



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

EXPRESSION OF INTEREST

PREQUALIFICATION OF COMPETENT CONTRACTORS FOR URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DEPARTMENT OF CORRECTIONAL SERVICES FACILITIES FOR A PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.

(CIDB GRADE 2 AND HIGHER IN VARIOUS CLASSES OF WORK)

TENDER NUMBER RCECB 20 /2021

NAME OF BIDDER:

CLOSING DATE & TIME: 17 JANUARY 2021 AT 11:00AM

CSD NO:

**DEPARTMENT OF CORRECTIONAL
SERVICES:**

Private Bag X9013

EAST LONDON

5200

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E1 Submission procedures

E1.1 Notice and invitation to submit an expression of interest

The Department of Correctional Services hereby invites Built Environment Contractors with a CIDB Grading of 2 or Higher in the following Class of works (**GB, EB, ME, SQ, SF and SO**) to submit their interest for the assignment. This includes contractors with PE status in the same grade.

Contractors are expected to meet compliance issues along with the Functionality/Quality criteria score of **70%**, to be admitted into the list.

Qualifying contractors will be registered on a Qualifying List for construction services in the EASTERN Cape Region (DCS) projects for a period of two (2) years. Shortlisted contractors will be invited as and when required by DCS. They are expected to have their resources and planning processes ready to urgently respond to whichever need arises within the province.

This is an invitation of expression of interest to the Department of Correctional Services.

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

REFERENCE NO.	PROJECT NAME	ADDRESS FOR COLLECTION	VENUE, TENDER CLOSING DATE & TIME
RCECB- 20/2021	Prequalification of competent contractors for urgent maintenance, repairs, alterations, upgrades and/or new construction work of department of correctional services facilities for a period of two (2) years as and when required. Grade 2 Or higher (various classes)	Bid documents obtainable from: National Treasury: eTender Publications: www.etenders.gov.za from the 03/12/2021.	Completed tender documents must be deposited in the: Tender Box, Moore Street, Ocean Terrace, Block E, Quigney East London, not later than 11:00 on 17 th January

Expression of interest document is available for download from: National Treasury: eTender Publications: www.etenders.gov.za from the 03/12/2021.

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

Telegraphic, telexed or faxed tenders will not be considered.

The received bids will not be opened in public. Unsuccessful bids will be informed through publication on relevant platforms.

It is the responsibility of the bidder/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Bidders using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery.

No briefing session will be held and all technical enquiries shall be directed to Facilities Directorate only in writing at luvuyo.mzileni@dcs.gov.za within office hours before.

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

COMPILED BY:

HC Pieterse		3 December 2021
Name	Signature	Date

E1.2 Submission Data

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in this part of SANS 10845-4.

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest.

Each item of data given below is cross-referenced to the clause in the standard conditions of tender to which it mainly applies.

Clause Number	Submission Data
3.1	The employer is: The Department of Correctional Services
3.2	The tender documents issued by the employer comprises: E1: Submission procedures E1.1 Notice and invitation to submit an expression of interest E1.2 Submission data E2: Returnable documents E2.1 List of returnable documents E2.2 Submission schedules E3: Indicative scope of work E3.1 Introduction E3.2 Indicative scope of work
3.3	The employer's agent is: Name: Facilities Branch Private Bag X9013 EAST LONDON 5200 Tel: 043 706 7800 E-mail: luvuyo.mzileni@dcs.gov.za
3.4	The language for communications is English
4.1	Only those respondents who satisfy the following eligibility criteria are eligible to submit proposals: 1) Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of its principals, is not under any restriction to do business with the employer. 2) The employer will consider any request to make a material change in the capabilities or formation of the tendering entity or any other criteria which formed part of the requirements used to pre-qualify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence: a) in the opinion of the employer, acceptance of the material change would compromise the outcome of the pre-qualification process.

Clause Number	Submission Data																			
	3) The tenderer is registered on the National Treasury Central Supplier Data Base (https://secure.csd.gov.za). 4) Only those tenderers who are registered in a CIDB designation Grade (any of them): 2 or Higher (GB, EB, ME, SQ, SF and SO) are eligible to submit Expressions of interest. This includes contractors with a PE status. I apply for registration in the following class of works as indicated in the table below: <table border="1"> <tr> <td rowspan="3">Please tick to select</td><td colspan="6">Select the categories registered on as per your CIDB registration certificate. (Note: A contractor may register more than 1 CIDB class of works)</td></tr> <tr> <td>GRADE 2 OR HIGHER</td><td>GRADE 2 OR HIGHER</td><td>GRADE 2 OR HIGHER</td><td>GRADE 2 OR HIGHER</td><td>GRADE 2 OR HIGHER</td><td>GRADE 2 OR HIGHER</td></tr> <tr> <td>GB ☐</td><td>EB ☐</td><td>ME ☐</td><td>SQ ☐</td><td>SF ☐</td><td>SO ☐</td></tr> </table> Under ME Consider the following areas of specialisation (Please tick relevant expertise): • Boilers ☐ • Kitchen Equipment ☐ • Refrigeration ☐ • Laundry ☐ • Electrical ☐	Please tick to select	Select the categories registered on as per your CIDB registration certificate. (Note: A contractor may register more than 1 CIDB class of works)						GRADE 2 OR HIGHER	GRADE 2 OR HIGHER	GRADE 2 OR HIGHER	GRADE 2 OR HIGHER	GRADE 2 OR HIGHER	GRADE 2 OR HIGHER	GB ☐	EB ☐	ME ☐	SQ ☐	SF ☐	SO ☐
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	GB ☐	EB ☐	ME ☐	SQ ☐	SF ☐	SO ☐														
4.2	Listed below are operating areas where the service provider is expected indicate their preferred area of operation (Please tick preferred area to attend to breakdowns') Eastern Cape Region: Mthatha Area ☐ Kirkwood Area ☐ East London Area ☐ Sada Area ☐ St Albans Area ☐ Amathole Area ☐																			

Clause Number	Submission Data
5.1	No compulsory clarification meeting
5.2	The employer's address for delivery of Expression of Interests and identification details to be shown on each Expression of Interest package as indicated in E1 (page 3-4) above: Department of Correctional Services, head Office. Identification Details: Expressions of interest should be submitted in clearly marked, sealed envelopes indicating the relevant proposal number.
5.3	Tender submissions shall be submitted as <u>an original copy</u> .
5.4	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers shall not be accepted.
5.5	The closing time for submission of expressions of interest is as stated in the Notice and invitation to submit an expression of interest (17/01/2022)
5.6	Late submissions will be returned unopened after the closing time stated in the submission data, unless it is necessary to open a submission to obtain a forwarding address, to the respondent concerned.
5.7	The tenderer is required to submit with its tender the following certificates and/or documentation in addition to the requirement of eligibility as mentioned in Clause 4.1. Tenders will not be considered responsive should the listed mandatory pre-requisites not be met. <u>Mandatory documents (failure to provide the following documents will be considered non-responsive):</u> A-1 A-1.1 Valid certified copy or Original B-BBEE certificates issued by SANAS or SANAS Verification Agencies or a fully completed Sworn Affidavit signed by a Commissioner of Oaths (if the tenderer is an EME or QSE). A-1.2 Tender must be accompanied with a valid and active CIDB Registration certificate (or CIDB CRS number) in a contractor designation of Grade 2 or Higher (any of them) i.e. GB, EB, ME and SO. A-1.3 Proof of Treasury Central Supplier Database registration or MAAA number. Returnable schedules required for tender evaluation purposes B-1 Record of Addenda to Tender Documents (Only one for the tender) B-2 Compulsory declaration B-3 SBD 6.1, B-BBEE Certificate, Sworn Affidavits (EME), Sworn Affidavit (QSE). B-4 Relevant project experience. B-5 Location of a contractor. B-6 Evaluation schedule 1: Expertise of key personnel & CV's B-7 Evaluation schedule 2: Relevant project experience B-8 Evaluation schedule 3: Financial standing B-9 Evaluation schedule 4: Project reference B-10 Preferred area of operation

Clause Number	Submission Data
5.8	<u>Mandatory requirements (failure to adhere to the requirements, the tender will be considered non-responsive):</u> 1. The tender document must be signed off by the authorised person of the tenderer wherever spaces are provided in black and permanent ink. 2. Documents that have correction fluid on them will be rendered non-responsive. Documents must remain intact. 3. Valid (current) B-BBEE status level verification certificate substantiating their B-BBEE rating issued by a Verification Agency accredited by SANAS* has to be submitted along with the tender, if preferential points are claimed. (For the tenderer, joint venture partner and subcontractor or a consolidated certificate) 4. EME's are required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership, or a valid B-BBEE level verification certificate to claim points. 5. QSE's are required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership, or a valid B-BBEE level verification certificate to claim points. 6. In the case of a Joint Venture, a consolidated B-BBEE level verification certificate must be submitted to claim points. 7. Valid CSD Report (MAAA number). Tax Matters with SARS must be valid. 8. Valid CIDB certificate or CRS number 9. Prospective bidders should be based in South Africa 10. Prospective bidders should not be on the National Treasury's Database of Restricted Suppliers. 11. The tender or any of its directors must not be listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector and the tender has not : i) Abuse the employers supply chain management system or ii) Failed to perform on any previous contract and has been given a written notice to this effect. NB: EMEs and QSEs must refer to amended Construction Sector codes (Construction Sector Codes (CSC000) to see whether they qualify for full points or not.
	<u>Non-mandatory requirements (should not be considered non-responsive in absence of any but must be submitted if a tenderer qualifies for award prior to signing of the resultant contract):</u> 12. Company profile
5.9	The evaluation criteria and maximum score in respect of each of the criteria are given hereunder. <i>A Tender scoring an average score below 70 points in Quality will be considered as DISQUALIFIED for evaluation and will be discarded from any further evaluation. Furthermore the tenderer has to score an average of at least 3.5 points on each criterion of Quality to be considered for the total score for qualification of the Tender.</i> <i>70% made up of 2 or 3 criteria will not be considered. Each evaluation criteria must contribute a minimum of at least 3.5 points to make up the minimum score (points of 3.5 points).</i>

Clause Number	Submission Data																		
	An average score of 13.5 points out of 19 points (spread evenly) will allow the bidder through to the next phase <table><tr><th>Quality criteria</th><th>Evaluation schedule</th><th>Maximum number of points</th></tr><tr><td>Expertise of key personnel</td><td>Schedule 1</td><td>30</td></tr><tr><td>Relevant project experience</td><td>Schedule 2</td><td>40</td></tr><tr><td>Project reference</td><td>Schedule 4</td><td>30</td></tr><tr><td>Maximum possible score for quality (Ms)</td><td></td><td>100</td></tr></table> Quality shall be scored by not less than three evaluators in accordance with the above-mentioned schedules: The minimum number of evaluation points for quality is 70.				Quality criteria	Evaluation schedule	Maximum number of points	Expertise of key personnel	Schedule 1	30	Relevant project experience	Schedule 2	40	Project reference	Schedule 4	30	Maximum possible score for quality (Ms)		100
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	<u>For ME Class of Works (Laundry Equipment):</u> - Attach a C.V and a Trade Test certificate with proven track record of specialising in installation/maintenance of industrial laundry equipment. Candidates must submit trade test certificates. <u>For SQ Class of Works (Fencing):</u> - Attach a C.V and a Trade Test certificate with proven track record of specialising in installation/maintenance of wire perimeter fencing. Candidates must submit trade test certificates. <u>For SF Class of Works (Fire Prevention and Protection):</u> - Attach a C.V and a Trade Test certificate with proven track record of specialising in installation/maintenance of drencher and sprinkler systems and fire installation. Candidates must submit trade test certificates. <u>For SO Class of Works (Wet services and Plumbing):</u> - Attach a C.V and a Trade Test certificate with proven track record of specialising in installation/maintenance of water and waste water drainage associated with buildings. Candidates must submit trade test certificates. - None submission of any of the above, or only one proposed person, or not meeting any of the above categories.	10	3	
		10	3	
		10	3	
		10	3	
		0	3	
	2. RELEVANT PROJECT EXPERIENCE - Proof of projects/experience related to the scope of work (completion certificates signed on a client letterhead must be attached): 40 points. <u>Breakdown of Points:</u> - Contractor must have completed at least 3 or more projects on the range of CIDB Grading 2 or higher. For each, attach a Practical Completion Certificate with the bid & appointment letter. - or Contractor must have completed at least 2 projects on the range of CIDB Grading 2 or higher. For each, attach a Practical Completion Certificate with the bid & appointment letter. - or Contractor must have completed at least 1 projects on the range of CIDB Grading 2 or	5	8	40
		4	8	
		3	8	

Clause Number	Submission Data																	
	higher. For each, attach a Practical Completion Certificate with the bid & appointment letter. • or Contractor with less than 3 projects in any of the above or did not submit Practical completion certificates or still has projects under construction or not reached completion or did not submit an appointment letter.	0	8															
	3. PROJECT REFERENCE – PROOF OF PAST PERFORMANCE (attach the project references from previous project managers, stamped by a project manager and signed and submit with this bid); 20 Points. <u>Breakdown of Points:</u> • Bidder scoring/rated maximum points in all categories in the past 3 projects of similar nature or size (Grade 2 or higher). (total = 25 points). • or Bidder scoring/ rated high points in some areas in all categories in the past 2 projects of similar nature or size (Grade 2 or higher). (total = 20 – 24 points). • or Bidder scoring/ rated relatively high points in some areas in all categories in the past 1 projects of similar nature or size (Grade 2 or higher). (total = 15 – 19 points). • or Bidder scoring/ rated relatively rated average or poor points in some areas or all areas in all categories in the past 3 projects of similar nature or size (Grade 2 or higher). (total = less than 15 points).	10	3	30														
		7	3															
		5	3															
		3	3															
5.11	<table><tr><th>Score (Points)</th><th>Prompt for judgement</th></tr><tr><td>0-29</td><td>Failed to address the questions / issues.</td></tr><tr><td>30-49</td><td>A detrimental response / answer / solution – limited or poor evidence of skill / experience sought or high risk that relevant skills will not be available.</td></tr><tr><td>50-69</td><td>Less than acceptable – response / answer / solution lacks convincing evidence of skill / experience sought or medium risk that relevant skills will not be available.</td></tr><tr><td>70-79</td><td>Acceptable response – answer / solution to the particular aspect of the requirements and evidence given of skill / experience sought are convincing.</td></tr><tr><td>80-89</td><td>Above acceptable – response / answer / solution demonstrating real understanding of requirements and evidence of ability to meet it.</td></tr><tr><td>90-100</td><td>Excellent – response / answer / solution gives real confidence that the bidder will add real value.</td></tr></table>				Score (Points)	Prompt for judgement	0-29	Failed to address the questions / issues.	30-49	A detrimental response / answer / solution – limited or poor evidence of skill / experience sought or high risk that relevant skills will not be available.	50-69	Less than acceptable – response / answer / solution lacks convincing evidence of skill / experience sought or medium risk that relevant skills will not be available.	70-79	Acceptable response – answer / solution to the particular aspect of the requirements and evidence given of skill / experience sought are convincing.	80-89	Above acceptable – response / answer / solution demonstrating real understanding of requirements and evidence of ability to meet it.	90-100	Excellent – response / answer / solution gives real confidence that the bidder will add real value.
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90-100	Excellent – response / answer / solution gives real confidence that the bidder will add real value.																	
The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for quality.																		

- NB:** Academic Qualifications and Trade Certificate should be relevant to a class of work of each tenderer e.g. an EB contractor must submit representatives or site personnel with Electrical qualification and also a Trade Test Certificate accredited by CETA, MERSETA, ESETA & EWSETA.
- Proposed resources/personnel must be employed by the tenderer at the time of submission, and this assertion must coincide with the employees CV. All qualifications and certificates submitted must be valid and certified.

E2 Returnable documents

E2.1 List of returnable documents

The tender document must be returned in three sections which is clearly marked with coloured separators named as follows:

Section A: Bidder Information

A-1 For the tender evaluation

A-1.1 Valid (current) B-BBEE status level verification certificate substantiating their B-BBEE rating issued by a Verification Agency accredited by SANAS* has to be submitted along with the tender, if preferential points are claimed or to be considered.

A-1.2 Proof of CIDB Registration

A-1.3 Proof of registration on the National Treasury Central Supplier Database (CSD Report)

B-2 Compulsory declaration

B-3 SBD 6.1, B-BBEE Certificate, Sworn Affidavits (EME), Sworn Affidavit (QSE).

B-4 Company profile.

B-5 Location of a contractor.

B-6 Evaluation schedule 1: Expertise of key personnel & CV's

B-7 Evaluation schedule 2: Relevant project experience

B-8 Evaluation schedule 3: Financial standing

B-9 Evaluation schedule 4: Project reference

C3 Scope of Work (Terms of Reference)

1. Prequalified Group of Contractors

The Department intends to enter create a reasonable number of prequalified Contractors with a **CIDB Grade 6**. The contractors needed are in the following categories.

GRADE 2 or HIGHER	GRADE 2 or HIGHER	GRADE 2 or HIGHER	GRADE 2 or HIGHER
GB	EB	ME	SO

DCS by inviting Expression of Interests (Eols) to enter into a suitable contract for the required work, using stringent compliance and evaluation criteria to ensure that contracts are entered into with only those contractors who have the capability and capacity to provide the services and works and entering into contracts based on the projected demand and geographic location for those services.

The term of a list shall not exceed 2 years. This prequalification shall not commit the Department to appoint any contractor in the list.

Being accredited and remaining on the List is linked to the responsibilities, skills and performance required from competent contractors.

Contractors in the list will be expected to meet all the conditions of the appointed main contractor.

2. Procurement strategy

The Employer intends entering into a pre-contract with a limited number of a contractors for the improvements of DCS correctional facilities (qualified procedure).

The JBCC series 2000 or GCC 2015, NEC 3 / ECC & FIDIC 1999 or form of contracts with Bills of Quantities or Schedule of Rates or Lump Sum pricing strategy may be used by the employer.

The contractor's responsibilities for construction works are the same as those of a contractor working under one of the other options provided in the any form of contract used. However, the main contractor appointed from the prequalified list is expected to execute work with a short space of time or limited period. The turnaround time to establish and execute work will usually be shorter. The contractor will be expected to ensure that its compliance to Construction Health and Safety is of utmost importance. The submission of a complete Health and Safety File is expected to be done within a period of 14 days. The contractor must meet all these requirements.

For work with a value above R30 million, where feasible, the main contractor will be expected to sub contract a minimum of 30% to any of the identified designated groups (local sub-contractors owned by any of the identified designated groups). The responsibility to identify, appoint, manage and pay sub-contractors rests with the main contractor. The client may only assist where necessary.

Almost all infrastructure input material (where feasible) should be sourced from Eastern Cape based suppliers, manufacturers or producers.

Firms will apply for accreditation or admission to the Contractor Prequalified list by completing their information and make a comprehensive submission through this Expression of Interest (EoI) to the Department. After initial closure of the process, firms will be evaluated against the criteria as stipulated in this document before they are registered on the list,

The Prequalified list of contractors shall enable the department to identify the B-BBEE Status level, EMEs or QSEs status, Capacity and capability, CIDB Grading Level. It will assist the province to identify development opportunities for contractors. Once a Contractor is admitted on the prequalified list, the Contractor will have access only to update their own information and will be able to update it. A prospective contractor just provide accurate and up-to-date information about its offices, Capacity and resources changes, B-BBEE Status Level or Emerging Micro Enterprises (EME) or Qualifying Small Enterprises (QSE) and CIDB Grading level and valid status.

The tender period for invitation of tenders for prequalified list may vary between 7 days up to 30 days. Contractors must ensure that they are capable of responding to the department, with their complete submission, within such limited time.

Tender period intervals:

- Emergency works – tender period 2 – 14 days
- Urgent works – tender period – 7 days – 14 days
- Critical works – 14 days – 21 days
- Major works – 14 days – 30 days

Unsuccessful tenderers will be informed through many ways, which inter alia, includes publication of winners on DCS website, information on notice boards, email correspondences, CIDB, etc.

Location of the works

The works may be located anywhere within the boundaries of the Eastern Cape Region.

3. Objective of the call for an expression of interest

The objective of this call for an expression of interest is to prequalify interested CIDB registered contractors (as stated above) so that they can be invited to submit tenders for Construction services for the improvements to Correctional Centres in the Regions.

4. Description of the works and services

The required services of the main contractor in relation to the envisaged works includes:

- 1) the management of any or all the following:
 - the planning of the works at a project or package level
 - the obtaining of all statutory approvals associated with the planning, design and construction of the works
 - the development of operation and maintenance(O&M)plans

- the conducting of facility condition assessments;
 - the execution of works
 - the construction of works and installation of plant;
 - the commissioning and handover of the completed works and installations to the users of the facilities;
 - the close out of projects and packages, and
 - the maintenance, renewal, rehabilitation, refurbishment and repair of existing infrastructure;
- 2) the procurement of:
- all goods , services and works including the necessary professional services that are necessary to provide the required works; and
 - incidental services and goods necessary to enable buildings to be occupied and used as functional entities including the training or induction of those tasked with the operation and maintenance of infrastructure or components thereof; and
- 3) the provision of temporary site facilities to support site activities and the execution of a very limited portion of the works with own work force, if necessary.

The envisaged works for which the appointed contractor will be responsible for over the term of the contract within the building infrastructure includes:

- i) the provision of new infrastructure or the refurbishment, rehabilitation or alteration of existing infrastructure within the building infrastructure;
- ii) the renewal, maintenance and repair of existing infrastructure and equipment;
- iii) the demotion or dismantling and disposal of redundant infrastructure;
- iv) the removal of hazardous products;
- v) the soft and hard landscaping of sites;
- vi) the installation, renewal, repair. Alteration and servicing of systems such as security, HVAC, vertical transport and energy management systems;
- vii) the provision of backup power systems including generators, automatic switches, uninterrupted power supply(UPS) and diesel storage;
- viii) the provision of furniture, fittings and equipment; and
- ix) provision of temporary buildings and /or prefabricated structures.

7 Development procurement objectives and obligations

The employer's*development objectives are to promote broad based black economic empowerment in support of the economic transformation of South Africa.

*Clarification note: In the context of infrastructure within the Republic of South Africa, **development objectives means** "secondary objectives" as per SANS/ISO 1085-1"construction procurement-part 1: processes, methods and procedures" (South African Bureau of standards), Section 4.4, secondary" procurement policy", and in accordance with the National Treasury" standard for Infrastructure Procurement and Delivery Management"(SIPDM, First edition, October 2015)section 14.6"Developmnt Procurement policy'

A-1.2

**VALID CIDB CERTIFICATE OF A TENDERER
(ATTACH HERE)**

A-1.3

PROOF OF REGISTRATION ON THE NATIONAL TREASURY CENTRAL SUPPLIER DATABASE (CSD REPORT)

(ATTACH HERE)

B-1 Record of Addenda to Tender Documents

RECORD OF ADDENDA TO BID DOCUMENTS	
Project title	PREQUALIFICATION OF COMPETENT CONTRACTORS FOR URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DEPARTMENT OF CORRECTIONAL SERVICES FACILITIES FOR A PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
SCMU number	RCECB 20 /2021
I / We confirm that the following communications received from the Department of Correctional Services before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)	

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

B-2 Returnable schedules

1. Compulsory declaration

The following particulars must be furnished. **In the case of a joint venture**, a separate declaration in respect of each partner must be completed and submitted.

Section 1: Enterprise Details

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Section 2: Particulars of companies and close corporations

Company / Close Corporation registration number	
--	--

Section 3: SARS Information

Tax reference number	
VAT registration number:	(State Not Registered if not registered for VAT)

Section 4: Central Supplier Database Registration Number

Central Supplier Database Registration number (Compulsory)	
CIDB Registration number (if applicable)	

Section 5: Particulars of principals

Principal: means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

Full name of principal	Identity number	Personal tax reference number

Attach separate page if necessary

Section 6: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any principal is currently or has been within the last 12 months in the service of any of the following:

- | | |
|---|---|
| a member of any municipal council | an employee of any department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act of 1999 (Act No. 1 of 1999) |
| a member of any provincial legislature | |
| a member of the National Assembly or the National Council of Province | |
| a member of the board of directors of any municipal entity | a member of an accounting authority of any national or provincial public entity |
| an official of any municipality or municipal entity | an employee of Parliament or a provincial legislature |

If any of the above boxes are marked, disclose the following:

Name of principal	Name of institution, public office, board or organ of state and position held	Status of service (✓(tick) appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 7: Record of family member in the service of the state

Family member: a person's spouse, whether in a marriage or in a customary union according to indigenous law, domestic partner in a civil union, or child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption

Indicate by marking the relevant boxes with a cross, if any family member of a principal as defined in section 5 is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|---|--|
| a member of any municipal council | an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| a member of any provincial legislature | |
| a member of the National Assembly or the National Council of Province | |
| a member of the board of directors of any municipal entity | a member of an accounting authority of any national or provincial public entity |
| an official of any municipality or municipal entity | an employee of Parliament or a provincial legislature |

If any of the above boxes are marked, disclose the following:

Name of family member	Name of institution, public office, board or organ of state and position held	Status of service (✓ (tick) appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 8: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

Yes No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary)

Section 9: Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity confirms that the contents of this Declaration are within my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:

- i) neither the name of the tendering entity or any of its principals appears on:
 - a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004)
 - b) National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za)
- ii) neither the tendering entity or any of its principals has within the last five years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa);
- iii) any principal who is presently employed by the state has the necessary permission to undertake remunerative work outside such employment (attach permission to this declaration);
- iv) the tendering entity is not associated, linked or involved with any other tendering entities submitting tender offers
- v) has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a tender or not, the content of the submission (specification, timing, conditions of contract etc.) or intention to not win a tender;
- vi) has no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- vii) neither the tenderer or any of its principals owes municipal rates and taxes or municipal service charges to any municipality or a municipal entity and are not in arrears for more than 3 months;

viii) SARS may, on an on-going basis during the term of the contract, disclose the tenderer's tax compliance status to the Employer and when called upon to do so, obtain the written consent of any Sub-Consultants who are subcontracted to execute a portion of the contract that is entered into in excess of the threshold prescribed by the National Treasury, for SARS to do likewise.

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

NOTE 1 The Standard Conditions of Tender contained in SANS 10845-3 prohibits anticompetitive practices (clause 3.1) and requires that tenderers avoid conflicts of interest, only submit a tender offer if the tenderer or any of his principals is not under any restriction to do business with employer (4.1.1) and submit only one tender either as a single tendering entity or as a member in a joint venture (clause 4.13.1). Clause 5.7 also empowers the Employer to disqualify any tenderer who engages in fraudulent and corrupt practice. Clause 3.1 also requires tenderers to comply with all legal obligations.

NOTE 2: Section 30(1) of the Public Service Act, 1994, prohibits an employee (person who is employed in posts on the establishment of departments) from performing or engaging remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department. When in operation, Section 8(2) of the Public Administration Management Act, 2014, will prohibit an employee of the public administration (i.e. organs of state and all national departments, national government components listed in Part A of Schedule 3 to the Public Service Act, provincial departments including the office of the premier listed in Schedule 1 of the Public Service Act and provincial departments listed in schedule 2 of the Public Service Act, and provincial government components listed in Part B of schedule 3 of the Public Service Act) or persons contracted to executive authorities in accordance with the provisions of section 12A of the Public Service Act of 1994 or persons performing similar functions in organs of state from conducting business with the State or to be a director of a public or private company conducting business with the State. The offence for doing so is a fine or imprisonment for a period not exceeding 5 years or both. It is also a serious misconduct, which may result in the termination of employment by the employer.

NOTE 3: Regulation 44 of Supply Chain Management regulations issued in terms of the Municipal Finance Management Act of 2003 requires that organs of state and municipal entities not award a contract to a person who is the service of the state, a director, manager or principal shareholder in the service of the state or who has been in the service of the state in the previous twelve months.

NOTE: 4: Regulation 45 of Supply Chain Management regulations requires a municipality or municipal entity to disclose in the notes to the annual statements particulars of any award made to a close family member in the service of the state.

NOTE: 5 Corrupt activities which give rise to an offence in terms of the Prevention and Combating of Corrupt Activities Act of 2004) include improperly influencing in any way the procurement of any contract, the fixing of the price, consideration or other moneys stipulated or otherwise provided for in any contract and the manipulating by any means of the award of a tender.

NOTE: 6 Section 4 of the Competition Act of 1998 prohibits restrictive horizontal practice including agreements between parties in a horizontal relationship which have the effect of substantially preventing or lessening competition, directly or indirectly fixing prices or dividing markets or constitute collusive tendering. Section 5 also prohibits restrictive vertical practices. Any restrictive practices that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties.

B-3 B-BBEE Certificate, Sworn Affidavits (EME), Sworn Affidavit (QSE). (A-1)

**VALID ORIGINAL OR CERTIFIED COPY OF B-BBEE
CERTIFICATE**

(ATTACH HERE)

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE (EME) – CONTRACTORS

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) Who are citizens of the Republic of South Africa by birth or descent; or (b) Who became citizens of the Republic of South Africa by naturalization- i. Before 27 April 1994; or ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date

2. I hereby declare under Oath that:

I The Enterprise is _____% **Black Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

I The Enterprise is _____% **Black Woman Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

L The Enterprise is _____% **Black Designated Group Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013.

- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was equal to/or less than R10,000,000.00 (Ten Million Rands or less),

- Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned but less than 100% black owned	Level Two (125% B-BBEE procurement recognition level)	
At least 30% Black Owned but less than 51% black owned	Level Four (100% B-BBEE procurement recognition level)	
Less than 30% Black Owned	Level Five (80% B-BBEE procurement recognition level)	

NB: KEY NOTES FOR EMES (extract from Gazette No. 41287)

- 3.6.2.4.1 An Exempted Micro Enterprise (EME) with a total annual revenue of less than R1.8 million in the case of BEPs and less than R3 million in the case of Contractors are :
 - A) Not subject to the discounting principle and therefore do not have to comply with the QSE Skills Development element, and
 - B) Not required to have an authorised B-BBEE verification certificate, and may present an affidavit or a certificate issued by the Companies and Intellectual Property Commission (CIPC), in respect of their ownership and annual turnover.
 - Contractors and/Built Environment Professionals are encouraged to familiarize themselves with the Construction Sector Codes (CSC000) as issued through Government Gazette No. 41287, Board No. NOTICE 931 OF 2017.
Details are available on: www.thedti.gov.za/economic_empowerment/bee_sector_charters.jsp
 - An electronic copy can also be requested through DRPW offices (Supply Chain Offices)
4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

Commissioner of Oaths

Signature & stamp

SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE (QSE) – CONTRACTORS

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) Who are citizens of the Republic of South Africa by birth or descent; or (b) Who became citizens of the Republic of South Africa by naturalization- i. Before 27 April 1994; or ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date

3. I hereby declare under Oath that:

- ☐ The Enterprise is _____% **Black Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- ☐ The Enterprise is _____% **Black Woman Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- ☐ The Enterprise is _____% **Black Designated Group Owned** as per Amended Code Series CSC000 of the Revised Construction Sector Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013.

- ☐ Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was between 10 million (ten Million Rands) and less than R50,000,000.00 (Fifty Million Rands).

- ☐ Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned but less than 100% black owned	Level Two (125% B-BBEE procurement recognition level)	

NB: KEY NOTES FOR QSE (extract from Gazette No. 41287)

- 5.6.3 A QSE that is at least 51% Black Owned or 100% Black Owned that does not comply with paragraph 3.6.2.3 above, will be discounted by one level from that level awarded in paragraphs 5.3.1 and 5.3.2 respectively.
 - 5.3.4 Despite paragraphs 5.2, 5.3.1 and 5.3.2, an at least 51% Black Owned QSE's B-BBEE Status Level and corresponding B-BBEE Recognition Level will be enhanced by one level if it achieves full points (excluding the bonus points) for the Skills Development element of the QSE Scorecard (paragraphs 1.1, 1.2 and 1.3 of Statement CSC603) or the Preferential Procurement and Supplier Development element of the QSE Scorecard (paragraphs 1.1, 1.2, 1.3 and 2.1 of CSC604).
 - 5.3.5 For the avoidance of doubt, a Measured Entity that is measured in terms of the full QSE scorecard is not eligible for enhancement in terms of paragraph 5.3.4 above.
 - Contractors and/or Built Environment Professionals are encouraged to familiarize themselves with the Construction Sector Codes (CSC000) as issued through Government Gazette No. 41287, Board No. NOTICE 931 OF 2017.
Details are available on: www.thedti.gov.za/economic_empowerment/bee_sector_charters.jsp
 - An electronic copy can also be requested through DRPW offices (Supply Chain Offices)
4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

Commissioner of Oaths
Signature & stamp

B-4 Evaluation schedule 3: Company profile

Tenderers must attach a company profile which indicate list of past projects complete, under construction and those cancelled or not yet started. The following information is expected to cover at least the following areas:

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	PROJECT STATUS (i.e Under Construction, Complete, Started, Etc)
1					
2					
3					
4					

Attach a separate page to address this issue (the above table is just for reference purposes.

Tenderers should bear in mind that their assertions about the project can be verified in a number of ways, including by contacting the references. DCS reserves the right to verify all information presented by the tenderer.

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

B-5 Location of a contractor.

Distance from worksite

Provide physical address/address 1 and contact details of the bidder. *It must exactly be the same as that which is reflected on CSD.*

NAME OF A BIDDER:

PHYSICAL ADDRESS/ADDRESS 1

TELEPHONE:

CONTACT PERSON:

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

.....

.....

Name

Position

.....

.....

Enterprise name

.....

B-6 Evaluation schedule 1: Expertise of key personnel & CV's

The experience of the key persons (at least two) who will be responsible on behalf of the contractor for the management of the project and the project team will be evaluated in relation to her/ his academic and professional qualifications and experience.

Please Note:

1. The Respondent must complete the CV template provided in this document for **each personnel it intends to claim capacity for and that meets the criteria.**
2. A **Certified copy** of the key personnel's **qualifications** and **registration** with a Professional Institution must be attached to this Annexure.
3. Only three projects must be submitted.

The CIDB *Competence Standard for Contractors* established the competencies that should exist within a contracting enterprise within a CIDB Class of Construction Works, within a Construction Category and where relevant within a sub-Category.

For the purposes of this document, the following terms and definitions apply:

- **class of construction works:** the class of construction works referred to in Schedule 3 of the Construction Industry Development Regulations 2004 and 2013 as amended and published in terms of the Construction Industry Development Board Act of 2000 (Act 38 of 2000);
- **competent:** having suitable or sufficient skill, knowledge and experience;
- **construction category:** 'Open', 'Limited' or 'Trade Contractor' defined in Section 3.1;
- **contractor:** person or organization that contracts to provide the goods, services or engineering and construction works covered by the contract;
- **Trade Test Certificate:** Key personnel must in possession of a Trade Test Certificate (building, mechanical, electrical, plumbing) accredited by CETA, MERSETA, ESETA, and EWSETA.

CURRICULUM VITAE AND CERTIFICATES OF QUALIFICATION OF KEY PERSONNEL
(COMPULSORY) – for each person

[illegible]

Attach a separate sheet which details all the above key information. None submission of this information will lead to a bidder losing points on Quality/ Functionality evaluation. Attach a CV to detail the above information

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date _____

.....

[illegible]

Name

Position

[illegible]

22 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816 2817 2

Enterprise name

001 **002** **003** **004** **005** **006** **007** **008** **009** **010** **011** **012** **013** **014** **015** **016** **017** **018** **019** **020** **021** **022** **023** **024** **025** **026** **027** **028** **029** **030** **031** **032** **033** **034** **035** **036** **037** **038** **039** **040** **041** **042** **043** **044** **045** **046** **047** **048** **049** **050**

B-7 Evaluation schedule 3: Relevant Project Experience

Tenderers must submit a max one-page description of at least three projects per specialisation area which one or more team members have undertaken that best display the skills needed for the project:

The description of each project must include the following information:

1. Essential introductory information:
 - 1.1. Name of project.
 - 1.2. Name of client.
 - 1.3. Contact details of client.
 - 1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
 - 1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
 - 1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS CLIENT.	OF	PROJECT VALUE	DATE COMPLETED
1						
2						
3						
4						

Attach a separate page to address this issue (the above table is just for reference purposes).

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

B-8 Evaluation schedule 3: Financial standing

Letters of credit reference (past and also intent for future projects) from reputable suppliers and credit limits to be stipulated with supporting documents. Credit limit exceeding R2 million.

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed	Date
-----	-----
Name	Position
-----	-----
Enterprise name	

Evaluation Schedule 4 – Project Reference Forms - 1

Project title:	PREQUALIFICATION OF A LIST OF COMPETENT CONTRACTORS TO ATTEND TO URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DCS FACILITIES PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
Project Number:	RCECB 20 /2021

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, _____ (name and surname) of
_____ (company name) declare

that I was the Project Manager on the following building construction project successfully
executed by _____ (name of tenderer):

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cell phone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2018

Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

Date

B-9 Evaluation Schedule 4 – Project Reference Forms - 2

Project title:	PREQUALIFICATION OF A LIST OF COMPETENT CONTRACTORS TO ATTEND TO URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DCS FACILITIES PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
Project Number:	RCECB 20 /2021

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, _____ (name and surname) of
 _____ (company name) declare

that I was the Project Manager on the following building construction project successfully
 executed by _____ (name of tenderer):

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2018

Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

Date

B-9 Evaluation Schedule 4 – Project Reference Forms - 3

Project title:	PREQUALIFICATION OF A LIST OF COMPETENT CONTRACTORS TO ATTEND TO URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DCS FACILITIES PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
Project Number:	RCECB 20 /2021

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, _____ (name and surname) of
 _____ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by _____ (name of tenderer):

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2018

Signature of principal agent



NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

Date

B-9 Evaluation Schedule 4 – Project Reference Forms - 4

Project title:	PREQUALIFICATION OF A LIST OF COMPETENT CONTRACTORS TO ATTEND TO URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DCS FACILITIES PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
Project Number:	RCECB 20 /2021

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, _____ (name and surname) of
 _____ (company name) declare

that I was the Project Manager on the following building construction project successfully
 executed by _____ (name of tenderer):

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2018

Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

Date

B-9 Evaluation Schedule 4 – Project Reference Forms - 5

Project title:	PREQUALIFICATION OF A LIST OF COMPETENT CONTRACTORS TO ATTEND TO URGENT MAINTENANCE, REPAIRS, ALTERATIONS, UPGRADES AND/OR NEW CONSTRUCTION WORK OF DCS FACILITIES PERIOD OF TWO (2) YEARS AS AND WHEN REQUIRED.
Project Number:	RCECB 20 /2021

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, _____ (name and surname) of
 _____ (company name) declare

that I was the Project Manager on the following building construction project successfully
 executed by _____ (name of tenderer):

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2018

Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

Date

B-10 Preferred area of operation

We would prefer that we only get invited to projects which are taking place in the following areas, indicated in the table below:

Please tick to select (one or more)	Area of operation
☐	Mthatha Area
☐	Kirkwood Are
☐	East London Area
☐	SADA Area
☐	St Albans Area
☐	Amathole Area

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name
