 5GB.
- d) Proof of registration with CIPC (Bidders must be registered by the closing date and time of the tender)
- e) Valid COIDA certificate issued by the Department of Labour / FEM certificate (Not applicable to sole proprietors)
- f) Proof of CSD registration (The bidders should be registered on the CSD system by the closing date and time of the tender)
- g) Confirmation of receipt of addendum, if applicable
- h) Attendance to compulsory briefing meeting

NB: Bidders who fail to comply with any of the compulsory requirements will be disqualified.

- The CDP will not allow Joint Venture / Consortium to bid for this programme.
- The IDT reserves the right to verify the validity of the submitted documents

STAGE OF AWARD

The following returnable document may be submitted together with the tender document. Validity of this documentation will be verified at the time of recommendation and award.

1. Valid tax compliance letter with a unique pin

NB: In terms where the recommended bidder tax matters are not in order, the bidder will be given within seven working days to rectify their tax matters with SARS. Failure to do so the bid submitted by the bidder will be rejected as indicated in the National Treasury SCM prescript No. 9 of 2017/2018. The IDT will comply with clause 4.2 of the National Treasury SCM prescript No. 9 of 2017/2018 when verifying bidders tax compliance status.

NB: Bidders must note that the tax compliance will be verified at the Bid Evaluation Committee when recommended and during the BAC meeting when they are awarded.

1.4 PHASE 2: FUNCTIONALITY

Stage two (2) entails the process of evaluation of functionality / technical requirements. Only bidders who meet the minimum threshold of 70 Points will be eligible to be appointed to participate in the panel.

EVALUATION CRITERIA:

VARIABLES	DESCRIPTION OF CRITERIA	CRITERIA	POINTS	TOTAL POINTS
FUNCTIONALITY POINTS				100
Relevant Qualifications for the nominated employee of the company	Points allocated for possession of relevant documents i.e., CV (company employee), Originally Certified Copies of Qualifications and Identity document (Not older than 6 months). NB. Failure to submit all of the above mentioned documents will result in non-allocation of points.	Degree in built environment, CV, Certified Copies of ID (Not older than 6 months)	32	32
		National Diploma in built environment, CV, Certified Copies of ID (Not older than 6 months)	22	
		National certification in built environment, CV, Certified Copies of ID (Not older than 6 months)	12	
		No Submission	0	
Proof of Building Construction experience (track record)	Points will be allocated for submission of appointment letter (indicating Project Description and Project value), Completion letter and Final Completion Certificate NB. Failure to submit all of the above mentioned	CLUSTER A (2 & 3 GB PE)		36
		3 Completed Projects	36	
		2 Completed Projects	24	
		1 Completed Project	12	
		0 Completed Projects	0	
		CLUSTER B (4 GB PE)		
		3 Completed Projects	36	

		documents will result in non-allocation of points.	2 Completed Projects	24	
			1 Completed Projects	12	
			0 Completed Projects	0	
			CLUSTER C (5 GB)		
			3 Completed Projects	36	
			2 Completed Projects	24	
			1 Completed Projects	12	
			0 Completed Projects	0	
	Locality within Western Cape Province	Attachment of any copy of the following documents: (1) Title deed, letter from a traditional authority or municipal statement which should not be older than 3(three) months or (2) A formal lease agreement together with lessor's municipal account or letter from the traditional authority. NB: Failure to submit all of the above-mentioned documents will result in non-allocation of points. NB: The physical address given in the SBD 1 will be used and should be consistent or the same as the preferred address in the Central Supplier Database report.	Locality in the Metro	32	32
		Locality outside the Metro	10		
		Locality outside the Western Cape	0		
	TOTAL				100
	Minimum threshold required				70

Panel Allocation

The allocation will be based on points scored for functionality in ascending order

Project allocation

The successful bidders will be invited for close competitive bidding (Two-stage evaluation: Mandatory requirements and price and preference points) for all infrastructure procurement operations over the three-year period on "as and when" basis.

SELECTION STRATEGY

This Selection Strategy sets out how the IDT Western Cape Region will manage the CDP panel once bidders have been appointed, including how projects will be assessed, how Requests for Quotation (RFQs) will be issued to panel members, how risk will be managed, and how contracts will be awarded to meet project and business goals.

- Needs identification and complexity assessment: Prior to releasing a project, the IDT Western Cape Region will assess the scope, estimated value, technical complexity, and risk profile of the project to determine the appropriate CIDB grading cluster(s) (2GB PE, 3GB PE, 4GB PE or 5GB) on the panel from which quotations will be sought.
- Issuing Requests for Quotation (RFQs): Panel members within the applicable cluster and locality will be invited to submit quotations for the specific project through an RFQ process, issued on a rotational and/or close competitive bidding basis as set out under Project Allocation.
- Two-stage evaluation of RFQ responses: Quotations received in response to an RFQ will be evaluated in two stages. Stage 1 – Mandatory Requirements: the bidder's submission will be checked against the mandatory requirements applicable at the time of the RFQ, including the resubmission of any mandatory documents that have since expired (such as tax compliance status, CIDB registration, CSD registration, and other statutory or compliance documents with a limited period of validity). Only bidders who comply with all mandatory requirements will proceed to Stage 2. Stage 2 – Price and Preference Points: quotations from bidders who passed Stage 1 will be evaluated on price and the applicable preference points, in line with the panel allocation criteria and IDT Specific Goals set out in this document, to determine the bidder offering the best value to the IDT.
- Risk management: The IDT will monitor the performance, financial capacity, and continued compliance status (including tax compliance, CIDB registration, and CSD registration) of panel members throughout the three-year contract period, and reserves the right to withhold further RFQs from, or remove from the panel, any bidder found to pose an unacceptable risk to project or business delivery.
- Award of contracts: The contract for each project will be awarded to the bidder whose quotation best meets the specific project and business goals of the IDT, taking into account price, functionality, preference points, and the IDT Specific Goals (women, youth, people with disabilities, and black people ownership).
- Monitoring and review: This Selection Strategy will be applied consistently for the duration of the panel period and may be reviewed and updated by the IDT Western Cape Region as operational requirements evolve.

Bid number	BID REF NO: IDTWC-CDP-2026-R										
Name of institution	Independent Development Trust (IDT)										
The place where goods, works or services are required	IDT Western Cape Regional Office Customs House, 14th Floor Heerengracht Street, Foreshore, Cape Town, 8001										
Closing date and time	Date	0	8	1	0	2	0	2	6	Time	12:00pm

Contact details	Postal address	IDT Western Cape Regional Office Customs House, 14th Floor Heerengracht Street, Foreshore, Cape Town, 8001
	Physical address	IDT Western Cape Regional Office Customs House, 14th Floor Heerengracht Street, Foreshore, Cape Town, 8001
	email	WCDP@idt.org.za
	Contact person	Nandiswa Nyala
Where bids can be collected	- E-tender – www.etenders.gov.za - IDT website - www.idt.org.za	
Where bids should be delivered	IDT Western Cape Regional Office Customs House, 14th Floor Heerengracht Street, Foreshore, Cape Town, 8001	
Category (Goods/ Services)	Good & Services	
Sector	Construction	
Region	Western Cape	
Compulsory briefing session	Date	23 September 2026
	Time	10H00
	Venue	3rd Floor Customs House Heerengracht Street Foreshore Cape Town 8001
	Notes	- Bidders queries will be attended to only up to 5 Calendar days before closing date. - Unsuccessful Bidders will not be notified. If you do not receive any response from IDT regarding this bid after 3 months from closing date, please consider your bid unsuccessful.