

Tender Information

Tender month	APRIL 2023
Tender date:	28/04/2023
Tender Number	NC/03/2023
Title of Tender	APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS)SERVICE PROVIDERS FOR 36 MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE AND CONSTRUCTION PROJECTS IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE NORTHERN CAPE PROVINCE
Description	APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS)SERVICE PROVIDERS FOR 36 MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE AND CONSTRUCTION PROJECTS IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE NORTHERN CAPE PROVINCE
Employer: Header	DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS OF THE NORTHERN CAPE
Employer	CoGHSTA
Employer email	bslenkoe@ncpg.gov.za
Postal Address	PRIVATE BAG X5005
Town/City	KIMBERLEY
Code	8300
Physical Address1	LARRY MOLEKO LOUW BUILDING
Physical Address2	9 CECIL SUSSMAN ROAD
Physical Address3	KIMBERLEY
Physical Address4	8300
Employer's Agent: Name	MARKS NARE
Company	COGHSTA
Postal Address	PRIVATE BAG X5005
Town/City	KIMBERLEY, 8300
Physical 1	LARRY MOLEKO LOUW BUILDING
Physical 2	9 CECIL SUSSMAN ROAD
Tel:	(053) 830 9400
Fax:	
E-mail:	Rnare@ncpg.gov.za
Advert Date	FRIDAY, 28 APRIL 2023
Briefing Date	NO BRIEFING SESSION.
Tender Documents available @	THE DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENT & TRADITIONAL AFFAIRS, LARRY MOLEKO LOUW BUILDING, 9 CECIL SUSSMAN ROAD, KIMBERLEY AND AT THE SITE BRIEFING. Tender E-Portal - http://www.etenders.gov.za , and after the site visits.
Closure Date	FRIDAY, 26 MAY 2023
Closure Time	11H00
Tender Box Location	COGHSTA HEAD OFFICE, J.S. DU PLOOY BUILDING, 9 CECIL SUSSMAN ROAD, KIMBERLEY, 8301.
General Enquiries Contact Person	Karel Visagie of CoGHSTA, Tel: (053) 807-9723, e-mail: KVisagie@ncpg.gov.za
Technical Enquiries Contact	Marks Nare of CoGHSTA, Tel: (053) 830-9640, e-mail: Rnare@ncpg.gov.za
Procurement Policy	Preferential Procurement Regulations, 2022 (Government Gazette No. 47452)
CIDB Grading	Civil Engineering (CE); General Building Works (GB)
CONTRACTOR DESIGNATION	CIDB REGISTRATION BOTH GRADING 9GB AND 9CE



**DEPARTMENT OF CO-OPERATIVE
GOVERNANCE, HUMAN SETTLEMENTS AND
TRADITIONAL AFFAIRS OF THE NORTHERN
CAPE (COGHSTA)**

TENDER NO. NC/03/2023

**APPOINTMENT OF A PANEL OF (IMPLEMENTING
AGENTS) SERVICE PROVIDERS FOR 36 MONTHS TO
UNDERTAKE THE IMPLEMENTATION OF VARIOUS
INFRASTRUCTURE AND CONSTRUCTION PROJECTS
IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE
NORTHERN CAPE PROVINCE**

EMPLOYER:

**THE HEAD OF DEPARTMENT
CoGHSTA
PRIVATE BAG X5005
KIMBERLEY
8300**

EMPLOYER'S AGENT:

**MARKS NARE
CoGHSTA
PRIVATE BAG X5005
KIMBERLEY
8300**

TENDERER:

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

TENDER NO. NC/03/2023

CLOSING DATE: **FRIDAY, 26 MAY 2023**

CLOSING TIME: **11H00**

NAME OF TENDERER*

CONTACT PERSON*

ADDRESS*

.....

.....

.....

TEL NO*

FAX NO*

E-MAIL ADDRESS*

CIDB GRADING*

CIDB REGISTRATION NO*

NHBRC REGISTRATION NO*

B-BBEE LEVEL*

(* TO BE COMPLETED BY TENDERER)

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

TENDER NO. NC/03/2023

GENERAL TENDER INFORMATION:

TENDER ADVERTISED	FRIDAY, 28 APRIL 2023
REQUIRED GRADING	CIDB 9GB AND 9CE
CLARIFICATION MEETING	NO CLARIFICATION MEETING
CLOSING DATE	FRIDAY, 26 MAY 2023
CLOSING TIME	11H00
CLOSING VENUE	Tender Box at COGHSTA HEAD OFFICE, J.S DU PLOOY BUILDING, 9 CECIL SUSSMANN ROAD, KIMBERLEY.

The Tender Documents completed in all respects, plus any additional supporting documentation required, must be submitted in a sealed envelope/ File with the name and address of the Tenderer, the Tender No. and title and the closing date indicated on the envelope.

The sealed envelope/ file must be handed in at the Tender Box at the **CoGHSTA KIMBERLEY** Offices. Tenders will **NOT** be opened directly after closing.

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

TENDER NO. NC/03/2023

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COGHSTA

Co-operative Governance
Human Settlement & Traditional Affairs

THE TENDER

PART T 1:

TENDER PROCEDURES

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T 1.1:

TENDER NOTICE AND INVITATION TO TENDER

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

TENDER NO. NC/03/2023

**APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS) SERVICE PROVIDERS FOR 36
MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE AND
CONSTRUCTION PROJECTS IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE
NORTHERN CAPE PROVINCE**

1. **CoGHSTA hereby invites bidders for the appointment of a panel of (implementing agents) service providers for 36 months to undertake the implementation of various infrastructure and construction projects in all district municipalities throughout the northern cape province.**
2. **Only professional service providers that are CSD registered who offer the following competencies will be considered:** The team should include, but is not limited to the following professionals: Professional Engineer, Professional Clerk of Works, Principal Program Co-Ordinator, Principal Engineer, Construction Project Manager, Engineering Technologist, Chief Town Planner, GIS Specialist, Software Engineer, Environmental Specialist, Geotechnical Engineer, Conveyancer, Civil engineering, Structural Engineering, Electrical Engineering, Environmental Specialist, Geotechnical Engineers, Land Surveyors, Town Planners, Professional Architect, Professional Project Management, etc.
3. **Tender documents are available at <http://www.etenders.gov.za> and www.coghsta.ncpg.gov.za**
4. **Closing of Tender at 11H00 on Friday, 28 MAY 2023 at COGHSTA HEAD OFFICE, J.S. DU PLOOY BUILDING, 9 CECIL SUSSMAN ROAD, KIMBERLEY, 8301.**
5. **There will be NO clarification session. Any questions of clarity can be forwarded to the emails below.**
7. Supply chain management related enquiries relating to this bid should be addressed to Mr. Karel Visagie, Tel (053 807 9723), e-mail: kvisagie@ncpg.gov.za and technical enquiries to Mr. Marks Nare, Tel: (053) 830 9460, e-mail: RNare@ncpg.gov.za
8. **Please note:**
 - Preference will be given to companies who are owned by Women, Youth & Persons with Disabilities when allocating specific goals.
 - Documents to be submitted with the bid document: SARS verification PIN, Copy of CSD Registration summary report, B-BBEE Status Level Certificates, or certified copies thereof and CIPC copy.

- Functionality will apply. Based on functionality the tenderer should score 60% or more to be placed on the panel:

9. Compliance Checklist

Compliance with administrative requirements as stated in the Standard Bidding Documents. In this evaluation stage, all bidders that fail to provide the required information and documentation will be disqualified from further evaluation:

Returnable	Comply / Not comply	Disqualifying factor
Is the bidder tax compliant		No
BBBEE Level Status Certificate or Original Sworn Affidavit		No
Is the bidder registered on the National Treasury Central Supplier Database (CSD)		Yes
Copy of company registration documents		No
Detailed company profile		No
CV's, Qualification, and professional registration certificates of project team personnel involved on the project		Yes
Provide NHBRC and CIDB (Active) Registered Construction Company supporting documents		Yes
Provide NHBRC Registered Engineer (Active)		Yes
List of similar work carried out previously		Yes
Certified identity documents of company directors or shareholders		No
Authority to sign on behalf of bidder		Yes
Certificate or authority for joint ventures (where applicable)		Yes
Joint venture agreement for joint venture (where applicable)		Yes
All NCP's forms must be completed, signed, and certified (where applicable)		Yes
Financial Statements		No
Form of offer (fully completed and signed)		Yes
Summary of verifiable previous projects and reference letters with contact details on a company letter head and/or stamped		Yes

**COGHSTA**Co-operative Governance
Human Settlement & Traditional Affairs

1. ASSESSMENT AND EVALUATION PROCESS

Each Proposal will undergo an intensive assessment and evaluation process by the Department, which will consist of 2 distinct stages, namely:

7.1 Administrative Compliance Assessment

The Administrative Compliance stage of assessment includes, or requires that:

- 7.1.1 Administrative Compliance Check that assesses whether all the submitted proposals have observed all the rules and protocols set out in this TENDER.
- 7.1.2 Has the respondent submitted all documents as outlined in the requirements of the TENDER.
- 7.1.3 Eligibility Compliance Check which assesses whether the respondent have passed the minimum requirements as out in section 4 of this tender.
- 7.1.4 It is compulsory that the Respondent meet the following minimum requirements. If a respondent does not meet these following minimum requirements, they will automatically be disqualified:

Should the Respondent not meet the minimum requirements reviewed as part of the Administrative Checks, then such Respondent shall be disqualified from the Tender process and no further evaluation shall take place. Respondents that meet the minimum requirements for Stage 1 shall proceed to be evaluated in accordance with Stage 2 criteria - Technical Compliance Assessment.

7.2 Technical Compliance Assessment

The Technical Compliance Assessment stage of the evaluation process includes or requires that:

- 7.2.1 The Respondent be assessed for technical compliance.
- 7.2.2 Technical compliance will be assessed based on functionality assessment criteria that have been developed by the Department and defined in Table 1,2 and 3 below. There is a table for each specific panel and each panel will be scored according to it relevant table. Respondent scoring below 70 of the points noted in Table 1,2 and 3 will be disqualified and will not be eligible for further evaluation or consideration.

Table 1: Technical Assessment Criteria:

IMPLEMENTING AGENT PANEL

WEIGHTS AND VALUES FOR THE FUNCTIONALITY CRITERIA			
NO.	DESCRIPTION OF SPECIFIC COMPETENCIES	WEIGHT	
1	Qualification of key project team personnel involved on the project, minimum of 5 years of experience. Please attach copies of certificates and CV's	25	
	• Professional Engineer CV(s) attached.		3
	• Professional Architect CV(s) attached.		3
	• Professional Clerk of Works CV(s) attached		3
	• Professional Project Management CV(s) attached		3
	• Professional Electrical Engineer CV(s) attached.		3
	• Professional Structural Engineer CV(s) attached.		3
	• GIS Specialist		3
	• Professional Structural Engineer CV(s) attached.		3
	• Health and Safety Professional CV(s) attached.		1
	• CV(s) without any attachment of qualifications mentioned above.		0
	All Implementing Agents must submit CV's, Qualification / Registration Certificates with relevant bodies for the proposed professional teams to be deployed on the project.		
2	Implementing Agents' proven track record on experience in Human Settlement sector. This includes competed and active projects.	25	
	1. Appointed for 30 000 sites/stand/houses or more		25
	2. Appointed for 20 000 – 30 000 sites/stand/houses		20
	3. Appointed for 10 000 – 20 000 sites/stand/houses		15
	4. Appointed for 5 000 – 10 000 sites/stand/houses		10
	5. Appointed for 2 000 – 5 000 sites/stand/houses		5
	The Implementing Agent must submit the contracts or appointment letters for verification purposes. (Any falsified evidence will be subjected to Treasury Investigation that might lead to being blacklisted from doing any business with the state)		
3	Approach, methodology and implementation plan	20	
4	Procurement Methodology	10	
5	Project Management System	10	
6	The Implementing Agents primary (local) economic, social, and environmental impacts plan.	10	
TOTAL POINTS FOR FUNCTIONALITY		100	

- The requirements of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022 (Government Gazette No. 47452) shall also apply, together with all other requirements as set out in the Tender Data.
- Failure to comply with above requirements will result in automatic disqualification of the bidder.
- CoGHSTA reserves the right to withdraw any invitation to tender and/or re-advertise or to reject any tender or to accept a part of it. CoGHSTA does not bind itself to accepting any tender.

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

TENDER NO. NC/02/2023

T 1.2:

TENDER DATA

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

TENDER NO. NC/03/2023

T 1.2: TENDER DATA

The conditions of tender are the Standard Conditions of Tender as contained in Annex F of Board Notice 86 of 2010 in government Gazette No. 33239 of 28 May 2010, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (See www.cidb.org.za) which are reproduced without amendment or alteration for the convenience of Tenderers as an Annex to this tender Data.

The Standard Conditions of Tender make 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 Standard Conditions of Tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

The following conditions in the Tender Data below shall apply to this tender:

Item Number	Tender Data
------------------------	--------------------

F.1.	Communication and Employer's Agent
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Attention is drawn to the fact that verbal information, given by the Employer's Agent during site visits / clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the Employer. Only information issued formally by the Employer's Agent in writing to Tenderers will be regarded as amending the Tender Document.

The Employer's Agent is:

Name: MR Marks Nare
PRIVATE BAG X5005
KIMBERLEY, 8300
Tel.: (053) 830 9400640
E-mail: rnare@ncpg.gov.za

F.2	Tenderer's Obligations
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F.2.1	Eligibility
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Only those Tenderers who are registered with the **Construction Industry Development Board (CIDB)** Contractor Registration will be eligible to apply.

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

F.2.2	Clarification Meeting
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No clarification meeting.

F.2.3 Clarification of Tender Offer after Submission

A tender will be rejected as non-responsive if the Tenderer fails to provide any clarification requested by the Employer within the time for submission stated in the Employer's written request for such clarification.

F.2.4 Tax Clearance Certificate

Tenderers shall be registered and in good standing with the South African Revenue Service (SARS) on CSD, if non-compliant, the tenderer must submit evidence from SARS informing the Department of why it is non-compliant and when is the estimated resolution.

The BBBEE certificate will only be used for your identifying your level of BBBEE but will not be used for scoring on the 80:20, specific goals will be used for scoring.

F.2.5 NHBRC Registration

A NHBRC Registration is **compulsory** for this tender.

F.3.1 Opening of Tender Submissions

Tenders will not be opened immediately after the closing time for receipt of tenders.

F. 3.2 Test for Responsiveness

Tenders will be considered non-responsive if, inter alia:

- a) the Tenderer does not comply with the CIDB contractor registration.
- b) the Tenderer has failed to clarify or submit any supporting documentation within the time for submission stated in the employers written request.
- c) the Tenderer is not registered with the NHBRC.

F.3.3 Evaluation of Tender Offers

Functionality will be scored and a minimum of 60 out of the possible 100 is required to be evaluated any further.

In terms of CoGHSTA NC Specific Goals, preference points must be awarded to a bidder in accordance with the table below:

Specific Goal	Number of points
100% or more Women or Youth owned company	10
Less than 100% Women or Youth owned company	5
100% Black owned company	10
Less than 100% Black owned company	5
100% People living with disability	10
Locally owned companies	5
Maximum obtainable points	20

The following must be noted for the allocation of 20 points:

- A tenderer might be requested to submit proof of its B-BBEE status level of contributor.
- A share certificate and or CIPC information of the company might be requested to be able to verify ownership.
- Any other relevant evidence can be requested from the tenderer to substantiate the claim for the 20

- points from any of the above specific goals on the table.
- CSD printout must accompany all submission documents.
- The above points can be increased, reduced and split to more than one specific goal, depending on the requirements of the bid and specifications, however when such is increased or reduced, the information must be published correctly to the bidder at the time of advert of tender, but total points must not exceed 20 points.
- Locality points will be allocated to any company with a valid verifiable address in the Northern Cape, e.g., CIPC, SARS etc. A lease agreement must have substantiating legitimate evidence relating to the Northern Cape, the address claimed, such as proof of rental payment and receipt of rentals by both the lessee and lessor.
- If the price offered by the tenderer scoring the highest points is not reasonable, COGHSTA must not award the contract to the tenderer.
- COGHSTA may negotiate a reasonable price with the tenderer scoring the highest points or cancel the tender.
- If the tenderer does not agree to a reasonable price, negotiate a reasonable price with the tenderer scoring the second highest points or cancel the tender.
- If the tenderer scoring the second highest points does not agree a reasonable price, negotiate a reasonable price with tenderer scoring the third highest points or cancel the tender.
- If a reasonable price is not agreed as envisaged, COGHSTA must cancel the tender.

F.3.4 Risk Analysis

Notwithstanding compliance with regards to CIDB registration or any other requirements of the tender, the employer will perform a risk analysis in respect of the following:

- a) the Tenderer's ability to fulfil its obligations in terms of the tender document, that is, that the Tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience, reputation, personnel to perform the contract, etc.

No Tenderer will be recommended for an award unless the Tenderer has demonstrated that he/she has the resources and skills required.

F.3.5 Acceptance of panel

The Employer does not bind itself to accepting any tender.

Tender offers will only be accepted if:

- (a) the Tenderer is registered and in good standing with the South African Revenue Service (SARS) and has submitted evidence in the form of an original valid Tax Clearance Certificate (for tender) issued by SARS or proof that he or she has made arrangements with SARS to meet his or her outstanding tax obligations;
- (b) the Tenderer or any of its Directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- (c) the Tenderer has not:
 - (i) abused the Employer's Supply Chain Management System; or
 - (ii) failed to pay municipal rates and taxes or service charges as applicable at the Tenderer's Head Office Municipality and such rates, taxes and charges are in arrears for more than three months.

- (d) the Tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderer's ability to perform the contract in the best interests of the Employer or potentially compromise the tender process.

F.3.6 Notice to unsuccessful Tenderers

The Employer will publish the award of the advertised competitive bid on the eTender Publication Portal.

F.4.1 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:

- (a) If the tender is not completed in non-erasable black ink;
- (b) The name of the Tenderer is not stated or is indecipherable.

F.4.2 Combating abuse of the Supply Chain Management Policy

In terms of the Its Supply Chain Management Policy, the Employer may reject the tender of any Tenderer if that Tenderer or any of its directors has:

- (a) failed to pay municipal rates and taxes or municipal service charges and such rates, taxes and charges are in arrears for more than three months;
- (b) 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.
- (c) abused the supply chain management system of the Employer or has committed any improper conduct in relation to this system.
- (d) been convicted of fraud or corruption during the past five years.
- (e) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
- (f) 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.

In this regard, Tenderers shall complete Schedules 3 as well as 5, Part T2.2: Returnable Schedules: Certificate of Independent Tender Determination and Declaration in terms of the Municipal Finance Management Act. Failure to complete these schedules may result in the tender not being considered.

F.4.14 Sub-Contracting

The Treasury regulation on sub-contracting shall apply to all human settlements' projects over R30million. The local contractors registered on the Departments database for the region in which the project takes place will be provided in the bid document.

F.4.15 Cost of tendering

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.



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Co-operative Governance
Human Settlement & Traditional Affairs

PART T 2:

RETURNABLE DOCUMENTS

T 2.1	List of Returnable Documents	T 2 – 2
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Co-operative Governance
Human Settlement & Traditional Affairs

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: Compulsory Enterprise Questionnaire
- Schedule 2: Certificate of Independent Tender Determination
- Schedule 3: Certificate of Authority for Joint Ventures
- Schedule 4: Certificate for Municipal Services and Payments to Service Provider
- Schedule 5: Schedule of Work Experience
- Schedule 6: Proposed Amendments and Qualifications by Tenderer
- Schedule 7: Details of Management Team
- Schedule 8: Confirmation of Construction Industry Development Board (CIDB) Registration
- Schedule 9: Confirmation of National Home Builders Registration Council (NHBRC) Contractor Registration

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

- Schedule 10: Record of Addenda to Tender Documents
- Schedule 11: NCP Schedules: NCP 1; NCP 2; NCP 4; NCP 6.1 NCP 7.1



COGHSTA

Co-operative Governance
Human Settlement & Traditional Affairs

T 2.2:

RETURNABLE SCHEDULES

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

TENDER NO. NC/03/2023

SCHEDULE 1

COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a Joint Venture, separate questionnaires in respect of each partner must be completed and submitted.

SECTION 1:

Name of Enterprise:

Address of Enterprise:
.....

SECTION 2:

VAT Registration Number, if any:

SECTION 3:

CIDB Registration Number, if any:

SECTION 4:

Particulars of Sole Proprietors and Partners in partnerships:

NAME*	IDENTITY NUMBER *	PERSONAL INCOME TAX NUMBER*

* Complete only if Sole Proprietors or Partnership and attach separate page if more than 5 (five) partners.

SECTION 5: Particulars of Companies and Close Corporations:

Company Registration Number:

Close Corporation Number:

Tax Reference Number:

SECTION 6: Record of service of the State:

Indicate by marking the relevant boxes with a cross, if any Sole Proprietor, partner in partnership or Director, Manager, Principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 (twelve) months in the service of any of the following:

- ☐ A member of any Municipal Council;
- ☐ A member of any Provincial Legislature;
- ☐ A member of the National Assembly or the National Council for Provinces;
- ☐ A member of the Board of Directors of any Municipal entity;
- ☐ An official of any Municipality or Municipal entity;
- ☐ 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 the accounting authority of any National or Provincial public entity; or
- ☐ An employee of Parliament or a provincial legislature.

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

Name of Sole Proprietor, Partner, Director, Manager, Principal shareholder or Stakeholder	Identity Number	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 spouses, children and parents in the service of the State:

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a Sole Proprietor, Partner in a partnership or Director, Manager, Principal shareholder or Stakeholder in a company or close corporation is currently or has been within the last 12 (twelve) months been in the service of any of the following:

- ☐ A member of any Municipal Council;
- ☐ A member of any Provincial Legislature;
- ☐ A member of the National Assembly or the National Council for Provinces;
- ☐ A member of the Board of Directors of any Municipal entity;
- ☐ An official of any Municipality or Municipal entity;
- ☐ 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 the accounting authority of any National or Provincial public entity; or
- ☐ An employee of Parliament or a provincial legislature.

Name of Sole Proprietor, Partner, Director, Manager, Principal shareholder or Stakeholder	Identity Number	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.

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- i) Authorizes the Employer to obtain a Tax Clearance Certificate from the South African Revenue Service that my/our tax matters are in order;
- ii) Confirms that neither the name of the enterprise or the name of any Partner, Manager, Director or other person, who, wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulter established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) Confirms that no Partner, Member, Director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last 5 (five) years been convicted of fraud or corruption;
- iv) Confirms that I/we are not associated, linked or involved with any other tendering entities submitting tender offers and have 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;
- v) Confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO. NC/03/2023

SCHEDULE 2

CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting this tender for

TENDER NO.NC/03/2023: APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS) SERVICE PROVIDERS FOR 36 MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE AND CONSTRUCTION PROJECTS IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE NORTHERN CAPE PROVINCE, do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of (Name of Tenderer) that

1. I have read and understand the contents of this Certificate;
2. I understand that this tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorised by the Tenderer to sign this Certificate, and to submit this tender on behalf of the Tenderer;
4. Each person whose signature appears on this tender has been authorised by the Tenderer to determine terms of, and to sign, the tender on behalf of the Tenderer;
5. For the purposes of this Certificate and this tender, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer whether or not affiliated with the Tenderer;
 - (a) has been requested to submit a tender in response to this invitation to tender;
 - (b) could potentially submit a tender in response to this invitation to tender, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the Tenderer and/or is in the same line of business as the Tenderer;
6. The Tenderer has arrived at this tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communicating between partners in a Joint Venture or Consortium¹ will not be construed as collusive tendering;
7. In particular, without limiting the generality of Paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a tender;
 - (e) the submission of a tender which does not meet the specifications and conditions of the tender; or
 - (f) tendering with the intention not to win the tender.

¹ Joint Venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this invitation to tender relates.

Part T 2: Returnable Documents

T 2.2

Tender Number: NC/03/2023

Returnable Schedules

9. The terms of this tender have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Section 59 of the Competition Act No. 89 of 1989 and/or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and/or may be restricted from conducting business with the Public Sector for a period not exceeding 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or another applicable legislation

.....
SIGNATURE

.....
DATE

.....
POSITION

.....
NAME OF TENDERER

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

TENDER NO. NC/03/2023

**APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS) SERVICE PROVIDERS
FOR 36 MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS
INFRASTRUCTURE AND CONSTRUCTION PROJECTS IN ALL DISTRICT
MUNICIPALITIES THROUGHOUT THE NORTHERN CAPE PROVINCE
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.

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO.NC/03/2023

SCHEDULE 4

CERTIFICATE FOR MUNICIPAL SERVICES AND PAYMENT TO SERVICE PROVIDER

The Tenderer must attach to this page a **certified copy** of the Tenderer's latest Municipal Services Account, invoiced not more than **30 (thirty) days** prior to tender closure.

To: THE HEAD OF THE DEPARTMENT

TENDER NO.NC/03/2023

Error! Reference source not found..

NAME OF THE TENDERER:

FURTHER DETAILS OF THE TENDERER/S; PROPRIETOR / DIRECTOR/S / PARTNERS, ETC.

PHYSICAL BUSINESS ADDRESS OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER/S

If there is not enough space for all the names, please attach the additional details to the Contract document.

NAME OF DIRECTOR/ MEMBER/PARTNER	IDENTITY NUMBER	PHYSICAL RESIDENTIAL ADDRESS OF DIRECTOR/ MEMBER/ PARTNER	MUNICIPAL ACCOUNT NUMBER/S

CERTIFICATION:

I,, the undersigned,
(Full name in block letters)

certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for Municipal Services towards a Municipality or other Service Provider in respect of which payment is overdue for more than 30 (thirty) days.

.....
SIGNATURE

THUS DONE AND SIGNED for and on behalf of the Tenderer / Contractor

at(Place) on the day of(Month) 20(Year)

Please note:

Even if the requested information is not applicable to the Tenderer, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.

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

TENDER NO. NC/03/2023

SCHEDULE 5

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 (Only list completed projects in the past five (3) years. Attach additional pages if needed.)				
CURRENT PROJECTS (attach additional pages if needed.)				

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

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO. NC/03/2023

SCHEDULE 6

DETAILS OF MANAGEMENT TEAM

Tenderers shall set out in the Schedule hereunder details of the Management Staff experience in work of a similar nature to that for which their tender is submitted.

Failure to complete this Schedule may result in the Tenderer not being considered.

1) Company Director's Name:

NO. OF YEARS THAT DIRECTOR HAS OPERATED	YEAR'S EXPERIENCE
As a Director	
In building environment as Project/Contract Manager	
Other (Specify in CV)	
TOTAL YEARS' EXPERIENCE	

2) Site Agent's Name:

NO. OF YEARS THAT SITE AGENT HAS OPERATED	YEAR'S EXPERIENCE
As a Site Agent	
In building environment as Foreman	
Other (Specify in CV)	
TOTAL YEARS' EXPERIENCE	

NOTE: PLEASE APPEND CV'S AND CERTIFICATES

Please indicate by write individual selected for the project's NQF level and cross with an (X) applicable candidate experience allocated for this project.

QUALITY CRITERIA: APPLICABLE EXPERIENCE							
	POSITION	NQF LEVEL	YEARS OF EXPERIENCE				
1	Site Quantity Surveyor		2 - 5		6 - 8		9 and more
2	Site supervisor / General Foreman		4 - 6		7 - 9		10 and more
3	Quality Officer / Manager		2 - 5		6 - 10		11 and more
4	Health and Safety Officer		2 - 5		6 - 8		9 and more

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

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO. NC/03/2023

SCHEDULE 7

CONFIRMATION OF CIDB CONTRACTOR REGISTRATION

The Tenderer must attach to this page a **certified copy** of the Tenderer's Construction Industry Development Board (CIDB) certificate.

I/We understand that only Tenderers who are registered with the Construction Industry Development Board (CIDB) in a Contractor grading designation equal to or higher than a Construction grading designation determined in accordance with the sum tendered for, are eligible to submit tenders.

Joint Ventures are eligible to submit Tenders provided that:

1. Every member of the Joint Venture is registered with the CIDB;
2. The lead partner has a Contractor grading of not more than one lower than the designation determined in accordance with the sum tendered.
3. The combined Contractor grading designation calculated in accordance with the CIDB Regulations is equal to or higher than a Contractor grading designation determined in accordance with the sum tendered; and
4. The contract participation of each member in a Joint Venture is in accordance with the individual member's CIDB contractor grading designation.

I/We understand that the Employer may only enter into a formal contract with a Tenderer who is registered with the Construction Industry Development board (CIDB) as a CIDB Designation **CE and GB** (of the correct Class in accordance with the tendered sum) and has been issued with such a CIDB Contractor registration grading designation.

Contractor Industry Development Board (CIDB) Contractor Registration

I/We wish to confirm the following:

Yes I/We are registered with the CIDB as a Contractor:

Registration No.:

CIDB Contractor's Grading:

Tender amount, VAT excluded: R.....

I/We understand that:

Tenderers must be registered prior to the closing date/time for tender submissions in a CIDB Contractor grading designation equal to or higher than a grading corresponding to the amount tendered.

DESIGNATION	UPPER LIMIT, (R) OF TENDER VALUE RANGE, VAT INCLUDED
1	200,000
2	650,000
3	2,000,000
4	4,000,000
5	6,500,000
6	13,000,000
7	40,000,000
8	130,000,000
9	No Limit

TABLE: The value required to determine the financial capability of a Contractor is as indicated.

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO. NC/03/2023

SCHEDULE 8

CONFIRMATION OF NHBRC CONTRACTOR REGISTRATION

The Tenderer must attach to this page a **certified copy** of the Tenderer's National Home Builders Registration Council (NHBRC) Certificate.

I/We understand that only Tenderers who are registered with the National Home Builders Registration Council (NHBRC) are eligible to submit tenders.

Joint Ventures are eligible to submit Tenders provided that every member of the Joint Venture is registered with the NHBRC.

I/We understand that the Employer may only enter into a formal contract with a Tenderer who is registered with the NHBRC.

National Home Builders Registration Council (NHBRC) Contractor Registration

I/We wish to confirm the following:

Registration No.:

The Certificate must be valid for a period of 1 (one) year.

Date Issued:

Expiry Date:

I/We understand that Tenderers must be registered with the NHBRC prior to the closing date/time for tender.

SIGNED ON BEHALF OF THE TENDERER:

DATE:

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

TENDER NO. NC/02/2023

NCP SCHEDULES

LIST OF NCP FORMS

Pages

NCP 1

NCP 2

NCP 4

NCP 6.1

NCP 7.1

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

NCP 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2 **To be completed by the organ of state**
(delete whichever is not applicable for this tender).
- a) The applicable preference point system for this tender is the **90/10** preference point system.
 - b) The applicable preference point system for this tender is the **80/20** preference point system.
 - c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
 - (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80/90
SPECIFIC GOALS	20/10
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used

to determine the applicable preference point system; or

- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:
DATE:
ADDRESS:

COGHSTA SPECIFIC GOALS

1. 80/20 preference point system

80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million

- i. The following formula must be used to calculate the points out of 80 for price in respect of an invitation for a tender with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

$$P_s = 80 \frac{(1 - P_t - P_{\min})}{P_{\min}}$$

Where-

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

P_{\min} = Price of lowest acceptable tender

- ii. A maximum of 20 points may be awarded to a tenderer for the specific goals specified for the tender.
- iii. The points scored for the specific goal must be added to the points scored for the price and the total must be rounded to the nearest two decimal places.
- iv. Subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000, the contract must be awarded to the tenderer scoring the highest points.

The following table must be used to calculate the score out of 20 for specific goals:

Specific Goal	Number of Points
100% or more Women or Youth owned company	10
Less than 100% Women or Youth owned company	5
100% Black owned Company	10
Less than 100% Black owned Company	5
100% People living with disability	10
Locally owned companies	5
Maximum obtainable points	20

The following must be noted for the allocation of 20 points:

- A tenderer might be requested to submit proof of its B-BBEE status level of contributor.
- A share certificate and or CIPC information of the company might be requested to be able to verify ownership
- Any other relevant evidence can be requested from the tenderer to substantiate the claim for the 20 points from any of the above specific goals on the table.
- CSD printout must accompany all submission documents
- The above points can be increased, reduced and split to more than one specific goal, depending on the requirements of the bid and specifications, however when such is increased or reduced, the information must be published correctly to the bidder at the time of advert of tender, but total points must not exceed 20 points.
- Locality points will be allocated to any company with a valid and verifiable address in the Northern Cape, e.g. CIPC, SARS etc. A lease agreement must have substantiating legitimate evidence relating to the Northern Cape the address claimed, such as proof of rental payment and receipt of rentals by both the lessee and lessor.
- If the price offered by the tenderer scoring the highest points is not reasonable, COGHSTA must not award the contract to the tenderer
- COGHSTA may negotiate a reasonable price with the tenderer scoring the highest points or cancel the tender
- If the tenderer does not agree to a reasonable price, negotiate a reasonable price with the tenderer scoring the second highest points or cancel the tender
- If the tenderer scoring the second highest points does not agree a reasonable price, negotiate a reasonable price with the tenderer scoring the third highest points or cancel the tender.
- If a reasonable price is not agreed as envisaged, COGHSTA must cancel the tender

2. 90/10 preference point system

90/10 preference point system for goods or services with Rand value above R50 million

- i. The following formula must be used to calculate the points out of 90 for price in respect of a tender with a Rand value above R50 million, inclusive of all applicable taxes:

$$P_s = 90 \frac{(1 - P_t - P_{\min})}{P_{\min}}$$

Where:

P_s = Points scored for price of tender under consideration;

Pt = Price of tender under consideration; and

P min = Price of lowest acceptable tender.

- ii. A maximum of 10 points may be awarded to a tenderer for the specific goals specified for the tender.
- iii. The points scored for the specific goal must be added to the points scored for the price and the total must be rounded to the nearest two decimal places.
- iv. Subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000, the contract must be awarded to the tenderer scoring the highest points.

The following table must be used to calculate the score out of 10 for specific goals:

Specific Goal	Number of Points
100% or more Women or Youth owned company	5
Less than 100% Women or Youth owned company	2
100% Black owned Company	5
Less than 100% Black owned Company	2
100% People living with disability	5
Locally owned companies	2
Maximum obtainable points	10

The following must be noted for the allocation of 10 points:

- A tenderer might be requested to submit proof of its B-BBEE status level of contributor.
- A share certificate and or CIPC information of the company might be requested to be able to verify ownership
- Any other relevant evidence can be requested from the tenderer to substantiate the claim for the 10 points from any of the above specific goals on the table.
- CSD printout must accompany all submission documents
- The above points can be increased, reduced and split to more than one specific goal, depending on the requirements of the bid and specifications, however when such is increased or reduced, the information must be published correctly to the bidder at the time of advert of tender, but total points must not exceed 10 points.

- Locality points will be allocated to any company with a valid and verifiable address in the Northern Cape, e.g. CIPC, SARS etc. A lease agreement must have substantiating legitimate evidence relating to the Northern Cape the address claimed, such as proof of rental payment and receipt of rentals by both the lessee and lessor
- If the price offered by the tenderer scoring the highest points is not reasonable, COGHSTA must not award the contract to the tenderer
- COGHSTA may negotiate a reasonable price with the tenderer scoring the highest points or cancel the tender
- If the tenderer does not agree to a reasonable price, negotiate a reasonable price with the tenderer scoring the second highest points or cancel the tender
- If the tenderer scoring the second highest points does not agree a reasonable price, negotiate a reasonable price with the tenderer scoring the third highest points or cancel the tender.
- If a reasonable price is not agreed as envisaged, COGHSTA must cancel the tender

CONTRACT FORM – PURCHASE OF GOODS / WORKS

THIS FORM MUST BE COMPLETED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS

PART 1 (TO BE COMPLETED BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution) in accordance with the requirements and specifications stipulated in bid number at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) bidding documents, viz
 - Invitation to bid;
 - Tax Clearance Certificate
 - Pricing Schedule(s);
 - Technical Specification(s);
 - Specific goals in terms of the Preferential Procurement Regulations, 2022 (Government Gazette No. 47452);
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the tendered Remeasurable quoted cover all the goods and/or works specified in the bidding documents; that the tendered Remeasurable cover all my obligations and I accept that any mistakes regarding the tendered Remeasurable and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any Bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)
CAPACITY
SIGNATURE
NAME OF FIRM
DATE

WITNESSES

1.

2.

DATE:

CONTRACT FORM – PURCHASE OF GOODS / WORKS

PART 2 (TO BE COMPLETED BY THE PURCHASER)

1. I, in my capacity as
accept your bid under Reference Number dated
for the supply of goods / works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.

3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED), EXCL 14% VAT	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ON

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1.

2.

DATE:

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Proof of tax compliance status;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
 - Bidder's Disclosure form;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	<div>WITNESSES</div> <div>1</div> <div>.....</div> <div>2</div>
CAPACITY	
SIGNATURE	
NAME OF FIRM	
DATE	



DEPARTMENT OF COOPERATIVE GOVERNANCE, HUMAN SETTLEMENTS & TRADITIONAL AFFAIRS
NORTHERN CAPE PROVINCE



COGHSTA

Department:
Cooperative Governance, Human Settlement
and Traditional Affairs
Northern Cape Province

TERMS OF REFERENCE

**DEPARTMENT: COOPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL
AFFAIRS NORTHERN CAPE****TERMS OF REFERENCE****TERMS OF REFERENCE FOR THE APPOINTMENT OF A PANEL OF (IMPLEMENTING AGENTS) SERVICE
PROVIDERS FOR 36 MONTHS TO UNDERTAKE THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE AND
CONSTRUCTION PROJECTS IN ALL DISTRICT MUNICIPALITIES THROUGHOUT THE NORTHERN CAPE
PROVINCE.****1. BACKGROUND**

The Department of Cooperative Governance, Human Settlements, and Traditional Affairs Northern Cape (COGHSTA) is committed to delivering housing, infrastructure, and construction opportunities through integrated, sustainable infrastructure and construction projects. To achieve this vision, COGHSTA aims to establish panels of service providers in various categories, including consultancy, construction, and implementing agents, to facilitate the efficient and effective implementation of projects within the province.

COGHSTA invites service providers with experience in infrastructure and construction projects to express their interest in the execution of such works. The scope of work shall include the full range of services associated with the housing program. The establishment of these panels aims to ensure a streamlined and efficient procurement process for engaging qualified service providers, promote transparency and fairness in the procurement process, foster a competitive environment for service providers, and enhance the quality and timeliness of project delivery within the province.

Since 1994, national priority projects have been used across sectors to reduce poverty in townships. The priority has been to increase the supply of housing at an accelerated pace and to develop sufficient infrastructure to close the gap between the existing infrastructure and the infrastructure that is needed. COGHSTA recognizes the critical role of the private sector in achieving this goal. Lessons learned about project management and implementation highlight the importance of well-planned and executed priority projects to deliver infrastructure at an accelerated pace.

Balanced partnerships, effective contracting and governance, a clear empowerment and transformation pathway, and shared risk and proceeds among all parties are critical to project success.

2. THE OBJECTIVES AND PURPOSE OF THE TENDER

- 2.1. The Northern Cape Province is faced with significant housing and infrastructure shortages, leading to overcrowded informal settlements, inadequate living conditions, and a lack of access to essential services and social infrastructure for a substantial portion of the population. This situation has exacerbated social inequalities and adversely impacted on the overall socio-economic growth of the province.
- 2.2. COGHSTA is issuing this tender to establish panels of service providers in various categories to facilitate the efficient and effective implementation of projects within the province. The selected service providers will help bridge the gap in the infrastructure and construction backlog and address the infrastructure needs of the province.
- 2.3. The service providers from the established panels will assist COGHSTA in addressing the infrastructure and project needs. Their services will be crucial in the planning, engineering, procurement, construction, and management of these projects, leading to the successful delivery of infrastructure and the alleviation of the infrastructure backlogs.



- 2.4. The primary purpose of establishing the panels of service providers is to address the spatial imbalances and infrastructure shortages within the various municipalities of the Northern Cape Province. By doing so, the selected service providers will contribute to improving the living conditions and quality of life for residents across the province. By addressing the current housing, infrastructure, and construction needs, the province can work towards creating more equitable, accessible, and sustainable towns that promote social cohesion, economic growth, and overall well-being for all its residents.

3. PANEL CATEGORIES

3.1. IMPLEMENTING AGENT PANEL

The Implementing Agent Panel will include implementing agents who will be responsible for project implementation and management of conveyancers, consultants, contractors, and other service providers. Their responsibilities will include project planning, design management, procurement, coordination, project monitoring, quality management, claims management and reporting to ensure the timely and successful completion of projects.

4. REQUIREMENTS OF TENDER SUBMISSION

4.1. IMPLEMENTING AGENT PANEL

All Respondent's responding to the submission should be addressing the following (where applicable, the appropriate documents must be attached): RESPONDENTS ARE REQUIRED TO CLEARLY INDICATE ON THE FRONT OF THEIR DOCUMENT THE SPECIFIC PANEL THEY ARE APPLYING FOR.

- 4.4.1 Cover Letter:** A professional cover letter that introduces the Implementing Agent firm and highlights its interest in the tender also indicating the panel for which you are submitting.
- 4.4.2 Project and Consulting Team:** A detailed description of the project team and professional consulting team, including the roles, qualifications, and experience of each member. The team should include, but is not limited to the following professionals: Principal Program Co-Ordinator, Principal Engineer, Construction Project Manager, Engineering Technologist, Senior Admin Officer, Chief Town Planner, GIS Specialist, Software Engineer, Environmental Specialist, Geotechnical Engineer, Accountant, Conveyancer, Civil Engineering, Electrical Engineering, Environmental Specialists, Geotechnical Engineers, Traffic Engineers, Land Surveyors, Town Planners, Quantity Surveyors, Architects, Construction Project Managers, OHS Specialists, and Urban Designers, etc.
- 4.4.3 The following information should be submitted for each inhouse professional or consulting firm:**
- (a) Company names and profiles;
 - (b) Company representative's details (including contact details);
 - (c) Company's assigned professionals' CV's, ID's, qualifications and professional registrations;
 - (d) Applicable professional disciplines for which each company is appointed.



- 4.4.4 Experience of the Implementing Agent: A list of the Implementing Agent's experience in executing any human settlement projects. Track record can include Town Planning, Services, Top Structures and other Infrastructure and Construction projects.
- 4.4.5 Locality of the Implementing Agent: Proof of the Implementing Agent's local Northern Cape office.
- 4.4.6 Implementing Agent's returnable documents: The Implementing Agent must provide the following documents as part of the submission.
 - 4.4.6.1 CSD Registration
 - 4.4.6.2 CIDB Registration: Both, CIDB grading 9GB **and** 9CE is compulsory.
 - 4.4.6.3 Latest 3 years Audited Financial Statements: Latest annual turnover for the year 2022/2023 should exceed R 800 million.
 - 4.4.6.4 Tax Compliant Certificate
 - 4.4.6.5 VAT Registration
 - 4.4.6.6 B-BBEE Certificate
 - 4.4.6.7 COIDA Certificate
 - 4.4.6.8 Health and Safety Declaration
 - 4.4.6.9 NHBRC Registration
 - 4.4.6.10 Professional Indemnity
 - 4.4.6.11 Company Registration Documents
 - 4.4.6.12 Shareholders Agreement
 - 4.4.6.13 Shareholding Declaration signed by the accounting officer
 - 4.4.6.14 Directors Identity Documents
 - 4.4.6.15 Municipal Rates and Taxes
 - 4.4.6.16 Health and Safety Declaration
 - 4.4.6.17 Company Profile
- 4.4.7 Project Methodology and Method Statement: An in-depth description of how a typical project of this nature will be managed, from Inception to Close Out.
- 4.4.8 Procurement Methodology: details of how procurement of Local Contractors, Local Engineers and all other Local Service Providers will be done.
- 4.4.9 Project Management System: A detailed description of the project management system to be used, highlighting its capabilities and how it will facilitate information access for the Client.
- 4.4.10 Impacts Plan: A comprehensive plan addressing the Implementing Agent's primary economic, social, and environmental impacts, demonstrating their commitment to sustainable development and the well-being of the community.
- 4.4.11 Empowerment and Local Beneficiation Plan: A robust plan outlining the Implementing Agent's commitment to promoting the economic empowerment of black individuals, including black women, youth, and persons with disabilities. The plan should also emphasize local beneficiation,



ensuring that the project brings tangible benefits to the local community and contributes to socio-economic development.

The method of Submission must include all the following:

Important!!! EACH RESPONDENT SHOULD CLEARLY INDICATE ON HIS TENDER DOCUMENT FOR WHICH PANEL HE IS SUBMITTING.

- (a) Electronic submission on USB
- (b) Hard Copy x 1
- (c) Email submissions will not be accepted

4.2. IMPLEMENTING AGENTS PANEL

The scope of work for the Implementing Agent's Panel includes, but is not limited to

4.4.2.1 Project planning, including the development of project timelines, budgets, and resource allocations ensuring optimal use of available resources.

4.4.2.2 Managing consultants, contractors, and other service providers, ensuring their work aligns with project objectives, specifications, and schedules.

4.4.2.3 Monitoring project progress against established milestones, timelines, and budgets, implementing corrective actions as needed to ensure successful project outcomes.

4.4.2.4 Ensuring compliance with all applicable laws, regulations, and policies throughout the project lifecycle, including obtaining necessary permits and approvals.

4.4.2.5 Identifying and addressing risks, challenges, and issues that may arise during project implementation, developing and implementing mitigation strategies to minimize potential impacts.

4.4.2.6 Providing regular progress reports and updates to COGHSTA and other relevant stakeholders, including details on project status, accomplishments, challenges, and future plans.

4.4.2.7 Ensuring the successful completion and close-out of projects, including the handover of completed works to COGHSTA or the relevant authorities, and conducting final inspections and evaluations.

4.4.2.8 Overseeing project management activities, including scope, schedule, and cost management, risk management, stakeholder communication, and quality control.

4.4.2.9 Managing procurement processes, including the preparation of bidding documents, evaluation of proposals, and negotiation of contracts with selected service providers.

4.4.2.10 Collaborating with various stakeholders, such as government agencies, private sector partners, and development organizations, to increase the provincial baseline and explore alternative funding mechanisms for infrastructure and construction projects. This collaboration



may involve engaging in public-private partnerships, identifying grant opportunities, and leveraging other financial resources to maximize project impact and achieve desired outcomes.

5. ECONOMIC EMPOWERMENT AND LOCAL BENEFICIATION

5.1 In line with the State's goals to promote economic empowerment of previously and currently disadvantaged populations, the Respondent is similarly required to promote economic empowerment, primarily within the locality of the development, and through the legitimate inclusion of disadvantaged groups in all aspects of planning, delivery and ownership.

Black Economic Empowerment

The Respondent shall commit to and ensure that:

- (a) A minimum of 30% of the shareholding in the entity proposed to plan, execute and develop the project is held by black persons (black persons as defined in Broad- Based Black Economic Empowerment Amendment Act 2013 (Act No 46 of 2013)), and that such minimum level of ownership by the black persons is maintained throughout the project's lifecycle.
- (b) A minimum of 30% of the value of the project shall be procured from black persons or other legal entities owned in majority by black persons (to the extent that the 30% of value is achieved), and that such procurement shall be distributed reasonably across built environment professionals, consultants, construction material suppliers, subcontractors, laborer's, etc., so appointed or procured from, and shall be maintained throughout the project's lifecycle.

5.2 Local Beneficiation

The Respondent shall commit to and ensure that:

Wherever practically possible all goods, services and labour be procured from entities based on the following criteria: in the demarcated wards in which the development is taking place, failing which the local municipality, then district or metropolitan municipality, then province or nationally.

6. ASSESSMENT AND EVALUATION PROCESS

Each Proposal will undergo an intensive assessment and evaluation process by the Department, which will consist of 2 distinct stages, namely:

7.3 Administrative Compliance Assessment

The Administrative Compliance stage of assessment includes, or requires that:

- 7.3.1 Administrative Compliance Check that assesses whether all the submitted proposals have observed all the rules and protocols set out in this TENDER.
- 7.3.2 Has the respondent submitted all documents as outlined in the requirements of the TENDER.
- 7.3.3 Eligibility Compliance Check which assesses whether the respondent have passed the minimum requirements as out in section 4 of this tender.
- 7.3.4 It is compulsory that the Respondent meet the following minimum requirements. If a respondent does not meet these following minimum requirements, they will automatically be disqualified:

Should the Respondent not meet the minimum requirements reviewed as part of the Administrative Checks, then such Respondent shall be disqualified from the Tender process and no further evaluation



shall take place. Respondents that meet the minimum requirements for Stage 1 shall proceed to be evaluated in accordance with Stage 2 criteria - Technical Compliance Assessment.

7.4 Technical Compliance Assessment

The Technical Compliance Assessment stage of the evaluation process includes or requires that:

- 7.4.1 The Respondent be assessed for technical compliance.
- 7.4.2 Technical compliance will be assessed based on functionality assessment criteria that have been developed by the Department and defined in Table 1,2 and 3 below. There is a table for each specific panel and each panel will be scored according to its relevant table. Respondent scoring below 70 of the points noted in Table 1,2 and 3 will be disqualified and will not be eligible for further evaluation or consideration.



Table 1: Technical Assessment Criteria:

IMPLEMENTING AGENT PANEL

WEIGHTS AND VALUES FOR THE FUNCTIONALITY CRITERIA		
NO.	DESCRIPTION OF SPECIFIC COMPETENCIES	WEIGHT
1	Qualification of key project team personnel involved on the project, minimum of 5 years of experience. Please attach copies of certificates and CV's	25
	• Professional Engineer CV(s) attached.	
	• Professional Architect CV(s) attached.	
	• Professional Electrical Engineer CV(s) attached.	
	• Professional Project Management CV(s) attached	
	• GIS Specialists CV(s) attached	
	• Professional Quantity Surveyor CV(s) attached.	
	• Professional Clerk of Works CV(s) attached	
	• Professional Structural Engineer CV(s) attached.	
	• Health and Safety Professional CV(s) attached.	
	• CV(s) without any attachment of qualifications mentioned above.	
All Implementing Agents must submit CV's, Qualification / Registration Certificates with relevant bodies for the proposed professional teams to be deployed on the project.		
2	Implementing Agents' proven track record on experience in Human Settlement sector. This includes completed and active projects.	25
	1. Appointed for 30 000 sites/stand/houses or more	
	2. Appointed for 20 000 – 30 000 sites/stand/houses	
	3. Appointed for 10 000 – 20 000 sites/stand/houses	
	4. Appointed for 5 000 – 10 000 sites/stand/houses	
	5. Appointed for 2 000 – 5 000 sites/stand/houses	
	The Implementing Agent must submit the contracts or appointment letters for verification purposes. (Any falsified evidence will be subjected to Treasury Investigation that might lead to being blacklisted from doing any business with the state)	
3	Approach, methodology and implementation plan	20
4	Procurement Methodology	10
5	Project Management System	10
6	The Implementing Agents primary (local) economic, social, and environmental impacts plan.	10
TOTAL POINTS FOR FUNCTIONALITY		100



COGHSTA
Co-operative Governance
Human Settlement & Traditional Affairs