
THE TENDER

PART T1: TENDER PROCEDURES

T 1.1 Invitation To Bid and Tender Notice

T 1.2 Tender Data

T 1.1: INVITATION TO BID AND TENDER NOTICE

BID ADVERTISED : 26 January 2024, Friday

BID NUMBER : DHS 04/2023

CLOSING DATE : 19 February 2024, Monday

CLOSING TIME : 11H00

APPOINTMENT OF A SERVICE PROVIDER FOR CONSTRUCTION OF 406 HOUSING UNITS AT VRYBURG EXT 28: NALEDI LOCAL MUNICIPALITY.

1. Kindly furnish the Department with a bid for services shown on the attached forms.
2. The conditions contained in the General Conditions of Contract (GCC) ANNEXURE A, and the attached bid forms, as well as any other conditions accompanying this invitation, are applicable.
3. The Department will enter into a contract with the successful bidder.
4. No late, faxed or emailed bids will be considered. Bids received after the closing date and time are late and will as a rule not be acceptable for consideration.
5. Bid documents are available at our office, payable or purchased at a cost of **R300.00 (non-refundable):-**

Bank Account	: FIRST NATIONAL BANK
Account Name	: NW – Department of Human Settlements
Account Number	: 62825725560
Branch Code	: 210244
Reference	: DHS 04/2023
6. The Department of Human Settlements reserve the right to award any bid in whole or in part to one or more service providers and does not bind itself to award the lowest bidder.
7. All the documents accompanying this invitation to bid must be completed in detail where applicable and sealed in an envelope clearly marked with the bid/tender number and placed in the bid box before the closing date and time. The bid box is situated at **CRAFT PRESS BUILDING (formerly known as CCP BUILDING), 27 JAMES WATT CRESCENT, INDUSTRIAL SITE, MAFIKENG, 2745.**

CONDITIONS TO BID:

This bid is issued under the condition that the bidder should at any stage during production or execution or on completion of the bid be subjected to inspection. The premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by the representative of the Department of Human Settlements or organisation acting on behalf of the State.

BID EVALUATION QUALIFICATION REQUIREMENTS:

The bid will be evaluated in three (3) stages as follows:-

STAGE 1: Compliance with Mandatory and Non - Mandatory Bid requirements

Stage 1.1: Non - Mandatory Bid Requirements

The following should be returnable together with the bid:-

- ✓ Invitation letter to bid
- ✓ SBD 1: Invitation to bid
- ✓ SBD 3.1: Pricing Schedule- Firm Prices
- ✓ SBD 4: Bidder's Disclosure
- ✓ SBD 6.1: Preference points claim form of the Preferential Procurement Regulations 2022
- ✓ General Conditions of Contract (initialize each page)
- ✓ Special Conditions of Contract
- ✓ CSD report reflecting compliant tax status, successful bank verification and ownership information
- ✓ Valid Tax Clearance Certificate / Unique Pin issued by SARS
- ✓ CIPC Certificate

- ✓ Valid B-BBEE Certificate / Sworn Affidavit
- ✓ Confirmation of force number from DMV to claim military veteran points
- ✓ Confirmation of disability by the Medical Practitioner to claim disability points
- ✓ Proof of residence
- ✓ In case of a joint venture the following documents to be submitted
 - Consolidated B-BBEE Certificate (if not consolidated preference points will be 0)
 - Valid Tax Clearance Certificate of all parties / Unique Pin issued by SARS

Stage 1.2 Compliance with Mandatory Requirements

- ✓ Valid National Home Builders Regulatory Council certificate (NHBRC)
- ✓ Detailed Company profile (Include all projects with regard to alternative building methodology as well as low cost housing projects done by the company and indicate the contact details of a reference person on the project.)
- ✓ In case of a joint venture the following documents to be submitted
 - Valid joint venture agreement signed by all parties and witnessed
 - Certificate or authority for Joint Ventures (where applicable)
 - Detailed Company profile of all parties (Include all projects with regard to alternative building methodology as well as low cost housing projects done by the company and indicate the contact details of a reference person on the project).
 - Valid National Home Builders Regulatory Council certificate (NHBRC)

Failure to comply with these Mandatory requirements will lead to immediate disqualification.

STAGE 2: FUNCTIONALITY**100 points**

For a bid to be responsive the minimum points for functionality shall be **SIXTY POINTS** (60 points). Any bid with less than sixty points will be disqualified and no further evaluation of the bid will be done.

WEIGHTS AND VALUES FOR THE FUNCTIONALITY CRITERIA						
1 = Poor		2 = Fair	3 = Good	4 = Very Good	5= Excellent	
NO.	DESCRIPTION OF SPECIFIC COMPETENCIES				WEIGHTS	
1.	Qualification of key project team personnel involved on the project. Please attach copies of certificates and CVs.				20	
	• Professional Civil or Structural Engineer/Technologist and Architect. Registration Certificate(s) + CV(s) to be attached.					5
	• Professional Engineering Technician and Architect Certificate(s) + CV(s) to be attached.					4
	• Civil or Structural Engineer/Technologist and Architect. Certificate(s) + CV(s) to be attached.					3
	• Engineering Technician and Architect Certificate(s) + CV(s) to be attached.					2
	• CV(s) without any attachment of qualifications mentioned above.					1
	All bidders must submit CV's, Qualification or Registration Certificates for the proposed professional teams to be deployed on the project. In the event that they outsource the service, they must also attach the same documentation and in all cases the relevant professionals must write a letter of consent with contact details for verification that they will be working on the project.					
2.	Proven track record on previous projects experience of a similar nature (Physical verification of completed projects may be conducted by the department)				20	
	• 5 or more similar projects completed					5
	• 4 similar projects completed					4
	• 3 similar projects completed					3
	• 2 similar projects completed					2
	• 1 similar project completed					1
	The bidder must submit all details of all projects with reference supplied for verification purposes					
3.	Approach, Methodology and Implementation Plan.				20	
	Construction Process, Safety Requirements and application of SANS					5
	Construction Process and Safety Requirements					3
	Construction Process only or no information					1
4.	Detailed Work Programme And Delivery Schedule				20	
	Work breakdown structure, resource management plan and delivery schedule					5
	Work breakdown structure and delivery schedule					3
	Delivery schedule or no information					1
5.	Financial capacity: Companies will be verified on the level of financial ability to execute the project. Reviewed/Audited Statement of profit or loss for the past two financial years. Balance sheet/statement of financial position for the past two financial years.				20	
Financially stable. (5)		Improved financial capacity. (4)		Declined/unsure financial status, will be determined by a decline in any of the evaluation criteria or lack of information to conclude (2)		
				Non submission of information/ financial statements that are not reviewed or audited (1)		

			(1)
Increase in turnover from previous year.	Increase in turnover from previous year.	Decrease in turnover from previous year.	
Current ratio of 2:1 for the both years.	Current ratio of 2:1 for the latest year.	Current ratio of below 2:1 for both/latest year.	
Liquidity ratio exceeding 1 for both years.	Liquidity ratio exceeding 1 for the latest year.	Stagnant decrease from the previous year on Liquidity ratio.	
TOTAL POINTS FOR FUNCTIONALITY			100

STAGE 3 : PREFERENCE POINTS SYSTEM

This is a 90/10 points bid

Breakdown of points:-

	POINTS
Price	90
Specific Goals	10
Total points for Price and Specific goals	100

NOTE:-

- The validity period is ninety (90) days and is calculated as from the closing date of a bid.
- All bid price/s are predetermined by National Department of Human Settlements.

FOR MORE INFORMATIONON SPECIFICATIONS / TERMS OF REFERENCE CONTACT:-

Contact Person : Ms M. Mogapaesi - Jaards
 Telephone Number : (018) 388 5528
 Cell : 082 689 0815
 E-mail address : mjaards@nwpg.gov.za

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Contact Person : Ms Elna Kepadisa / Ms Rebecca Modise
 Telephone Number : 018 - 388 4435 / 018 – 388 3718
 E-mail address : ekepadisa@nwpg.gov.za , PRModise@nwpg.gov.za


 MS. K. M. TUMANE
 DIRECTOR: SUPPLY CHAIN MANAGEMENT

DATE: 26/01/2024

COMPULSORY BRIEFING SESSION

APPOINTMENT OF A SERVICE PROVIDER FOR CONSTRUCTION OF 406 HOUSING UNITS AT VRYBURG EXT 28: NALEDI LOCAL MUNICIPALITY.

ALL BIDDERS KINDLY NOTE THAT THE BRIEFING SESSION WILL BE HELD ON

DATE : 07 FEBRUARY 2024, WEDNESDAY

TIME : 11H00

VENUE : SCM'S BOARDROOM, CRAFT PRESS BUILDING (CCP)

TENDERERS ARE REQUESTED TO BE SEATED AT 09H50

FOR FURTHER INFORMATION:

TECHNICAL ENQUIRIES: Ms M. MOGAPAESI JAARDS
TEL: 082 689 0815

SCM RELATED ENQUIRIES: MS E. KEPADISA
TEL: 018 388 4435 / 079 727 2530

NB:

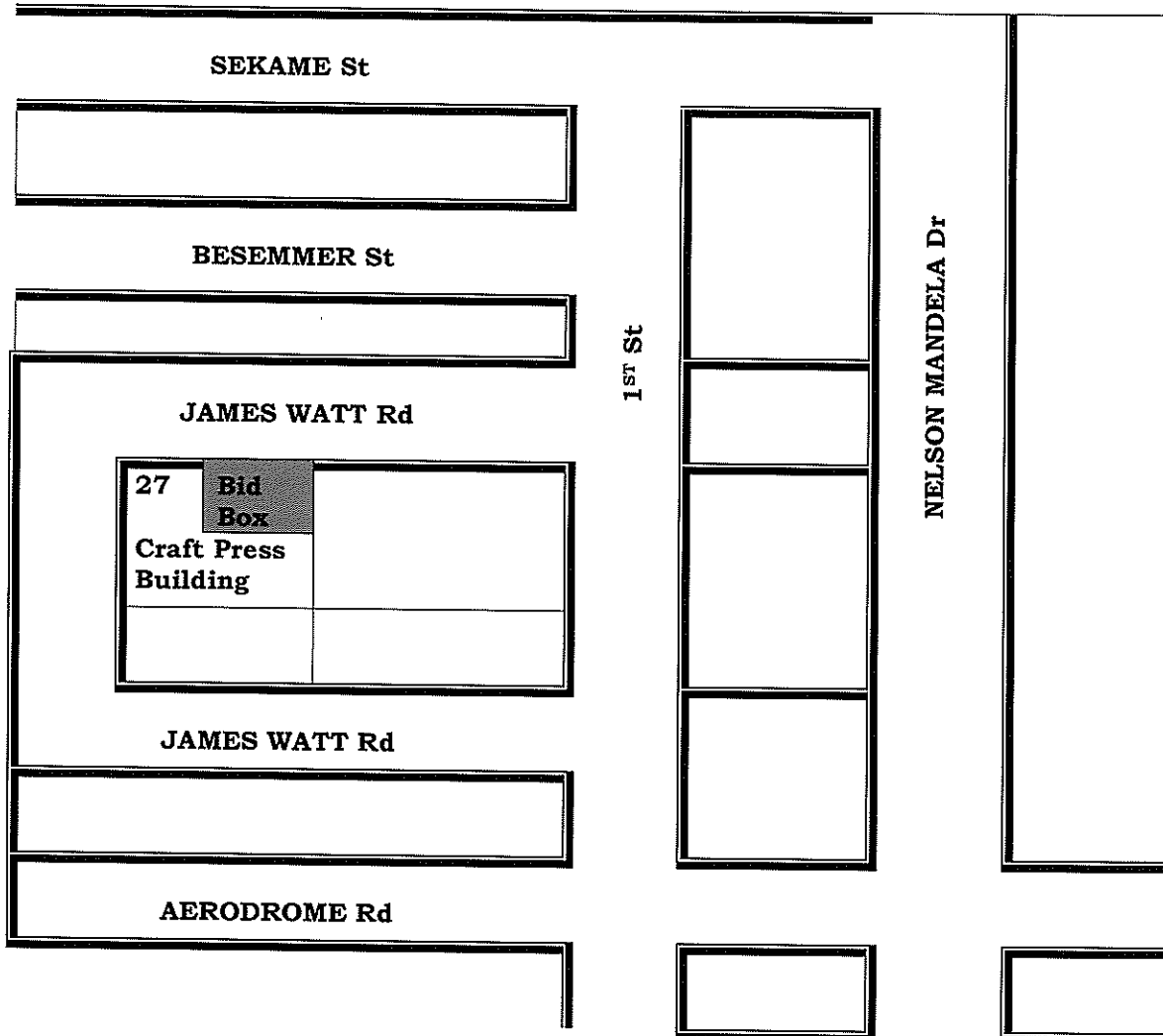
- 1. Company Director/ Shareholders / Owners must be the one to attend the briefing session**
- 2. Bidders must obtain the copy of the bid document before attending the briefing session**

MAP TO BID BOX

YOU ARE HEREBY INVITED TO BID TO THE DEPARTMENT OF HUMAN SETTLEMENTS

SUBMIT ALL BIDS ON THE OFFICIAL FORMS – DO NOT RETYPE

The bid documents may be deposited /placed in the bid box situated at **CRAFT PRESS BUILDING (formerly known as CCP BUILDING), 27 JAMES WATT CRESCENT; INDUSTRIAL SITE, MAFIKENG, 2745.**



CLOSED AT 11H00 WHICH IS THE CLOSING TIME OF BIDS.

BIDDERS SHOULD ENSURE THAT BIDS ARE DELIVERED TIMEOUSLY TO THE CORRECT ADDRESS.

SUBMIT EACH BID IN A SEPARATE SEALED ENVELOPE

T 1.2: TENDER DATA

The conditions of tender are the latest edition of SANS 10845-3, Standard Conditions of Tender. SANS 10845-3 makes 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 provisions of SANS 10845-3 and as contained in Annexure F of Standard for Uniformity in Construction Procurement (Board Notice 136 Government Gazette No 38960 of 10 July 2015). Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause Nr Tender Data

F.1 The Employer is Department of Human Settlements

F.2 Cost of tendering

F.2.1 Accept that, unless otherwise stated in the Tender Data, the Employer will not compensate the Tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

F.3 The tender documents issued by the employer comprise the following documents:-

○ VOLUME 1: The Tender Document (this document), in which is bound:-

THE TENDER

Part T 1: Tendering Procedures

T 1.1 – Invitation to bid and Tender notice

T 1.2 – Tender data

Part T 2: Returnable Documents

T 2.1 – List of returnable documents

T 2.2 – Returnable Schedules

THE CONTRACT

Part C 1: Agreement and Contract Data

C 1.1 – Form of Offer and Acceptance

C 1.2 – Contract Data

C 1.3 – Contract of Temporary Employment as Community Liaison Officer

○ Part C 2: Scope of Work

C 2.1 – Construction Work Specifications: Term of Reference

Volume 1 is deemed the "Returnable Document" which must be returned to the Employer in terms of submitting a tender offer.

F.4 Communication to Bidders / Tenderers

F.4.1 Each communication between the Employer and a Tenderer shall be to or from the Employer only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The Employer shall not take any responsibility for non-receipt of communications from or by a Tenderer.

F.5 The Employer's right to accept or reject any tender offer

F.5.1 The Employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The Employer shall not accept or incur any liability to a Tenderer for such cancellation and rejection, but will give written reasons for such action upon written request to do so.

F.6 **Evaluation Method** using the three (3) stages System shall be applied.

F.7 Tenderer's Obligations Eligibility

F.7.1 Only Tenderers who are registered with the Construction Industrial Development Board (CIDB), as a regulatory body of the construction industry, are eligible to have their tenders evaluated.

F.7.2 Joint Ventures are eligible to submit tenders provided that every member of the Joint Venture is registered with the CIDB.

F.7.3 Submit a tender offer only if the Tenderer satisfies the criteria stated in the Tender Data and the Tenderer, or any of his principals, is not under any restriction to do business with the Employer.

F.8 Clarification Meeting

F.8.1 Attend, where required, a clarification meeting at which Tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions.

F.8.2 Tenderers should be represented at the clarification meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved. Details of the meeting(s) are stated in the Tender Data.

F.8.3 Request clarification of the tender documents, if necessary, by notifying the Employer at least 5 (five) working days before the closing time stated in the Tender Data.

F.9 The Employer will provide no insurance.

F.10 Pricing the Tender Offer

F.10.1 The tendered Fixed Price will not be subject to escalation. The tendered fixed price is predetermined by the National Department of Human Settlements.

F.11 Submitting of a Tender Offer

F.11.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the Contract Data and described in the scope of works, unless stated otherwise in the Tender Data.

F.11.2 Return all returnable documents to the Employer after completing them in their entirety by writing in non-erasable black ink.

F.11.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the Tender Data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the Employer.

F.11.4 The tender shall be signed by a person duly authorized to do so. Tenders submitted by Joint Ventures of 2 (two) or more firms shall be accompanied by the document of formation of the Joint Venture, authenticated by a public notary or other official deputed to witness sworn statements, in which is defined precisely the conditions under which the Joint Venture will function, its period of duration, the persons authorized to represent and obligate it, the participation of the several firms forming the Joint Venture, and any other information necessary to permit a full appraisal of its functioning.

F.11.5 The Employer's address for delivery of Tender Offers and identification details to be shown on each tender offer package are:

LOCATION OF TENDER CLOSURE: Tender Box, Department of Human Settlements

PHYSICAL ADDRESS : 27 James Watt Crescent, Craft Press Building, Industrial Site, MAFIKENG, 2745

IDENTIFICATION DETAILS : Tender Number **DHS 04/2023**

TITLE OF TENDER: **APPOINTMENT OF A SERVICE PROVIDER FOR CONSTRUCTION OF 406 HOUSING UNITS AT VRYBURG EXT 28: NALEDI LOCAL MUNICIPALITY.**

F.11.6 Sealed tenders with the Tenderer's name and address and the endorsement:

"TENDER NO. **DHS 04/2023: APPOINTMENT OF A SERVICE PROVIDER FOR CONSTRUCTION OF 406 HOUSING UNITS AT VRYBURG EXT 28: NALEDI LOCAL MUNICIPALITY** on the envelope, must be placed in the appropriate official Tender Box at the abovementioned address.

F.11.7 A two-envelope procedure will not be followed.

F.11.8 Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.

F.11.9 The tender shall be signed by a person duly authorised to do so.

F.12 Closing Time

F.12.1 The closing time for submission of Tender Offers is as stated in the Invitation to Tender and Tender Notice.

F.13 Tender Offer Validity

F.13.1 The tender offer validity period is **90 (ninety) days** from the closing date.

F.13.2 If requested by the Employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.

F.13.3 Accept that a tender submission that has been submitted to the Employer may only be withdrawn or substituted by giving the Employer's Agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.

F.13.4 Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of F.11 with the packages clearly marked as "SUBSTITUTE".

F.14 Clarification of Tender Offer after Submission

F.14.1 Provide clarification of a tender offer in response to a request to do so from the Employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of Tenderers or substance of the tender offer is sought, offered, or permitted.

Note: Sub-clause F.14 does not preclude the negotiation of the final terms of the contract with a preferred Tenderer following a competitive selection process, should the Employer elect to do so.

F.15 Provide Other Material

F.15.1 Provide, on request by the Employer, any other material that has a bearing on the tender offer. The Tenderer's commercial position (including notarized joint venture agreements), referencing arrangements, or samples of materials, considered necessary by the Employer for the purpose of a full and fair risk assessment. Should the Tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the Employer's request, the Employer may regard the tender offer as non-responsive.

F.15.2 Each party to a Consortium/Joint Venture shall submit separate certificates/statements in the above regard.

F.16 Inspection, Tests and Analysis

F.16.1 Provide access during working hours to premises for inspections, tests and analysis as provided for in the Tender Data.

F.17 Submit Securities, Bonds, Policies, etc.

F.17.1 If requested by the Employer, submit for the Employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the Conditions of Contract identified in the Contract Data.

F.18 Return of Other Tender Documents

F.18.1 If so instructed by the Employer, return all retained tender documents within 28 (twenty-eight) days after the expiry of the validity period stated in the Tender Data.

F.19 Certificates

The Tenderer is required to submit with his tender:-

F.19.1 Tax Compliance Status (TCS) PIN

Tenderers shall be registered and in good standing with the South African Revenue Service (SARS) and shall submit documentary evidence in the form of Tax Compliance Status (TCS) PIN.

Each party to a Consortium/Joint Venture shall submit a separate TCS PIN.

F.19.2 Specific Goals

In order to qualify for claimed preference points, it is the responsibility of the Tenderer to submit the relevant documents as outlined on the Terms of Reference

F.19.3 CIDB Registration

A CIDB Registration is not a requirement for this contract.

F.20 The Employer's Undertakings

F.20.1 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each Tenderer during the period from the date that tender documents are available until 3 (three) days before the tender closing time stated in the Tender Data. If, as a result a Tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all Tenderers who drew documents.

F.20.2 Opening of Tender Submissions

Unless the two-envelope system is to be followed, open valid tender submissions in the presence of Tenderers who choose to attend at the time and place stated in the Tender Data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

F.20.3 Two-envelope System

Where stated in the Tender Data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of Tenderers who choose to attend at the time and place stated in the Tender Data and announce the name of each Tenderer whose technical proposal is opened.

Evaluate the quality of the technical proposals offered by Tenderers, then advise Tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open

only the financial proposals of Tenderers, who score in the quality evaluation more than the minimum number of points for quality stated in the Tender Data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to Tenderers whose technical proposals failed to achieve the minimum number of points for quality.

F.20.4 Test for Responsiveness

Determine, after opening and before detailed evaluation, whether each tender offer properly received:-

- (i) complies with the requirements of these Conditions of Tender,
- (ii) has been properly and fully completed and signed, and
- (iii) is responsive to the other requirements of the tender document
- (iv) the Tenderer is not registered with the CIDB.

A responsive tender is one that conforms to all the terms, conditions and specifications of the Tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- (i) detrimentally affect the scope, quality or performance of the works, services or supply identified in the Scope of work,
- (ii) significantly change the Employer's or the Tenderer's risks and responsibilities under the contract, or
- (iii) affect the competitive position of the other Tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

F.20.5 Arithmetical Errors, Omissions and Discrepancies

Check the highest ranked Tender or Tenderer with the highest number of tender evaluation points after the evaluation of tender offers and check only the Summary:- Calculation of Tender Sum for:

- (i) The gross misplacement of the decimal point in any rate; or
- (ii) Arithmetical errors in line item totals resulting from the product of a unit rate and a quantity or the summation of the amounts.

The Employer must correct the arithmetical errors in the following manner:-

- (i) Where there is a discrepancy between the amount in words and the amounts in figures, the amount in words shall govern;
- (ii) If, in the Summary: Calculation of tendered Fixed Price there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern and the unit rate shall be corrected.
- (iii) Where there is an error in the total of the amounts 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 govern and the Tenderer will be asked to revise selected unit rates to achieve the Tendered total of the amounts. Consider the rejection of a tender offer if the Tenderer does not correct or accept the correction of the arithmetical error in the manner described above."
- (iv) Notify the Tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices.

F.20.6 Evaluation of Tender Offers

The procedure for the evaluation of responsive tenders will be in accordance of three (3) phases as per the bid evaluation qualification requirements as stated in the Invitation to Tender and Tender Notice.

F.20.7 Acceptance of Tender Offer

The Employer reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Employer does not bind itself to accepting the lowest or only tender.

Tender offers will only be accepted if:

- (i) the Tenderer is registered on CSD prior submitting the bid and in good standing with the South African Revenue Service (SARS) and has submitted evidence in the form of Tax Compliance Status (TCS) PIN number for verification on e-Filing. Where the recommended or preferred Bidder(s) is not tax compliant, the bidder(s) is afforded an opportunity to rectify their tax affairs within 14 days. A Bidder that fails to

- rectify its tax matters with SARS (after being given an opportunity to rectify tax matters) will be rejected or eliminated.
- (ii) the Tenderer or any of its Directors is not listed on the Register of Tender Defaulters (as per the CSD Report) in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- (iii) any Directors, Members or Owners are not Government Employees (as per the CSD Report).

F.20.8 Notice to unsuccessful Tenderers

The Employer shall, at the same time as notifying the successful Tenderer of the Accounting Officer's decision to award the tender to the successful Tenderer, also give written notice to the other Tenderers informing them that they have been unsuccessful.

F.20.9 Provide copies of the contract

The number of paper copies of the signed contract to be provided by the Employer is 1 (One).

F.21 Eligibility with respect to Expanded Public Works Programme

This Contract qualifies for consideration as an Expanded Public Works Program project. The Contractor shall make use of local labour as far as possible where manual labour is required and remuneration must be paid according to the minimum wages for the region. Monthly project labour reports to be completed in Annexure B.

F.22 Claims arising after submission of tender

No claim for any extras arising out of any doubt or obscurity as to the true intent and meaning of anything shown on the Contract Drawings or contained in the Conditions of Contract, Scope of Work and Pricing Data, will be admitted by the Employer after the submission of any tender and the Tenderer shall be deemed to have:

- (i) Inspected the Contract Drawings and read and fully understood the Conditions of Contract;
- (ii) Read and fully understood the whole text of the Scope of Work and Pricing Data and thoroughly acquainted himself with the nature of the works proposed and generally of all matters which may influence the Contract;
- (iii) Visited the site of the proposed works, carefully examined existing conditions, the means of access to the Site, the conditions under which the work is to be done, and acquainted himself with the limitations or restrictions that may be imposed by the Municipality or other Authorities in regard to access and transport of materials, plant and equipment to and from the site and made the necessary provisions for any additional costs involved thereby.
- (iv) Requested the Employer or his duly authorized agent to make clear the actual requirements of anything shown on the Contract Drawings or anything contained in the Scope of Work and Pricing Data, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer.
- (v) Received any Addenda to the tender documents which have been issued by the Employer. Before submission of any tender, the Tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing indistinct, or if the Pricing Data contain any obvious errors, the Tenderer must apply to the Employer's at once to have the same rectified, as no liability will be admitted by the Employer in respect of errors in any tender due to the foregoing.

F.23 Community Liaison Officer

It is a requirement of the Contract that a Community Liaison Officer (CLO) for the area where the project resides shall be appointed by the Contractor. The primary functions of the CLO shall be to assist the Contractor with the selection and recruitment of labour, to represent the local community in matters concerning the use of labour on the works, and to assist with and facilitate communication between the Contractor, the Principal Agent and the Local Communities.

The method of identifying suitable candidates for the position of CLO, as well as requirements in respect of the employment of the selected candidate, are described in Part C 1.3: Contract of Temporary Employment as community Liaison Officer.

F.24 **Invalid tenders**

Tenders shall be considered invalid and shall be endorsed and recorded as such in the tender opening record, by the responsible official who opened the tender, in the following circumstances:

- (i) If the tender offer (the total bid/tender price/amount) is not submitted on the Pricing Schedule bound into this tender document (SBD 3.1 or SBD 3.2 or SBD 3.3);
- (ii) If the tender is not completed in non-erasable black ink;

F.25 **Negotiations with preferred Tenderers**

The Employer may negotiate the final terms of a contract with Tenderers identified through a competitive tendering process as preferred Tenderers, provided that such negotiation:

- (i) does not allow any preferred Tenderer a second or unfair opportunity;
- (ii) is not to the detriment of any other Tenderer; and
- (iii) does not lead to a higher price than the quotation as submitted.

Minutes of any such negotiations shall be kept for record purposes.

F.26 **General Supply Chain Management Conditions applicable to tenders**

The Employer may not consider a tender unless the provider who submitted the tender:-

- (i) has furnished the Employer with that provider's:
 - (a) full name;
 - (b) identification number or company or other registration number; and
 - (c) tax reference number and VAT registration number, if any;
 - (d) Certificate of attendance at a compulsory site inspection, where applicable
- (ii) has indicated whether:
 - (a) the provider is in the service of the state, or has been in the service of the state in the previous twelve months; or
 - (b) the provider is not a natural person, whether any of the directors, managers, principal shareholders or stakeholders is in the service of the state, or has been in the service of the state in the previous twelve months; or
 - (c) whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to above is in the service of the state, or has been in the service of the state in the previous twelve months.
- (iii) Irrespective of the procurement process followed, the Employer is prohibited from making an award to:
 - (a) a person who is in the service of the state;
 - (b) a juristic entity of which any director, manager, principal shareholder or stakeholder is in the service of the state;
 - (c) an advisor or consultant contracted with the Employer; or
 - (d) a person, advisor or corporate entity involved with the bid specification committee, or a director of such corporate entity.

In this regard, Tenderers shall complete Part T2.2: Returnable Schedules. Failure to complete this schedules may result in the tender not being considered.

F.27 **Combating abuse of the Supply Chain Management Policy**

The Employer may reject the tender of any Tenderer if that Tenderer or any of its Directors has:

- (i) failed, during the last five years, to perform satisfactorily on a previous contract with the Employer or any other organ of state after written notice was given to that Tenderer that performance was unsatisfactory;
- (ii) abused the supply chain management system of the Employer or has committed any improper conduct in relation to this system;
- (iii) been convicted of fraud or corruption during the past five years;
- (iv) wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
- (v) been listed with the Register of Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or has been listed on National Treasury's database as a person or juristic entity prohibited from doing business with the public sector.

F.28 Price Variations

The tendered Fixed Price shall not be subject to contract price adjustment in accordance with the General Conditions of Contract. If special materials are specified in the Contract Data, then the provision of the General Conditions of Contract shall apply to such special materials.

F.29 Requests for contract documents, or parts thereof, in electronic format

The Employer shall not formally issue tender documents in electronic format and shall only issue tender documents in hardcopy.

F.30 Minimum Wages

The Tenderer is drawn to the fact that minimum wages must be paid in terms of the relevant legislation.

F.31 Subcontracting as a condition of tender

F.31.1 In terms of the Departmental Preferential Procurement Policy

- (1) As a condition to this tender, the contract value is more than R30 million, so subcontracting to advance designated groups is applicable.
- (2) The successful Tenderer may subcontract a minimum of 30% of the value of the contract to an EME or QSE. –

This condition is applicable to this bid in view of the fact that the project amount is R84 337 162.00

PART T2: RETURNABLE DOCUMENTS

- T 2.1 List of Returnable Documents**
- T 2.2 Returnable Schedules**

T 2.1: List of Returnable Documents

T 2.1: LIST OF RETURNABLE DOCUMENTS:

NB: TENDERERS MUST COMPLETE THESE SCHEDULES / DATA SHEETS / FORMS IN BLACK INK

1. Returnable Schedules required for Tender Evaluation Purposes:

- Schedule 1: Site Visit / Clarification Meeting Certificate
- Schedule 2: Resolution of Directors or Members (Authority to sign the Bid)
- Schedule 3: Certificate of Authority for Joint Ventures
- Schedule 4: Schedule of Work Experience
- Schedule 5: Schedule of Sub-Contractors
- Schedule 6: Details of Management Team
- Schedule 7: Schedule of Construction Equipment
- Schedule 8: Confirmation of Construction Industrial Development Board (CIDB) Registration (N/A for this project)
- Schedule 9: Compensation for Occupational Injuries & Diseases (COID)
- Schedule 10: Detail of Proposal by the Tenderer

2. Other documents required for Tender Evaluation Purposes:

- 2.1. Joint Venture Agreement (if applicable) - append to Schedule 3.
- 2.2. A copy of the NHBRC registration certificate -
- 2.3. A copy of the COID - appended to Schedule 8

3. Returnable Schedules that will be incorporated into the Contract:

- Schedule 11: Record of Addenda to Tender Documents
- Schedule 12: SBD Forms as required by DHS 04/2023: SBD 1; SBD 3.1; SBD 4; & SBD 6.1

T 2.2: Returnable Schedules

SCHEDULE 1

SITE VISIT / CLARIFICATION MEETING CERTIFICATE

This is to certify that I / we

of (Tenderer)

of (Address)

.....

.....

Telephone Number

Fax Number

on (Date)

have examined the Site of Works and its surroundings for which I/we am/are submitting this tender and have, so far as is practicable, familiarized myself/ourselves with all the information, risks, contingencies and other circumstances which may influence or affect my/our tender

.....
SIGNATURE(S) OF BIDDERS(S)

.....
NAME OF THE BIDDER(S)

.....
DATE

SCHEDULE 2

RESOLUTION OF DIRECTORS / MEMBERS (AUTHORITY TO SIGN THE BID)

RESOLUTION for completion by Directors (if the tenderer is a (Pty) Ltd or Ltd) or Members (if the tenderer is a CC)

NAME OF THE TENDERER:

Meeting held at..... (Place) on the day of (Month)
20 (Year)

RESOLVED THAT:

The Tenderer submits a tender to the Department of Human Settlements in respect of Bid No.: **DHS 04/2023 APPOINTMENT OF A SERVICE PROVIDER FOR CONSTRUCTION OF 406 HOUSING UNITS AT VRYBURG EXT 28: NALEDI LOCAL MUNICIPALITY.**

Mr / Mrs / Ms.....

in his/her capacity as..... and who sign as
follows:-

.....
(SPECIMEN SIGNATURE)

be, and is hereby, authorized to sign the tender and any and all other documents and/or correspondence in connection with and relating to the tender, as well as to sign any contract and/or all documentation resulting from the award of the tender to the Tenderer.

Note: The resolution MUST be signed by all the Directors / Members of the Tenderer. Should the space provided below not be sufficient for all Directors / Members to sign, please attach a separate sheet to this schedule in the same format.

Nr	Name	Capacity	Signature
1.			
2.			
3.			
4.			
5.			

SCHEDULE 3

CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This returnable schedule is to be completed by Joint Ventures.

YES	NO

(PLEASE INDICATE IF THIS IS A JV OR NOT. IF YES, FILL IN THE DETAILS BELOW. ALSO ATTACH A SIGNED COPY OF AGREEMENT BETWEEN PARTIES)

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize

Mr/Mrs, authorised signatory of the Company,

Close Corporation or Partnership
....., acting in the capacity of Lead Partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead Partner		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....

Note: A copy of the Joint Venture Agreement shall be appended to this Schedule.

..... SIGNATURE(S) OF BIDDERS(S)
..... NAME OF THE BIDDER(S)
..... DATE

SCHEDULE 4

SCHEDULE OF WORK EXPERIENCE

The Tenderer shall insert in the spaces provided below a list of similar completed contracts awarded to him and those currently being undertaken.

EMPLOYER (NAME, TEL. NO. AND FAX NO.)	PRINCIPAL AGENT (NAME, TEL. NO. AND FAX NO.)	NATURE OF WORK	VALUE OF WORK R (m)	COMPLETION DATE
COMPLETED PROJECTS				
CURRENT PROJECTS				

Number of sheets appended by the Tenderer to this Schedule:
(If nil, enter NIL)

..... SIGNATURE(S) OF BIDDERS(S)
..... NAME OF THE BIDDER(S)
..... DATE

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
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12. Transportation
13. Incidental services
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17. Prices
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22. Penalties
23. Termination for default
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27. Settlement of disputes
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34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.
- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance**
- 7.1 Within thirty (30) days of receipt of the notification of contract award,

security

the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections,
tests and
analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the

cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties,

- provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser

may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily

available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the

envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

**25. Force
Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of
Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of
liability**

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language	29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law	30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
	31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
	32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
	32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)	33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34. Prohibition of Restrictive practices	34.1	In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
	34.2	If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)



human settlements

Department:
Human Settlements
North West Provincial Government
REPUBLIC OF SOUTH AFRICA



DR RUTH SEGOMOTSI MOMPATI DISTRICT

3366 Besemmer Str Telkom Building
Industrial Site Mahikeng, 2745
Private Bag X 2145, Mmabatho, 2735
Tel: +27 (18) 388 4824/5

NWDC Cnr, University & Provident Drive
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2nd Floor West Wing, University Drive
Garona Building
Private Bag X 2145, Mmabatho, 2735
Tel: +27 (18) 388 4824/5

TERMS OF REFERENCE

APPOINTMENT OF A SERVICE PROVIDER FOR THE
CONSTRUCTION OF 406 HOUSING UNITS IN VRYBURG
EXTENSION 28 WITHIN NALEDILOCAL MUNICIPALITY

VALIDITY PERIOD: 90 DAYS COMMENCING FROM BID
CLOSING DATE.

BID NUMBER DHS 04/2023

Physical Address: 1st 3366

Bessemmer Str Telkom Building,
Industrial Site Mafikeng 2745.

ENQUIRIES

TECHNICAL

Contact person: **Ms. M Jaards**

Mobile: 082 689 0815

Office: 018 388 5528

Email: MMogapaesi@gmail.com

SCM/ADMINISTRATIVE

Administrative enquiries:

Ms Elna Kepadisa-018 388 4435

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1.0 PURPOSE

The North West Department of Human Settlements seeks to secure the services of a competent Developer for construction of 406 housing units at Vryburg Extension 28 under the jurisdiction of Naledi Local Municipality according to Departmental Norms & Standards.

The appointment will be based on the Departmental Procurement Process, which is transparent, competitive, fair and equitable and in line with then current common law contract and the attached bid forms as well as other conditions which may be applicable.

The project is budgeted for in the 2023/2024 financial year and the Developer is supposed to provide a delivery schedule and a cash-flow projection based on the attached Delivery Schedule and Cash-Flow Template provided.

2.0 SPECIFIC REQUIREMENTS

The developer must be registered with the NHBRC and will be expected to home enrol the project with NHBRC prior to the construction of units. Building plans are to be submitted and approved by the Local Municipality prior to any construction of work.

- The bidder must be CSD compliant.
- Bidders that are listed on the register of the restricted bidders and appear on the Register of Tender defaulters by National Treasury will not be awarded.
- Bidders that are employed as Public servants will not be considered.
- The Units to be built must comply with the vision of the Department of Human Settlements, in terms of settlement sustainability and compliance with BNG Principles and Housing Code and the following minimum specifications must be adhered to:

3.0 STANDARD SPECIFICATIONS

COST BREAKDOWN OF THE STANDARD 40 SQUARE METRE DWELLING TO BE FINANCED FROM THE NATIONAL HOUSING PROGRAMME FOR PERSONS EARNING R0 TO R3 500 IMPLEMENTATION DATE: 1 APRIL 2017	
PROJECT – 406 HOUSING UNITS @ VRYBURG EXTENSION 28	
Cost Element	Cost
Earthworks	R6 592,00
Concrete, Formworks & Reinforcement	R16 917,00
Brickwork	R22 934,00
Roof Structure	R29 842,00
Ceiling and insulation	R13 871,00
Windows	R8 023,00
Doors and Frames	R8 809,00
Finishing and paintwork	R19 941,00
Electrical	R12 951,00
Plumbing and toilet	R16 547,00
Subtotal A	R156 427,00
P & G	R15 643,00
Subtotal B	R172 070,00
Project manager	R4 902,00
Clerk of works	R4 200,00
Beneficiary administration	R735,00
Total Subsidy Quantum	R181 907,00
Geo-Tech Allowance @ 9.09% = R16 657,00	R16 657, 00
Transport Allowance @ 5% = R9 163,00	R9 163, 00
Total Cost Per Unit	R207 727,00

VRYBURG Extension 28 (406 Units)	
Applicable Subsidy Quantum	R181 907,00
Geo-tech Allowance /Unit @ 9,09 % of Subsidy Quantum /Unit	R16 657, 00
Transport Allowance/Unit @ 5% of Subsidy Quantum /Unit	R9 163,00
Total Cost Per Unit	R207 727,00
Total Number of Subsidies	406
TOTAL PROJECT VALUE FOR 406UNITS	R84 337 162, 00

STANDARD SPECIFICATIONS

1.1.1 DESIGN SPECIFICATIONS

- **Area of unit:** the minimum floor area of the house must be 40m²
- **Bedrooms:** The unit is to consist of two bedrooms
- **Privacy:** The unit design shall allow for privacy for the occupants, all the rooms to have lockable doors with three (3) lever lock set for exterior doors and two (2) lever lock set for interior doors.
- **Bathroom:** Bath, allow for 1 x WC, allow for 1 x hand basin properly installed
- **Lounge / open plan Kitchen:** This to be allowed for as open plan type design. The kitchen space shall allow for a sink unit.
- **Access/Entrances:** The unit to have two (2) external doors with wheelchair access for disabled beneficiaries
- **Orientation of building:** Building should be orientated in accordance with SANS 204 & 10400XA

R181 907,00

1.1.2 CONSTRUCTION SPECIFICATIONS

1.1.2.1 FOUNDATIONS

- Foundation shall be as per the engineer's design and
Specifications (*a note to this effect to be on*

drawings).

- Foundations shall be inspected and certified by a registered engineer.
- On the foundation drawings it must be clearly stated which soil class the design is for (the geotechnical report used to design the foundation is required).
- Trenches must be dug out so that the foundation rests on solid ground, with the trench width and depth conforming to the Engineers drawings.

1.1.2.2 STORM WATER MANAGEMENT

- A minimum of 900mm x75mm 15 Mpa concrete apron to be provided on all sides of the house, sloping away from the foundations. The concrete aprons to have a 10mm thick expansion joint at 3m intervals or as per engineer's design.
- The site must be shaped to cart water away from
House
- Supply and installation of 1000l water tanks and gutters

1.1.2.3 WALLS

- External walls to be single leaf 140mm thick cement Maxi bricks (290x140x90) (Plaster and paint) or similar approved (min 7mpa) on 375micron DPC.
- Internal walls to be 140mm maxi brick on flat

(or 290X90X90mm high special brick) and duly bonded (built into) to external walls every 4th course, with DPC and brick force.

- Provide 2,8mm thick brick force every 4th course, as well as every course above windows and doors or as specified by the engineer.
- Horizontal DPC in external walls shall be same level as top of concrete floor slab and 150mm above ground level.
- Horizontal DPC must be laid with mortar above and below the membrane, which extends over the full width of the wall including plaster thickness.
- Cement mortar mix for walls to be of 1:5 proportion by volume 2 bags cement (1wheelbarrow): 5 builder's wheelbarrows sand.
- Building sand should comply with SABS 1090 and be well and evenly graded from 5mm and should not contain an excess of dust or other fine material.
- Where applicable provide SABS approved waterproofing to shower walls and floor.
- Provide a 150mm wide plaster band around the doors and windows openings.
- Opening for waste pipes in walls to be neatly core drilled and not hammered or chisel opened

1.1.2.4 DOORS AND WINDOW FRAMES

1.1.2.4.1 Window Frames: Clisco type steel window frames (1.2mm) or similar approved. Window frames other than Clisco to comply with SABS 727.

1.1.2.4.2 Windows Type

- D522 (size 2 000mm x 1 540mm high)
- D54 (size 1 511mm x 1 540mm high)
- C4 (size 1 511mm x 949mm high)
- E2 (size 1022mm x 654mm high)

1.1.2.4.3 External doors: Fabricated solid Hardwood 2 or 4 panel Meranti or Saligna door with timber frame. Or solid hardwood, tongue and groove, braced and ledged.
NB: Provide three (3) lever lock set

1.1.2.4.4 Internal doors: hollow core doors to be made out of rail, stile, hinge block, semi-solid composite board/grid core paper Lock block, composite board cross banding and Hardwood face veneer. **NB: Provide two(2) lever lock set**

1.1.3 **PLUMBING**

- Provide 1 stainless steel sink(s) with tap to kitchen area. Sink to be at least 900mm in length and securely fixed to wall with 2 brackets & silicon sealed against wall.
- Provide a Class B galvanized pipe as per SABS 62 and 509 to be used as an in feed pipe (external). Internally SABS plastic "Polycop" class 16 or similar approved.

ROOF

- 0.50 mm WidespanChromadeck IBR;
- 762 mm; Z200 spelter; Narrow Floom
- Centre Cranked at 17.5 degrees.
- Fastened with 12x65mm Tech Screw with washer.
- Trusses: (In accordance with SANS 10400-K table 30)
- Trusses must be fastened with bracing strap to walls
- At least 800mm down, with at least 6 x 50mm steel nails per side.
- Truss spacing is side to side.
- Tech Screws are provided to fasten bracing strap to trusses.
- Purlin: (30mm Top Hat; .58mm Thickness)
- First row of Purlins on each side of roof must be fastened with 4 screws, 2 per side when

crossing a truss.

- Gable overhang purlins must be fastened with 4 screws when crossing a truss.
- Remainder of roof, purlins must be fastened with 2 screws on each side when crossing a truss.
- Purlin spacing max 1220 mm

1.1.4 **CEILING**

(Ceiling as per SANS 10400XA)

- A minimum of 2,5m ceiling height.
- Provide 6.4mm thick gypsum board ceiling with 135mm thick aerolite insulation fitted on 38x38mm, SA pine branderling at 450mm C/C, painted with white 75mm standard cornice painted white fitted with Rhino bed.
- Provide a 610x610 mm standard trap door.
- All ceiling members to be painted white

1.1.5 **ELECTRICAL**

(All electrical installation by the registered Electrician/Wireman. Installation to be as per SABS 0145 (green book))

- All material must be of a SABS approved standard.
- One (1) electrical plug per room, 400mm high from finish floor level.
- One (1) light switch per room, 1400mm high from finish floor level.

- One (1) stove isolator, 1.200mm high from finish floor level
- A ready distribution board (DB), 1.800mm high from finish floor level.
- Install a SABS and Municipality approved pre-paid electrical meter
- Conducting to all areas surface mounted or conduiting and wiring to wall chiselled 30mm into brickwork wall make use of a mesh before plastering the wall.

NB: The position of a stove must be considered before installing a stove isolator.

Electrical points in bedrooms need to be considered with furnishing in mind.

The switch for the bathroom must be installed outside the bathroom and Regular plug sockets may not be fitted in the bathroom

1.1.6 **GLAZING** (*Glass to comply with SABS 0137*)

- Glass area of less than 0,75m² to be 3mm thick.
- All glass more than 0,75m² to be 4mm thick.
- Glass to bathroom to be 4mm obscured glass.
- All putty to be treated with a hardener and finished off with universal undercoat and 2 coats enamel based gloss paint to final colour and finish.

1.1.7 **FINISHES**

- Floors to be power-floated or have a smooth steel-trowelled finish.
- All steel window and door frames, including concealed areas of these, to be painted with 1 coat of universal undercoat (oil based) and 2 final coats of enamel paint in addition to factory painted red-oxide.
- External solid doors to be finished off with two (2) coats of external wood oil, or apply one (1) coat Sanding Sealer and two (2) coats SABS approved external polyurethane varnish.
(No SA Pine doors or doors constructed with pressed wood to be used for external doors).
- Trusses should be that of light steel frame
- External walls to be plastered and painted with undercoat & 2 final coats SABS approved PVA paint with 2 different paint colours as per elevations
- Internal walls to be plastered and painted with undercoat & 2 final coats SABS approved PVA paint with 2 different paint colours as per elevations
- The 150mm wide plaster band around the door and window openings to be painted in contrasting colour to that of the wall.
- Barge & fascia boards to be painted to match plaster bands

1.1.8 Total Subsidy for 406 Units @R181,907/Unit	R73 854 242, 00
ADDITIONAL VARIATION AMOUNT	
1.1.9 Geo-tech Allowance for 406 Units @ 9,09%/Unit = R16 657,00	R6 762 742, 00
1.1.10 Transport Allowance for 406 Units @ 5%/Unit = R9 163,00	R3 720 178, 00
1.1.11 Total Project Value for 406 Units @ R207 727,00	R84 337 162, 00

Please note that the geotechnical allowance above covers, up to 3 layers (earthworks) of commercial material, taking into consideration the soil conditions as stipulated in the Geotechnical report.

4.0 SCOPE OF WORK

The developer must ensure that the project has gone through all the following stages so that the project does not get blocked during implementation.

4.1 FEASIBILITY

4.1.1 Preparation Management

- The Developer should ensure that the following preparation management processes have been attended to:
- Establishment of relationship and stakeholder participation with the Municipality, Department of Local Government and Human Settlements, Traditional Authority and Community Structures.
- Compile and maintain a budget
- Professional services required at this stage will include: Civil Engineer/ Structural Engineer/ Electrical Engineer/ Architect / Construction Project

Manager, Occupational Health Consultant, Quantity Surveyor, Land Surveyor and Social Facilitator.

- Obtain or ensure stakeholder support relating to the proposed development process to be followed.
- Monitor professional team progress and ensure feedback to community and the Department.
- Receive products / reports from team, evaluate, get amendments if required
- Compile feasibility report with recommendations on whether or not to proceed with feasibility stage and if so, recommend budgetary requirements.
- Ensure that other sectors become aware of the proposed housing project. Alignment and integration between the sectors can only take place if there is communication.
- This communication can take on various forms for example the electronic media such as email and GIS systems, written and oral communication.

4.1.2 Social Facilitation

- Identify key stakeholders and ensure their involvement in the project.
- Introduce the stakeholders to the housing process, project cycle, time frames, risks of project failure, relative roles & responsibilities
- Facilitate engagements with the municipality
- The developer and what procurement process are to be followed.
- Type of development strategy to be used
- Planning requirements
- Form of tenure
- Phasing of project and logistics
- Obtain commitment from municipality and community structures to work together on the project
- Identify social risks, recommend solutions, and evaluate feasibility of project based on socio-political conditions.

4.1.3 Bulk Services Assessment

Not applicable unless the project is for construction of internal services.

4.1.4 Geotechnical Investigation

A mandatory site visit, existing knowledge of the area and topographical maps should be used for:

- Identification of broad geotechnical conditions in the areas and implications for development, specifically with respect to roads, onsite sanitation, storm-water control, cut and fill, platforms, founding conditions and road construction materials
- Identify obvious restraints such as the prevalence of a high or perched water table, unstable areas, overstep areas, seepage areas, rocky outcrops, rivers and streams
- Viability of this proposed project in terms of geotechnical conditions
- Recommendations in terms of development controls.
- Make recommendations for site-specific geotechnical at construction stage.
- The occurrence of dolomite conditions

4.1.5 Environmental Impact Assessment Report

An appointed developer should locate report the Environmental Impact Assessment to check the following:

- The scoping report must indicate the extent to which the proposed activity or development will impact on the environment, and where appropriate deal with the following specific aspects of the environmental impact:
- The physical and landscape characteristics of the land development area and its surroundings.

- The ecological characteristics of the land development area and its surroundings.
- The current and potential land – uses of the land development area.
- Existing significant archaeological, historical and cultural sites in the land development area and its surroundings.
- The social and economic impact on communities in the land development area and its surroundings.
- The existing infrastructure and/or services in or around the land development area and surroundings.
- The existing social and community structures, services and facilities in and around the land development area.
- The levels of present and possible pollution, including noise pollution, in the future as a result of the proposed development.
- Any risks or hazards to the environment posed by the development

5.0 IMPLEMENTATION STAGE

For the implementation stage to commence the following should be in place:

- Top structure solutions and delivery method including:
 - Detailed house designs and specifications
 - Detailed foundation designs and specifications
 - Enrolment of project with NHBRC
 - Social Facilitation
 - Site specific geotechnical data and testing in-line with SANS
 - Environmental Management Plan
 - Site Establishment (Site Office, Store, Water and Sanitation facilities, Signage, OHS approved file, Approved drawings, Site instruction book, Quality Control file, etc.)
 - Demonstration of compliance to Occupational Health and Safety Act of 1993

6.0 GENERAL:

(All the following should be included in the Notes/ Specs on all drawings title Blocks)

- 6.1 All building materials to be SABS approved (stamped where applicable)
- 6.2 All workmanship to be carried out in accordance with National Building Regulations (NBR), Building Standards Act (Act 103 of 1977, as amended) and the relevant SANS standards.
- 6.3 Material testing to be done at a SANAs accredited laboratory
- 6.4 In case of uncertainty National Building Regulations and the relevant SANS takes precedence.
- 6.5 All raft or unconventional foundations to be accompanied by the Engineers' Certificate and material test results.
- 6.6 Foundation inspection to be done on open trench with steel reinforcement in place and when concrete is cast and cured.
- 6.7 Wall plate inspection to be done on un-plastered walls with all the brick joints visible.
- 6.8 Final inspection (100%) to be done on a complete house (Final completion) where a beneficiary has signed a happy letter.

7.0 REPORTING REQUIREMENTS

The project will be monitored on a weekly basis during the implementation of the project and a monthly progress report and expenditure report will be submitted to the Department for performance evaluation.

8.0 FAILURE TO COMPLETE PROJECTS ON TIME

If the developer fails to deliver as per the agreement the Developer's contract is likely to be terminated owing to the circumstances.

9.0 CLOSE OUT REPORT

The Developer is required to complete and submit Project Close out Reports at the completion of the project.

10.0 KNOWLEDGE AND EXPERTISE

- The Developer must have a traceable record of success and timeous delivery of similar assignments of projects.
- The Developer must have the capacity to provide a core team that will be responsible for the day to day project management at all levels and will have to be maintained for the duration of the contract.
- The Developer must be registered with NHBRC as a Home Builder.
- The core team should be in a position to demonstrate their understanding and knowledge of the housing sector with specific knowledge of the housing legislation, housing policy and housing implementation. CV's of the members of the core team should be provided.

11.0 Project and Construction Management Experience

Bidders to provide any work carried out during the past 5 years of operation to show the companies record Project and Construction Management experience as per the table below. They will be required to duplicate this sheet to supply information for all the projects that their company has been involved in (Current and completed)

PROJECT NAME	
SCOPE OF WORK	
CLIENT	
CONTACT PERSON AND DETAILS	
VALUE OF CONTRACT	
START DATE	
COMPLETION DATE	
ATTACH COMPLETION CERTIFICATE	

12.0 Track Record of Construction of Units and Experience

Bidders to provide any construction projects related work completed during the past 5 years of operation to show the company's record experience as per the table below. They will be required to duplicate this sheet to supply information for all the projects that their company has been involved in

PROJECT NAME	
SCOPE OF WORK	
CLIENT	
CONTACT PERSON AND DETAILS	
NUMBER OF UNITS COMPLETED	
VALUE OF CONTRACT	
START DATE	
COMPLETION DATE	
ATTACH COMPLETION CERTIFICATE	

13.0 Technical Team Experience

Bidders to provide technical team experience as per the table below. They will be required to duplicate this sheet to supply details of all professional team management member required for the implementation of the project

NAME OF PROFESSIONAL	
PROFESSIONAL REGISTRATIONS	
REGISTRATION NUMBER	
BRIEF DESCRIPTION OF SPECIALIZATION AREAS	
RESPONSIBILITY ON THIS PROJECT	

14.0 Detailed Implementation Plan

Bidders are required to give a **detailed implementation plan** which will reflect that they have clearly understood the complexity of the task at hand clearly giving the **realistic time frames** for each activity and the resources allocated to ensure that each activity is achieved within the stipulated time frames.

This implementation plan will form an annexure to your contract, and you will be required to implement the project according to this implementation plan

15.0 Delivery Schedule

Bidders are required to give a detailed delivery schedule for top structure and or services installation delivery as stated in the scope of works. This delivery schedule will be linked to their cash-flow projections.

This delivery schedule will form an annexure to their contract, and they will be required to deliver the project according to this delivery schedule.

16.0 Cash Flow projections

Bidders are required to give detailed cash flow projection which is linked to the delivery schedule. This cash flow projection will form an annexure to the service level agreement, and they will be required to spend according to their cash flow projections.

17.0 EVALUATION CRITERIA

The evaluation process will be conducted in stages as follows:

Stage 1	Stage 2	Stage 3
Mandatory and non-mandatory bid requirements	Functionality	Preference point system
Compliance with mandatory and non-mandatory bid requirements	For a bid to be responsive the minimum points for functionality shall be sixty (60) points. Any bid with less than sixty points will be disqualified and no further evaluation of the bid will be done.	Bids will be evaluated in terms of the 90/10 preference point system: 90 – Price 10 – Specific goals - Enterprises owned by Black people – 5 points 100% Black ownership – 5 points - Less than 100% and above 51% - 4 points - Less than 51% Black ownership – 0 points Proof of ownership will be verified by either one of the following documents: CIPC Certificate, Valid B-BBEE Certificate & CSD report - Enterprise owned by Black women, Black youth or Military Veteran, People living with disabilities – 3 points BLACK WOMEN OWNED ENTERPRISE 100% Black women enterprise – 1 point 99% to 51% Black women enterprise – 0.5 points - Less than 51% Black women enterprise – 0 points BLACK YOUTH OR MILITARY VETERAN ENTERPRISE 100% Black youth or Military Veteran enterprise – 1 point 99% to 51% Black youth or Military Veteran enterprise – 0.5% points - Less than 51% Black youth or Military Veteran enterprise – 0 point DISABILITY OWNED ENTERPRISE 100% enterprise with disability - 1 point 99% to 51% enterprise with disability – 0.5 points - Less than 51% enterprise with disability – 0 point Proof of points claimed will be verified by the following documents: CIPC Certificate, ID Document, CSD report, Medical report by the medical practitioner for disability, Military Force Number - Enterprise location – 2 points - Within North West Province - 2 points (Proof of residence and confirmatory CSD report will be used to verify points claimed) - Outside North West Province – 1 point

Stage 1: Compliance with Mandatory and non-mandatory Bid requirements

Stage 1.1: Compliance with Non-Mandatory Bid requirements

- ✓ Invitation letter to bid
- ✓ SBD 1: Invitation to bid
- ✓ SBD 3.1: Pricing Schedule- Firm Prices
- ✓ SBD 4: Bidder's Disclosure
- ✓ SBD 6.1: Preference points claim form of the Preferential Procurement Regulations 2022
- ✓ General Conditions of Contract (Initialize Each Page)
- ✓ Special Conditions of Contract
- ✓ CSD report reflecting compliant tax status, successful bank verification and ownership information
- ✓ Valid Tax Clearance Certificate / Unique Pin issued by SARS
- ✓ CIPC Certificate
- ✓ Valid B-BBEE Certificate / Sworn Affidavit
- ✓ Confirmation of force number from DMV to claim Military Veteran's points
- ✓ Confirmation of disability by the Medical Practitioner to claim Disability points
- ✓ Proof of residence
- ✓ In case of a joint venture the following documents to be submitted
 - Consolidated B-BBEE Certificate (if not consolidated preference points will be 0)
 - Valid Tax Clearance Certificate of all parties

Stage 1.2 Compliance with Mandatory Requirements

- ✓ Valid National Home Builders Regulatory Council certificate (NHBR)
- ✓ Detailed Company profile (Include all projects with regard to alternative building methodology as well as low cost housing projects done by the company and indicate the contact details of a reference person on the project.)
- ✓ In case of a joint venture the following documents to be submitted
 - Valid joint venture agreement signed by all parties and witnessed
 - Certificate or authority for Joint Ventures (where applicable)
 - Detailed Company profile of all parties (Include all projects with regard to alternative building methodology as well as low cost housing projects done by

the company and indicate the contact details of a reference person on the project).

- Valid National Home Builders Regulatory Council certificate (NHBCRC)

Failure to comply with these Mandatory requirements will lead to immediate disqualification.

STAGE 2- FUNCTIONALITY

For a bid to be responsive the minimum points for functionality shall be **SIXTY POINTS** (60 Points). Any bid with less than sixty points will be disqualified and no further evaluation of the bid will be done.

WEIGHTS AND VALUES FOR THE FUNCTIONALITY CRITERIA				
1 = Poor	2 = Fair	3 = Good	4 = Very Good	5 = Excellent
NO.	DESCRIPTION OF SPECIFIC COMPETENCIES			WEIGHTS
1.	Qualification of key project team personnel involved on the project. Please attach copies of certificates and CVs.			20
	• Professional Civil or Structural Engineer/Technologist and Architect. Registration Certificate(s) + CV(s) to be attached.		5	
	• Professional Engineering Technician and Architect Certificate(s) + CV(s) to be attached.		4	
	• Civil or Structural Engineer/Technologist and Architect. Certificate(s) + CV(s) to be attached.		3	
	• Engineering Technician and Architect Certificate(s) + CV(s) to be attached.		2	
	• CV(s) without any attachment of qualifications mentioned above.		1	
	All bidders must submit CV's, Qualification or Registration Certificates for the proposed professional teams to be deployed on the project. In the event that they outsource the service, they must also attach the same documentation and in all cases the relevant professionals must write a letter of consent with contact details for verification that they will be working on the project.			
2.	Proven track record on previous projects experience of a similar nature (Physical verification of completed projects may be conducted by the department)			20
	• 5 or more similar projects completed		5	
	• 4 similar projects completed		4	
	• 3 similar projects completed		3	
	• 2 similar projects completed		2	

	1 similar project completed	1																					
	The bidder must submit all details of all projects with reference supplied for verification purposes																						
3.	Approach, Methodology and Implementation Plan.																						
	Construction Process, Safety Requirements and application of SANS	5	20																				
	Construction Process and Safety Requirements	3																					
	Construction Process only or no information	1																					
4.	Detailed Work Programme And Delivery Schedule																						
	Work breakdown structure, resource management plan and delivery schedule	5	20																				
	Work breakdown structure and delivery schedule	3																					
	Delivery schedule or no information	1																					
5.	Financial capacity: Companies will be verified on the level of financial ability to execute the project. Reviewed/Audited Statement of profit or loss for the past two financial years. Balance sheet/statement of financial position for the past two financial years.		20																				
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STAGE 3 - PRICE AND PREFERENCE POINTS

Only qualifying bids will be evaluated in terms of 90/10 preference points system.

PRICE	90
SPECIFIC GOALS: -	10
TOTAL POINTS FOR PRICE, B-BBEE	= 100

- Bidders will compete on PRICE which constitute 90 points & SPECIFIC GOALS which constitute 10 points respectively.
- If two (02) or more tenderers score equal total points the one that scores highest points on specific goals will be considered for award.
If two (02) or more tenderers score equal total points in all respect the award will be decided by the drawing of lots.

RECOMMENDED/ NOT RECOMMENDED

DR M. NYAMAZANE

CHAIRPERSON DBSC:

Date: 22/1/2023

RECOMMENDED / NOT RECOMMENDED

MS S MOKHADI

CHAIRPERSON DBAC:

Date: 21/1/2023

APPROVED / NOT APPROVED

MS M.K. MAHLOBO

ACCOUNTING OFFICER:

Date:



Let's Grow North West Together

STAGE 3 - PRICE AND PREFERENCE POINTS

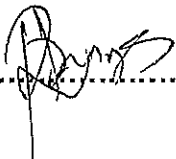
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DR M. NYAMAZANE

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Date: 21/11/2023

RECOMMENDED / NOT RECOMMENDED

MS S MOKHADI

CHAIRPERSON DBAC:

Date:

APPROVED / NOT APPROVED

MS M.K. MAHLOBO

ACCOUNTING OFFICER: 

Date: 21/11/2023



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