



INVITATION FOR EXPRESSION OF INTEREST FOR PROFESSIONAL CONSTRUCTION PROJECT MANAGERS OR CONSTRUCTION MANAGERS REGISTERED WITH SACPCMP AND CLERKS OF WORKS TO BE MENTORS FOR ICDP & EMERGING CONTRACTORS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS

SCMU5-24/25-0162

NAME OF COMPANY: _____

CSD Nr: _____

PROFFESIONAL REGISTRATION Nr: _____

CLOSING DATE: 11 FEBRUARY 2025

TIME: 11:00 am

Department of Public Works and
Infrastructure
Qhasana Building
Independence Avenue
Bhisho
5605

**ENQUIRIES WITH REGARD TO THIS ADVERT MAY
BE DIRECTED TO:**

SCM RELATED ENQUIRIES

Email Address: supply.chain@ecdpw.gov.za

TECHNICAL /PROJECT SPECIFIC ENQUIRIES

Enquires: Ms. H. George

Email Address: hombakazi.nogayi@ecdpw.gov.za

Tell/Cell No: 040 602 4417

(All Applicant(s) must reduce all telephonic enquiries to writing and send to the mentioned email address)

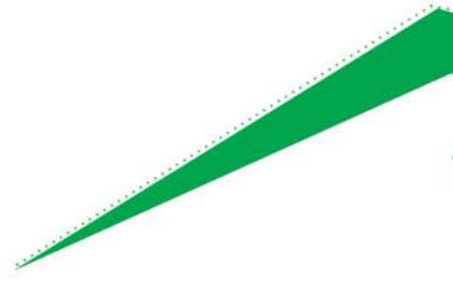
FOR COMPLAINTS, FRAUD, & TENDER ABUSE:

Call: 0800 701 1701





NO.	DOCUMENT DESCRIPTION	Included	
		Yes	No
1.	This Document in its original format		
2.	Invitation to expression of interest (Completed and signed)		
3.	SBD 1 – Completed and sign		
4.	SBD 4- Declaration of Interest (Completed and signed)		
5.	Returnable Documents: Company Registration documents, Companies Act 71 of 2008		
6.	Copies of your company registration documents (CIPRO) listing all members with percentages, in case of a CC.		
7.	Returnable Documents: Copies of IDs of Directors		
8.	Returnable Documents: (Annexure A) Declaration		
9.	Returnable Documents: Resolution to sign (Annexure B)		
10.	Returnable Documents; Addendum (Annexure E)		
12.	Certified copies of Professional certificate		
13.	Detailed CV of Clerks of works		
14.	Certified Proof of physical address/ residence (Municipal letter or proof of lease agreement)		



A. Tender Notice and Invitation to Tender

INVITATION FOR EXPRESSION OF INTEREST FOR PROFESSIONAL CONSTRUCTION PROJECT MANAGERS OR CONSTRUCTION MANAGERS REGISTERED WITH SACPCMP AND CLERKS OF WORKS TO BE MENTORS FOR ICDP & EMERGING CONTRACTORS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS

Bid documents are downloadable free of charge from the Department of Public Works and Infrastructure website (www.ecdpw.gov.za/tenders) or from the National Treasury's tender portal (<http://www.etender.gov.za/content/advertised-tenders>). Bid documents will be available on **06 December 2024**. No bidding documents will be available at departmental offices.

No compulsory briefing meeting will be held.

Queries relating to the issue of these documents may be addressed in writing to SCM email: supply.chain@ecdpw.gov.za; technical enquiries: may be addressed in writing to Ms. Hombakazi George – Cell: 082 445 1512, email: Hombakazi.noqayi@ecdpw.gov.za

It is the responsibility of the tenderer/s to ensure that bid documents/proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place/location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not deposited in the Bid Box in time.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (<https://secure.csd.gov.za>). Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



B. TENDER SUBMISSIONS:

Bids must be submitted in sealed envelopes clearly marked **“SCMU5-24/25-0162”: INVITATION FOR EXPRESSION OF INTEREST FOR PROFESSIONAL CONSTRUCTION PROJECT MANAGERS OR CONSTRUCTION MANAGERS REGISTERED WITH SACPCMP AND CLERKS OF WORKS TO BE MENTORS FOR ICDP & EMERGING CONTRACTORS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS**

The Tender Document must be deposited in the bid box below

REGIONS	PHYSICAL ADDRESS
HEAD OFFICE	Public Works and Infrastructure Qhasana Building Ground Floor Bisho 5605 Supply chain bid box
MOUNT AYLIFF	Corner of Nkosi Senyukela Jojo Of Ngqubusini Street Mt Ayliff 4700 Supply chain bid box
OR TAMBO	KD Manzima Building Corner Owen and Victoria Street 5099 Supply chain bid box
SARAH BARTMAN/ NELSON MANDELA	55 Albany Road Central Port Elizabeth 6000 Supply chain bid box
AMATOLE/BUFFALO CITY	Corner Amalinda Scholl Roads next to SPCA Cambridge 5247 Supply chain bid box
JOE GQABI	Themba Kojana Office Park N6 Road Aliwal North 9750 Supply Chain bid box



Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE

CHRIS HANI	Corner Road King Park Queenstown 5320 Supply chain bid box
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The Eastern Cape Department of Public Works & Infrastructure hereby invites Professional Construction Project Managers or Construction Managers with Built Environment and Clerk of Works to submit their documents for the expression of interest in Mentorship.

All other prerequisites as detailed in the bid documents shall apply.

The expression of interest document can be downloaded from the Eastern Cape Department of Public Works and Infrastructure website and the National Treasury's e-Tender Portal.

Submissions should be submitted in clearly marked sealed envelopes indicating the relevant tender reference number and deposited in the addresses stated above.

Received applications will not be opened in public. Successful tenderers will be informed through publication on relevant platforms.

This is an invitation for expression of interest to the Eastern Cape Department of Public Works and Infrastructure

Tenderers must be registered on the National Treasury Central Supplier Database and proof of registration must be submitted with the expression (<https://secure.csd.gov.za>).

Technical enquiries shall be directed to Hombakazi George only in writing at hombakazi.noqayi@ecdpw.gov.za and Supply Chain Management enquiries scm@supplychain.gov.za office hours.

Sealed envelopes indicating the relevant expression of interest number.

Tender submissions shall be submitted as an original copy



Please note:

This document must be completed by all Eastern Cape Professional Construction Project Managers or Construction Managers or Clerk of Works applicants wishing to be part of the Expression of interest within the Eastern Cape Province in the Department of Public Works & Infrastructure [DPWI] Database.

C. BID EVALUATION:

This bid will be evaluated in Two (2) phase as follows:

Phase One: Functionality

Phase Two: Administrative Compliance

Please note:

This document must be completed by all applicants wishing to register as Service provide for Mentorship support in the above indicated DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE [DPWI] Database

D. INDICATE (TICK) IN WHICH REGION(S) / DISTRICT(S) YOU CHOOSING TO PARTICIPATE IN:

- | | |
|--|--------------------------|
| ☐ Amathole / Buffalo City | ☐ |
| ☐ Joe Gqabi | ☐ |
| ☐ Chris Hani | ☐ |
| ☐ O.R. Tambo | ☐ |
| ☐ Alfred Nzo | ☐ |
| ☐ NMB / Sarah Baartman | ☐ |



NB: ONLY one (01) region/district may be selected.

PHASE 1 (ONE): Functionality

1. The Selection criteria and maximum score in respect of each of the criteria are given hereunder.
2. The company scoring an average score below 70 points will be **DISQUALIFIED**.
3. The company scoring a minimum of **70 points** and above will be Selected on the database.

Selection Criteria	Evaluation schedule	Maximum number of points	Select with Yes or No Services Providing
MENTORSHIP:			
Registered (Professional Construction Project Manager or Construction Manager)	Schedule A	100	Yes or No
Clerk of Works (Foremen or Site Agent or Construction Manager)	Schedule B	100	Yes or No
Maximum possible score		100	

SCHEDULE A: Registered (Professional Construction Project Manager or Construction Manager)

Quality criteria	Maximum number of points
Registered (Professional Construction Project Manager or Construction Manager) - (EXPERIENCE)	40
Registered (Professional Construction Project Manager or Construction Manager) - (YEARS OF REGISTRATION)	20
Registered (Professional Construction Project Manager or Construction Manager) -	40



(ADDRESS MUST BE EASTERN CAPE)	
Maximum possible score	100

BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS
1. Registered (Professional Construction Project Manager or Construction Manager) - (EXPERIENCE) - PROOF OF WORK EXPERIENCE: 40 POINTS			Total Points 40
<u>Breakdown of Points:</u>			
The company must have worked in 3 built-environment projects providing Project Management or Construction Management services at a private or public sector. Attach proof of employment with contactable references with the bid.	8	5	40
The company must have worked in 2 built-environment projects providing Project Management or Construction Management services at a private or public sector. Attach proof of employment with contactable references with the bid.	6	5	30
The company must have worked in 1 built-environment project providing Project Management or Construction Management services at a private or public sector. Attach proof of employment with contactable references with the bid.	4	5	20
No experience in project management or construction management services at a private or public sector.	0	5	0
2. Registered (Professional Construction Project Manager or Construction Manager)- (REGISTRATION) PROOF OF REGISTRATION: 20 POINTS			Total Points 20
<u>Breakdown of Points:</u>			
The director of the company must be registered with SACPCMP for a minimum of 10 years as professional	4	5	20



(Project Manager or Construction Manager). Attach registration printout with the bid			
The director of the company must be registered with SACPCMP for a minimum of 5 years as professional (Project Manager or Construction Manager). Attach registration printout with the bid	2	5	10
No registration on the above	0	5	0
3. Registered Professional Construction Project Manager or Construction Manager - ADDRESS Proof of Company Address in Eastern Cape: 40 Points <u>Break Down of Points</u>			Total Points
Company Address must be in Eastern Cape. Attach proof	8	5	40
Company Address not Eastern Cape	0	5	0

Scale score x weight = Total score in (functionality)

*The priority will be given to Youth, Women, People with Disabilities and Military Veteran companies

SCHEDULE B: Clerk of Works (Foremen or Site Agent or Construction Manager)

Quality criteria	Maximum number of points
Clerk of Works (Site Foreman or Site Agent or Construction Manager)-(EXPERIENCE)	20
Clerk of Works (Site Foreman or Site Agent or Construction Manager)- (YEARS OF REGISTRATION)	20
Clerk of Works (Site Foreman or Site Agent or Construction Manager - QUALIFICATIONS)	20



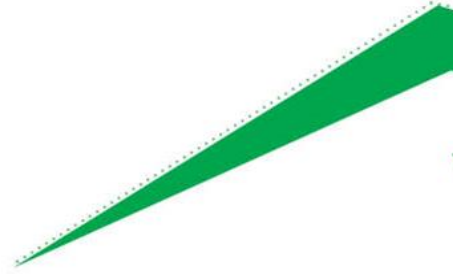
	Clerk of Works (Site Foreman or Site Agent or Construction Manager)- (ADDRESS MUST BE EC)	40	
	Maximum possible score	100	

SCHEDULE B: Clerk of Works (Site Foremen or Site Agent or Construction Manager):

BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS
1. Clerk of Works (Site Foremen or Site Agent or Construction Manager)-(EXPERIENCE) - PROOF OF WORK EXPERIENCE: 20 POINTS			Total Points 20
<u>Breakdown of Points:</u>			
The director must have worked at 3 built-environment projects as a clerk of works or site foreman or Site agent or Construction Manager at a private or public sector. Attach proof of employment with contactable references with the bid.	4	5	20
The director must have worked at 2 built-environment projects as a clerk of works or site foreman or Site agent or Construction Manager at a private or public sector. Attach proof of employment with contactable references with the bid.	2	5	10
The director must have worked at 1 built-environment project as a clerk of works or a site foreman or Site agent or Construction Manager at a private or public sector. Attach proof of employment with contactable references with the bid.	1	5	5
No Experience in project management or construction management services at a private or public sector.	0	5	0
2. Clerk of Works (Site Foremen or Site Agent or Construction Manager)- (YEARS OF EXPERIENCE) PROOF OF YEARS: 20 POINTS			Total Points 20



<u>Breakdown of Points:</u> • The director of the company must have worked in a built-environment project for a minimum of 10 years as a clerk of works or a site foreman or Site agent or Construction Manager at a private or public sector. Attach proof with contactable reference to the bid • The director of the company must have worked in a built-environment project for a minimum of 5 years as a clerk of works or a site foreman or Site agent or Construction Manager at a private or public sector. Attach proof with contactable reference to the bid. • Less than 5 years of built-environment work experience	4	5	20	
2. Clerk of Works (Site Foremen or Site Agent or Construction Manager) Qualifications: 20 POINTS <u>Breakdown of Points:</u> • The director of the company must have Trade Test Certificate or a National Diploma in Built-environment qualification or higher. • The director of the company has any NQF level built-environment qualification • No qualification	2	5	10	
3. Clerk of Works (Site Foremen or Site Agent or Construction Manager) - (ADDRESS) Proof of Company Address in EC 40 Points <u>Break Down of Points</u> • Company Address must be in Eastern Cape. Attach proof • Company Address not EC	0	5	0	
2. Clerk of Works (Site Foremen or Site Agent or Construction Manager) Qualifications: 20 POINTS <u>Breakdown of Points:</u> • The director of the company must have Trade Test Certificate or a National Diploma in Built-environment qualification or higher. • The director of the company has any NQF level built-environment qualification • No qualification				
3. Clerk of Works (Site Foremen or Site Agent or Construction Manager) - (ADDRESS) Proof of Company Address in EC 40 Points <u>Break Down of Points</u> • Company Address must be in Eastern Cape. Attach proof • Company Address not EC				
Scale score x weight = Total score in (functionality) *The priority will be given to Youth, Women, People with Disabilities, Military Veterans and corporative companies				
Scale score x weight = Total score in (functionality) *The priority will be given to Youth, Women, People with Disabilities, Military Veterans and corporative companies				



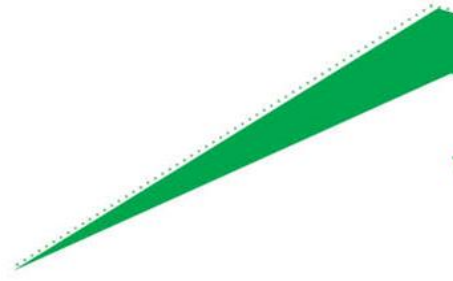
PHASE 2 (Two): Administrative Compliance

A. BIDDERS PROPOSALS MUST MEET THE FOLLOWING MINIMUM REQUIREMENTS, FAILURE TO COMPLY WILL AUTOMATICALLY ELIMINATE THE BID FOR FURTHER CONSIDERATION:

1. Expression of interest document (This Document must be submitted in its original format)
2. Expression of interest documents which are late, incomplete, unsigned or submitted by facsimile or electronically will not be accepted.
3. Service providers must be a legal entity or partnership or corporative or consortium
4. SBD4 must be duly completed and signed. Does the applicant 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 applying for this contract, such interest must be disclosed on question 2.3.1 of SBD 4.
5. All the Annexures should be completed and signed.
6. The minimum specifications and other conditions and rules are detailed in the document.
7. The service provider must be a Registered Professional Construction Project Manager or Construction Manager with SACPCMP, attach a certified professional registration certificate.
8. Clerk of Works is an individual that has been working as a Clerk of works or site foreman or site Agent or construction manager in the construction sector, please attach CV with three contactable references.
9. Applicants must fully complete the application form.
10. The company must be based in the Eastern Cape and proof must be attached with the bid.
11. Vetting will be conducted to the selected mentors to ensure that no Public Servant will be selected.

BID SPECIFICATIONS, CONDITIONS AND RULES

- a. The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data
- b. The specifications, rules, special conditions of bid, evaluation criteria, and rules for evaluation are detailed in the document.
- c. The Department of Public Works and Infrastructure SCM policy applies.
- d. Tender validity period is **120 days**.

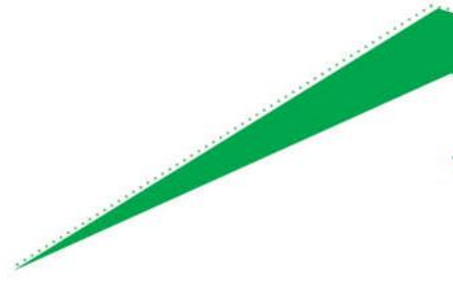


DEMOGRAPHICS TABLE

(company ownership)		Indicate percentage of ownership (%)
Women:		
	(a) Woman ownership	
Youth:		
	(b) Youth ownership	
People with disability (PwD): attach a medical certificate as proof		
	c) People with disability ownership	
Military veterans: attach a letter from department of military veterans as proof		
	d) military veterans' ownership	
Corporative:		
	e) Corporative Ownership	

Signature of bidder_____

Date_____



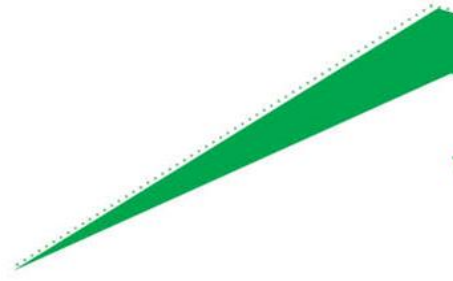
THE FOLLOWING PARTICULARS MUST BE FURNISHED

Name of Applicant Name of Contractor/Company	
Postal Address	
Street Address	
Telephone Number	Code: Number:
Cell phone Number	
Facsimile Number	Code: Number:
Professional Registration No.	
Years of Experience	
CSD number	
Email address	
VAT Registration Number (If applicable)	
Specify the local Municipality	

I HEREBY CERTIFY THAT THE INFORMATION FURNISHED ON THIS APPLICATION IS TRUE AND CORRECT.

NAME OF AUTHORIZED SIGNATORY	
*AUTHORIZED SIGNATURE OF CONTRACTOR	

***FAILURE TO SIGN WILL RESULT IN YOUR APPLICATION BEING DISQUALIFIED**



TERMS OF REFERENCE

1. PURPOSE

The aim of this document is to acquire a database of Professional Construction Project Manager or Construction Managers registered with SACPCMP and Clerk of Works to assist in mentoring emerging contractors in the Eastern Cape appointed and contracted by the Department of Public Works and Infrastructure.

2. BACKGROUND

Due to high level of unskilled labour and unemployment in the Eastern Cape, vast majority of people are venturing in Construction sector and become forced entrepreneurs. A lack of required skills and experience to apply for jobs result in most people opening their own companies.

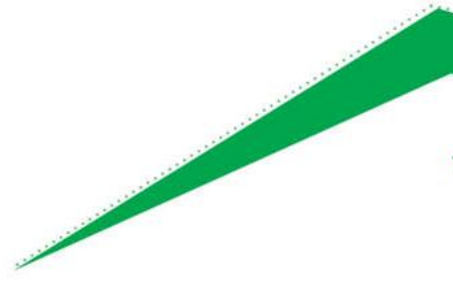
The Department of Public Works and Infrastructure through Innovation and Empowerment section under the Expanded Public Works Programme drive skills development programme through the contractor incubator programme called ICDP (Integrated Contractor Development Programme) and MPIP (Mayibuye Property Incubator Programme) to transform the Construction and Property Industries in the Eastern Cape. The section trusts that through the establishment of a database of mentors to assist contractors that have been appointed by the Department, a lot can be achieved.

The Innovation and Empowerment section has appointed 160 grade 1 to grade 6 emerging contractors to be developed in their CIDB grading for a period of 3 years by awarding projects, mentorship, technical skills, soft skills training and providing other support.

Mentorship will be done to local MSMEs contractors under the 30% sub-contracting or contractors appointed by the department with Potential Emerging (PE) status or in any projects implemented by the department when need arises.

3. GOALS AND OBJECTIVES

The goals and objectives for this project shall focus on creating a database for selected Professional Construction Project Managers or Construction Managers & Clerk of Works for a period of 3 years to provide mentoring services to MSMEs on the Integrated Contractor Development Programme (ICDP) and emerging contractors including contractors awarded with PE status.



4. PROJECT OBJECTIVES

The department as part of its project goals and objectives, seeks give Mentorship support to achieve the following project deliverables:

- to make sure Eastern Cape has more reliable contractors that will improve the economy of the Eastern Cape Province.
- To coach ICDP, MSMEs contractors in the form of a mentorship support them to be able to complete projects in time and good quality.
- To accelerate the personal professional development of the contractors.
- Give support to contractors awarded with PE status.

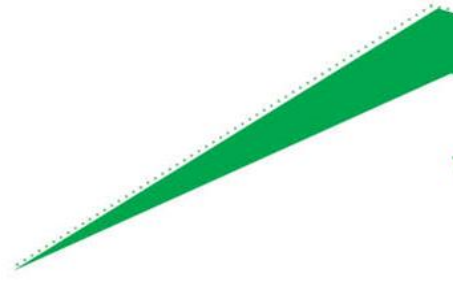
SCOPE OF WORKS

The mentor will assist the contractors in the following areas:

a) **PRE-CONSTRUCTION PHASE**

Building of material rate

Filling of tender Document



b) CONSTRUCTION PHASE

- i) Tender analysis and setting allowable.
- ii) Budgeting
- iii) Construction business skills
- iv) Monitor and evaluate work done
- v) Planning and programming (monitoring and upgrading)
- vi) Scheduling and resourcing
- vii) Site establishment
- viii) Material and plant management
- ix) Measurement of work done
- x) Construction management
- xi) Management of sub-contractors (ICDP)
- xii) Financial Control (cash flow management)
- xiii) Quality assurance
- xiv) Technical Abilities
- xv) Safety and loss control
- xvi) Human resource management and industrial relations
- xvii) Estimating (calculating cost of ads and omits)
- xviii) Submission of progress payment
- xix) Assist the contractors with payment valuation
- xx) Assisting with the Variation Orders if any
- xxi) Assist technically
- xxii) Assisting with extension of time
- xxiii) Submission of monthly report
- xxiv) Visit site once a week, minimum
- xxv) Assist the contractors with administration
- xxvi) Assist with Final Account
- xxvii) Assist with the administration work

a) The Department of Public Works and Infrastructure:

- 1. DPWI will appoint ICDP or MSME contractors
- 2. DPWI will appoint a mentor for awarded contractors through the normal SCM process using the Limited Bidding
- 3. DPWI will appoint emerging contractors through the 30% subcontracting.
- 4. Sign a contract agreement with appointed mentor.
- 5. In case where mentor is appointed by the contractor, the agreement will be between the main contractor and the mentor on sub-contracting projects.
- 6. The Quotation/ tender will be requested through limited bidding process to only companies within the database in the area where the project is at. or
- 7. If there are no responsive respondents in a region/district, the department will look for Mentors in the closest district to where the project will be implemented at in order to request quotation/tender.



Who Can Apply?

We welcome applications from mentors with relevant qualifications and experience, including:

- A) A Professional Construction Project Manager or Construction Manager registered with SACPCMP, a certified copy of certificate must be attached
- B) A Clerk of Works is an individual that has a minimum of 10 years' experience as a Clerk of works or Foreman or Site Agent or Construction Manager within the construction sector, a CV with contactable references must be attached

Clause	Submission Data
1	The employer is: The Eastern Cape Department of Public Works & Infrastructure.
2	The employer's agent is: Hombakazi George, E-mail: hombakazi.noqayi@ecdpcw.gov.za
3	The language for communications is English
4	<u>Only those respondents who satisfy the following eligibility criteria are eligible to submit expression of interest: Failure to comply with all the requirements will render the submission none-responsive</u> 1. Applicants must fully complete the application form. 2. Telegraphic, telephonic, telefax, facsimile, e-mail and late expression of interests will not be considered. 3. The tenderer or any of its directors/ shareholder must not listed on the Register of Tender Defaulters in terms of the prevention and combating of corrupt activities Act of 2004 as a person prohibited from doing business with public sector. 4. All annexures should be completed and signed. 5. SBD – 4 forms should be completed and signed failing which the bidder will be eliminated. 6. The closing time for submission of expressions of interest is as stated in the Notice and invitation to submit an expression of interest 7. Late submissions will not be accepted; it will stay unopened. 8. The company must be based in Eastern Cape and provide proof. 9. Only applicants who comply with the minimum requirements of SCM will be selected to be part of the database.
4.	<u>Non-mandatory requirements (should not be considered non-responsive in absence of any but must be submitted):</u> 1 The entity should be registered with the South African Registrar of Companies (CIPRO)



Clause	Submission Data
	2 The applicants should provide certified copies of South African Identity Documents of all Directors/ Members of the entity. 3 The database will be managed in accordance with the CIDB Regulations and the Department of Public Works & Infrastructure Eastern Cape's SCM Policy. 4 Where applicable, the term "bidder" and "contractor" are referring to the "applicant".

Submission Data

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in the

1. ANS 10845-4 (2015) - Construction Procurement Part 4: Standard Conditions for the Calling for Expressions of Interest and ECSCM policy.

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest. Each item of data given below is cross-referenced to the clause in the standard conditions of tender to which it mainly applies.



ANNEXURE A

DECLARATION (VALIDITY OF INFORMATION PROVIDED)

I..... declare that the information provided is true and correct, the signature to the bid document is duly authorized and documentary proof regarding any bidding issue will, when required, be submitted to the satisfaction of the EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

SIGNATURE OF DECLARER

DATE

POSITION OF DECLARER

NAME OF COMPANY OF BIDDER

Should the bidder have, in the opinion of the DPWI, acted fraudulently illegally, in bad faith or in any improper manner, misrepresented itself with regard to the bid, then the DPWI may, in its sole discretion:

- * Ignore any bids without advising the bidder thereof
- * Cancel the contract without prejudice to any legal rights the DPWI may have

I. Should the bidder disregard this or conduct affairs in a way that transgresses from good business practices, this could seriously impair future business relations between the DPWI and such bidder.



ANNEXURE B

RESOLUTION FOR SIGNATORY

CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or company letter Head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on _____
Mr./Ms. _____, whose signature appears below, has been duly authorized to sign
all documents in connection with the tender for Contract No. _____
and any Contract which may arise there from on behalf of (Block Capitals) _____

SIGNED ON BEHALF OF THE COMPANY: _____
IN HIS/HER CAPACITY AS: _____
DATE: _____
SIGNATURE OF SIGNATORY: _____

WITNESSES:

1. _____ SIGNATURE: _____

IMPORTANT NOTICE: RESOLUTION TO SIGN

1. In the event that a resolution to sign is not completed by all directors/ shareholders of the enterprise, the signature of any one of the directors or shareholders to this bid will bind all the directors/ shareholders of the enterprise and will therefore render the bid valid.
2. In the event that a non-shareholder/ non-director to the enterprise sign this declaration, and no authority is granted, it will automatically invalidate the bid.

II. DECLARATION

I, THE UNDERSIGNED NAME).....
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.1 TO 2.3.1 ABOVE IS
CORRECT. I ACCEPT THAT THE PRINCIPAL MAY ACT AGAINST ME IN TERMS OF PARAGRAPH
23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE
FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

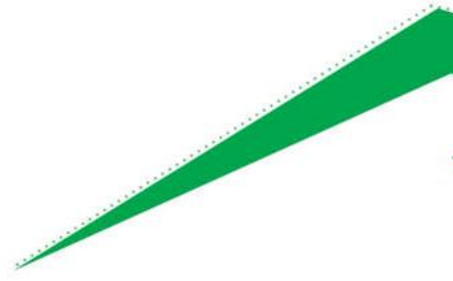


Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE

SBD 1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE					
BID NUMBER:	SCMU5-24/25-0162	CLOSING DATE:	11 FEBRUARY 2025	CLOSING TIME:	11:00
DESCRIPTION	INVITATION FOR EXPRESSION OF INTEREST FOR PROFESSIONAL CONSTRUCTION PROJECT MANAGERS OR CONSTRUCTION MANAGERS REGISTERED WITH SACPCMP AND CLERKS OF WORKS TO BE MENTORS FOR ICDP & EMERGING CONTRACTORS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
AT DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE, INDEPENDENCE AVENUE, GROUND FLOOR, QHASANA BUILDING, BISHO					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	SCM	CONTACT PERSON	Ms. H. George		
TELEPHONE NUMBER		TELEPHONE NUMBER	040 602 4417		
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A		
E-MAIL ADDRESS	supply.chain@ecdpc.gov.za	E-MAIL ADDRESS	hombakazi.nogavi@ecdpc.gov.za		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			☐ YES ☐ NO		
DOES THE ENTITY HAVE A BRANCH 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 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 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 BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF THE BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

.....

DATE:

.....

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

- 2.2.1 If so, furnish particulars:

.....

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



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

YES/NO

- 2.3.1 If so, furnish particulars:

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 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

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.



penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



ANNEXURE D

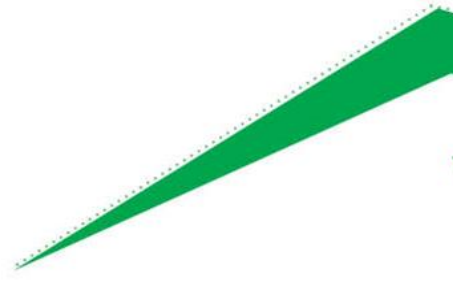
B-1 Record of Addenda to Tender Documents

RECORD OF ADDENDA TO BID DOCUMENTS	
Project title	INVITATION FOR EXPRESSION OF INTEREST FOR PROFESSIONAL CONSTRUCTION PROJECT MANAGERS OR CONSTRUCTION MANAGERS REGISTERED WITH SACPCMP AND CLERKS OF WORKS TO BE MENTORS FOR ICDP & EMERGING CONTRACTORS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS
TenderNumber	SCMU5-24/25-0162
I / We confirm that the following communications received from the Department of Public Works & Infrastructure before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)	

Item	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE



Signed

Date

Name

Position

Enterprise name