SANRAL
SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD
Reg.No.1998/009584/30
BUILDING SOUTH AFRICA THROUGH BETTER ROADS

THE SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LIMITED

CONTRACT SANRAL N.010-010-2024/2F

FOR CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).

BASE DATE
September 2024

TENDER DOCUMENT
VOLUME 1
BOOK 1 OF 3

CHIEF EXECUTIVE OFFICER
SOUTH AFRICAN NATIONAL ROAD AGENCY SOC LTD
48 TAMBOTIE AVENUE
VAL DE GRACE
PRETORIA
0184

NAME OF TENDERER:……

THE SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LIMITED

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FOR CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).

THIS DOCUMENT COMPILED BY:

The Regional Manager (Southern Region)
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Tel: (041) 398 3200

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SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LIMITED

CONTRACT SANRAL N.010-010-2024/2F

CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).

T1.1 TENDER NOTICE AND INVITATION TO TENDER (Incorporating SBD1)

CLOSING DATE (AT 11:00): Friday, 11 October 2024

The South African National Roads Agency SOC Limited (SANRAL) invites tenders for the provision of **CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).** This project is in the province of Eastern Cape and in the Sarah Baartman District Municipality and Blue Crane Route Local Municipality and the approximate programme is for design and construction documentation to be completed by February 2026, followed by supervision of 10 months, commencing December 2026.

Only tenderers who are registered on the National Treasury Central Supplier Database and meet the minimum requirements for the key persons as stipulated in Clause C.2.1 at the tender closing date, are eligible to tender.

Joint Ventures (JV) will be allowed on condition that one JV partner is a Targeted Enterprise. The JV partner will, however, not contribute to sub-contract target for Targeted Enterprises.

TENDER DOCUMENTS

Tender documents are available from 30 August 2024, At no cost, in electronic format downloadable from the SANRAL's website by following the link: https://www.nra.co.za/sanral-tenders/status?region_id=national. Tenderers must have access to Microsoft © Office 2013 and Acrobat Adobe © 9.0 or similar compatible software.

Tenderers must submit, via email, the duly completed Form A1.1 Certificate of Intention to Submit a Tender prior to 6 September 2024. Failure to submit this certificate would result in the tenderer not receiving addenda or additional issued information and may result in the tenderer being non-responsive, if "any material amendment/s" contained in the addenda or additional information is not included in the tender offer/submission.

TENDERER'S MEETING

No clarification meeting

A tenderer's clarification briefing presentation is available to be downloaded from the SANRAL website by the following link https://www.nra.co.za/sanral-tenders/status?region_id=national

CLOSING TIME, COMPLETION AND DELIVERY OF TENDERS

The closing time for receipt of tenders is 11:00 on Friday, 11 October 2024

Telegraphic, telephonic, telex, e-mail, facsimile and late tenders will not be accepted**.**

Tenders may only be submitted in the format as stated in the Tender Data.

Requirements for completing, sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

Queries relating to issues arising from these documents may be addressed to:

e-mail:ProcurementSR2@sanral.co.za

T1.2 CONDITIONS OF TENDER

Note to tenderer:

The conditions of tender are the standard conditions of tender as contained in Annexure C of the CIDB STANDARD FOR UNIFORMITY IN ENGINEERING AND CONSTRUCTION WORKS CONTRACTS as per Government Notice No. 423 published in Government Gazette No. 42622 of 08 AUGUST 2019 and as amended from time to time. (see www.cidb.org.za).

https://www.cidb.org.za/wp-content/uploads/2021/07/Standard-for-Uniformity-August-2019.pdf

The standard conditions of tender make several references to the tender data for details that apply specifically to this tender. The tender data shall have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the standard conditions of tender.

Each item of data given below is cross-referenced to the clause marked “C” in the above-mentioned Standard Conditions of Tender.

T.1.3 TENDER DATA

The Standard Conditions is the **standard conditions of tender as contained in Annexure C of the CIDB STANDARD FOR UNIFORMITY IN ENGINEERING AND CONSTRUCTION WORKS CONTRACTS** and the Employer's Special Conditions of Tender for Procurement make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard/special conditions of tender.

Each item of data given below is cross-referenced to the clause marked "C" in the above-mentioned Standard Conditions of Tender and Special Conditions of Tender to which it mainly applies.

Clause Number	**Tender Data**
C.1	GENERAL
C.1.1	Actions The Employer is The South African National Road Agency SOC Limited (SANRAL). The Employer's domicilium citandi et executandi (permanent physical business address) is: 48 Tambotie Avenue VAL DE GRACE, 0184 The Employer's address for communication relating to this project is: POSTAL OR DELIVERY PO Box 24210 20 Shoreward Drive Bay West Bay West Gqeberha Gqeberha 6034 6025
C.1.2	Tender Documents The tender documents issued by the Employer will be in electronic format and comprise the following: (specific colours only applicable to the final signed contract document) **Part T1: Tendering Procedures** 1. T1.1 Tender notice and invitation to tender 2. T1.2 Standard and Special Conditions of Tender 3. T1.3 Tender data **Part T2: Returnable Schedules** 4. T2.1 List of returnable documents 5. T2.2 Tender schedules **Part C1: Agreements and contract data** 6. C1.1 Form of offer and acceptance (Yellow) 7. C1.2 Contract data (Yellow) 8. C1.3 Other contract forms (Yellow) **Part C2: Pricing data** 9. C2.1 Pricing instructions (Yellow) 10. C2.2 Pricing Schedules / Bills of Quantities (Yellow) **Part C3: Scope of work** 11. C3 Scope of work (Blue) **Part C4: Site Information** 12. C4 Site Information (Green)

	Part C5: Annexure (White)
C.1.3	**Interpretation** Wherever reference is made in the documentation to Bill of Quantities it shall also mean Pricing Schedule.
	Wherever reference is made in the documentation to Contractor it shall also mean Service Provider.
C.1.4	**Communication and employer's agent** The Employer's agent can be contacted at ProcurementSR2@sanral.co.za
C.1.5	**Cancellation and Re-Invitation of Tenders**
C.1.5.3	Clause C.1.5.3 is not applicable.
C.1.6	**Procurement Procedures** A two-envelope system will be followed.
C.1.6.2	**Competitive negotiation procedure** Clause C.1.6.2 is not applicable.
C.1.6.3	**Proposal procedure using the two stage-system** Clause C.1.6.3 is not applicable.
C.2	**Tenderer's Obligations**
C.2.1	**Eligibility** Only those tenderers who satisfy the following criteria are eligible to submit tenders: (a) Meet the minimum requirements for the key persons as stated in the Scope of Works in Clause C.3.1.11: Personnel requirements; excluding 3.1.11(f), which is dealt with under Tender Data C.3.13(k). (b) Registered on National Treasury Central Supplier Database. Tenderers, or in the event of a Joint Venture or a Targeted Enterprise, each member of the Joint Venture or Targeted Enterprise, shall be registered on the National Treasury Central Supplier Database at the closing date for tender submissions. If not registered as verified online at tender closing, the tenderer will be declared non-responsive. Failure to satisfy the eligibility criteria will result in a non-responsive tender.
C.2.2	**Cost of tendering** Tender documents are available from SANRAL website at no cost.
C.2.6	**Acknowledge addenda** Failure to apply instructions contained in addenda may render a tenderer's offer non-responsive in terms of condition of tender C.3.8.
C.2.7	**Clarification meeting** **No clarification meeting.** The arrangements for a clarification briefing presentation is available on the following link https://www.nra.co.za/sanral-tenders/status?region_id=national

	The onus rests with the tenderer to ensure that the representative reading the clarification briefing presentation is appropriately qualified to understand all directives and clarifications given in the clarification briefing presentation. The signature on the duly completed and signed Form A1 shall be considered proof that the tenderer read the whole clarification briefing presentation and clearly understood all directives and clarification given in the clarification briefing presentation.
C.2.8	**Seek clarification** Request clarifications at least 12 (twelve) working days before the closing date.
C.2.9	**Insurance** No insurance is provided by the Employer.
C.2.10	**Pricing the tender offer** Tenderers are required to state the rates and currencies in Rand. Separate forms, as part of the Pricing Schedule, has been provided wherein the Employer has provided hourly rates for different staff categories. The hours tendered in these forms for percentage fee purposes and other appropriate stages will be utilised to calculate the appropriate lump sum for the different stages. These lump sums will become the applicable rates in the Pricing Schedule. All rates and/or sums tendered shall **not** be negative.
C.2.12	**Alternative tender offers** Alternative offers are generally not acceptable due to possible manipulation of the tender process and resulting complexity of the evaluation. Therefore, the submission of alternative tenders is strongly discouraged. The submission of alternative key persons will be declared non-responsive, even if submitted with an alternative financial offer. However, a tenderer wishing to submit an alternative offer shall first apply to the Employer with full details of the principles of the alternative for confirmation that the Employer's standards and requirements are not compromised or reduced. Such confirmation must have been provided by the Employer in writing at least 5 (five) working days before the date of tender closing, or as extended by an addendum sent to all tenderers. The application shall not be submitted later than 7 (seven) working days before the date of tender closing given in Tender Data Clause C.2.15. Acceptable alternative offers will only be considered from a tenderer with the highest number of evaluation points for the main offer.
C.2.13	**Submitting a tender offer**
C.2.13.1	If a tenderer, including key persons, a joint venture partner or a Targeted Enterprise, submits or participates in more than one tender for the same project, then all such tenders shall be disqualified.

C.2.13.2	The returnable documents shall be electronically completed in their entirety, submitted on the issued software format or fully compatible format, unless otherwise specified. Wherever it is a requirement that the tenderer has to provide hours to match the price tendered and failed to do so, such imbalance cannot be corrected and will be declared non-responsive. Submission in the tender box Submit the tender offer electronically on a flash drive. (In the relevant MS Word 2013 and MS Excel 2013 format as issued, and not in .pdf format, except where so specified and a printed copy of the Form of Offer and Summary of pricing schedule.)
C.2.13.3	Submission in the tender box The tenderer is required to upload all certificates as listed in the List of Returnable Schedules as scanned copies, in .pdf format, on the flash drive
	Wherever reference is made in the tender documentation for non-financial proposal it shall also mean technical proposal.
	Submit only the signed original tender offer. *(**Note to tenderer**: submit all returnable schedules as listed in Form T.2.1: List of Returnable Schedules.)*
C.2.13.6	Submission in the tender box A two-envelope procedure will apply as follows: *1. A folder is provided marked **"TECHNICAL PROPOSAL"*** *a. Ensure that all returnable schedules listed in T2.1 List of Returnable Schedules for inclusion in the Technical Proposal and listed in the Technical Proposal folder are electronically completed (all A-Forms on the provided MS Word file and convert to pdf. As all B-Forms on the provided MS Excel file). Wherever it is a requirement to attach certificates or letters to the returnable schedules, these should be scanned in.pdf format.* *b. Upload the A-Forms (pdf.), B-Forms (excel and pdf) and certificates or letters (pdf.) on the flash drive.* *The completed flash drive should be marked with the tenderer's company name, the project number and description and marked **"TECHNICAL PROPOSAL".*** *c. Scan and insert a valid B-BBEE certificate.* *d. Scan and insert a copy of the completed Form C2.4: Key Persons for this Project and Normalised Hours tendered.* *e. Electronically sign the declaration in the folder.* *f. Insert the electronically completed flash drive in an envelope marked **"TECHNICAL PROPOSAL".*** *2. A folder is provided marked **"FINANCIAL PROPOSAL"*** *a. Ensure that all returnable schedules listed in T2.1 List of Returnable Schedules for inclusion in the Financial Proposal and listed in the Financial Proposal folder are electronically completed on a flash drive (Contract Data and Pricing Schedule). Wherever it is a requirement to attach letters or certificates to the returnable schedules, these should be scanned in, on the flash drive in .pdf format.* *The completed flash drive should be marked with the tenderer's company name, the project number and description and marked* **"FINANCIAL PROPOSAL"**. *b. Electronically sign the declaration in the folder.* *c. Complete and electronically sign the Form of Offer and scan into the folder. A draft copy of this form is provided.* *d. Scan and insert a copy of the Summary of Pricing Schedule into the folder.* *e. Insert the electronically completed flash drive in an envelope marked **"FINANCIAL PROPOSAL – DO NOT OPEN WITH TECHNICAL PROPOSAL".***

	*f. Place and seal the signed and completed booklet with the electronically completed flash drive in an envelope marked **"FINANCIAL PROPOSAL - DO NOT OPEN WITH TECHNICAL PROPOSAL"**.* *3. Each envelope shall state on the outside the **Employer's address, contract number and title as well as the Tenderer's name, authorised representative's name, postal address and contact telephone numbers.*** *4. Seal both envelopes in an outer envelope with the words **"TENDER"** clearly marked and bearing the Employer's name, contract number and description as well as the Tenderer's authorised representative's name, postal address and contact details.* *SANRAL will not be held liable where the tenderer submits an electronic tender that cannot be accessed. The tenderer will be declared non-responsive if a tenderer submits:* • *One (1) envelope with 1 (one) document or 1 (one) flash drive (technical and financial).* • *Incorrectly labelled envelopes, where the financial offer is labelled technical, and the technical offer is labelled financial.*
C.2.15	**Closing time**
C.2.15.1	**Submission in Tender box:** The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are: Location of tender box: Reception Physical address: 20 Shoreward Drive Bay West Gqeberha, 6025 Identification details: Place the signed original tender offer in a package marked **TENDER SANRAL N.010-010-2024/2F: FOR CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).** Tenders must be submitted during office hours (09:00 to 16:00) Monday to Friday at the Employer's address. It is in the tenderer's interest to ensure that the delivery of the tender offer is recorded in the Employer's tenders received register and deposited in the tender box.
C.2.15.2	The closing time for submission of tender offers is 11:00 on Friday, 11 October 2024. Where closing date was extended, documents that were valid at the original closing date, remain valid for the extended closing date.
C.2.16.	**Tender offer validity**
C.2.16.1	The tender offer validity period is 180 days.
C.2.16.2	Should the tenderer not accept the validity extension or if the tenderer does not withdraw a condition attached to a conditional acceptance, this shall result in a non-responsive tender, or the tender is considered to have made an election to exclude itself from the tender process.
C.2.16.3	Where a tenderer, at any time after the opening of his tender offer but prior to entering into a contract based on his tender offer: (a) withdraws his tender. (b) gives notice of his inability to execute the contract in terms of his tender; or (c) fails to comply with a request made in terms of C.2.17, C.2.18 or C.3.9, such tenderer shall be barred from tendering on any of the Employer's tenders for a period to be determined by the Employer, but not less than 6 (six) months from a date determined by the Employer. This sanction also applies to tenders under evaluation and not yet awarded. This sanction does not apply to tenders under evaluation where a request for extension for the validity period was not accepted by the tenderer. The Employer may fully or partly exempt a tenderer from the provisions of this conditions if he is of the opinion that the circumstances justify the exemption.

C.2.17	**Clarification of tender offer after submission** Any clarification requested under this clause must be provided within 1 (one) working day of date of request.
C.2.18	**Provide other material.** Any additional information requested under this clause must be provided within 5 (five) working days of date of request.
C.3	**The Employer's undertakings**
C.3.1 C.3.1.1	**Respond to requests from the tenderer.** The Employer shall respond to clarifications received up to 12 (twelve) working days before tender closing date. The Employer shall respond to any clarifications from the tenderers emanating from the addenda until 3 (three) working days before tender closing date.
C.3.2	**Issue Addenda** The employer shall issue addenda until 10 (ten) working days before tender closing date.
C.3.4 C.3.4.1	Opening of tender submissions The time for opening of the technical offer via live streaming are: Time: 11:00 on Friday, 11 October 2024. Location: Virtual – Link will be provided a day before the closing date.
C.3.5	**Two-envelope system** The minimum percentage of evaluation points for quality is not less than **80%.** Reasons for non-responsive/not achieving the threshold will only be communicated when the tender process is concluded, in terms of Clause C.3.16 of the Tender Data. The scores obtained for the non-financial proposals will not be announced at the opening of the financial offers/proposals. The time for opening of the financial offers via live streaming shall be communicated to all tenderers having achieved the minimum number of points for quality as prescribed. The financial offer of all tenderers who failed to achieve the minimum number of points for quality shall be returned unopened.
C.3.7	**Grounds for rejection and disqualification** The Employer shall inform the tenderer and give the tenderer an opportunity to make representations within 14 days as to why the tender submitted should not be disqualified and as to why the tenderer should not be restricted by the National Treasury from conducting any business with any organ of state for a period not exceeding 10 years. In the event of disqualification, the Employer may, at its sole discretion, claim damages from the tenderer and impose a specified period during which tender offers will not be accepted from the offending tenderer and, the Employer shall inform the National Treasury and the CIDB in writing.
C.3.8 C.3.8.2	**Test for responsiveness** A Substantially responsive tender is a tender in which all of the material information and documentation submitted at close of tender contains non-material and non-conformities

	to the bid specifications but are not related to price. The correction of any such documentation or information, or the condonement for the non-inclusion of any such document or information may not be prejudicial towards the offer and claimed preference of any responsive tender or be construed to be giving an unfair advantage to any tender. A responsive tender is also one that conforms to all the terms, conditions, and scope of work of the tender documents, without material omissions. The test for a material omission is the same as the test for a material deviation or qualification. The Employer will cancel a tender should all tenders be non-responsive, and no negotiations will be conducted.
C.3.9	**Arithmetical errors, omissions, discrepancies, and imbalanced unit rates** Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount appearing in the summary to the Pricing Schedule shall govern. Check responsive tender offers for: (a) the gross misplacement of the decimal point in any unit rate; (b) omissions made in completing the Pricing Schedule or Bills of Quantities; or (c) arithmetic errors in: (i) line-item totals resulting from the product of a unit rate and a quantity in Bills of Quantities or Schedules of Prices; or (ii) the summation of the prices. (d) imbalanced unit rates. Notify shortlisted tenderers of all errors, omissions or imbalanced rates that are identified in their tender offers. Where the tenderer elects to confirm the errors, omissions or re-balancing of imbalanced rates the tender offer shall be corrected as follows: (a) if Bills of Quantities or Pricing Schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the unit rate shall govern and the line item total shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted and the unit rate shall be corrected. (b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall be corrected. (c) Where the unit rates are imbalanced, the tenderer shall adjust such rates by increasing or decreasing them and selected others while retaining the total of the prices derived after any other corrections made under (a) and (b) above. Where there is an omission of a line item, no correction is possible and the offer will be declared non-responsive. Should the original price not be retained after balancing the rate/s, the submission will be rendered non-responsive. Declare as non-responsive and reject any offer from a tenderer who elects not to accept the proposed correction of the, errors, omissions or imbalanced rates. During testing of tender responsiveness, clause C.3.8 of CIDB tender conditions will be applicable. The tenderer is required to submit balanced unit rates for Rate Only items in the Pricing Schedule. The rates submitted for these items will be taken into account in the evaluation of tenders.
C.3.11	**Evaluation of tender offers**

Evaluating quality / functionality

The quality criteria and maximum score (including the relevant returnable schedule to calculate the score) in respect of each of the criteria are as follows: A detailed explanation of the evaluation scoring is provided further in this document as "**SANRAL – EXPLANATION OF CONSULTANT TENDER EVALUATION SCORING FOR CONVENTIONAL PROJECTS"**

Description of quality criteria	**Maximum number of Tender evaluation points**
Technical experience comparable projects (Form B1)	30
Managerial ability in comparable projects (Form B2)	15
Workplan Appropriateness (WA) to the size and nature of the work (Form C2.4)	30
Quality assurance systems which ensure conformance to Employer's stated requirements (Form B4)	10
Past performance experience on reference projects (Form B6)	15
Total evaluation points for quality (M_S)	100

The minimum number of evaluation points for quality is not less than **80%.**

An explanation of the evaluation methodology is provided as part of Returnable Schedule Form B2.

Key persons

As part of the quality criteria as specified above, key persons shall be used to calculate the technical experience and managerial ability score. For this purpose the tenderer may propose the same candidate for more than 1 (one) position simultaneously. If this is proposed and the evidence of the candidates' suitability is different for each position in the team then separate Returnable Schedules for each position must be completed.

Each proposed candidate shall complete the relevant B1 and B2 forms included in the Returnable Schedules. The Project Leader (PL) and the Assistant Project Leader (APL) (if applicable) will be limited to participate in a maximum number of 6 (six) conventional contracts in active design phase which will be complete after the award of the Works Contract tender. Design Specialists (DS) and Assistant Design Specialists (ADS) (if applicable) will be limited to participate in a maximum number of 6 (six) conventional contracts in the design phase with the Employer which will be complete after the Detailed Design report is accepted by the Employer.

Tenderers must submit an alternative candidate for those positions identified as being possible areas of conflict by completing separate Returnable Schedules Form B1 and B2 for the alternate. The Employer will not request alternative candidates after tender closure and will interpret the lack of any alternative candidate as an indication the tenderer accepts that it will be impossible to be awarded more projects than the limitations applicable to Key Persons. The Employer reserves the right to select according to its best interest and not the tenderers.

When a proposed candidate for any position is not in the permanent employ of the tenderer but a contracted person, this must be indicated on form B2 and a signed letter of consent from the candidate must be submitted with the relevant B-forms. When a proposed candidate for any position is a permanent staff member of the tenderer, this must be indicated on Form B2 and a signed letter of confirmation must be submitted with the relevant B-forms.

The following key persons shall form part of the quality criteria:

Project Leader
Design Specialist: Pavement and Materials Engineer

Other required resources (Design Specialist(s))

Additional required resources (Design Specialist(s)) other than Key Persons for this project is as follows:

	Design Specialist: Traffic Engineer
C.3.11	**Evaluating price and preference** **i. 80/20 preference point system for acquisition of goods and services for Rand value equal to or above R2 000 and up to R50 million** The following formula will be used to calculate thee points out of 80 for price: Ps =80(1-(Pt-Pm)/Pm) Where: Ps is the points scored for price of tender under consideration. Pt is the price of the tender under consideration; and Pm is the price of the lowest acceptable tender. **ii. 90/10 preference point system for acquisition of goods and services for Rand value above R50 million** The following formula will be used to calculate the points out of 90 for price: Ps =90(1-(Pt-Pm)/Pm) Where: Ps is the points scored for price of tender under consideration. Pt is the price of the tender under consideration; and Pm is the price of the lowest acceptable tender. In the event that the calculated value is negative, the allocated score shall be 0 (zero). **Scoring preference (Specific Goals):** Points for specific goals will be awarded according to the table below:

Specific goals	**Criteria**	**10 points**		**20 points**	
		Point allocation	**Maximum points**	**Point allocation**	**Maximum points**
B-BBEE Level	Level 1	10.00	10.00	20.00	20.00
	Level 2	9.00		18.00	
	Level 3	6.00		14.00	
	Level 4	5.00		12.00	
	Level 5	4.00		8.00	
	Level 6	3.00		6.00	
	Level 7	2.00		4.00	
	Level 8	1.00		2.00	
	Non-compliant contributor	0.00		0.00	

A valid B-BBEE verification certificate must be submitted.

1. The tenderer's scorecard shall be a B-BBEE Certificate issued in accordance with:
   - the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; or
   - in the event that the Measured Entity operates in more than one sector or a sub-sector, the scorecard for the sector or sub-sector in which the majority of its core activities (measured in terms of annual revenue) are located will be acceptable. The tenderer must comply with the annual revenue thresholds for EME or QSE or Generic in accordance with the amended Construction Sector Codes; and
   - Be in the form of a sworn affidavit (accompanied by a financial statement or Management Account on the latest financial year) or a certificate issued by the

Companies and Intellectual Property Commission in the case of an Exempted Micro Enterprise (EME) with a total annual revenue of less than R1.8 million if issued in accordance with the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; and

i. The scorecard shall be submitted as a certificate attached to Returnable Schedule Form D1; and

ii. The certificate shall:
- be valid at the tender closing date; and
- have been issued by a verification agency accredited by the South African National Accreditation System (SANAS); or
- be in the form of a sworn affidavit or a certificate issued by the Companies and Intellectual Property Commission in the case of an Exempted Micro Enterprise (EME) with a total annual revenue of less than R1.8million if issued in accordance with the amended Construction Sector Codes published in Notice 931 of 2017 of Government Gazette No. 41287 on 1 December 2017 by the Department of Trade and Industry; and
- have a date of issue less than 12 (twelve) months prior to the original advertised tender closing date (see Tender Data C.2.15); and

iii. A valid BBBEE Certificates shall contain:
- Name of enterprise as per enterprise registration documents issued by CIPC, and enterprise business address.
- Value-Added Tax number, where applicable.
- The B-BBEE Scorecard against which the certificate is issued, indicating all elements and scores achieved for each element. The actual score achieved must be linked to the total points as per the relevant Codes.
- B-BBEE status with corresponding procurement recognition level.
- The relevant Codes used to issue the B-BBEE verification certificate.
- Date of issue and expiry (e.g. 9 June 2018 to 8 June 2019). Where a measured entity was subjected to a re-verification process, due to material change, the B-BBEE Verification Certificate must reflect the initial date of issue, date of re-issue and the initial date of expiry. Re-verification does not extend the lifespan of the B-BBEE Verification Certificate.
- Financial period which was used to issue the B-BBEE Verification Certificate.

iv. A valid Sworn Affidavit shall contain:
- Name/s of deponent as they appear in the identity document and the identity number.
- Designation of the deponent as either the director, owner or member must be indicated in order to know that person is duly authorised to depose of an affidavit.
- Name of enterprise as per enterprise registration documents issued by the CIPC, where applicable, and enterprise business address.
- Percentage black ownership, black female ownership and whether they fall within a designated group.
- Indicate total revenue for the year under review and whether it is based on audited financial statements or management accounts.
- Financial year-end as per the enterprise's registration documents, which was used to determine the total revenue. **The valid format of the Financial Year-End is Day/Month/Year**
- B-BBEE status level. An enterprise can only have one status level.
- Date deponent signed and date of Commissioner of Oath must be the same.
- Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest, and

v. Compliance with any other information requested to be attached to Returnable Schedule Form D1; and

vi. In the event of a Joint Venture (JV), a project-specific consolidated (SANRAL project number indicated) valid B-BBEE verification certificate in the name of the JV, issued by a verification agency accredited by the South African National Accreditation System (SANAS) shall be submitted.

Sub-contracting

	If the tender documents indicate that the tenderer intends sub-contracting more than 25% of the value of the contract to any other person not qualifying for at least the status level that the tenderer qualifies for, 0 (zero) points for B-BBEE level (under Specific Goals) shall be awarded, unless the intended sub-contractor is an EME that has the capacity to execute the sub-contract. **Criteria for breaking deadlock** If two or more tenders score the same number of points and these tenders are also the highest ranked tenders, the tender with the highest preference points will be recommended for award. If functionality is part of the evaluation process and two or more tenders score equal total points and equal preference points, the tender that scored the highest points for functionality will be recommended for award. If two or more tenders score the same number of financial points and preference points and these tenders are also the highest ranked tenders, the tenderer to be recommended for award will be decided by the drawing of lots.
C.3.11 (f)	**Determine acceptability of preferred tenderer** Price negotiations. (a) If the price offered by a tenderer scoring the highest points is not market related, the Organ of state may not award the tender to that tenderer. (b) The Organs of state may – e. Negotiate a market related price with the tender scoring the highest points or cancel the tender. ii. If the tenderer does not agree to a market related price, negotiate a market related price with the tenderer scoring the second highest points or cancel the tender. e. If the tenderer scoring the second highest points does not agree to a market related price, negotiate a market related price with the tenderer scoring the third highest points or cancel the tender. (e) (c)If a market related price is not agreed as envisaged in paragraph b(iii), the organ of state must cancel the tender.
C.3.13	**Acceptance of tender offer** The conditions stated in clauses C.3.13(a) to (f) of the Conditions of Tender as well as the following additional clauses C.3.13(g) to (l) shall be applied as objective criteria in terms of section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000) and as compelling and justifiable reasons not to award to the highest scoring tenderer: g) the tenderer or any of its directors is not listed on National Treasury's Register of Tender Defaulters or Restricted Suppliers, or the Employer's database, in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) as a tenderer or person prohibited from doing business with the public sector; h) the tenderer has not abused the Employer's supply chain management system; and i) the tenderer has not failed to perform on any previous contract and has not been given a written notice to this effect. j) the tenderer is tax compliant. The recommended tenderer who becomes non-compliant, prior to award, shall be notified and must become compliant within 7 working days of the date of being notified. A recommended tenderer who remains non-compliant after the 7 working days of being notified, shall be declared non-responsive. k) the proposed Key Persons are not fully committed to the maximum number of projects in which they can participate, see Clause C3.1.11(f) in the Scope of Works l) Price negotiations.

	1. If the price offered by a tenderer scoring the highest points is not market related, the Organ of state may not award the tender to that tenderer. 2. The Organs of state may – i. Negotiate a market related price with the tender scoring the highest points or cancel the tender; ii. If the tenderer does not agree to a market related price, negotiate a market related price with the tenderer scoring the second highest points or cancel the tender; iii. If the tenderer scoring the second highest points does not agree to a market related price, negotiate a market related price with the tenderer scoring the third highest points or cancel the tender; 3. If a market related price is not agreed as envisaged in paragraph 2(iii), the organ of state must cancel the tender. In addition to the requirements in the Conditions of Tender, with regard to, where the associated risk is foreseen, in the event that a due diligence is performed as part of the tender evaluation, the due diligence report will be used to evaluate the tenderer's ability to perform the contract as stated in sub-clause C.3.13 (b). The due diligence will evaluate the overall risk associated with the tender. The due diligence will take into consideration the following: • Assessment of financial statements to assess the financial position of the tenderer and its ability to obtain the necessary guarantees or insurances; • Integrity risk evaluation; • Operations, activities, locations and key customers; • Reference checks from previous clients; and • Risk rating (i.e. high risk, medium to high risk, medium risk or low risk) of the tenderer.
C.3.16	**Registration of the award** The Employer will notify unsuccessful tenderers when the tender process has been concluded. Any unsuccessful tenderer may request a debriefing in writing as specified in Clause C.3.18.
C.3.17	**Provide copies of the contracts** The number of paper copies of the signed contract to be provided by the Employer is 1.
C.3.18	**Provide written reasons for actions taken** All requests from tenderers shall be in writing.
SPECIAL CONDITIONS OF TENDER CLAUSES:	
SC3.19	**Jurisdiction** Unless stated otherwise in the tender data, each tenderer and the Employer undertake to accept the jurisdiction of the law courts of the Republic of South Africa.

PART T2: RETURNABLE SCHEDULES

T2.1 LIST OF RETURNABLE SCHEDULES

Notes to tenderer:

1. **Returnable schedules have been based on the CIDB Standard for Uniformity in Construction Procurement and incorporates National Treasury requirements within them. Returnable schedules are separated into the following categories:**
   - **i) Forms, certificates and schedules for completion by the tenderer for use in the quantitative and qualitative evaluation of the tender (Forms A, B, C and D).**
   - **ii) A list of other returnable documents for completion by the tenderer and which will subsequently be incorporated into the contract (Section C1).**

2. **Failure to fully complete the relevant returnable documents shall render such a tender offer to be declared non-responsive.**

3. **Tenderers shall note that their signatures appended to each returnable form represents a declaration that they vouch for the accuracy and correctness of the information provided, including the information provided by candidates proposed for the specified key positions.**

4. **Notwithstanding any check or audit conducted by or on behalf of the Employer, the information provided in the returnable documents is accepted in good faith and as justification for entering into a contract with a tenderer. If subsequently any information is found to be incorrect such discovery shall be taken as wilful misrepresentation by that tenderer to induce the contract. In such event the Employer has the discretionary right under contract condition 8.4 to terminate the contract.**

T.2.1 LIST OF RETURNABLE SCHEDULES

Notes to tenderer:

1. **This form has been created as an aid to ensure a tenderer's compliance with the completion of the returnable forms and schedules and subsequent placement in the correct envelope.**
2. **The electronic format for the submission of the relevant forms is indicated in the schedule below.**

FORM NO	ELEC-TRONIC FORMAT	FORM DESCRIPTION	INITIAL IF COM-PLETED	ENVE-LOPE
A1	PDF	CERTIFICATE OF TENDERER'S BRIEFING	*1	TECHNICAL PROPOSAL (1ST ENVELOPE)
A1.1	PDF	CERTIFICATE OF INTENTION TO SUBMIT A TENDER	*1	
A2.1	PDF	CERTIFICATE OF AUTHORITY FOR SIGNATORY	*1	
A2.2	PDF	DECLARATION OF TENDERER'S CURRENT STATUS OF ANY DEBT OUTSTANDING TO SANRAL	*1 & *2	
A2.3	PDF	CERTIFICATE OF SINGLE TENDER SUBMISSION	*1 & *2	
A2.4	PDF	CERTIFICATE OF FRONTING PRACTICES	*1 & *2	
A2.5	PDF	DECLARATION – MANAGEMENT OF PROMINENT INFLUENTIAL PERSONS	*1 & *2	
A2.6	PDF	CERTIFICATE OF PERMISSION TO CONDUCT DUE DILIGENCE INVESTIGATION	*1 & *2	
A2.7	PDF	DECLARATION OF INDEPENDENT TECHNOLOGY-BASED INTELLECTUAL SERVICE PROVIDER	*1 & *2	
A3.1	PDF	COMPULSORY DECLARATION: BIDDER'S DISCLOSURE	*1 & *2	
A3.2/ SBD9	PDF	CERTIFICATE OF INDEPENDENT TENDER – REPEALED	*1 & *2	
A3.3	PDF	DECLARATION OF TENDERER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES	*1 & *2	
A3.4	PDF	REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE	*1 & *2	
A4	PDF	SCHEDULE OF DEVIATIONS OR QUALIFICATIONS BY TENDERER	*1 & *2	
A5	PDF	SCHEDULE OF ADDENDA TO TENDER DOCUMENTS	*1	
A6/ SBD2	PDF	CERTIFICATES OF TAX COMPLIANCE	*1	
A7	PDF	CERTIFICATE OF INSURANCE COVER	*1	
A8	PDF	TENDERER'S REGISTERED FINANCIAL SERVICE PROVIDER LETTER AND BANK DETAILS	*1	
A9	PDF	DECLARATION OF TENDERER'S LITIGATION HISTORY	*1	
A10	PDF	SCHEDULE OF CURRENT COMMITMENTS	*1	
A11	PDF	POSSIBLE COMMITMENTS OF KEY PERSON	*1	
A12	PDF	CERTIFICATE OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 AND CONSTRUCTION REGULATIONS, 2014 AS WELL AS COID ACT, 1993	*1	
A13/ SBD1	PDF	INVITATION TO BID AND TERMS AND CONDITIONS FOR BIDDING	*1 & *2	
B1.1	MS EXCEL	KEY PERSON'S TECHNICAL/MANAGERIAL RECORD	*1	
B1.2	MS EXCEL	ALTERNATE KEY PERSON'S TECHNICAL/MANAGERIAL RECORD	*1	

B2.1	MS EXCEL	KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD	*1	
B2.2	MS EXCEL	ALTERNATE KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD	*1	
B3	MS EXCEL	TENDERER'S PROJECT STRUCTURE	*1	
B4	PDF	CERTIFICATE OF QUALITY SYSTEMS	*1	
B5	PDF	PRELIMINARY PROGRAMME (INCLUDING UNDERSTANDING AND APPROACH)	*1	
B6	PDF	PAST PERFORMANCE PROJECT REPORTS	*1	
B7	PDF	TARGETED ENTERPRISE/SUB-CONTRACTOR DETAILS AND DECLARATION	*1 & *2	
B8	PDF	JOINT VENTURE AGREEMENT	*1&*2	
C2.4	PDF	KEY PERSONS FOR THIS PROJECT AND SUMMARY OF NORMALISED HOURS TENDERED	*1	
D1	PDF	TENDERER'S B-BBEE VERIFICATION CERTIFICATE AND PREFERENCE POINTS CLAIM FORM	*1 & *2	

FORM NO	ELEC-TRONIC FORMAT	FORM DESCRIPTION	INITIAL IF COM-PLETED	ENVE LOPE
C1.1.1 /SBD7	PDF	FORM OF OFFER	*2	FINANCIAL PROPOSAL (2ND ENVELOPE)
C1.2.3	PDF	CONTRACT DATA – INFORMATION PROVIDED BY THE TENDERER	*2	
C2.2/ SBD3	MS EXCEL	PRICING SCHEDULE	*1 & *2	
C2.3	MS EXCEL	SUMMARY OF PRICING SCHEDULE	*1 & *2	
C2.4	MS EXCEL	KEY PERSONS FOR THIS PROJECT AND SUMMARY OF NORMALISED HOURS TENDERED	*1 & *2	

NOTES:
*1 - SCHEDULES/DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES
*2 - SCHEDULES/DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT

T.2.2 RETURNABLE SCHEDULES

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FORM A1: CERTIFICATE OF TENDERER'S BRIEFING (NOT APPLICABLE)

CONTRACT SANRAL N.010-010-2024/2F

Note to Tenderer:
1. Scan a copy of completed and signed Certificate on the flash drive.

This is to certify that I, ...

representative of (insert name of tenderer) .....

.....

of (address) .....

.....

.....

telephone number .....

fax number .....

e-mail .....

read the tender presentation presented by the Employer online.

Attended the clarification meeting on (date) ….....

conducted by .....

in the presence of (Employer's representative) .....

TENDE'ER'S REPRESENTATIVE
(Signature).....Date.....

FORM A1.1: CERTIFICATE OF INTENTION TO SUBMIT A TENDER

CONTRACT SANRAL N.010-010-2024/2F

Notes to Tenderer:

1. **The duly completed certificate of intention to submit a tender must be submitted by whoever intends to tender for this particular tender prior to 6 September 2024. Failure to submit the certificate of intention to tender within the required period may render the tenderer non-responsive and SANRAL does not accept responsibility for any communication not received by the tenderer timeously.**
2. **Failure to submit this certificate would result in the tenderer not receiving addenda or additional issued information and may result in the tenderer being non-responsive if "any material amendment/s" contained in the addenda or additional information is not included in the tender offer/submission.**
3. **Late notification of intention to tender by a prospective tenderer will not necessarily result in the tender closing date being extended.**
4. **Should you intend to submit a tender for this particular tender please sign the certificate, scan and email the completed document to the email address indicated in T1.1 of this tender document.**
5. **The Employer shall send all correspondences, including Addenda, only to the Tenderer's email address as provided herein; in addition, the Employer shall upload all correspondences on SANRAL website and National Treasury eTender Portal.**

This is to certify that I, ...

.....

representative of (insert name of tenderer) .....

of (address)

.....

.....

telephone number .....
e-mail .....

intends to submit a tender in response to the tender notice and invitation for tender this contract.

TENDERER'S REPRESENTATIVE ..... Date ……..
(Signature)

FORM A2.1: CERTIFICATE OF AUTHORITY FOR SIGNATORY

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **The signatory for the tenderer shall confirm his/her authority thereto by attaching on the tendering company's letterhead a duly signed and dated copy of the relevant resolution of the board of directors/partners. Scan a copy of the resolution on the flash drive**
2. **In the event that the tenderer is a joint venture, a certificate is required from each member of the joint venture clearly setting out:**
   - **authority for signatory,**
   - **undertaking to formally enter into a joint venture contract should an award be made to the joint venture,**
   - **name of the designated lead member of the intended joint venture, as required by tender condition 4.13.2.**
3. **The resolution below is given as <u>an example</u> of an acceptable format for authorisation, but submission of this page with the example completed shall not be accepted as authorisation of the tenderer's signatory.**
4. **In the event that authorisation is for more than one project, then all projects shall be listed in the copy of the resolution of the Board of Directors/Partners.**

By resolution of the board of directors/partners passed at a meeting held on.....

Mr/Ms .....

whose signature appears below, has been duly authorised to sign all documents in connection with the tender for CONTRACT NO. SANRAL N.010-010-2024/2F FOR CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).

.....

and any contract which may arise therefrom on behalf of *(enter name of tenderer in block capitals)* .....

.....

Proforma

SIGNED ON BEHALF OF THE COMPANY: .....

.....

IN HIS/HER CAPACITY AS:.....

DATE: .....

SIGNATURE OF SIGNATORY: .....

WITNESSES:	…….	……..
	SIGNATURE	SIGNATURE
	…….	……..
	NAME (print)	NAME (print)

FORM A2.2: DECLARATION OF TENDERER'S CURRENT STATUS OF ANY DEBT OUTSTANDING TO SANRAL

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **The signatory for the tenderer (as per Form A2.1) shall complete and sign this form declaring the current status of (any) debt outstanding to SANRAL.**
2. **In the event that the tenderer is a Joint Venture, a declaration is required from each member of the Joint Venture.**

I, the undersigned, ... declare that:

(i) the tenderer or any of its Directors/Members do not have any debt outstanding to SANRAL, other than what is listed below:

.....

.....

.....

.....

(ii) the tenderer and/or any of its Directors/Members freely, voluntarily and without undue duress unconditionally authorises SANRAL to set off any debts agreed to which is due and payable by the tenderer or any of its Directors/Members in terms of this declaration against any moneys due to the tenderer or any of its Directors/Members.

(iii) to the best of my knowledge the above information is true and accurate.

Signed and sworn before me at …….. on the …….. day of

…… 20……..

……..
SIGNATURE

The deponent having:

1. Acknowledged that he/she knows and understands the contents hereof.
2. Confirmed that he/she has not objection to the taking of the prescribed oath.
3. That he/she considered the prescribed oath as binding upon his/her conscience; and
4. The Regulations contained in the Government Gazette Notice R1258 of July 1972 and R 1648 of August 1977 having been complied with.

……..
COMMISSIONER OF OATHS

FORM A2.3: CERTIFICATE OF SINGLE TENDER SUBMISSION

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **This certificate serves as a declaration by the tenderer that a single tender was submitted.**
2. **In the case of a Joint Venture (JV), a Targeted Enterprise or sub-contracted Key Person(s), a separate certificate is to be completed and submitted by each JV member, Targeted Enterprise or sub-contracted Key Person(s).**

DECLARATION

I, the undersigned, ...
in submitting the accompanying tender on behalf of the tenderer do hereby make the following statements that I certify to be true and complete in every respect:

1. I have read and understand the notes to, and the contents of, this certificate.
2. I understand that the accompanying tender and any other tender shall be disqualified in the event that I, including a Joint Venture partner, a Targeted Enterprise or a sub-contracted Key Person(s), participate in more than 1 (one) tender.

SIGNATURE: .....

DATE: .....

NAME: .....

POSITION: .....

FORM A2.4: CERTIFICATE OF FRONTING PRACTICES

CONTRACT SANRAL N.010-010-2024/2F

Fronting Practices

Window-dressing: This includes cases in which black people are appointed or introduced to an enterprise on the basis of tokenism and may be:

- Discouraged or inhibited from substantially participating in the core activities of an enterprise; and
- Discouraged or inhibited from substantially participating in the stated areas and/or levels of their participation;

Benefit Diversion: This includes initiatives implemented where the economic benefits received as a result of the B-BBEE Status of an enterprise do not flow to black people in the ratio as specified in the relevant legal documentation.

Opportunistic Intermediaries: This includes enterprises that have concluded agreements with other enterprises with a view to leveraging the opportunistic intermediary's favourable B-BBEE status in circumstances where the agreement involves:

- Significant limitations or restrictions upon the identity of the opportunistic intermediary's suppliers, Service Providers, clients or customers;
- The maintenance of their business operations in a context reasonably considered improbable having regard to resources; and
- Terms and conditions that are not negotiated at arms-length on a fair and reasonable basis.

Responsibility to Report Fronting

In order to effectively deal with the scourge of Fronting, verification agencies, and/or procurement officers and relevant decision makers are encouraged to obtain a signed declaration from the clients or entities that they verify or provide business opportunities to, which states that the client or entity understands and accepts that the verification agency, procurement officer or relevant decision maker may report Fronting practices to **the dti**. Intentional misrepresentation by measured entities may constitute fraudulent practices, public officials and verification agencies are to report such cases to **the dti**.

Fronting Indicators

• The black people identified by an enterprise as its shareholders, executives or management are unaware or uncertain of their role within an enterprise;
• The black people identified by an enterprise as its shareholders, executives or management have roles of responsibility that differ significantly from those of their non-black peers;
• The black people who serve in executive or management positions in an enterprise are paid significantly lower than the market norm, unless all executives or management of an enterprise are paid at a similar level;
• There is no significant indication of active participation by black people identified as top management at strategic decision making level;
• An enterprise only conducts peripheral functions and does not perform the core functions reasonably expected of other, similar, enterprises;
• An enterprise relies on a third-party to conduct most core functions normally conducted by enterprises similar to it;
• An enterprise cannot operate independently without a third-party, because of contractual obligations or the lack of technical or operational competence;
• The enterprise displays evidence of circumvention or attempted circumvention;

• An enterprise buys goods or services at a significantly different rate than the market from a related person or shareholder;
• An enterprise obtains loans, not linked to the good faith share purchases or enterprise development initiatives, from a related person at an excessive rate; and
• An enterprise shares all premises and infrastructure with a related person, or with a shareholder with no B-BBEE status or a third-party operating in the same industry where the cost of such premises and infrastructure is disproportionate to market-related costs.

DECLARATION

I, the undersigned, ...

in submitting the accompanying tender on behalf of the tenderer do hereby make the following statements that I certify to be true and complete in every respect:

1. I have read and understand the contents of this certificate.
2. I accept that the Employer may report fronting practices to the Department of Trade and Industry and the B-BBEE Commissioner.
3. I accept that intentional misrepresentation by measured entities may constitute fraudulent practices that shall be reported to the Department of Trade and Industry and the B-BBEE Commissioner.

SIGNATURE: .....

DATE: .....

NAME: .....

POSITION: .....

FORM A2.5: DECLARATION – MANAGEMENT OF PROMINENT INFLUENTIAL PERSONS

CONTRACT SANRAL N.010-010-2024/2F

Notes to Tenderer:

1. **In line with a policy on the management of Prominent Influential Persons (PIP's), the purpose of this declaration form is to ensure maintenance and monitoring of the business relationships with prominent, influential stakeholders who have domestic and/or foreign influence as far as the procurement under the management of the Employer is concerned. This is done to mitigate the Employer's perceived association, reputational, operational or legal risk, as it strives to foster and maintain fair and transparent business relations. (This policy is available on the Employer's website: www.nra.co.za)**
2. **It is compulsory that all prospective and existing tenderers conducting business with the Employer, who potentially meet the definition of DPIP's, FPPO's or FIN's, complete this form by supplying credible information as required and submit together with their tender document.**
3. **Tenderers are required at the tender stage to declare any DPIP's, FPPO's or FIN's involved in their tenders, as part of their submission.**
4. **Further, that tenderers shall at the tender stage furnish the Employer of all information relating to namely, shareholders names, identity numbers and share certificates of the individual and/or transaction concerned using the form below, for verification purposes, including where applicable, confirmation as it relates to:**
   i. **Knowledge of any offence within the meaning of Chapter 2, Section 12 and 13 of Prevention and Combating of Corrupt Practices Act No 4 of 2006; and/or**
   ii. **Knowledge of any offence within the meaning of Chapter 3 of Prevention of Organised Crime Act No 121 of 1998 as it relates to any of the shareholders, directors, owners and/or individual link to the tenderer.**
5. **Tenderers undertake that should it be discovered that the information provided in the table below is fraudulently or negligently misrepresented, then Chapter 9, Section 214 and 216 of Companies Act No 17 of 2008 shall apply to shareholders, directors, owners and/or individual link to the tenderer.**
6. **Should the tenderer fail to declare or supply the Employer with credible information in the prescribed form, the tender may be rendered invalid.**
7. **Should the Employer, in the process of conducting verification and investigation of information supplied by the tenderer find out that the information poses a reputational risk, the tender shall be rendered invalid.**
8. **The following definitions shall apply:**
   i. **"Board" means the Board of Directors or the Accounting Authority of the Employer.**
   ii. **"Business relationship" means the connection formed between the Employer and external stakeholders for commercial purposes.**
   iii. **"DD" means Due Diligence.**
   iv. **"Domestic Prominent Influential Person" means an individual who holds an influential position, including in an acting position for a period exceeding 6 (six) months, or has held at any time in the preceding 12 (twelve) months, in the Republic, as defined in the Financial Intelligence Centre Amendment Act No 1 of 2017.**
   v. **"DPIP" means a Domestic Prominent Influential Person.**
   vi. **"Family members and known close associates" means immediate family members and known close associates of a person in a foreign or domestic prominent position, as the case may be, as defined in the Financial Intelligence Centre Amendment Act No 1 of 2017.**
   vii. **"Foreign Influential National" means an individual who is not a South African citizen or does not have a permanent residence permit issued in terms of the Immigration Act No 13 of 2002, who possesses personal power that induces another person to give consideration or to act on any basis other than the merits of the matter.**

viii. **"Foreign Prominent Public Official" means (as defined in the Financial Intelligence Centre Amendment Act No 1 of 2017) an individual who holds or has held at any time in the preceding 12 (twelve) months, in any foreign country a prominent public function.**

ix. **"FPPO" means a Foreign Prominent Public Official.**

x. **"Improper influence" means personal power that induces another person to give consideration or to act on any basis other than the merits of the matter.**

xi. **"The Employer" means the South African National Roads Agency SOC Limited (SANRAL) with registration number 1998/009584/30.**

xii. **"Senior Management" means the Executive Committee or its individual members.**

9. **A separate declaration is required from each DPIP, FPPO and FIN. In the event that the tenderer is a Joint Venture (JV), a separate declaration from each DPIP, FPPO and Fin from each of the Joint Venture (JV) members, is required.**

Prominent Influential Persons (PIP's) Reporting Form

IDENTIFICATION PARTICULARS					
Primary Particulars	First Name	Surname		Middle Name	ID/Passport Number
Country Details	Country of Origin		Citizenship	Current Country of Residence	
CURRENT STATUS AND BACKGROUND					
Current Occupation	Occupational Title			Status	
				Active	Non-active
Is the potential/business partner (mark with an "X" whichever is applicable):					
a DPIP	a FPPO	a FIN	Family member or Close Associate of a DPIP/FPPO/FIN?		

KNOWN BUSINESS INTERESTS				
No	Name of Entity	Role in Entity	Status	
1			Active	Non-active
2				
3				
4				
5				
6				
7				
8				
9				
10				

MEDIA REPORTS / OTHER SOURCES OF INFORMATION
(Please reference all known negative or damaging media reports associated with the DPIP/FPPO/FIN)

Reporting Person/s:

Full names:		
Designation:		
Department:		
Head of Department:		
Head of Department's signature:	Date:	
Reporting Person's signature:	Date:	

DECLARATION / UNDERTAKING BY THE TENDERER

I, the undersigned, ...

declare that:

i. the information furnished on this declaration form is true and correct.

ii. I accept that, any action may be taken against me should this declaration prove to be false.

SIGNATURE: ..... ……

NAME: ..... ……

POSITION: ..... ……

DATE: ..... ……

NAME OF TENDERER: . ……

FORM A2.6: CERTIFICATE OF PERMISSION TO CONDUCT DUE DILIGENCE INVESTIGATION

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer

1. **The tenderer shall complete the declaration below.**
2. **In the event of a Joint Venture (JV), each member of the JV shall comply with the above requirements.**

I, ... (name),

the undersigned in my capacity as .....

..... (position), on behalf of

.....

..... (name of company),

herewith grant consent that SANRAL or any of their appointed Service Providers may conduct a due diligence investigation on .....

..... (name of company)

to evaluate our ability to perform the contract as stipulated in the Standard Conditions of Tender, Clause C.3.13(b).

In addition, any information in this regard requested by SANRAL or any of their appointed Service Providers, shall be submitted within the timelines of the request.

....

SIGNATURE **DATE**

FORM A2.7: DECLARATION OF INDEPENDENT TECHNOLOGY-BASED INTELLECTUAL SERVICE PROVIDER

CONTRACT SANRAL N.010-010-2024/2F

Notes to tender:

1. **The signatory for the tenderer (as per Form A2.1) shall complete and sign this form.**
2. **In the event that the tenderer is a Joint Venture, a declaration is required from each member of the Joint Venture.**
3. **Failure to declare may result in a non-responsive tender.**

I, the undersigned, …… declare that the tenderer including the Targeted Enterprise(s): *(Note to compiler: delete if TEs not applicable to this tender)*

1. Is a natural person or legal entity which provides independent technology-based intellectual services in the built, human and natural environment to clients for a fee;
2. Is not engaging in or is not a subsidiary or holding company that engages in manufacturing or construction;
3. Is not in substance owned by the State or a similar public body;
4. Is not in substance the design department of a development, manufacturing or construction enterprise.

Signed and sworn before me at …….. on the …… day of …… 20……

……..
SIGNATURE

The deponent having:

1. Acknowledge that he/she knows and understands the contents hereof,
2. Confirmed that he/she has no objection to the taking of the prescribed oath,
3. That he/she considered the prescribed oath as binding on his/her conscience, and
4. The Regulations contained in the Government Gazette Notice R1258 of July 1972 and R1648 of August 1977 having been complied with.

……
COMMISSIONER OF OATHS

FORM A3.1: COMPULSORY DECLARATION (INCORPORATING SBD4)

BIDDER'S DISCLOSURE

Notes to tenderer:

Definitions:
"State" means:

i. any National or Provincial Department, National or Provincial Public Entity or Constitutional Institution within the meaning of the Public Finance Management Act, 1999 (Act No 1 of 1999);
ii. any Municipality of Municipal Entity;
iii. Provincial Legislature;
iv. National Assembly or the National Council of Provinces; or
v. Parliament.
vi. "Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

In the case of a joint venture (JV), a separate declaration form is to be completed and submitted by each JV member.

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.

BIDDER'S DECLARATION
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

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.

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

If so, furnish particulars:

……

……

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

If so, furnish particulars:

……

……

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:

I have read and I understand the contents of this disclosure;
I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
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.
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.
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.

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.

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 PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… .……

Signature Date

…… ……

Position Name of bidder

[2] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

FORM A3.2: CERTIFICATE OF INDEPENDENT TENDER (INCORPORATING SBD9)

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **This certificate conforms to Treasury Regulation 16A9 and the requirement of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, that prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive tendering.**
2. **Collusive tendering is a conspiracy between businesses that would normally be expected to compete, to agree not to compete, in a tender process.**
3. **This certificate serves as a declaration by the tenderer that the tender submitted is free from any collusion with a competitor.**
4. **In the case of a joint venture (JV), a separate certificate is to be completed and submitted by each JV member.**
5. **If the tenderer is found to have failed to declare conflict of interest or declare false information, the tender will be declared non-responsive and should it be discovered after contract award will be ultimately barred from tendering.**

UNDEALED SO DEET

Declaration

I, the undersigned, in submitting the accompanying tender on behalf of the tenderer do hereby make the following statements that I certify to be true and complete in every respect:

1. I have read and understand the notes to, and the contents of, this Certificate;

2. I understand that the accompanying tender will be disqualified if this Certificate is found to be not true and complete in every respect;

3. I am authorised by the tenderer to sign this Certificate, and to submit the accompanying tender, on behalf of the tenderer;

4. Each person whose signature appears on the accompanying tender has been authorised by the tenderer to determine the terms of, and to sign the tender, on behalf of the tenderer;

5. For the purposes of this Certificate and the accompanying tender, I understand that the word "competitor" shall include any individual or organisation, other than the tenderer, whether or not affiliated with the tenderer, who:
   a) has been requested to submit a tender in response to this tender invitation;
   b) could potentially submit a tender in response to this tender invitation, based on their qualifications, abilities or experience; and
   c) provides the same goods and services as the tenderer and/or is in the same line of business as the tenderer.

6. The tenderer has arrived at the accompanying tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive tendering.

7. In particular, without limiting the generality of statement 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
   a) prices;
   b) geographical area where product or service will be rendered (market allocation);
   c) methods, factors or formulas used to calculate prices;
   d) the intention or decision to submit, or not to submit, a tender;
   e) the submission of a tender which does not meet the specifications and conditions of the tender; or
   f) tendering with the intention not to win the tender.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this tender relates.

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

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders that are suspicious will be reported to the Competitions 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 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 0f 2004 or any other applicable legislation.

SIGNATURE: .....

DATE: .....

NAME: .....

POSITION: .....

REPEALED SO DELETE

FORM A3.3: DECLARATION OF TENDERER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **This declaration:**
   - **(a) must form part of all tenders submitted.**
   - **(b) in the case of a joint venture (JV), must be completed and submitted by each member of the JV**
2. **This form serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse and/or misused the State's procurement of the supply chain management system.**
3. **The tender of any tenderer may be disregarded if that tenderer or any of its directors have –**

(a) abused and/or misused the State's procurement and/or supply chain management system;
(b) committed fraud, corruption or any other improper conduct in relation to such State system and/or;
(c) has been charged with fraud, corruption or any other improper conduct whether of a criminal or civil nature during the course and scope of rendering services to the state or any other party and/or entity; or
(d) failed to perform on any previous contract [with the State].

4. **In order to give effect to the above, the following questionnaire must be completed and submitted with this tender.**

4.1	Is the tenderer or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? **Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/ Authority of the institution that imposed the restriction after the *audi alteram partem* rule was applied**. The Database of Restricted Suppliers now resides on the National Treasury website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	**Yes** ☐	**No** ☐
4.1.1	If Yes, furnish particulars:		
4.2	Is the tenderer or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combatting of Corrupt Activities Act (No. 12 of 2004)? **The Register for Tender Defaulters can be accessed on the National Treasury website** ((www.treasury.gov.za) by clicking on its link at the bottom of the home page.	**Yes** ☐	**No** ☐
4.2.1	If Yes, furnish particulars:		
4.3	Was the tenderer or any of its directors convicted by a court of law (including a court outside the Republic of South Africa) for fraud or corruption during the past five years?	**Yes** ☐	**No** ☐
4.3.1	If Yes, furnish particulars:		
4.4	Was any contract between the tenderer and any organ of State terminated during the past five years on account of failure to perform on or comply with the contract?	**Yes** ☐	**No** ☐
4.4.1	If Yes, furnish particulars:		

CERTIFICATION

I, the undersigned, ...
certify that the information furnished on this declaration form is true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Signature: .....

Name: .....

Position: .....

Date: .....

Name of tenderer: .....

FORM A3.4: REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

CONTRACT SANRAL N.010-010-2024/2F

The tenderer shall provide a pdf. copy of the supplier registration form from National Treasury Central Supplier Database (www.treasury.gov.za). Tenderers who are not registered on the Central Supplier Database at tender closure will be declared non-responsive (refer to Tender Data, Clause C.2.1.1). In the case of a Joint Venture or a Targeted Enterprise, a pdf. Copy of the supplier registration form must be provided for each member of the Joint Venture or Targeted Enterprise.

Name of Service Provider: .....

Central Supplier Database Supplier Number: .....

Supplier Commodity: .....

Delivery Location: .....

FORM A4: SCHEDULE OF DEVIATIONS OR QUALIFICATIONS BY TENDERER

CONTRACT SANRAL N.010-010-2024/2F

PAGE	DESCRIPTION

FORM A5: SCHEDULE OF ADDENDA TO TENDER DOCUMENTS

CONTRACT SANRAL N.010-010-2024/2F

Note to tenderer:

If an addendum containing material amendments is not incorporated by the tenderers in his tender offer, the tender will be declared non-responsive.

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	**Title or Details**
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

FORM A6: CERTIFICATES OF TAX COMPLIANCE (INCORPORATING SBD2)

CONTRACT SANRAL N.010-010-2024/2F

The Tenderer shall complete the declaration below.

I, ... (name)
the undersigned in my capacity as ..... (position)
on behalf of ..... (name of company)
herewith grant consent that SARS may disclose to the South African National Roads Agency SOC Limited (SANRAL) our tax compliance status.

For this purpose our unique security personal identification number (PIN) is .....

In the event of a joint venture or a Targeted Enterprise each member shall comply with the above requirements.

....
SIGNATURE **DATE**

FORM A7: CERTIFICATE OF INSURANCE COVER

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:
1. **Scan Certificate of insurance cover on the flash drive.**
2. **In the event of the tenderer being a Joint Venture/consortium, the details of the individual members must also be provided.**

The tenderer shall provide the following details of this insurance cover:

i) Name of Tenderer: .....

ii) Period of Validity: .....

iii) Value of Insurance:

- Professional Indemnity (for each and every case)

  Company: .....

  Value: .....

- General public liability

  Company: .....

  Value: .....

- Third party liability

  Company: .....

  Value: .....

FORM A8: TENDERER'S REGISTERED FINANCIAL SERVICE PROVIDER LETTER AND BANK DETAILS

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **The tenderer shall attach to this form a letter (dated less than 3 months prior to the tender closing date) from the bank confirming its account. Tenderers that fail to comply may be declared non-responsive in terms of Tender Condition C3.8 or C3.13.**
2. **The tenderer's banking details as they appear below shall be completed.**
3. **In the event that the tenderer is a joint venture enterprise, details of all the members of the joint venture shall be similarly provided and attached to this form.**

The tenderer shall provide the following:

i) Name of account holder: .....

ii) Account number: .....

iii) Bank name: .....

iv) Branch number: .....

v) Bank and branch contact details .....

FORM A9: DECLARATION OF TENDERER'S LITIGATION HISTORY

CONTRACT SANRAL N.010-010-2024/2F

Note to tenderer:
The tenderer shall list below details of any litigation with which the tenderer (including its directors, shareholders or other senior members in previous companies) has been involved with any organ of state or state department within the last ten years. The details must include the year, the litigating parties, the subject matter of the dispute, the value of any award or estimated award if the litigation is current and in whose favour the award, if any, was made.

CLIENT	OTHER LITIGATING PARTY	DISPUTE	AWARD VALUE	DATE RESOLVED

FORM A10: SCHEDULE OF CURRENT COMMITMENTS

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:
1. **The tenderer shall list below all projects with which proposed Key Persons are currently involved.**
2. **The start date in column 4 of the table below is that date indicated in the tender documents as being the intended start of the duties of the key personnel (i.e. expected start of design or supervisory duties).**
3. **In the event of a joint venture enterprise, details of all the members of the joint venture shall similarly be attached to this form.**

NAME & POSITION	PROJECT	CLIENT	START DATE (M/Y)	DURATION (MONTHS)	ESTIMATED COMPLETION DATE	VALUE OF SERVICE

FORM A11: POSSIBLE COMMITMENTS OF KEY PERSON

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **Key Persons: the Project Leader and Design Specialist will be limited to participate in a maximum number of 6 (six) conventional contracts in design phase which will be complete after the award of the Works Contract tender for the Project Leader and after the detailed design Report is accepted by the Employer for the Design Specialist.**
2. **The purpose of this form is for the tenderer to identify areas of conflict with respect to Key Person proposed for the project. Failure to identify where areas of conflict occur, or may occur, and which are subsequently discovered by the Employer shall render such offer as non-responsive, rejected and the tenderer automatically barred from tendering on SANRAL projects for a period of at least 3 (three) months from the date of tender closure.**
3. **The tenderer shall list below all projects/tenders for which the proposed Key Persons have been proposed, and for which results of an award are unknown at the date of tender closure of this project.**
4. **The start date in column 4 of the table below is that date indicated in the tender documents as being the intended start of the duties of the key personnel (i.e. expected start of design or supervisory duties).**
5. **Tenderers must submit an alternative candidate for those positions identified as being possible areas of conflict by completing separate Returnable Schedules Forms B1 and B2 for the alternate. The Employer will not request alternative candidates after tender closure and will interpret the lack of any alternative candidate as an indication the tenderer accepts that it will be impossible to be awarded more projects than the limitations applicable to Key Persons. The Employer reserves the right to select according to its best interest and not the tenderers.**

NAME & POSITION	PROJECT	CLIENT / REGION	START DATE (M/Y)	DURATION (MONTHS)

FORM A12: CERTIFICATE OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 AND CONSTRUCTION REGULATIONS, 2014 AS WELL AS COID ACT, 1993

CONTRACT SANRAL N.010-010-2024/2F

Notes to tenderer:

1. **Discovery that the tenderer has failed to make proper disclosure may result in the Employer terminating a contract that flows from this tender on the ground that it has been rendered invalid by the tenderer's misrepresentation.**
2. **The tenderer shall attach to this form evidence that he is registered and in good standing with the Compensation Fund in terms of Section 80 of the Compensation for Injury and Disease Act (COID) (Act 130 of 1993).**
3. **The tenderer is required to disclose, by also attaching documentary evidence to this form, all inspections, investigations and their outcomes conducted by the Department of Labour into the conduct of the tenderer at any time during the 36 (thirty six) months preceding the date of the tender.**
4. **In the event of a joint venture enterprise, all members shall comply with the above requirement.**

FORM A13: SBD1 – INVITATION TO BID AND TERMS AND CONDITIONS FOR BIDDING

PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LIMITED					
BID NUMBER:	N.010-010-2024/2F	CLOSING DATE:	11 October 2024	CLOSING TIME:	11:00
DESCRIPTION	FOR CONSULTING ENGINEERING SERVICES FOR THE PERIODIC MAINTENANCE OF N10 SECTION 1 FROM OLIFANTSKOP PASS (KM46.00) TO KOMMADAGGA (KM65.00).				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*					
Reception SANRAL – Southern Region					
20 Shoreward Drive					
Bay West					
Gqeberha					
6025					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRCTED TO:**	
CONTACT PERSON	Procurement Office		Procurement Office
TELEPHONE NUMBER	N/A		N/A
FACSIMILE NUMBER	N/A		N/A
E-MAIL ADDRESS	ProcurementSR2@sanral.co.za	E-MAIL ADDRESS	ProcurementSR2@sanral.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:	

1.1.1.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	*1.1.1.2 ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?*	☐Yes ☐No [IF YES ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐Yes	☐No
DOES THE ENTITY HAVE A BRAND IN THE RSA?	☐Yes	☐No
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐Yes	☐No
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐Yes	☐No
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐Yes	☐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.

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. 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 ALSO BE MADE VIA E-FILING THROUGH THE SARS WEBSITE: WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS 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 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 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: _____

FORM B1.1: KEY PERSON'S TECHNICAL/MANAGERIAL RECORD

Note to tenderer:

1. **Must complete Form B1.1 provided in Microsoft Excel format.**
2. **If this Form is omitted or incomplete or the proposed candidate does not meet the minimum experience, the tender will be declared non-responsive.**

Refer to EXCEL file provided

FORM B1.2: ALTERNATE KEY PERSON'S TECHNICAL/MANAGERIAL RECORD

Note to tenderer:

1. **Complete Form B1.2 provided in Microsoft Excel format. (if applicable).**



FORM B2.1: KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD

Note to tenderer:

1. **Must complete Form B2.1 provided in Microsoft Excel format.**
2. **Attach letter confirming permanent employment or signed letter of consent from contracted person.**
3. **Attach proof of qualification.**
4. **Attach professional registration record.**
5. **The tender will be declared non-responsive if:**
    a) **The proof of qualification is not submitted if the measured actual years of experience is measured from the base qualification as defined in clause C3.1.11(d); or**
    b) **Professional registration record is not submitted at tender closure and cannot be verified; or**
    c) **The proposed key person does not have appropriate qualification; or**
    d) **The proposed key person is not registered.**



FORM B2.2: ALTERNATE KEY PERSON'S QUALIFICATION AND REGISTRATION RECORD

Note to tenderer:

1. **Complete Form B2.2 provided in Microsoft Excel format (if applicable).**



SANRAL – EXPLANATION OF CONSULTANT TENDER EVALUATION SCORING FOR CONVENTIONAL PROJECTS

This document does not look at the tenderer's eligibility, compliance and responsive requirements, but merely explains the scoring methodology that is applied to tenders deemed complaint and responsive.

The criterion for scoring is made up as follows:

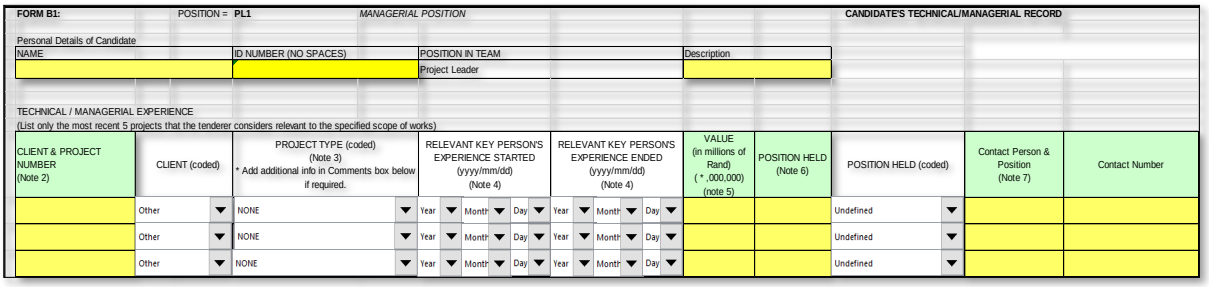
Evaluation Criteria	Points
Technical Knowledge	30
Management Knowledge	15
Quality System	10
Past Performance	15
Workplan Appropriateness	30
TOTAL	**100**

Dependant on the degree of complexity of the type of project and service requirements, the threshold is either a Category 1, 2 or 3, which equates to 70%, 80% or 85% respectively. This is decided before the tender is let and is indicated in the tender document.

For breakdown of individual components:

Technical Knowledge (30)

The tenderer, for each key position identified, may supply the 3 (three) most recent relevant project experience to that which the tender is let for. This is done in the form of returnable schedules, such as the one below:



FORM B1: POSITION = PL1 *MANAGERIAL POSITION* CANDIDATE'S TECHNICAL/MANAGERIAL RECORD

Personal Details of Candidate

NAME	ID NUMBER (NO SPACES)	POSITION IN TEAM	Description
		Project Leader	

TECHNICAL / MANAGERIAL EXPERIENCE
(List only the most recent 5 projects that the tenderer considers relevant to the specified scope of works)

CLIENT & PROJECT NUMBER (Note 2)	CLIENT (coded)	PROJECT TYPE (coded) (Note 3) * Add additional info in Comments box below if required.	RELEVANT KEY PERSON'S EXPERIENCE STARTED (yyyy/mm/dd) (Note 4)	RELEVANT KEY PERSON'S EXPERIENCE ENDED (yyyy/mm/dd) (Note 4)	VALUE (in millions of Rand) (* ,000,000) (note 5)	POSITION HELD (Note 6)	POSITION HELD (coded)	Contact Person & Position (Note 7)	Contact Number
	Other	NONE	Year Month Day	Year Month Day			Undefined		
	Other	NONE	Year Month Day	Year Month Day			Undefined		
	Other	NONE	Year Month Day	Year Month Day			Undefined		

For technical knowledge three (3) areas are evaluated:

1) Project Type Relevance
2) Period Relevance
3) Position Held

Below are lists with possible key persons (with abbreviations) and different project types (with abbreviations) to be selected from:

ABBREVIATION	DEFINITIONS
MO/MA (Excl. RRM)	Maintenance Operations and Ad-hoc Maintenance (excluding RRM projects)
MP/MS	Periodic Maintenance and Special Maintenance
DS	Development Strengthening
DI	Development Improvement
DN	Development New Facilities
CD	Community Development
RRM	Routine Road Maintenance

ABBREVIATION	DEFINITIONS
MSC	Special Maintenance Concrete
MSB	Maintenance Special Bridge
DIB	Development Improvement Bridge
DNB	Development New Bridge
MSS	Maintenance Special Structures
DIS	Development Improvement Structures
DNS	Development New Structures
STREET LIGHTING	Street Lighting
TRAFFIC LIGHTS	Traffic Lights
BUILDING RETICULATION	Building Reticulation
INTERSECTION IMPROVEMENTS	Intersection Improvements
CAPACITY IMPROVEMENT	Capacity Improvement
ADDITIONAL LANES	Additional Lanes
INTERCHANGE DESIGN	Interchange Design
H/V RE-ALIGNMENT	Horizontal / Vertical Re-Alignment
NEW ALIGNMENT	New Alignment
ROUTE DETERMINATION	Route Determination
Strategic modelling/ demand forecasting	Strategic modelling/ demand forecasting
Static (meso) network simulation models	Static (meso) network simulation models
Dynamic (micro) simulation modelling	Dynamic (micro) simulation modelling
Traffic impact studies / local intersections	Traffic impact studies / local intersections
NMT and PT operations	NMT and PT operations
Transport economic studies	Transport economic studies
Transport policy development	Transport policy development
ITS systems	ITS systems
Earthworks Investigation & Design	Investigation and design of earthworks for slopes/cuttings, embankments/fills, borrow pits or quarries
Retaining Structure Investigation & Design	Investigation and design of conventional retaining structures (gravity-, piling-, cantilever-, anchored-walls etc.) or alternative retaining structures (soil nailing, soil strengthened walls, MSE etc.)
Foundation Investigation & Design	Investigation and design of shallow/deep foundations for bridges, major culverts or retaining structures
Tunnelling Investigation & Design	Investigation and design of tunnels for transport infrastructure
MAJOR TCC (WEIGH BRIDGES)	Major Traffic Control Centres (Weighbridge)
TOLLS	Tolls
FMS	Freeway Management Systems
MINOR TCC (BASIC WEIGH BRIDGE)	Minor Traffic Control Centres (Basic Weighbridge)
Geohazard Investigation (Slope Stability)	● Slope Stability Investigation ● Slope Condition Assessment ● Slope Performance Monitoring (instrumental monitoring/remote sensing/GIS) ● Slope Stability Management System
Geohazard Investigation (Subsidence)	● Dolomite Stability Investigation ● Subsidence Assessment ● Subsidence Monitoring (instrumental monitoring/remote sensing/GIS) ● Dolomite/Subsidence Management System
Geotechnical Investigation (CL, Quarry and BP Materials Related)	● Subsurface investigation, material profiling, geological/geophysical logging, sampling, testing or mapping using boring methods ● Trial pits, soil samplers or in-situ testing methods
Geotechnical Investigation (Tunnelling)	● Subsurface investigation, material profiling, geological/geophysical logging, sampling, testing or mapping using boring or geophysical methods
Geophysical Investigation (Ground Based & Airborne)	● Subsurface investigation, material profiling, testing or mapping using ground based or airborne geophysical methods

ABBREVIATION	DEFINITION
PL	Project Leader

APL	Assistant Project Leader
DS	Design Specialist
DA	Design Assistant
CE	Contracts Engineer
ACE	Assistant Contracts Engineer
RE	Resident Engineer
ARE	Assistant Resident Engineer
RM	RRM Route Manager
ARM	Assistant Route Manager
SMT	Senior Materials Technician
CM	Contracts Manager
SA	Site Agent
MT	Materials Technician
ETS	Electronics Systems Engineer
PL(T)	Project Leader (Toll)
DS(T)	Design Specialist (Toll)
CE(T)	Contracts Engineer (Toll)
CM(T)	Contracts Manager (Toll)
ETS(T)	Electronics Systems Engineer (Toll)
ES	Electrical Systems Engineer
MS	Mechanical Systems Engineer
PE(E)	Project Engineer (Client)

1) Project Type Relevance

The relevance of the project type is evaluated against a pre-determined key person specific matrix. For a comprehensive list of matrixes please refer to the Consultant Technical Submission Spreadsheet. Below are examples of the matrices for various key Persons:

PL, CE, RE Conventional

	Project Type Relevance					
Project type / Experience	MO/MA	MP/MS	DS	DI	DN	CD
NONE	0	0	0	0	0	0
MO/MA	5	3	1	1	1	2
MP/MS	5	5	2	2	2	3
DS	5	5	5	3	3	4
DI	5	5	5	5	4	5
DN	5	5	5	5	5	5
CD	4	3	2	2	2	5

DS Pavement and Materials

	1	2	3	4	5
	Experience \ Project type	**MP/MS**	**MSC**	**DS**	**DI/DN**
1	NONE	0	0	0	0
2	**MP/MS**	5	0	2	2
3	**MSC**	0	5	0	0
4	**DS**	**5**	3	5	4
5	**DI/DN**	5	3	5	5

DS Structures

	1	2	3	4	5	6	7
	Experience \ Project type	**MSB**	**DIB**	**DNB**	**MSS**	**DIS**	**DNS**
1	NONE	0	0	0	0	0	0
2	**MSB**	5	2	2	5	3	3
3	**DIB**	5	5	5	5	5	5
4	**DNB**	5	4	5	5	5	5
5	**MSS**	3	0	0	5	2	2
6	**DIS**	4	3	3	5	5	5
7	**DNS**	4	2	2	5	4	5

DS Electrical

	1	2	3	4
	Experience \ Project type	**STREET LIGHTING**	**TRAFFIC LIGHTS**	**BUILDING RETICULATION**
1	NONE	0	0	0
2	**STREET LIGHTING**	**5**	4	2
3	**TRAFFIC LIGHTS**	2	**5**	1
4	**BUILDING RETICULATION**	1	3	**5**

DS Geometrics

	1	2	3	4	5	6	7
	Project type / Experience	INTERSECTION IMPROVEMENTS	CAPACITY IMPROVEMENT	ADDITIONAL LANES	INTERCHANGE DESIGN	H/V RE-ALIGNMENT	NEW ALIGNMENT
1	NONE	0	0	0	0	0	0
2	**INTERSECTION IMPROVEMENTS**	**5**	3	2	3	2	1
3	**CAPACITY IMPROVEMENT**	4	**5**	3	2	3	3
4	**ADDITIONAL LANES**	4	3	**5**	3	4	4
5	**INTERCHANGE DESIGN**	5	3	3	**5**	4	3
6	**H/V RE-ALIGNMENT**	4	3	2	2	**5**	4
7	**NEW ALIGNMENT**	5	3	3	3	5	**5**
8	**ROUTE DETERMINATION**	0	0	0	0	2	5

DS TRAFFIC AND TRANSPORTATION

	1	2	3	4	5	6	7	8	9	10	11	12
	Project type / Experience	INTERSECTION IMPROVEMENTS	CAPACITY IMPROVEMENT	ADDITIONAL LANES	INTERCHANGE ANALYSIS	Traffic Modelling	NEW ALIGNMENT	Public Transport & NMT	Traffic Impact Studies	Trans Economics and Financing	Transport Policy	ITS Systems
1	NONE	0	0	0	0	0	0	0	0	0	0	0
2	**Strategic modelling/ demand forecasting**	**2**	3	3	4	5	5	1	2	4	2	0
3	**Static (meso) network simulation models**	5	**5**	5	5	5	5	2	4	2	2	2
4	**Dynamic (micro) simulation modelling**	5	5	**5**	5	4	3	2	4	0	0	3
5	**Traffic impact studies / local intersections**	5	3	4	**3**	2	2	2	5	0	0	0
6	**NMT and PT operations**	2	1	2	0	**2**	0	5	2	2	2	0
7	**Transport economic studies**	0	0	0	0	2	**3**	2	0	5	3	0
8	**Transport policy development**	0	0	0	0	0	0	**2**	0	3	5	0
9	**ITS systems**	0	0	0	0	0	0	0	**0**	0	0	5

DS GEOTECHNICAL

	1	2	3	4	5
	Experience \ Project type	**Earthworks Investigation & Design**	**Retaining Structure Investigation & Design**	**Foundation Investigation & Design**	**Tunnelling Investigation & Design**
1	NONE	0	0	0	0
2	**Earthworks Investigation & Design**	**5**	4	2	3
3	**Retaining Structure Investigation & Design**	4	**5**	3	3
4	**Foundation Investigation & Design**	2	3	**5**	2
5	**Tunnelling Investigation & Design**	3	3	3	**5**

DS ELECTRONIC SYSTEMS

	1	2	3	4	5
	Experience \ Project type	**MAJOR TCC (WEIGH BRIDGES)**	**TOLLS**	**FMS**	**MINOR TCC (BASIC WEIGH BRIDGE)**
1	NONE	0	0	0	0
2	**MAJOR TCC (WEIGH BRIDGES)**	5	4	2	3
3	**TOLLS**	4	5	0	0
4	**FMS**	2	0	5	0
5	**MINOR TCC (BASIC WEIGH BRIDGE)**	3	0	0	5

DS Engineering Geologist

	1	2	3	4	5	6
	Project type / Experience	**Geohazard Investigation (Slope Stability)**	**Geohazard Investigation (Subsidence)**	**Geotechnical Investigation (CL, Quarry and BP Materials Related)**	**Geotechnical Investigation (Tunnelling)**	**Geophysical Investigation (Ground Based & Airborne)**
1	NONE	0	0	0	0	0
2	**Geohazard Investigation (Slope Stability)**	**5**	1	2	2	2
3	**Geohazard Investigation (Subsidence)**	2	**5**	3	2	3
4	**Geotechnical Investigation (CL, Quarry and BP Materials Related)**	3	3	**5**	3	4
5	**Geotechnical Investigation (Tunnelling)**	4	4	4	**5**	4
6	**Geophysical Investigation (Ground Based & Airborne)**	2	3	4	4	**5**

For each project experience listed, a point (out of a maximum 5) from the matrix per project type relevancy and 15 (fifteen) points overall for project type relevancy can be scored for each key person.

2) Period Relevance

For each project experience listed, a point is allocated for the time lapse between the experience gained and the tender closing date. If the experience is within 10 (ten) years of the tender closing a point of 5 (five) is allocated. If the experience is beyond 10 (ten) years but less than 15 (fifteen) years, 2.5 (two and a half) point is allocated. If the experience is longer than 15 (fifteen) years ago, 0 (zero) points are allocated.

If the experience is less than 6 (six) months, a pro-rata point is allocated to that of the point that would have been achieved as the experience is of a limited duration.

A maximum of 5 (five) points per project period relevancy and 15 (fifteen) points overall for project period relevancy can be scored for each key person.

3) Position Held

The relevance of the position held during the project experience against the position that is tendered for is evaluated:

Technical Experience **STANDARD DEFINED**

Position Rq / Experience	PL	APL	DS	DA	CE	ACE	RE	ARE	RM	ARM	SMT	CM	SA	MT	ETS	DS(T)	CE(T)	CM(T)	ETS(T)	ES	MS	PE(E)	UNDEFINED
PL	5	5	2.5	5	5	5	5	5	5	5	2.5	2.5	2.5	2.5	0	0	2.5	2.5	0	0	0	2.5	0
APL	2.5	5	2.5	5	3.75	5	5	5	5	5	2.5	2.5	2.5	2.5	0	0	0	0	0	0	0	0	0
DS	2.5	2.5	5	5	3.75	5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	0	2.5	0	0	0	0	0	2.5	0
DA	0	0	2.5	5	2.5	2.5	2.5	2.5	2.5	2.5	0	0	0	0	0	0	0	0	0	0	0	0	0
CE	5	5	2.5	5	5	5	5	5	5	5	2.5	2.5	2.5	2.5	0	0	2.5	2.5	0	0	0	2.5	0
ACE	2.5	5	2.5	5	3.75	5	5	5	5	5	2.5	2.5	2.5	2.5	0	0	0	0	0	0	0	2.5	0
RE	2.5	2.5	2.5	2.5	4.5	2.5	5	5	5	5	2.5	2.5	2.5	2.5	0	0	0	2.5	0	0	0	2.5	0
ARE	2.5	2.5	0	2.5	2.5	0	2.5	5	5	5	2.5	0	0	2.5	0	0	0	0	0	0	0	0	0
RM	2.5	2.5	0	2.5	3.75	0	2.5	5	5	5	2.5	0	0	2.5	0	0	0	0	0	0	0	0	0
ARM	0	0	0	0	2.5	0	0	2.5	2.5	5	2.5	0	0	2.5	0	0	0	0	0	0	0	0	0
SMT	0	0	2.5	2.5	1.25	0	2.5	2.5	2.5	2.5	5	0	0	5	0	0	0	0	0	0	0	0	0
CM	2.5	5	2.5	5	5	2.5	5	5	5	5	2.5	5	5	2.5	0	0	2.5	2.5	0	0	0	2.5	0
SA	2.5	2.5	2.5	2.5	3.75	2.5	5	5	5	5	2.5	2.5	5	2.5	0	0	0	0	0	0	0	0	0
MT	0	0	2.5	2.5	0	0	2.5	2.5	2.5	2.5	5	0	0	5	0	0	0	0	0	0	0	0	0
ETS	0	0	2.5	2.5	0	0	0	0	0	0	0	0	0	0	5	0	0	0	2.5	0	0	2.5	0
DS(T)	0	0	2.5	2.5	0	0	0	0	0	0	0	0	0	0	0	5	2.5	2.5	0	2.5	2.5	0	0
CE(T)	2.5	2.5	2.5	2.5	5	5	2.5	5	2.5	5	0	5	2.5	0	2.5	2.5	5	5	2.5	2.5	2.5	2.5	0
CM(T)	2.5	2.5	2.5	2.5	5	5	2.5	5	2.5	5	0	5	2.5	0	2.5	2.5	2.5	5	2.5	2.5	2.5	2.5	0
ETS(T)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	5	2.5	2.5	0	0
ES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2.5	0	0	0	2.5	5	2.5	0	0
MS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2.5	0	0	0	2.5	2.5	5	0	0
PE(E)	2.5	5	2.5	5	5	2.5	2.5	5	5	5	0	2.5	2.5	0	0	2.5	2.5	2.5	0	0	0	5	0
Undefined	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

A maximum of 5 (five) points per project position held relevancy (technical experience) and 15 (fifteen) points overall for position held relevancy can be scored for each key person.

Therefore, a total of 45 (forty-five) points can be scored for each key person listed in the tender document. The total for all key persons is totalled and this score is then converted back down into a score out of a maximum of 30 (thirty) for technical knowledge.

Management Knowledge (15)

The same returnable schedules as for the Technical Knowledge is used to evaluate the Managerial Knowledge.

For management knowledge up to 2 (two) areas are evaluated:

1) Client
2) Position Held (only for managerial positions, e.g. PL; CE~~; RE)~~

1) Client

The tender is allocated points for the client the work experience was done for:

CLIENT CODE	POINT
National Roads Authority	5
Concessionaire	5
Provincial Authority	5
Relevant SOE	4.5
Metro Council	4.5
Municipality	4
Private	3.75
Other	3.75

A maximum of 5 (five) points per project client relevancy and 15 (fifteen) points overall for client relevancy can be scored.

2) Position Held (only for managerial positions)

This is only used for certain key positions that are expected to perform a managerial function during the contract. The relevance of the position held during the managerial experience against the position that is tendered for is evaluated:

Managerial Experience

Position Rq / Experience	PL	CE	RE	RM	PL(T)	CE(T)	CM(T)
PL	5	**5**	5	5	2.5	2.5	2.5
APL	2.5	**3.75**	5	5	0	0	0
DS	2.5	**2.5**	2.5	2.5	0	0	0
DA	0	**0**	0	0	0	0	0
CE	5	**5**	5	5	0	2.5	0
ACE	2.5	**3.75**	5	5	0	0	0
RE	2.5	**5**	5	5	0	0	0
ARE	2.5	**2.5**	2.5	2.5	0	0	0
RM	2.5	**5**	2.5	5	0	0	0
ARM	0	**2.5**	0	2.5	0	0	0
SMT	0	**0**	2.5	2.5	0	0	0
CM	5	**5**	5	5	0	0	2.5
SA	2.5	**5**	5	5	0	0	0
MT	0	**0**	2.5	2.5	0	0	0
ETS	0	**0**	0	0	0	0	0
DS(T)	0	**0**	0	0	2.5	2.5	2.5
CE(T)	2.5	**5**	2.5	2.5	5	5	5
CM(T)	0	**5**	2.5	2.5	2.5	2.5	5
ETS(T)	0	**0**	0	0	2.5	2.5	2.5
ES	0	**0**	0	0	0	0	2.5
MS	0	**0**	0	0	0	0	2.5
PE(E)	2.5	**5**	2.5	2.5	2.5	2.5	2.5

PL	Project Leader
APL	Alternate Project Leader
DS	Design Specialist
DA	Design Assistant
CE	Contracts Engineer
ACE	Alternate Contracts Engineer
RE	Resident Engineer
ARE	Assistant Resident Engineer
RM	RRM Route Manager
ARM	Assistant Route Manager
SMT	Senior Materials Technician
CM	Contracts Manager
SA	Site Agent
PL(T)	Project Leader (Toll)
ETS	Electronics Systems Engineer
DS(T)	Design Specialist (Toll)
CE(T)	Contracts Engineer (Toll)
CM(T)	Contracts Manager (Toll)
ETS(T)	Electronics Systems Engineer (Toll)
ES	Electrical Systems Engineer
MS	Mechanical Systems Engineer
PE(E)	Project Engineer (Client)

A maximum of 5 (five) points per project position held relevancy (managerial experience) and 15 (fifteen) points overall for position held relevancy can be scored.

Therefore, a total of 15 (fifteen) – non-managerial positions, and 30 (thirty) points – managerial positions, can be scored for each key position listed in the tender document. The total for all key positions are totalled and this score is then converted back down into a score out of 15 (fifteen) for managerial experience.

Quality System (10)

The quality assurance system offered by the tenderer is evaluated as follows:

Quality Assurance System Type		
1	System has ISO Certification	10
2	System has been registered for certification	6
3	System is an in-house production	4

For full ISO certification, a tenderer is awarded 10 (ten) points, for a qualtiy assurance system that has been submitted to ISO for certificiation, but not yet recieved, 6 (six) points are allocated. If the tenderer's quality assurance system is purely an in-house system, 4 (four) points are allocated.

The total number of points allocated are tallied and a score out of 10 (ten) is awarded.

Past Performance (15)

Past Performance reports must be submitted by the tenderer for any 3 (three) completed projects in the last 10 (ten) years by the tenderer (any member of the Joint venture).

Past Performance Ratings will be allocated based on any one or a combination of the following Performance Assessment reports:

i. CIDB: ANNEX 1 - PSP Performance Report for completed projects

A maximum of 5 (five) points per project and 15 (fifteen) points overall can be scored for past performance as per table below.

CIDB Rating	**Poor x < - 0.1**	**Adequate - 0.1 ≤ x < 0.9**	**Good 0.9 ≤ x < 1.8**	**Excellent x ≥ 1.8**
SANRAL score	1	3	4	5

Reference letters

A maximum of 5 (five) points per project and 15 (fifteen) points overall can be scored for reference letters as per table below.

Rating	**Poor**	**Adequate**	**Good**	**Excellent**
SANRAL score	1	3	4	5

Sworn Affidavit

For tenderers with less than 3 (three) completed projects, a sworn affidavit (refer to Returnable Schedule B6) shall be submitted stating that the tenderer has in the last 10 (ten) years only completed either 0 (zero), 1 (one) or 2 (two) projects, and as a result cannot submit the required 3 (three) past performance project reports. In the event of a submitted sworn affidavit, the following will apply:

a) Submission of 0 (zero) past performance project reports, a rating of *"Adequate"* or 2 (two) points will be applied for all 3 (three) projects.
b) Submission of 1 (one) past performance project reports, the rating as submitted will be applied, and a rating of *"Adequate"* or 2 (two) points will be applied for each of the other 2 (two) projects.
c) Submission of 2 (two) past performance project reports, the ratings as submitted will be applied, and a rating of *"Adequate"* or 2 (two) points will be applied for the other 1 (one) project.

Workplan Appropriateness (30)

The tender must supply proposed hours that certain identified items in the Pricing Schedule will require. This is used to gauge the tenderer's knowledge and understanding of the amount of work required to perform the scope of work and is compared to the hours tendered by all the other tenderer's hours to represent industry norm.

Each tender submits their hours calculated from various items in the Pricing Schedule:

SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD

NORMALISED HOURS

PLEASE INSERT TENDERER NAME ON INPUT DATA SHEET

Project Number : **SANRAL.N.xxx-xxx-20xx/1**
Project Description: An example project

FORM C2.4: KEY PERSONS FOR THIS PROJECT AND SUMMARY OF NORMALIZED HOURS TENDERED

SERVICE PROVIDER	
TOTAL HOURS TENDERED FOR THE SERVICE PROVIDER (ALL CATEGORIES)	0
TOTAL ALL NORMALISED HOURS	0.00

Key Persons Listed for this Project

SUMMARY OF ALL KEY PERSONS NORMALISED HOURS		NHT	% of Total Hours	% of Key Persons Hours Only
POSITION	NAME		#DIV/0!	#DIV/0!
PL1		0.00	#DIV/0!	#DIV/0!
DS1		0.00	#DIV/0!	#DIV/0!
CE1		0.00	#DIV/0!	#DIV/0!
TOTAL KEY PERSONS NORMALISED HOURS ONLY		0.00		
TOTAL ALL NORMALISED HOURS		0.00		

The Workplan Appropriateness hours are entered on a spreadsheet to calculate the 80th percentile.

CALCULATION OF HOUR BENCHMARK AND WORKPLAN APPROPRIATENESS SCORE

Number	Consultant	Tender Responsive	Sum Normalised Hours	Sum Normalised Hours Outliers Removed	WA Score Max= 35	ENTER HOURS TENDERED A: 30 2.4
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
	Mean		0			
	Standard Deviation		0			
	Mean +50%		0			
	Mean -50%		0			
	Percentile	80%		0.00		
	Points Drop per % above or below 80%		0.5			

The following steps are followed:

1) Calculate the mean of all compliant, responsive tenders.
2) Determine 50% above and below the mean.
3) Re-calculate the mean excluding any outliers identified above.
4) Determine the 80% percentile based on the tenderers of Sum Normalised Hours with Outliers Removed.
5) Allocate points (to all responsive tenders including outliers) out of 30 based on the percentage (%) difference between the tenderers normalised hours and the 80th percentile hours. Any negative values will score 0 (zero) points.
6) The formula used to calculate the points allocated to each compliant responsive tenderer is:

= Workplan Appropriateness points (30)-100*((1-Tenderers hours/80 Percentile hours)*Points drop per % above or below 80 percentile(0,5))

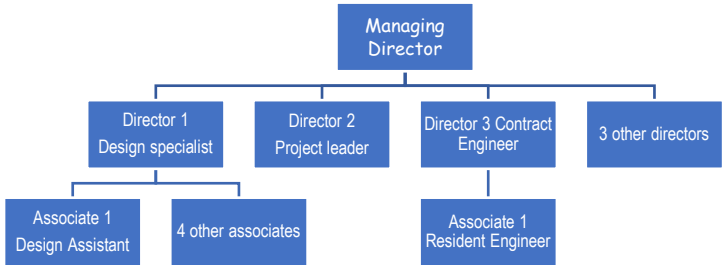
Conclusion

The various scores for the 5 (five) criteria are added together to establish the final score for the tenderer and whether the tender makes the required threshold allocated to this project.

FORM B3: TENDERER'S PROJECT STRUCTURE

Notes to tenderer:

1. **Must complete Form B3 provided in Microsoft Excel format.**
2. **The intention of this form is to demonstrate the tenderer's project structure, as well as the lines of responsibility between members of the project team and between the project team and the overall company structure. The tenderer must attach his own organogram to this form.**
3. **Tenderers which are large companies may simplify the organogram by 'rolling up' portfolios e.g. combining directors/associates into one box of the organogram. However, the individual positions of the key personnel within the structure must still be shown.**
4. **Joint Venture tenders will require each element of the venture to submit separate organograms that show the individual structure of each member company and the lines of responsibility of the proposed personnel involved in the project. In addition there must also be a combined organogram that indicates how the joint venture itself will function and the proposed share of the work. Joint Venture tenderers shall note that the share of work indicated will be used in the analysis of such a tenderers preference proposed on returnable form D1, and that if awarded the share of work shall become a contractual obligation between the members of the joint venture.**
5. **State the city or town where the company's head office is located. The locality of regional or satellite office, regardless of degree of autonomy or size is not required. Only submit the number of offices other than the head office. Do not count offices outside RSA**
6. **Registered professional engineers, technicians or technologists means those who are involved in the road construction/transport industry as well as allied fields such as environmental professionals. Registered professionals of other disciplines (e.g. mechanical) are considered as employees only.**



Refer to EXCEL file provided

FORM B4: CERTIFICATE OF QUALITY SYSTEMS

Notes to tenderer:

1. **Must complete Form B4 provided in Microsoft Excel format.**
2. **Attach to this form a current ISO, or similar system, certificate or brief summary of the in-house systems used.**
3. **Sufficient detail must be provided to clearly identify management systems for which accreditation has been issued, in the case of a certificate, or are being applied in the case of in-house programmes.**
4. **Summaries shall not be more than 2x A4 pages**
5. **Only relevant ISO accreditation contemplated for the work specified shall score maximum points.**
6. **Attach a copy of the relevant certificate (pdf.) to the flash drive or 2.2 on ARIBA.**

Refer to EXCEL file provided

FORM B5: PRELIMINARY PROGRAMME (INCLUDING UNDERSTANDING AND APPROACH)

Note to tenderer:

1. **The tenderer shall attach a preliminary programme reflecting the proposed sequences and tempo of execution of the various activities**.

2. **Limit this to two pages.**

Refer to EXCEL file provided

FORM B6: PAST PERFORMANCE EXPERIENCE

Notes to Tenderer:

1. **The tenderer is required to submit evidence of past performance for 3 (three) projects completed by the tenderer in the last 10 (ten) years.**

2. **Evidence of past performance can be in the form of the following:**

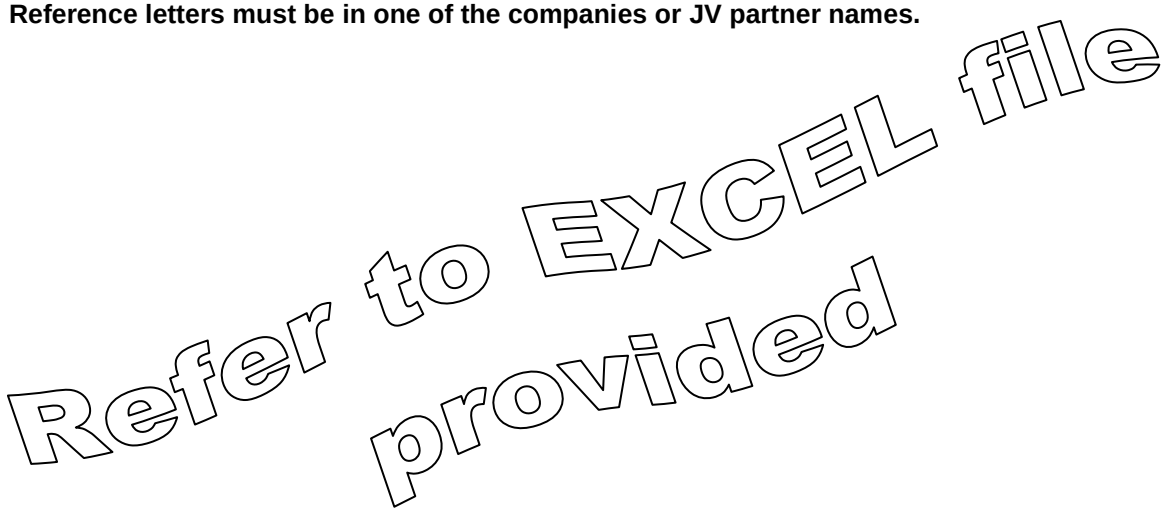
   * **CIDB Annexure 1: PSP Performance Report**
   * **Reference letters from Client or Client's representative (see template below)**

   Performance reports and Reference letters should be signed by all relevant parties.

3. **For tenderers with less than 3 (three) completed projects, the following will be acceptable:**

   * **Sworn affidavit (see template below)**

4. **Failure to submit a completed and signed CIDB Annexure 1 Performance Report, or a signed Reference letter from the Client/Client's representative, or a Sworn Affidavit will result in 0 (zero) points for past performance.**
5. **For Consortiums and Joint Ventures, the CIDB Annexure 1: PSP Performance Report or Reference letters must be in one of the companies or JV partner names.**



AFFIDAVIT FOR PAST PERFORMANCE

Notes to tenderer:

1. **Complete the Affidavit provided in MS Excel format.**
2. **A copy of the Affidavit must be printed and signed.**

<u>REFERENCE LETTER FOR</u> PAST PERFORMANCE

Note to tenderer:

1. Letter to be on Client's letterhead stating the following:

South African National Roads Agency SOC Ltd
20 Shoreward Drive
Baywest
Gqeberha
6025

ATTENTION: Procurement Department

REFERENCE LETTER FOR PAST PERFORMANCE RELATED TO ……. *(insert project number)*
FOR THE …….. *(insert project description)*

This letter serves to confirm that ……. *(insert name of tenderer)* completed the subject project to the value of R…… *(insert value of project)* on …… *(insert date)*.

Rate the performance of the tenderer for the reference project on the table below:

Rating	Poor	Adequate	Good	Excellent
SANRAL score	1	3	4	5
Mark the relevant box with "x"				

Proforma

Were the quality /specifications complied with? YES / NO*

* If no, please furnish details: ……

……
….

Will you recommend this supplier to anyone without reservations? YES / NO

Any enquiries relating to this project can be addressed to …….. *(insert the name, contact number and e-mail address of reference)*.

Signed by: ……

…… ……..
(Print Name of signatory) Date

Designation of signatory: …….

FORM B7: TARGETED ENTERPRISE/SUB-CONTRACTOR DETAILS AND DECLARATION

Notes to Tenderer:

1. Minimum sub-contracting requirement for all Entities is 30% - refer to Clause 11.7 of the Conditions of Contract.
2. All tendering entities:
   - Must complete Form B7 provided in MS Excel format and include supporting documents.
   - Must complete Form B7 for each and every Targeted Enterprise/sub-contractor to be utilised.
   - Must provide a signed duplicate Form B7 in pdf format (signed by both the Tenderer and the Targeted Enterprise/sub-contractor for each proposed Targeted Enterprise where applicable).
3. When selecting a Targeted Enterprise/sub-contractor, ensure that the following requirements are adhered to:
   - Targeted Enterprise/sub-contractor are limited to participate in a maximum of 6 (six) concurrent projects with the Service Provider and the Employer.
   - Compliance with the definition of a Targeted Enterprise as stated in the Conditions of Contract in Clause 1: Definitions.
   - Compliance with Treasury Regulation – refer to Clause 11.2 of the Contract Data.
   - It is encouraged that Targeted Enterprises from the Province in which the project is located participate in a minimum of 1/3 (one third) of the specified percentage of Contract Price (Excluding provisional and prime cost sums and the respective mark-up but including provision for site supervision staff and the respective mark-up– refer to Clause 5.1.7 of the Contract Data.
4. Supporting documents required:
   - For Targeted Enterprises from the Province in which the project is located: proof of address older than 3 (three) months and proof of B-BBEE status.
   - For other Targeted Enterprises: proof of B-BBEE status.
5. The financial information (full pricing schedule) must not be is included in the Technical Envelope. A tenderer who includes the financial information in the Technical Envelope will be declared non-responsive.
6. No part of the Pricing Schedule information must be is included in the Technical Envelope – scope of sub-contract values. A tenderer who includes the pricing schedule information in the Technical Envelope will declared non-responsive.

FORM B8: JOINT VENTURE AGREEMENT

Note to Tenderer:
In the event of a Joint Venture, attach to this form a signed and properly completed Joint Venture Agreement