

**RFP019/2023 TO RFP028/2023
APPOINTMENT OF SEVERAL PROFESSIONAL SERVICE PROVIDERS
FOR THE HOUSING REVITALISATION PROGRAM IN THE FREE STATE
PROVINCE CLUSTERS 1 TO 10**



QUESTIONS AND ANSWERS

**KINDLY NOTE THAT THE UPDATES RELAYED BELOW WILL BE SHARED VIA THE UPDATED TENDER DOCUMENT
ADDENDUM 2**

- 1. Is it possible to include another column for Clerks of Works on the pricing schedule to include specifically for those cost?**
a. We are removing the requirement for a full time Clerk of Works as stipulated on page 105. The change in the pricing table will be due to the Skills Development Levies further to the inclusion of the CIDB Build Programme
- 2. Is the back up sheet for Excel required to be submitted with the bid document?**
a. Back up sheet for excel is not required – however both excel, and PDF pricing tables should be submitted but should there be any discrepancies between the excel and pdf, the pdf will take president.
- 3. Can the specialist be part of multiple submissions, or do they have to participate exclusively with one team?**
a. The DBSA cannot dictate who is using what CVS's and we might be in a scenario where the same cv pops up in multiple bids. However, the same CV will not be appointed on multiple clusters.
- 4. Is it compulsory for bidders to submit as a consortium or can they submit their own bid?**
a. It is not mandatory to submit as a consortium
- 5. If bidders do not have one of the resources, can they subcontract?**
a. Yes
- 6. Do the bidders have to submit resource for each cluster, or can the resources be used for all the 10 clusters?**
No. one set of resources can be used to bid for all clusters but they can only be successful in being appointed for one cluster.
- 7. Is it possible for bidders to submit some of the resources instead of all?**
a. It is mandatory to have all 8 resources required as per the pre-qualifiers – if any of the resources are not submit, unfortunately you will be disqualified.
- 8. Is it possible to elect the Architect as a project lead, if you do not have a project manager resource or do you specifically require a Project Manager with Pr. CPM, with 5 years' housing experience?**
a. It is not necessary that the experience to be related to only human settlements projects. The DBSA requires a registered CPM with SACPCMP registration.
- 9. Is it a requirement for the local community going to be involved and how will they be involved?**



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- a. DBSA anticipates that the community will participate in the construction work packages supporting the decanting, the Temporary Residential Units, the Hazardous Material and the NHBRC building contractors. The bidders in those spaces who are accredited will need to advise what community participation there can be including the rules and regulation of asbestos. Thus local community will not for part of the PSP appointment (this tender) but will form part in the construction tenders that the PSP's from this tender will have to provide oversight on.*

10. Is the Inspection Authority going appoint the asbestos contractor which is registered with the Department of Labor and what minimum level does the asbestos contractor has to have?

- a. The DBSA expects the AIA to be part and parcel of the Professional Team. Asbestos removal and disposal companies will probably come with their own accredited services*

11. What entails risks for this tender?

- a. Page 21 of the RFP, all the risks and objective criteria are listed there.*

12. Does DBSA have a maximum discount percentage?

- a. No, there is no maximum discount that the DBSA stipulate.*

13. Does the expected number of documents have to be 10?

- a. No it is one tender document with a pricing table where bidders have the option of selecting which clusters they are bidding for. This can be for only one cluster or it can be for all 10, but it is only one bidding document*

14. Can one resource be submitted in another bid submission?

- a. Should a CV (resource) feature in the appointment of a cluster, the same CV can not feature in the appointment of another cluster*

15. Is it allowed to not specify the local contractor prior to award?

- a. Question not relative to this tender – will come in play with contractors tenders*

16. If a bidder forms a consortium, does the bidder have to provide statutory documents for each consortium member?

- a. Consortiums, Joint Venture Companies and Partnership must submit a consolidated BBBEE Certificate). As for TCC CSD etc: if a bidder is either a Consortiums, Joint Venture or Partnership, each entity forming part of this, must submit the required documents. Only the tender Returnables may be signed by the entity as per DoA in the bid. However, if a PSP is subcontracting and not forming one of the above (Consortiums, Joint Venture or Partnership) then only the submitting entity/ bidder need to provide their respective documents*

17. If the consultant is part of the professional team, can they be part of construction at a later stage?

- a. No, you can't be a consultant and design specification scope and be part of the contractor bidding for the work at a later stage*

- 18. Any reason why the old pricing schedule was used instead of the more recent one?**
a. The bidders can utilize either the old or new pricing schedule, the DBSA will be evaluating only the lumpsum answer filled on the pricing tables.
- 19. Advise on the requirements for Asbestos Consultant? What type of authority or association is for the registration of an Asbestos Inspection Authority Certified (A.A.I.A).**
a. It is with: SANAS - Approved Inspection Authorities: Occupational Health and Hygiene
- 20. What is a GB level required.**
a. CIDB Grading is not applicable to the bid.
- 21. Only a structural engineer is required, or do we submit mechanical, civil, electrical engineer CV's?**
a. As per the responsiveness criteria stipulated on page 16/17. (for engineering only structural is required)
- 22. List of previous work carried out only contact details required or do you need letter of reference, letter of appointment?**
a. A letter of reference or letter of appointment will assist the evaluation team. This can be accompanied with a list summarising the experience.
- 23. For the asbestos consultant will a SANAS approved Health & Occupational Hygiene Laboratory CC is acceptable?**
a. Yes
- 24. Only the lead consultant needs to submit their compliance documentation (ie B-BBEE, TCS, CSD, etc) if other companies are sub-consulting to us.**
a. Refer to answer in 16 above
- 25. In your functionality you talk about Reference of completed project of more than 500 units, is possible to submit one project reference letter that shows more than 500 units completed or you will want more than one reference letter. And how are you going to score based on that 25%**
a. one reference letter indicating the number of units will suffice. So if you have 1 letter indicating more than 500 units completed you should score full marks (25%).
- 26. Bank letter- We bank with FNB – lately there no longer give us bank rating latter, if they do its only on A-B not higher than C. Is it fine if we attached that**
a. Please refer to the scoring matrix provided in Page 19 of the RFP detailing what documents should be submitted and how scoring will be discharged according to documents submitted. (Financial Credibility)
- 27. In the attached document downloaded from the DBSA website, the SBD 8 and SBD 9 forms, pages 41 to 45 are struck off.**
a. Struck off sections need not be completed.
- 28. What documents does volume 1,2 and 3 consist of with regards to uploading the documents, as it not stated in the tender document.**

a. There are no volumes, bidders to upload in the order of RFP requested information.

29. May you kindly Advise if RFP019/2023 TO RFP028/2023: APPOINTMENT OF SEVERAL PROFESSIONAL SERVICE PROVIDERS FOR THE HOUSING REVITALISATION PROGRAM IN THE FREE STATE PROVINCE (CLUSTERS 1 TO 10 of 10) is an open (for any Interested PSP or closed tender (only on DBSA Panel

a. Open bid

30. Request for We request the DBSA to reconsider the requirement for the Professionally Registered Construction Health and Safety Agent to have a minimum of 5 years' experience post registration. Please consider reducing the requirements to simply: Professional Registration with SACPCMP as Pr. CHSA.

a. Request declined; investigation shows enough resources with these qualifications inline with only 10 clusters being tendered for.

31. Please advise if there is an electronic file (kml) for maps as per pages 109 to 113 of the respective tender document?

b. Will be shared

32. If we should include the cancelled Annexures or we skip them and replace them with relevant annexures cited in the tender document.

a. Struck off sections need not be completed.

33. Annexure K(CIDB standard professional services contract July 2009 edition 3 of CIDB Document 1014 & scope of work) should be included also. From yesterday's compulsory meeting we might have missed out on that part due to loadshedding and network glitches.

a. Imbedded in RFP from Part C1 to C4

34. On page 17 there is the responsiveness criteria. May you kindly explain what it means and how it works.

a. Part A pre-qualifiers immediate disqualification if not submitted by closing date, Part B will result in disqualification if not responded to on the specified clarification times.

35. Could you kindly relook into the requirements for the Construction Health and Safety Agent, the reason being SACPCMP - Pr. CHSA is a fairly new registration with SACPCMP, hence the minimum 5 years post registration will be difficult to find as there are just a handful of people that meet these requirements. can you kindly relook at dropping these requirements to SACPCMP – Pr CHSA with a minimum 5 years relevant working experience. Which is similar to the Asbestos and Environmental resources"

a. Refer to answer in number 32 above.

36. Please can we request an extension to the closing date.

a. Extended to Monday, 06 March 2023 at 23h55

37. Annexure A indicates that CV's are to be attached and Addendums acknowledged. Can we move the CV's to another Annexure?

c. Updated in addendum.

38. Annexure E and F have been struck out. Does this mean they do not need to be completed?

a. Struck off sections need not be completed.

39. Please can you confirm as per the briefing session, only the lead consultant needs to submit their compliance documentation (ie B-BBEE, TCS, CSD, etc) if other companies are sub-consulting to us. This is not a joint venture or consortium.

a. Refer to the answer in number 24 above.

40. Please can you advise when the new pricing schedule will be available.

a. We are removing the requirement for a full time Clerk of Works as stipulated on page 105. The change in the pricing table will be due to the Skills Development Levies further to the inclusion of the CIDB Build Programme

41. Social/ Development Facilitator: Seeing that this resource does not have to have Professional Registration, will they be scored for Post Qualification experience? e.g. Qualification obtained in 2010, post qualification experience will then be 13 years (2010 to 2023). The document does not specify the National Diploma required (field), would a National Diploma in Accounting be acceptable?

a. For the social development facilitator we do not specify post qualification experience. We do however stipulate 5 years relevant experience. Thus whether this experience is post or pre- qualification does not matter. What matters is that the experience should be relevant to social or development facilitation. Yes a National Diploma in Accounting will be acceptable

42. Financial Credibility- Should we not be able to produce a "Bank Stamped Letter" for the Bank Rating, would our Audited Financial Statements suffice?

a. Please refer to the scoring matrix provided in Page 19 of the RFP detailing what documents should be submitted and how scoring will be discharged according to documents submitted. (Financial Credibility) -

43. Is this accreditation certificate be acceptable with these regulations. It was extracted from SANAS accreditation certificate.

		1. Asbestos Abatement 2. Lead 3. Noise-induced Hearing Loss 4. Hazardous Chemical Agents
Field of Inspection	Service Rendered	Codes and Regulations
<u>Regulatory:</u> The supply of services as an inspection authority for Asbestos Regulations, November 2020.	<u>Inspection Authority for:</u> Regulation 4(2) Regulation 5(7) Regulation 13 (Regulation 15 (2)(c)) Regulation 16 Regulation 22	Procedures and In-house methods not limited to the following: OHS Act Legislated: • HSG 173: Monitoring Strategies for Toxic Substances • HSG 248: Asbestos, The analysts' guide for sampling, analysis and clearance procedures, HSE, UK. • OESSM: Occupational Exposure Sampling Strategy Manual Supplementary documents: • NIOSH Manual of Analytical Methods • OSHA Index of Sampling and Analytical Methods

Original date of accreditation: 26 September 2014

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The supply of services as an inspection authority for Lead Regulations, Government Notice No. R 236 of 28 February 2002.	Regulation 7 – Air monitoring	OHS Act Legislated: • HSG 173: Monitoring Strategies for Toxic Substances • OESSM: Occupational Exposure Sampling Strategy Manual • SANS 6164: Standard method for the determination of lead (inorganic and tetra-alkyl) in the workplace by atomic absorption and spectrophotometry
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- a. We require SANA certification in terms of Regulation 8 – Quantifying airborne concentration of Asbestos; and Regulation 18(b) – the Evaluation of Engineering Measures Controlling Exposure to Asbestos Regulation 21-Demolition

44. Since it is an online submission, are we allowed to fill-up the Tender Document on soft copy(Type on it) or it should strictly be filled with the PEN?

- a. Print and complete with black ink.

45. Please clarify the following when submitting as a consortium,
Do we submit share certificate?

- a. Yes

Annexure 1 – list of past references: do we also include reference letters?

- a. Yes

Pricing- Category of staff: do we price for all or one with suitable requirements?

- a. Complete pricing table for ALL

46. May you please confirm that the Approved Asbestos Inspection Authority certificates are issued to companies and not to individuals.

- a. Yes its issued to companies and not individuals –The CV submitted will need to be accompanied with confirmation from a company holding this certification that the submitted CV is covered by the companies certification. Note the specific certification we are looking for is: Regulation 8 – Quantifying airborne concentration of Asbestos; and Regulation 18(b) – the Evaluation of Engineering Measures Controlling Exposure to Asbestos Regulation 21-Demolition

- 47. Kindly advise if we are to factor in the price for asbestos removal when we do the calculations, since we will be providing the asbestos consultant.**
- a. No pricing of asbestos removal as part of this tender*
- 48. Can you please tell us if a resource can be used in more than one team? We particularly enquiring about the Environmental Assessment Resource.**
- a. Previously answered. We cant dictate in how many teams but can ensure this resource will only participate (awarded) in one cluster*
- 49. There is a requirement for the social facilitator on the project to have five (5) years of experience post-registration. The document also asks for five (5) years post-qualification. Kindly provide clarity on this matter. If a professional registration is needed, kindly advise who the professional body should be?**
- a. Refer to answer in number 41 above*
- 50. On page 99, we have to price for traveling to and from the site. We wish to know if the base office should be our office or another designated town.**
- a. We do not dictate the base office. The first 100km of every travel will not be claimable*
- 51. Time-based fees need to be captured. We wish to know if the capture rates/fees need to be included in the final calculation of fees.**
- a. No it does not form part of the final calculation of fees (bid amount)*
- 52. Kindly advise on the kind of evidence needed to confirm company experience in past, similar projects. Is it the appointment letter, reference letter or completion letter?**
- a. Refer to answer in number 22 above.*
- 53. If we wish to bid for more than one cluster, should we submit more than one document?**
- a. If you are bidding for all 10 clusters, the same team will be used throughout, only your price will differ. Be alert of the additional conditions to tender that The DBSA reserves the right to award one (1) RFP per bidder, subject to the value for money principle.*

54. Should it not read “shareholders” instead of relevant companies?

Annex H : Certified Copies of the Latest Share Certificates (In case of a Company)

Bidders are required, as annexure H to their Bids, to submit certified copies of the latest share certificates of all relevant companies.

a. *Relevant companies in case of Consortiums, Partnerships, etc*