



## SUMMARY OF TENDER

|                                                                   |                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Assignment:                                                    | Alexkor RMC JV Richtersveld Mining Company (RMC) Pooling and Sharing Joint Venture (PSJV) requires a suitable qualified and experienced service provider to submit proposals for rendering Rock Engineer Services to the Mine for a period of three (3) years |
| 2. Name of the responsible unit:                                  | Supply Chain Management (SCM)                                                                                                                                                                                                                                 |
| 3. Address for submitting bid proposals and other correspondence: | Alexkor RMC JV Richtersveld Mining Company (RMC) Joint Venture (JV)<br>1 Orange Road<br>Alexander Bay                                                                                                                                                         |
| 4. Telephone number:                                              | (027 831 8300)                                                                                                                                                                                                                                                |
| 5. Email:                                                         | tenders@alexkor.co.za                                                                                                                                                                                                                                         |
| 6. Attention:                                                     | Mr. Khwezi Finini                                                                                                                                                                                                                                             |
| 7. Closing Date & Time for submission:                            | <b>09 July 2024, 12:00</b>                                                                                                                                                                                                                                    |
| 8. Bid description:                                               | <b>SUPPLY OF ROCK ENGINEERING SERVICES FOR ALEXKOR RICHTERSVELD MINING COMPANY (RMC) JOINT VENTURE SITUATED IN ALEXANDER BAY, NORTHERN CAPE.</b>                                                                                                              |
| 9. Bid number:                                                    | <b>ALEX RFP 01/2025</b>                                                                                                                                                                                                                                       |
| 10. Compulsory Briefing session                                   | 25 June 2024                                                                                                                                                                                                                                                  |
| 11. Address                                                       | Alexkor RMC JV Mine<br>1 Orange Road<br>Alexander Bay<br>Northern Cape                                                                                                                                                                                        |

## **1. BACKGROUND**

### **1.1 Alexkor RMC JV RMC JV**

Alexkor SOC Limited Company, with Registration Number 1992/006368/30, was established in terms of the Alexkor RMC JV Limited Act, No. 116 of 1992, as amended by the Alexkor RMC JV Amendment Act, No. 29 of 2001. The Company is listed as a Schedule 2 public entity, wholly owned by the Government through the Minister of Public Enterprises as the Shareholder representative. The group comprises Alexkor SOC Limited, Rehabilitation trust and The Pooling Sharing Joint Venture, which is an unincorporated Joint Venture between Alexkor SOC Limited and Richtersveld Mining Community ("RMC") formed by the DoS (Deed of Settlement). The PSJV's operations are based in Alexander Bay and Port Nolloth, both in the Northern Cape Province and Alexkor SOC is based in Johannesburg.

The core business of the Company is the mining of alluvial diamonds on land, on beaches and in the sea along the north-west coast of South Africa. These activities are complemented by geology, exploration, ore reserve planning, and environmental management. The non-core business activities comprise of providing residential accommodations, township maintenance, guesthouses and a fuel station.

### **1.2 Applicable Regulations**

Section 51 (1) (a) (ii) of the PFMA ("the Act") requires that the Accounting Officer of a Public Entity must ensure that the Public Entity has and maintains a system of Internal controls under the supervision and direction of the Audit Committee complying with and operating in accordance with regulations and instructions prescribed in terms of Section 76 and 77 of the Act.

Alexkor RMC JV is committed to contributing to socio-economic transformation in South Africa and will therefore be applying a preference system for BBBEE compliant in line with the Preferential Procurement Policy Framework Act, (Act No. 5) of 2011 and the Broad-Based Black Economic Empowerment Act, (Act No. 53) of 2013, Preferential Procurement Regulations.

Mine Health and Safety Act of 1996, National Environmental Management Act of 1998, Mineral and Petroleum Resources Development Act of 2002

## **2. GENERAL GUIDELINES**

Completed tender submissions should be hand delivered in a single sealed envelope and deposited in the Tender Box at Alexkor RMC JV RMC JV in Alexander Bay, Northern Cape, at the reflected address on page 1 of this document. All envelopes should be sealed and clearly marked.

All enquiries should be in writing and must be directed to: [tenders@alexkor.co.za](mailto:tenders@alexkor.co.za) for attention of Mr. Khwezi Finini at Tel; (027) 831 8300. Enquiries will be allowed from the date of invitation until 28 June 2024 12pm.

The enquiries will be consolidated and Alexkor RMC JV will issue one written response and such response will be emailed to all the bidders, within 3 days after the last day of enquiries.

## **2.1 Terms of Reference (ToR)**

The purpose of this bid is to appoint a suitable qualified and experienced service provider to provide Rock Engineer services for the period of three (3) years.

## **2.2 Submission of Proposals**

- 2.2.1. The bid should be hand delivered or couriered to the address specified on page 1 of this document and it should be clearly marked as:

**“ROCK ENGINEER SERVICES, BID NUMBER: ALEX RFP 01/2025”**

- 2.2.2. The closing date for Submission of bids is **09 July 2024, 12pm**.  
2.2.3. The tender box is only available for deposit of the proposal during working hours (08h00 to 16h00).  
2.2.4. The bid closing date, bidder name and the return address must be indicated on the envelope.  
2.2.5. If a courier service company is used for delivery of the bid response, the bid description must be indicated on the delivery note/courier packaging and the courier must ensure that documents are placed/deposited into the tender box. Alexkor RMC JV will not be held responsible for any delays, where bid documents are handed to Alexkor RMC JV's receptionist.  
2.2.6. Where a bid response is not in the box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is Alexkor RMC JV's policy not to consider late bids for tender evaluation.**

**Bidders are requested to submit one original, 2(Two) copies of the bid. No email responses will be considered.**

- 2.3.7 Bidders should adhere to the following;

- 2.3.7.1 No costs have been prescribed for the Bidding Document.  
2.3.7.2 All proposals must be priced in ZAR, inclusive of VAT.  
2.3.7.3 If the bid does not include all the required information, the bid will be considered invalid.  
2.3.7.4 The price must remain valid for a period of ninety (120) days from the date of submission.

## **2.4 Infrastructure**

It is expected that bidders will be able to provide basic facilities, systems and capital equipment needed for effective and efficient delivery of the services/projects without any upfront payment by Alexkor RMC JV.

## **2.5 Costs to be borne by Service Provider**

All expenses incurred by the bidders in any way associated with the development, preparation and submission of responses and providing any additional information required by Alexkor RMC JV, will be borne entirely and exclusively by the service provider.

## **2.6 No Legal Relationship**

No binding legal relationship will exist between any of the bidders and Alexkor RMC JV until the execution of a signed Service Level Agreement (SLA). The Terms of Reference (ToR) document will form part of any such contract or arrangement.

## **2.7 Evaluation of the proposals**

Each bidder acknowledges and accepts that Alexkor RMC JV may, at its absolute discretion, apply selection criteria specified in this document for the evaluation of proposals for short listing/selecting the eligible bidder(s).

## **3. INSTRUCTIONS FOR PROPOSALS**

### **3.1 Format of your Proposal**

The proposal should be presented in two sections i.e. Technical Proposal and Financial Proposal. Each section should be contained in two (2) separate envelopes both of which should be contained the single sealed outer envelope. All the envelopes should be clearly marked as indicated in 2.2.1.

#### **3.1.1 Technical Proposal format**

Bidders are at liberty to structure their proposal according to any format, as long as it covers all areas specified in this RFP.

#### **3.1.2 Technical Approach**

The bidders should adhere to the Terms of Reference.

Bidders must at a minimum cover the following requirements as part of their submission:

- Proposed methodology and activity plan that clearly depicts understanding of the TOR and rock engineer requirements of Alexkor RMC JV Mine.
- Bidders should demonstrate how the proposed methodology is in line with applicable standards, rules, regulations and best practices.
- The position(s) involved in the direct delivery of the service to be provided and in overall management of the work and the names of the people who will fill these positions. Provide information in a table format e.g.;

| Name | Position | Duties/Activities |
|------|----------|-------------------|
|      |          |                   |
|      |          |                   |
|      |          |                   |
|      |          |                   |
|      |          |                   |
|      |          |                   |
|      |          |                   |

### **3.2 Experience**

#### **3.2.1 Company Experience**

- 3.2.1.1 Bidders are required to provide proof that they have performed similar services in open cast mines(diamond)

#### **3.2.2 Individual Experience**

- 3.2.2.1 Bidders are required to submit abridged CVs of key personnel and qualifications.

### **4. SCOPE OF SERVICE/WORKS.**

- 4.1
- 4.2 Monthly and Quarterly Audits and reporting internally as-well as provide support for external reporting.
- 4.3 Review of the Mandatory Code of Practice(MCOP)for fall of ground and slope stability.
- 4.4 Review of Standard Operational Procedures(SOP) for all operational sites.
- 4.5 Provide refresher training to all legal appointees on relevant updated MCOP and SOP.
- 4.6 Attend Mine and Health Safety Committee (MHSC) meetings on a quarterly basis.
- 4.7 Other rock engineering-related tasks as and when required (Ad hoc) (where there will DMRE site inspection and investigation the engineer will be required to avail themselves on site)
- 4.8 Quote must include monthly retainer fee. (legal appointment)

***All Travelling, accommodation and SNTs costs associated with providing services must be included within the tender amount.***

### **5. STANDARD REQUIREMENTS OF THE BID**

#### **5.1 Disclosures**

- 5.1.1 The bidder must disclose:

- If they are or have been the subject of any proceedings relating to bankruptcy/insolvency.
- If they have been convicted of, or are the subject of any proceedings, relating to:
- A criminal offence or other offence, involving the activities of a criminal nature in its organisation or found by any regulator or professional body to have committed professional misconduct.
- Corruption, including the offer or receipt of any incentive of any kind in relation to obtaining any contract with any contracting authority.
- Failure to fulfill any obligation in any jurisdiction relating to the payment of taxes and other legal obligations.
- Any other information that is relevant.

- 5.1.2. A bidder or related company or any individual must disclose details of any previous misconduct or complaint, after which Alexkor RMC JV will seek an explanation and background details. At the sole discretion of Alexkor RMC JV, an assessment as to whether the bidder will be allowed to continue to the next phase of the evaluation phase will be made.
- 5.1.3 Disclosure extends to any company in the same group of the bidder, including but not limited to parent, subsidiary and related parties, companies with common shareholders (whether director or indirect) and parties with whom the bidder is associated in respect of this tender.

## **5.2 Disclaimer**

Alexkor RMC JV reserves the right to not appoint a service provider and to:

- Award the contract or any part thereof to one or more service providers;
- Reject all the bids;
- Decline to consider any bids that do not conform to any aspect of the bidding requirements;
- Request further information from any bidder after the closing date for clarity purposes;
- Cancel this bid or any part thereof at any time; and
- Should any of the above occur, it will be communicated in writing to all the bidders.

## **5.3 Confidentiality**

- Bids submitted will not be disclosed to any other bidders
- All information pertaining to Alexkor RMC JV obtained by the bidder as a result of participation in this RFP is confidential.

## **5.4 Disqualification**

Any form of canvassing/lobbying/influence regarding the short listing will result in disqualification.

## **6. EVALUATION CRITERIA**

Bids will be evaluated in three (3) stages

### **Stage 1-Administrative Compliance.**

This entails initial screening of bid responses received at close of the bid. During this phase, bid responses are registered to ascertain the number of bid responses received before the closing date and time and to verify if the bidders submitted all the mandatory requirements.

The following mandatory/compulsory documents must be submitted for the first phase of evaluation:

- Valid Tax Clearance Certificate and SARS pin
- Valid BBEEE Certificate.
- All the SBD (standard bid document) forms must be fully signed.
- Copy of the Company registration certificate.
- Company profile.
- Central Supplier Database (CSD) registration documents not older than 3 months.
- Joint Venture/Consortium agreement signed (each TCC and combined BBEEE certificate).

### **Stage 2-Technical/Functionality Assessment**

This evaluation will be based on the responses using the functional assessment that is previous experience, expertise and technical approach.

The bidder must score at least 70 points or more out of 100 points on technical/functionality to qualify for the next phase,

| <b>Technical Criteria</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Maximum points per Criterion</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Technical Approach</b> <ul style="list-style-type: none"> <li>• Proposed methodology and activity plan that clearly depicts an understanding of the (Terms of Reference) ToR and rock engineer requirements of Alexkor RMC JV (30 points)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                         | 30 points                           |
| <b>Experience, skills and ability of the service provider</b> <ul style="list-style-type: none"> <li>• Years of experience in rock engineer services: <ul style="list-style-type: none"> <li>❖ 5 years or more (15 points)</li> <li>❖ 3-4 years (10 points)</li> <li>❖ 1-2 years (5 points)</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                              | 15 Points                           |
| <b>Experience, skills and ability of project team</b> <ul style="list-style-type: none"> <li>❖ Rock engineer 5 years' experience (Proof of competency with Chamber of Mines and Registration with South African National Institute of Rock Engineer (SANIRE) (30 points)</li> <li>❖ Rock engineer 4 years' experience (Proof of competency with Chamber of Mines and Registration with SANIRE (20 points)</li> <li>❖ Rock engineer 3 years' experience (Proof of competency with Chamber of Mines and Registration with SANIRE (10 points)</li> <li>❖ Rock engineer less than 2 years' experience (Proof of competency with Chamber of Mines and Registration with SANIRE (5 points)</li> </ul> | 30 points                           |

|                                                                                                                                                                                                                                              |                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| <b>Contactable references(provide proof that they have performed similar services in open cast mines(diamond))</b>                                                                                                                           | <b>10 points</b>  |
| <b>Note:</b> References should be presented in the form of a letter on an official letterhead. <ul style="list-style-type: none"> <li>• Four and more (10 points)</li> <li>• Three (5 points)</li> <li>• Less than two (3 points)</li> </ul> |                   |
| <b>Locality:(copy of proof of business address)</b><br>Richtersveld - 15 points<br>Northern Cape - 10 points<br>Western Cape – 7 points<br>Other province – 5 points                                                                         | <b>15 points</b>  |
| <b>Total</b>                                                                                                                                                                                                                                 | <b>100 points</b> |

### Stage 3- Evaluation in terms of PPPFA Regulation (80/20)

This bid will be evaluated and adjudicated according to the 80/20 preference points system. The 80 points will be awarded for price and 20 points will be awarded on the BBBEE status level.

Breakdown of points

| <b>80/20 Preferential point component</b> | <b>Points</b> |
|-------------------------------------------|---------------|
| Pricing                                   | 80            |
| BBBEE Level Contributor                   | 20            |
| <b>Total</b>                              | <b>100</b>    |

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

- \* Ps = Points scored for price of tender under consideration.
- \* Pt = Price of tender under consideration and;
- \* Pmin = Price of lowest acceptable tender

## Specific Goals

Alexkor RMC JV has identified specific goals which will be used to promote transformation and empowerment in the request for proposal. The specific goals applicable to this tender/bid is stated in the table below;

| No. | The Specific Goal/Target          | Number of Points (40 points) | Documents to be Submitted/Not                                                                                                                                                                       |
|-----|-----------------------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Percentage (%) ownership black    | Points (10)                  | <ul style="list-style-type: none"> <li>- ID copy of owner/directors</li> <li>- Valid B-BBEE certificate/ Sworn affidavit</li> <li>- Company registration documents</li> <li>- CSD Report</li> </ul> |
|     | 81 -100 %                         | 10                           |                                                                                                                                                                                                     |
|     | 51 -80 %                          | 5                            |                                                                                                                                                                                                     |
|     | 31 -50 %                          | 2                            |                                                                                                                                                                                                     |
|     | <30 %                             | 1                            |                                                                                                                                                                                                     |
|     | 0 %                               |                              |                                                                                                                                                                                                     |
| 2   | Percentage (%) ownership by women | Point (5)                    | <ul style="list-style-type: none"> <li>- ID copy of owner/directors</li> <li>- Valid B-BBEE certificate/ Sworn affidavit</li> <li>- Company registration documents</li> <li>- CSD Report</li> </ul> |
|     | 81 -100 %                         | 5                            |                                                                                                                                                                                                     |
|     | 51 -80 %                          | 2.5                          |                                                                                                                                                                                                     |
|     | 31 -50 %                          | 2                            |                                                                                                                                                                                                     |
|     | <30 %                             | 1.5                          |                                                                                                                                                                                                     |
|     | 0%                                |                              |                                                                                                                                                                                                     |
| 3   | Percentage (%) ownership by Youth | Points(5)                    | <ul style="list-style-type: none"> <li>- ID copy of owner/directors</li> <li>- Valid B-BBEE certificate/ Sworn affidavit</li> <li>- Company registration documents</li> <li>- CSD Report</li> </ul> |
|     | 81 -100 %                         | 5                            |                                                                                                                                                                                                     |
|     | 51 -80 %                          | 3                            |                                                                                                                                                                                                     |
|     | 31 -50 %                          | 1.5                          |                                                                                                                                                                                                     |
|     | <30 %                             | 1                            |                                                                                                                                                                                                     |
|     | 0%                                |                              |                                                                                                                                                                                                     |

Points will be awarded to a bidder for the BBBEE level of contributor in accordance with the table above.

## **7. PRICES**

- Provide a "Pricing Grid or "Transaction Fee Schedule;
- The total price should be split between the three (3) years. The total bid price will remain fixed for the period of three (3) years.
- The total amount should be transferred to the standard bidding form/document (SBD 1).

## **8. PAYMENT TERMS**

Alexkor RMC JV undertakes to pay valid tax invoices in full within thirty (30) days from statement date for services rendered.

## **9. REQUIREMENTS PRIOR TO CONTRACT AWARD**

The following requirements must be met prior to a contract award being made to the preferred bidder. Should a preferred bidder not respond positively to Alexkor RMC JV's written request within 7 working days of delivery of such request (if this has not been submitted with the tender), that tenderer will be disqualified and the next ranking bidder will be considered.

## **10. VALIDITY**

A proposal shall remain valid for ninety (120) day after the closing date of the submission for proposals.

## **11. SIGNATORIES**

All responses to this RFP should be signed off by the signatories of the bidder.

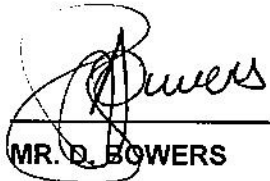
## **12. SPECIAL TERMS AND CONDITIONS**

- Alexkor RMC JV reserves the right to accept or reject any submission in full or in part, and to suspend this process and reject all proposals or part thereof, at any time prior to the awarding of the bidder.
- This bid will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the PFMA.
- Alexkor RMC JV is the sole adjudicator of the bid and the decisions in this regard will be final.
- Bidders are welcome to be present at the opening of bids.

- The Annexures are part of the bid documentation and must be signed by the bidder and attach to the bid document.
- The team must be a reflection of the demographics of South Africa.

**END OF THE SPECIFICATON**

**APPROVED BY:**

  
\_\_\_\_\_

**MR. D. BOWERS**

**GM OPERATIONS**

**DATE: 13 JUNE 2024**

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<sup>1</sup> Richtersveld Community refers to persons who are included as beneficiaries in the successful land claim in 2007 or who originate from the four towns namely, Kuboes, Sandrift, Lekkersing and Eksteenfontein.