

NORTHERN CAPE DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS



LERATO PARK INTEGRATED HOUSING DEVELOPMENT

RFQ No: 2296-11-02/01

**ENVIRONMENTAL MONITORING AND CONTROL OFFICER FOR THE
CONSTRUCTION OF TEMPORARY RESIDENTIAL ACCOMMODATION UNITS IN
POSTMASBURG INFORMAL SETTLEMENT'S**

April 2021

QUOTATION SUBMITTED BY:

Name of Company: _____

Address: _____

Telephone No: _____

Issued by:

CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS
AND TRADITIONAL AFFAIRS
JS du Plooy Building, 9 Cecil Sussman Road, Kimberley
Private Bag X5005, Kimberley
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Attention: Ms I Lekalake

Compiled by:

BIGEN AFRICA REAL ESTATE
Physical Address:
4 Jacobus Smit Street, Labram, Kimberley.
PO Box 110092, Kimberley, 8300.
Tel: +27 (0)53 831 2935
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**Enquiries: M W Pretorius PrEng
CLOSING DATE: 22 April 2021 at 11:00**

REQUEST FOR QUOTATION: ENVIRONMENTAL MONITORING AND CONTROL OFFICER FOR THE CONSTRUCTION OF TEMPORARY RESIDENTIAL ACCOMMODATION UNITS IN POSTMASBURG INFORMAL SETTLEMENT'S

1. BACKGROUND

The Department of Cooperative Governance, Human Settlements and Traditional Affairs of the Northern Cape Province (“COGHSTA”), hereby invites you to submit a proposal and quotation for the rendering of occupational health and safety services in terms of the construction regulations, 2003 and 2014 of the occupational health and safety act (act 85 of 1993) for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction.

Your firm’s proposal and quotation should be based on the guidelines as provided below in this document. Your firm’s quotation should address all activities to complete the scope of work as described below. The 200 temporary residential accommodation units forms part of the Emergency Housing Grant.

This request for proposal and quotation is subject to the conditions below.

2. PROPERTY LOCATION

The project is located in the informal settlement area of Postmaburg town under the jurisdiction of Tsantsabane Local Municipality, ZF Mgcawu District Municipality, Northern Cape province.

3. PROCUREMENT

Functionality and 80/20 principle evaluation criteria will apply. Based on functionality the tenderer should score 70 (70%) out of the possible 100 or more on the following criteria to be further evaluated:

Functionality	Criteria	Maximum Points
1	Experience	35
2	Project Staff Experience	35
3	Women Youth and People with disabilities Owned	20
4	Locality	10
TOTAL		100

Criteria 1: Experience (Scoring a maximum of 35%)

Sub-Criteria:	Points Awarded
Completion of at least 5 projects of similar scope and condition in the last 5 years, supported by contactable references	35
Completion of at least 3 projects of similar scope and condition in the last 5 years, supported by contactable references	20
Completion of at least 2 projects of similar scope and condition in the last 5 years, supported by contactable references	10
1. Total possible points for method and approach of Tenderer	35

Criteria 2: Project Staff Experience (Scoring a maximum of 35%)

Sub-Criteria:	Points Awarded
Proof of Professional registration with the relevant statutory authorities and with at least 5 years' experience in building and civil environment.	30
Proof of Professional registration with the relevant statutory authorities and with at least 3 years' experience in building and civil environment.	20
Proof of Professional registration with the relevant statutory authorities and with at least 2 years' experience in building and civil environment.	10
Total possible points for Qualified and registered professional	30

Criteria 3: Women Youth and People with disabilities Owned (Scoring a maximum of 20%)

Sub-Criteria:	Points Awarded
Companies who are 100% owned by Women, Youth and People with disabilities	20
Companies who are between 50% and 100% owned by Women, Youth and People	10
Total possible points for Women and Youth Owned	20

Criteria 4: Locality

Sub-Criteria:	Points Awarded
Companies who are based in Northern Cape	10
Total possible points for Locality	10

4. CONSTRUCTION OVER VIEW

The Project is located within the jurisdiction areas of the Tsantsabane Local Municipality ("TLM") planned to deliver 200 temporary residential accommodation units over an envisage period of 4 months. COGHSTA is the developer and the TLM is the land owners. The land was made available by the TLM to COGHSTA for the development of the project by means of a Land Availability Agreements.

The project aims to deliver some 200 temporary residential accommodation units opportunities in the TLM.

The scope of works for the temporary residential accommodation units for the contractor are as follows:

- a) Clearing and levelling of Site
- b) 150mm G5 Gravel fill compacted to 93% MOD AASTHO. (founding properties of the area to be considered)
- c) Concrete Slab (25 MPa, minimum thickness of 100mm for 30m²)
- d) Construction of Temporary Housing Unit
 - Minimum 30m²
 - 2 bedrooms, with internal Masonite door frames and 2 lever locks
 - 0.5mm Galvanised Roof Sheeting, with a minimum pitch of 5 degrees
 - One standard Steel door with cold rolled 75x50x20x2.5mm door frame
 - 3 lever SABS approved lock
 - Windows (5% of floor area, type D7 with 3mm glazing)
- e) Thermal isolation

5. SCOPE OF WORK

The scope of work requires the rendering of environmental monitoring and control services to comply with the requirements of the approved Environmental Record of Decisions (“ROD”) and the Environmental Management Plans and all its requirements for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction.

The appointment includes the co-ordination with other members of the professional team, attending meetings and all other related functions.

The scope of work consists of but is not limited to the following:

- 4.1 Ensuring that the developer / contractors appointed for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction comply with the EMP and all other relevant environmental legislative requirements;
- 4.2 Execution of the required environmental inspections and audits during the construction of 200 temporary residential accommodation units in Postmasburg

Informal Settlement in the Tsantsabane Municipality area of jurisdiction at least once a month or as and when required;

- 4.3 Compilation and submission (to the relevant competent environmental authority) of any other environmental documentation required to comply with the environmental legislation requirements;
- 4.4 Providing advice and comments to the appointed developer / contractors appointed for the construction of 200 temporary residential accommodation units to ensure that they comply with all relevant environmental legislative requirements (Especially to comply with the requirements of the EMP) during the for the construction of the 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction.;
- 4.5 Liaison and coordination with any other required professionals to ensure compliance with the required environmental legislation;
- 4.6 Environmental progress reporting to Bigen Africa Services (Pty) Ltd (“Bigen”) and any other relevant environmental authorities at least once a month or as and when requested.
- 4.7 Any other service to successfully complete the abovementioned scope of work.

6. PROOF OF EXPERIENCE AND PREVIOUS WORK DONE

You are required to provide as part of your proposal / quotation proof of previous work that you and / or your firm has done similar to the scope of the work as described above.

7. BEE STATUS

You are required to provide as part of your proposal / quotation proof of your firm’s current certified BEE status.

8. DELIVERABLES

- Environmental Audits to comply with the Environmental Management Plan;
- Environmental advice and assistance to the appointed developer / contractors for the construction of 200 temporary residential accommodation units to ensure that the mentioned contractors comply with the EMP and all other relevant environmental legislative requirements during the construction of for the construction of the 200

temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction;

- Environmental audit/monitor and control reports.

9. PROFESSIONAL FEES SCHEDULE

The appointment value of the successful sub consultant to be appointed for the rendering of the services as described above will be fixed and based on estimated construction duration of 4 months (Expected commencement date is April 2021) for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction. Your firm's quotation should be based on the items as described in the table in the pricing data.

10. COMPLETION DATE

The estimated construction duration is 4 months (Expected commencement at the beginning of April 2021) for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction.

11. REPORTING AND COMMUNICATION

Bigen has been appointed as the Implementing Agent ("IA") of COGHSTA for the Project and all communication regarding the rendering of the occupational health and safety services. The estimated construction duration is 4 months (Expected commencement at the beginning of April 2021) for the construction of 200 temporary residential accommodation units in Postmasburg Informal Settlement in the Tsantsabane Municipality area of jurisdiction should be done with Bigen. Bigen's representative is Mr Marthinus Pretorius and Mr Pretorius's contact details are as follow:

Cell.: 082 557 3964

E-mail: Marthinus.pretorius@bigengroup.com

The successful Environmental Monitoring and Control Officer to be appointed will therefore, after appointment by COGHSTA report to Bigen.

12. TERMINATION

COGHSTA will reserve the right to cancel / postpone the appointment to be made to the successful Environmental Monitoring and Control Officer to be appointed at any time and to reimburse the successful Environmental Monitoring and Control Officer for work done to the satisfaction of COGHSTA and Bigen to date, after which any further obligations shall fall away.

13. ADDITIONAL REQUIREMENTS

- 13.1. The PSP is required to meet the following minimum requirements of which proof must be submitted together with the quotation:
- Company profile with CV's of professionals going to undertake the project.
 - Project proposal (Estimated time-frame for carrying out the study and compiling the report and method statement on how the project will be approached & carried out).
 - A list of satisfied clients and contact details for similar work carried out before.
- 13.2. The project must be completed within a period of 4 months from the date of appointment and a Service Level Agreement shall be entered into with COGHSTA in this regard. At appointment stage, the successful Service Provider shall have 5 working days to accept the appointment in writing and thereafter 14 days to commence with work on site.
- 13.3. COGHSTA requires that all suppliers be registered on Government's Central Supplier Database and proof of registration must be submitted along with the quotation and it is subject to verification during the evaluation stage. To register, kindly visit: www.csd.gov.za.
- 13.4. It is also required that quotations be accompanied by fully completed copies of the attached NCP 1, 4, 6, 8 & 9 forms as well as a copy of a certified BBBEE certificate for companies wishing to claim BBBEE preference points and a valid Tax Clearance Certificate.
- 13.5. A Service Level Agreement will be entered into with COGHSTA.
- 13.6. Other procurement conditions are as follows:
- COGHSTA's SCM policy and the PPPF Act of 2000 will apply.
 - The 80/20 evaluation criteria will apply.
 - Functionality (70/100)
 - Quotations must comply with the PFMA and its regulations.
 - Central Supplier Database registration is compulsory.
 - COGHSTA reserves the right not to accept the lowest or any other quotation or to accept, where applicable, a portion of any quotation.
 - Failure to comply with Procurement Conditions may result in a disqualification.
 - **COGHSTA does not pay VAT.**



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- 13.7 The conditions for the closing of quotations are as follows:
- Quotations close at 11:00 on 22 April 2021 and must be submitted at COGHSTA, Larry Moleko Louw Building, 9 Cecil Sussman Road, Kimberley, 8300.
 - Late, faxed or e-mailed quotations will not be accepted.
- 13.8 Enquiries
- General enquiries contact person: Ms. I Lekalake of COGHSTA
e-mail: ILekalake@ncpg.gov.za
Tel: 053 830 9533



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Returnable Documents and Schedules

LIST OF RETURNABLE DOCUMENTS

1. Tenderers are required to submit the following with their quotations:
 - (a) Original valid Tax Clearance Certificate (in terms of the Preferential Procurement Regulations, 2001 published in Government Gazette No. 10684 dated 20 January 2017),
 - (b) **A valid certified copy of a B-BBEE Verification Certificate** from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA).
 - (c) Curriculum Vitae of all professionals going to undertake the project.
 - (d) Project proposal including time frames and method statement.
 - (e) List of similar work carried out previously.
 - (f) Proof of registration on the Government's Central Supplier Database (CSD)



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Returnable schedules

LIST OF RETURNABLE SCHEDULES

Tenderers are required to submit the following fully completed with their quotations:

- (a) NCP 1 Form
- (b) NCP 4 Form
- (c) NCP 6 Form
- (d) NCP 8 Form
- (e) NCP 9 Form

Pricing Data

**1. SCHEDULE OF PROFESSIONAL FEES**

PAYMENT ITEM	MILESTONES DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1.	Ensuring that the developer / contractor appointed for the construction of the 200 temporary residential accommodation units in Postmasburg Informal Settlement comply with the EMP and all other relevant environmental legislative requirements during the construction of the 200 temporary residential accommodation units.	month	4		
2.	Execution of the required environmental inspections and audits during the construction of the 200 temporary residential accommodation units in Postmasburg Informal Settlement at least once a month or as and when required for the estimated Period:	month	4		
3.	Compilation and submission (to the relevant competent environmental authority) of any other environmental documentation required to comply with the environmental legislation requirements, if required;	sum	1		
4.	Providing advice and comments to the developer / contractor to be appointed for the construction of the 200 temporary residential accommodation units in Postmasburg Informal Settlement to ensure that they comply with all relevant environmental legislative requirements (Especially to comply with the requirements of the EMP)	month	4		
5.	Liaison and coordination with any other required professionals to ensure compliance with the required environmental legislation during construction and completion of the 200 temporary residential accommodation units in Postmasburg.	month	4		
6.	Environmental progress reporting to Bigen and any other relevant environmental authorities at least once a month or as and when requested during construction of the the 200 temporary residential accommodation units in Postmasburg.	month	4		
7.	Any additional services / activities which may be required (Please specify)	sum	1		



PAYMENT ITEM	MILESTONES DESCRIPTION	UNIT	QTY	RATE	AMOUNT
8.	Sub-total excluding travel and disbursements (sum of items 1 – 7)				
9.	Travelling (Should be sufficient to cover all travelling cost for the duration of the project) Specify	km			
10.	Disbursements (Copies and prints) (Should be sufficient to cover all travelling cost for the duration of the project) Specify	sum			
11.	Sub-total including travel and disbursements (sum of items 8 – 10)				
12	Contingency (15% of Item 11 above)				
13.	Sub-total (sum of items 11 – 12)				
14.	0% VAT				R0.00
15.	Grand TOTAL (Including disbursement, travelling and 0% VAT)				