

THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE BUSH CLEARING SERVICES AT SANPC REFINERY (IN DURBAN) ON BEHALF OF CEF SOC LTD FOR A PERIOD OF (3) THREE MONTHS.

1. INTRODUCTION

CEF SOC Ltd is a state-owned company involved in the search for appropriate energy solutions to meet the energy needs of South Africa and the sub-Saharan African region. It also manages the operation and development of the oil and gas assets of the South African government. The company falls under the auspices of the Department of Minerals and Petroleum Resources (DMPR). For more information on the company, you can visit our current website: www.cefgroup.co.za

The refinery is situated at: 1 Refinery Road, Isipingo, Prospection, Durban.

2. BACKGROUND

The SANPC Refinery is seeking to appoint one (1) service provider for provision of bush clearing services at the Refinery (1 Refinery Road, Prospection, Durban) for three (3) months. This service is aimed at clearing the overgrown vegetation around the refinery boundary fence. The overgrown vegetation is blocking pathway to various operational points including the security boundary patrol and obstructing security camera visibility.

The appointed service provider should take into consideration the protection of endangered trees in order to comply with the Environmental Management Services.

3. SCOPE OF WORK

The appointed service provider will be expected to perform the following below:

1. Bush clearing of vegetation 5m away from the outer part of the boundary fence.
2. Swamp bush clearing.
3. Bush clearing of vegetation in between the two boundary fences.
4. Its removal of the old dilapidated fence and clear view.

A compulsory tender briefing session will be held outlining the location of the site at the Refinery (refer to paragraph 5 below).

No	Service Description	Qty
3.1	Bush clearing of vegetation 5m away from the outer part of the boundary fence.	41,100 m2
3.2	Swamp bush clearing.	15, 000 m2
3.3	Bush clearing of vegetation in between the two boundary fences.	16, 000 m2
3.4	Its removal of the old dilapidated fence and clear view.	30m

PPE REQUIREMENTS

The employees of the service provider will be required wear the following during the execution of the project:

- One piece overall / or Two Piece (jacket and pants) - with high-quality reflective materials, to provide enhanced visibility . Flame/ Acid retardant
- Hard hat – Industrial Safety Hat, EN 397 certified
- Safety glasses
- Face shield
- Ankle safety boots with metal tip – with snake gaiters for snakes attack protection.
- Gloves – Cut resistant gloves.

OTHER REQUIREMENTS

- All the employees will be vetted by the refinery security before commencement of the work.

4. LOCATION OF THE WORKS

The location for the works will be at SANPC Refinery, No.1 Refinery Road, Prospecton, Durban, KZN.

5. BRIEFING SESSION

The interested bidders are required to attend a **compulsory** site briefing session to be held at SANPC Refinery, No.1 Refinery Road, Prospecton, Durban, KZN.

Bidders are required to present an original South African ID documentation for gate access, safety boots, reflective vest/jacket and a hard hat.

NB: The interested bidder/s must RSVP to tenderbriefing@cefgroup.co.za

6. REPORTING

The service provider will report to the Group Facilities Manager, more details will be provided at project site handover stage.

7. INTELLECTUAL PROPERTY

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8. CONTRACT

The service provider will enter into an SLA with CEF on the required services and deliverables.

9. PROJECT TIMELINES

The service provider will enter into an SLA with CEF for **3 months** period.

1. EVALUATION CRITERIA

1.1 Phase 1

Mandatory Requirements

At this phase, bidder's responses are reviewed against the below Mandatory Requirements. **Failure to comply with any of the Mandatory Requirements will lead to the bidder being disqualified, and not be considered for further evaluation on Technical Requirements. (all certifications documents are not to be older than 3 months).**

1.1.1. <u>TEAM LEAD CERTIFICATION</u>	Comply	Not Comply
The key personnel (Project Manager) – The project manager must have the horticulture certificate, minimum (NQF Level 6 in Horticulture).		
Submit a valid copy of certification		
Substantiate / Comments		

1.1.2. <u>BIDDER'S COIDA CERTIFICATION</u>	Comply	Not Comply
The bidder must submit the Compensation for Occupational Injuries and Diseases Act (COIDA) not older than 12 months		
Submit a valid copy of certification		
Substantiate / Comments		
1.1.3. <u>BIDDER'S CIDB CERTIFICATION</u>	Comply	Not Comply
The bidder must submit the Construction Industry Development Board (CIDB) certificate. Level CIDB - 4SH and higher for Landscaping,		
Submit a valid copy of certification		
Substantiate / Comments		

1.1.4. <u>BIDDER'S UIF REGISTRATION</u>	Comply	Not Comply
The bidder must submit proof of registration with Unemployment Insurance Fund (UIF),		
Submit a valid copy of certification		
Substantiate / Comments		

1.1.5. <u>BIDDER'S LIABILITY INSURANCE</u>	Comply	Not Comply
The bidder must submit proof of public liability insurance, in the form a policy schedule/ document or letter of intension, in the name of bidder to the value of R1 000 000.00		
Submit a copy of letter from insurance		
Substantiate / Comments		

1.2. Phase 2

Technical evaluation

Bidders will be evaluated according to the below technical evaluation criteria. Minimum Technical Threshold is **70%**. It must be noted that if the Bidder does not meet the **70%** minimum threshold, the bidder will be disqualified and not be evaluated further.

1.2.1. EXPERIENCE OF THE COMPANY

The bidder must submit relevant appointment letters, completion certificates & reference letters of bush clearing or grass cutting work previously done.

The appointment letters, completion certificates & reference letter signed by the client must be on client's letterhead and include the company name, contact person, contact details (telephone number & email address) and it should indicate when the service was done.

Evaluation Criteria	Document as Evidence	Score	Weighting %
5 Appointment letters, completion certificates & Reference letters and more	Appointment letters, Completion Certificates & Reference Letters	5	60%
4 Appointment letters, completion certificates & Reference letters		4	
3 Appointment letters, completion certificates & Reference letters		3	
2 Appointment letters, completion certificates & Reference letters		2	
1 Appointment letters, completion certificates & Reference letters		1	
No Appointment letters, completion certificates & Reference letters provided		0	

1.2.2. EXPERIENCE OF THE PROJECT LEAD

The bidder's assigned Project Lead must have extensive skills and competency in leading the Bush Clearing and/or Grass Cutting projects.

The bidder must submit a comprehensive CV of the Project Lead providing information on qualifications (Tradesman minimum NQF Level 6 Horticulture), relevant work experience, skills and key competencies.

Note: the following scoring matrix will be used to evaluate this criterion:

Evaluation Criteria	Document as Evidence	Score	Weighting %
10 and more years' experience in similar projects	Detailed Project Lead's CV	5	30%
> 8 but < 10 years' experience in similar projects		4	
8 years' experience in similar projects		3	
> 5 years but < 8 years' experience in similar projects		2	
5 years of experience in similar projects.		1	
Less than 5 years' experience in similar projects		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
3.1.5 Detailed project Execution Plan The bidder must clearly demonstrate in a project plan that they can deliver the scope or requirements within the stipulated timeline of 3 months . The project plan must address the following points; 1. Health & Safety protocols; 2. Include level 2 Microsoft Projects schedule indicating start & finish dates; 3. Disposal of debris.			
Project plan covering all 3 stipulated items.	Project Plan illustrating the timelines	5	10%
Project plan covering 2 stipulated items.		3	
Project plan covering 1 stipulated items.		1	
Project plan not covering all 3 stipulated items.		0	

1.3. PHASE 3: COMMERCIAL EVALUATION

CEF (SOC) Ltd will utilise the following formula in its evaluation of Price offers:

[Weighted score 80 points]

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where:

Ps = Score for the Tender under consideration

Pt = Price of Tender under consideration

Pmin = Price of lowest acceptable Tender

Preference points/specific goals criteria

[Weighted score 20 points]

Specific goals / Preference Points Claim

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals	20
TOTAL SCORE:	100

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

Specific goals	Points
Historically disadvantaged individual (HDI)	
Enterprises with ownership of 51% or more by person/s who are black	10
Enterprises with ownership of 51% or more by person/s who are women	5
Enterprises with ownership of 51% or more by person/s who are youth	3
Enterprise with ownership of 10% or more by person/s with disability	2
Total	20

- Tenders must submit their B_BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.
- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lot.

10. PRICING SCHEDULE

No	Service Description	Qty	Price
10.1	Bush clearing of vegetation 5m away from the outer part of the boundary fence.	41,100 m2	R
10.2	Swamp bush clearing.	15, 000 m2	R
10.3	Bush clearing of vegetation in between the two boundary fences.	16, 000 m2	R
10.4	Removal of the old dilapidated clear view fence.	30m	R
	Other – please provide more info		R
	TOTAL		R
	VAT @15%		R
	TOTAL Inc. VAT		R

Bidders must provide an all-inclusive offer to CEF that incorporates all foreseeable costs to deliver the scope in full.

Note: The items on this schedule are not conclusive. The bidder can provide any other relevant costs to the scope of services and evaluation will be based on total projected costs. Bidders should note that their commercial offer must be fixed and firm to cover

the entire duration of the contract (3 months). **The disbursement fee must be capped at a flat rate and no percentages will be accepted.**