



education

Department.
Education
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

Garona Building, Mmabatho
First Floor, East Wing,
Private Bag X2044,
Mmabatho 2735
Tel.: (018) 388-3429/33
e-mail: sgedu@nwpg.gov.za

DIRECTORATE: SUPPLY CHAIN MANAGEMENT

Dear Sir/Madam

INVITATION TO A BID

BID NUMBER: EDU 02/24 NW: APPOINTMENT OF A MANAGEMENT CONTRACTOR FOR TLOTLANG THUTO SECONDARY SCHOOL AND LORETLWENG PRIMARY SCHOOL (9GB)

1. You are hereby invited for Appointment of a management contractor for Tlotlang Thuto Secondary school and Loretlweng Primary school (9GB)
2. The conditions contained in the General Conditions of contract (GCC), i.e. **Annexure "A"** and the attached tender forms, as well as any other conditions accompanying this invitation, are applicable.
3. The work procedure, the bidder proposes to follow in order to obtain the required result must be clearly outlined and its terms may not conflict with those contained in the General Conditions of Contract.
4. All bid documents accompanying this invitation to bid must be completed in detail where applicable, be sealed in an envelope and be deposited in the bid box before the closing date and time. **The bid box is situated at Department of Education, Garona Building, East Wing Entrance, and Ground Floor next to CFO's Office.**
- 4.1. The following information should be clearly marked on the same sealed envelope:
"Tender No. : EDU 02/24 NW
"Closing Date : 17 May 2024
"Closing Time : 11H00
5. All enquiries pertaining specification can be directed to **Mr GUSTAPH COETZEE** at **Tenders@corefocus.co.za** during office hours
6. For details for obtaining the bid documents: **Ms. Tshiamo Keetile/Ms C Nkoliswa** at the following Telephone number: (018) 388 3792/4091 during office hours.
7. The Department reserves the right to accept or reject any bid in responsive to the advertisement and to withdraw its decision to seek the provision of these services/goods at any time, with justifiable reasons. The Department of Education will not bind themselves to award the bidder scoring the highest points and can award the bid as a whole or in part.
8. This Bid Documents are **ONLY** available for download on temporary E-portal at www.etenders@treasury.gov.za
9. **EVALUATION CRITERIA TO BE USED**

All bids will only be evaluated on **3 Stages** as indicated on the Specification Document of this invitation and *Functionality 100 points*

Breakdown of 100 points:-

<i>Maximum Price points</i>	90
<i>Maximum Specific Goals</i>	10
TOTAL POINTS	100

CONDITIONS TO BID

"This bid is issued under the condition that the bidder may at any stage during production or execution or on completion of the tender be subjected to inspection. The premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by the representative of the Department of Education or an organization acting on behalf of the State. The bidder shall provide, if required, all required facilities for inspections, tests and analysis of the available apparatus, which may be required for the purpose of such inspection, tests and analysis free of charge unless otherwise specified.

NOTE:

- The validity period is ninety (90) days and it is calculated as from the closing date of tenders.



.....
Mr M RIKHOTSO
ACTING DIRECTOR SUPPLY CHAIN

23/04/2024
.....
DATE



education

Lefapha la Thuto la Bokone Bophirima
Noord-Wes Departement van Onderwys
North West Department of Education
NORTH WEST PROVINCE

**APPOINTMENT OF A MANAGEMENT CONTRACTOR FOR
TLOTLANG THUTO SECONDARY SCHOOL AND
LORETLWENG PRIMARY SCHOOL**

EDU 02/24 NW-MANAGEMENT CONTRACTOR

Name of Bidder:

CSD NO:.....

TEL:

E-MAIL ADDRESS:

Bid Document to Procure a Management Contractor. This document contains the Term of Reference, the Bid Data, the Returnable Documents and Special Condition of Bid

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PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE NORT-WEST EDUCATION DEPARTMENT					
BID NUMBER:	EDU 02/24NW	CLOSING DATE:	17 May 2024	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A MANAGEMENT CONTRACTOR FOR TLOTLANG THUTO SECONDARY SCHOOL AND LORETLWENG PRIMARY SCHOOL (9GB)				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
The Bid Box is situated next to the CFO'S Office, ground floor Sekame Road East Wing GARONA Building Education Department.					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MRS C NKOLISWA	CONTACT PERSON	Mr GUSTAV COETZEE		
TELEPHONE NUMBER	018 388 3792/4091	TELEPHONE NUMBER			
FACSIMILE NUMBER	cnkoliswa@nwpg.gov.za	FACSIMILE NUMBER			
E-MAIL ADDRESS	MRS C NKOLISWA	E-MAIL ADDRESS	Tenders@corefocus.co.za		
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:		O R	CENTRAL SUPPLIER DATABASE No:	
2.1 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]	2.2 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**

SBD 1

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
2.3 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.4 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.
2.5 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.6 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.7 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.8 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.9 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:

Part T1: BIDDING PROCEDURES

North-West Education Department

REF NO.: NWED-CONSTRUCT AT TLOTLANG-THUTO-2023

T1.1 Tender Notice and Invitation to Submit Tenders

REQUEST FOR TENDER FOR A MANAGEMENT CONTRACTOR FOR TLOTLANG THUTO SECONDARY SCHOOL AND LORETLWENG PRIMARY SCHOOL

The North-West Education Department (NWED) hereby calls for CIDB registered Contractors (**Grade 9 GB and higher**) suitably qualified and experienced to manage contractors. The successful bidder will be appointed to manage the construction of Tlotlang-Thuto Secondary School in Bona Bona and Loretlweng Primary School Ganyesa.

These contracts will be managed by a project manager appointed by the NWED. The cost is on the claims based will be evaluated by a quantity surveyor also appointed by the NWED.

The CIDB Standard Procurement Procedure that will be used is the PP3 Competitive negotiation procedure more specifically PP3B Open competitive negotiations. The CIDB Standard method for procuring different categories of engineering and construction works contracts will be used is the Management contractor / Construction Management type of contracting strategy. The evaluation method is functionality/ quality, price and specific goals. The leading management contractors after the evaluation will be required to enter a negotiation process for pricing.

Notes to bidders:

This section outlines basic requirements that must be met. Failure to comply with these requirements or part thereof will result in your proposal being excluded from the evaluation process.

- a) This Request for Tenders (RFT) does not constitute an offer or recommendation to enter such transaction.
- b) The NWED reserves the right to amend, modify or withdraw this RFT if deemed necessary.
- c) Neither the NWED nor any of its respective directors, officers, employees, agents, representatives, or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting a bid in response to the tender.
- d) No entity may be involved, whether directly or indirectly, in more than one bid in response of this RFT. A failure to comply with this requirement will result in disqualification of the relevant entity.
- e) The NWED and its advisors may rely on a Bid as being accurate and comprehensive in relation to the information and proposals provided therein by the Bidders.
- f) All Bids submitted to the NWED will become the property of the NWED and as such will not be returned to the Bidder unless received after the closing date and time. The NWED will make all reasonable efforts to maintain bids in confidence. Proprietary information should be identified as such in each bid.
- g) Evaluation of bids will be carried out by a Bid Evaluation Committee (BEC). If necessary, the Evaluator(s) will contact Bidders to seek clarification of any aspect of the bid.
- h) The validity period of this bid is 90 days.
- i) The contract is valid until the project has reached practical completion.
- j) All bids must be formulated and submitted in accordance with the requirements of this RFT.
- k) The Contractor will be required to sign confidentiality contracts with the NWED.
- l) Please note that Bid Offer is synonymous to Request for Tenders in this document.
- m) Please note that Employer is synonymous to Client in this document.
- n) Contractors prohibited from doing business with the state, by any statutory body or department, will undernocircumstancesbeconsidered.

DISCLAIMER

The NWED reserves the right not to appoint a Contractor and is not obliged to provide reasons for the rejection of any proposal.

All Enquiries may be addressed in writing by no later than the end of business **10 working days** before the closing date of **the tender**. The NWED response to bidders will be no later than **7 working days** before the closing of the tender. All responses will be published on the above-mentioned websites (e-tender, i-tender,). No direct responses will be made to individual bidders.

A compulsory briefing meeting will be held at the site of the Tlotlang Thuto Secondary School on the **02 May 2024 @ 11:00** after which a visit to will be organised to the site for Loretlweng Primary School on the **2 May 2024 @ 13:30**

T1.2 BID DATA

T1.2.1 Background

The North-West Education Department (NWED) is committed to providing quality education and ensuring its citizens' socio-economic development and well-being. The Department recognises the critical role of service delivery in achieving these objectives: providing basic education and constructing and maintaining educational facilities. The NWED wants to engage qualified contractors for the supply and installation of battery backup systems and/or solar power systems, as management contractors, to address the challenges faced in education provision.

Mandate and Challenges:

The NWED has a constitutional mandate to provide quality education to learners in South Africa. This mandate includes the provision of infrastructure that creates a learning environment that is suitable and conducive to better educational opportunities. However, the Department has encountered numerous challenges in fulfilling this mandate.

The challenges include:

- Timely completion: The NWED has faced difficulties in ensuring the timely completion of infrastructure projects, leading to delays in providing essential education facilities to communities.
- Quality of deliverables: The Department has encountered issues regarding the quality of infrastructure deliverables, which may affect the functionality and safety of educational facilities.
- Cost-effectiveness: Providing the necessary infrastructure within allocated budgets has been a challenge for the NWED, requiring careful financial management and efficient use of resources.
- Budget constraints: Insufficient budget allocations have further complicated the provision of education infrastructure, hampering the Department's efforts to meet the demands of growing student populations.
- Audit findings: Implementation of infrastructure projects has resulted in a range of audit findings, highlighting the need for improved project management and accountability.

Improving the Situation:

The NWED aims to establish agreements with Management Contracts to ensure a streamlined and efficient process for undertaking energy-related works in the North-West. By selecting experienced contractors, the Department seeks to leverage their expertise and experience to enhance project outcomes and address the abovementioned challenges.

The tender process:

The Employer intends entering a contract with a single contractor, following a competitive 4-stage selection process.

- Stage 1: Administrative Compliance
- Stage 2: Functionality/Technical Requirements
- Stage 3: Price and Preference
- Stage 4: Risk Assessment, Upliftment Fee, and Contract Cost Negotiation

Stage 4 will only be available for the top three (3) contractors according to the functional evaluation. The department may request information to ensure that the contractors can support the cashflow and financing and may require the submission of further evidence for the risk assessment.

The successful bidder will only receive projects within the financial limitations of their CIDB grading. The contractor will be appointed using the JBCC Contract. The management contractors are responsible to contract professional services as needed, purchase materials, and appoint subcontractors.

The work will be subcontracted to local subcontractors (Subcontractors need to be specialised in accordance with the scope of work that is subcontracted to them. Subcontractors must be CIDB registered) and local suppliers to be used if economical. Local in this context of this Tender means from the local municipality where the project is located. If not feasible the search must be expanded for subcontractors from the district and only thereafter subcontractors from the province.

T1.2.2 Bid Details

Bid Data (including special conditions of Bid)

The conditions of the Bid are the Standard Conditions of the Bid as contained in the CIDB Standard for Uniformity in Construction Procurement (August 2019). This standard is issued in terms of sections 4(f), 5(3)(c) and 5(4)(b) of the Construction Industry Development Board Act 38 of 2000, read with Regulation 24 of the Construction Industry Development Regulations, (as amended) issued in terms of section 33 refer to www.cidb.org.za).

The Standard Conditions of Bid make several references to the Bid Data for details that apply specifically to this bid. The Bid Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of the Bid. Each data item below is cross-referenced to the clause in the Standard Conditions of Bid to which it mainly applies.

Clause number	Bid Data
C.1.1	The employer is the North West Education Department (NWED)
C.1.2	<p>The Bid Documents issued by the Employer comprise the following documents:</p> <p>THE BID</p> <p>Part T1: Bidding procedures T1.1 - Bid notice and invitation to bid T1.2 - Bid Data</p> <p>Part T2: Returnable documents T2.1 - List of returnable documents T2.2 - Returnable schedules</p> <p>THE CONTRACT</p> <p>Part C1: Contracts and Contract Data C1.1 - Form of offer and acceptance C1.2 - Contract data</p> <p>Part C2: Pricing data C2.1 - Pricing instructions</p> <p>Part C3: Indicative Scope of work C3 - Indicative Scope of work</p>
C.1.4	The employer's agent will be confirmed if your company is appointed for the project.
C.1.6	<p>Appointment for the project Only one (1) successful management contractor may be appointed for this project. The Department does not guarantee any additional work because a management contractor has been appointed to this project.</p> <p>Pricing Strategy and Contracting</p> <ul style="list-style-type: none"> · Price as a percentage of contract value must be tendered and later negotiated. · NEC4 Contract Construction Contract: Option F: Management Contract will be used for the project.
C.1.6.3	A two-envelope procedure will not be followed.
C.2.1	<p>Eligibility / Administrative compliance:</p> <p>For a tenderer to be administrative compliant information is required on the bidding entity, the professionals that take accountability for the service as well the status and type of registration of the professional and the status of the contractor's registration with the CIDB.</p> <p>The bidder must also provide additional information pertaining to the bid and company that is administrative in nature.</p>
C.2.9	The employer does not provide any insurance with the tenderer responsible for all insurance to cover full requirements in terms of the conditions of contract identified in the contract data.
C.2.12	Alternative offers are not applicable.
C.2.13	The Bid Box is situated next to the CFO'S Office, ground floor Sekame Road East Wing GARONA

	Building Education Department.
C.2.13.2	Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable black ink.
C.2.13.3	Parts of each bid offer communicated on paper shall be submitted as an original.
C.2.13.9	Telephonic, telegraphic, telex, facsimile, electronic mail, and late bid offers WILL NOT be accepted.
C.2.15	The closing time for submission of bid offers is as stated in the Bid Notice and Invitation to Bid.
C.2.16	The bid offer is valid for 90 days.
C.3.3	Late tender offers will not be accepted.
C.3.4	Bids will be opened in public.
C.3.11	Quality/functionality/technical evaluation will be applicable refer to T1.2.3 for details.
C.3.12	The employer does not provide any insurance with the tenderer responsible for all insurance to cover full requirements in terms of the conditions of contract identified in the contract data.
C.3.13	The employer reserves the right to award the contract in whole or in part to the successful bidder or not to award the bid at all.
C.3.17	The number of paper copies of the signed contract to be provided by the employer is one.

T1.2.3 Evaluation Procedure

Bid evaluation will be conducted as per the stages below:

Stage 1:

Eligibility of Contractors

Stage one (1) entails the process of ensuring compliance of the bidders. Bidders shall submit all compulsory returnable documents to qualify for stage two (2) of the evaluation process. Failure to submit any of the compulsory returnable documents may lead to disqualification.

The compulsory returnable documents that shall be submitted by all bidders to be considered eligible for this bid. Certified copies of relevant documents shall be submitted in original and not older than 1 month from the closing date.

1. SBD 1: Invitation to Bid
2. Authority to Sign this Bid.
3. Notarised Joint Venture Agreement or Consortium Agreement where applicable
4. Valid proof of registration with the CIDB.
5. Personnel must be professionally registered with the relevant Council (ECSA, SACAP, SACPCMP, SACQSP and PMP).

The following documents must be returned with the tender:

1. SBD 4: Bidder's disclosure
2. SBD 6.1: Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2022
3. Record of Addenda to Tender Documents
4. CVs, Qualifications, Certificates, and copies of ID

Stage 2: Evaluation on Functionality/Technical Requirements

Stage two (2) entails the process of evaluation of functionality/technical requirements. Only bidders that score more than 70 % on each criterion (A1, B1, B2 & C1) and 75 points as the minimum functionality threshold for all criteria will qualify.

Table 1 below, specifies in detail the functionality/technical criteria to be considered under the evaluation and must attain 75 points in total to pass the functionality threshold for all criteria.

Table 1: Summary of Functionality / Quality Criteria

Functionality Criteria		Points Allocation	
A1	Experience of the contractor on previous projects of a similar nature	30	30
B1	Qualifications of the personnel	20	40
B2	Experience of personnel	20	
C1	Approach paper	30	30
TOTAL POINTS		100	

A. EVALUATION SCHEDULE: CONTRACTOR'S EXPERIENCE (30 points)

A schedule of **completed** contracts of diverse nature (discipline bidding for) in relation to building construction works. The following details **must** be included in the schedule, and to score points, bidders are required to submit Letters of Appointment, Reference Letters, and final certificate of completion or forms **(T2.B1 & T2.B2)** signed by the client related to the specific projects. The Reference Letter should include the following information:

- Full description of the project
- Service rendered (Stages involved)
- Name of Employer/client and their representative contact details (Full Name/E-mails/Telephone)
- Cost of the works
- Project Commencement date
- Completion Date of &;
- Duration of the project

A1 - Evaluation sub-criteria: Contractor's Experience on Similar Projects (30 points)		
Projects can be submitted for each criteria and will be scored accordingly, e.g. (1 > R 30m = 10) + (1 > R18m = 9) + (1 > R9m = 7) gives a total of 26 points out of 30 for the bidder.)		
Sub Criteria	Category	Points Awarded
Bidder has managed and/or executed and completed 3 projects to the value of R30m and above for each project (10 points per project)	Very Good	30
Bidder has managed and/or executed and completed 3 projects to the value of R18m – R30m (9 points per project)	Good	27
Bidder has managed and/or executed and completed 3 projects to the value of R9m – R18m (7 points per project)	Fair	21
Bidder has managed and/or executed and completed 3 projects to the value of R1m – R9m (5 points per project)	Poor	15
No submission	Not submitted	0

B. EVALUATION SCHEDULE: KEY PERSONNEL (40 points)

Provide information on the individuals with qualifications, skills, and experience of at least one key resource:

- Relevant Qualifications (bidders are to include copies of the relevant qualifications of key individuals signed by the owner of the qualification)
- Relevant registration with professional bodies (bidders are to include copies of the relevant registration certificates of individuals signed by the owner of the professional registration)
- Detailed CVs for each member of the team noting their specific post registration relevant project experience, project description, role and responsibility and project value. Refer to Returnable document **(T2.B3, T2.B5 and T2.B6)**
- Maximum of one (1) qualification per competency must be submitted and will be evaluated.
- If more is submitted, all will be evaluated and the worst 1 selected.

B1 _ Evaluation sub-criteria: Qualifications of proposed key personnel (20 points)				
Name of Proposed Key Personnel	Qualifications (100 points)			
	Bachelor's degree (NQF L8 or above)	Bachelor's degree (NQF L7)	Diploma (NQF L6-7)	Not submitted
Professional Civil Engineer	22	10	4	0
Professional Quantity Surveyor	20	16	4	0

Procurement Specialist	16	14	4	0
Construction Project Manager	18	14	4	0
Health and Safety officer	12	10	8	0
Clerk of Works	12	10	8	0
Maximum points				100
Maximum Weighted Points				20
The Maximum points will be divided by five (5) to determine the Maximum Weighted Points .				

B2 _ Evaluation sub-criteria: Experience of proposed key personnel (20 points)				
Name of Proposed Key Personnel	Experience of proposed key personnel (100 points) Professional experience is only valid post-registration to the relevant council.			
	10+ Years	Between 5-9 Years	Between 1-4 Years	Not submitted
Professional Civil Engineer	22	10	4	0
Professional Quantity Surveyor	20	16	4	0
Procurement specialist	16	14	4	0
Construction Project Manager	18	14	4	0
Health and Safety officer	12	10	8	0
Clerk of Works	12	10	8	0
Maximum points				100
Maximum Weighted Points				20
The Maximum points will be divided by five (5) to determine the Maximum Weighted Points .				

C. EVALUATION SCHEDULE: APPROACH (30 points)

C1 _ Evaluation sub-criteria: Approach Paper (30 points)		
Evaluating Point	Assessment Criteria	Maximum allocated point(s)
Approach paper		<u>30points</u>
Methodology to be adopted	Program knowledge (2), informative appropriateness of proposed approach (2) and presentation (2)	6 points
Staffing schedule with organogram for the proposed project team	Provided all key professionals (3) and linked according to the job responsibilities (3)	6 points
Project implementation Risks and Risk Management proposal	Adequacy of understanding of program risks (3) and appropriateness of mitigation options (3)	6 points
Quality control mechanism be adopted	Provision of qualified personnel (2), adequacy of process (2) and appropriateness of proposed template (2)	6 points

Stakeholder management and reporting	Explained explicitly (2) and adequacy of process (2) and appropriateness of proposed measures (2)	6 points
Where the assessment criteria consist of more than one item, individual assessment criteria have points denoted in brackets. Points will be awarded based on these items.		

Only bidders that score more than 60 % on each criterion (A1, B1, B2 & C1) and 75 points as the minimum functionality threshold for all criteria will qualify.

Stage 3: Price and Preference

- An upliftment fee must be tendered and later in the process negotiated.
- Preference points that are claimed must be substantiated by proof.

Stage 4: Risk Assessment and Fee Negotiation

The risk assessment is done to ensure the contractor can handle the cashflow and managerial responsibilities of the project.

The tendered fee will be negotiated in a competitive manner.

Part T2: RETURNABLE DOCUMENTS

T2.A "Compulsory Returnable Documents"

The bidders shall submit Commercial Documents.

ITEM	DESCRIPTION OF RETURNABLE DOCUMENT	YES /NO
	Fully completed and signed SBD1: Invitation to bid	
T2.2.A1	Authority to Sign this Bid	
T2.2.A2	Notarised joint venture agreement or consortium agreement where applicable	
T2.2.A3	Valid CIDB registration in the correct category	
T2.2.A4	Fully completed and signed SBD4: Bidder's Disclosure	
T2.2.A5	Fully completed and signed SBD 6.1 Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2022	
T2.2.A6	Record of Addenda to tender documents (if applicable)	

T2.1.B List of other documents, including Technical Returnable Documents

The technical returnable documents are required for bid evaluation purposes (Note: If any of the below is not supplied, it will result in the bidder not scoring points for such documents)

The table below lists other documents required, including those required for technical returnable documents that the bidders should submit. If any of the below documentation is not supplied, it may lead to the immediate disqualification of the bidder.

ITEM	TECHNICAL RETURNABLE DOCUMENTS	YES /NO
T2.2.B1	Contractors Experience on Execution of Projects	
T2.2.B2	Appointment Letters, Final Certificates of Completion, and Client Reference Letter	
T2.2.B3.1	Key personnel: Curriculum Vitae of key personnel – Key Resource	
T2.2.B3.2	Participation Confirmation Letter	
T2.2.B4	Recently certified copies of IDs, Experience, Certified Copies of Qualification and Professional registration	

Part T2.A RETURNABLE SCHEDULE

Important note to Bidder: The relevant supporting documents to the organisation bidding, i.e., Registration Certificates for Companies, Close Corporations and Partnerships, or Contracts and Powers of Attorney were applicable, or ID documents for Sole Proprietors, all as referred to in the foregoing forms listed in Part T2.A, must be inserted here.

INSERT HERE

T2.A1 AUTHORITY TO SIGN A BID

Fill in the relevant portion applicable to the type of organisation.

A. COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors On date:/...../20.....

Mr/Mrs..... (Whose

signature

appears below) has been duly authorised to sign all documents in connection with this bid on behalf of (Name of Company)

IN THEIR CAPACITY AS:

SIGNED ON BEHALF OF THE COMPANY:

.....(PRINT NAME) **DATE:**

B. SOLE PROPRIETOR (ONE-PERSON BUSINESS)

I, the undersigned....., hereby confirm that I am the sole owner of the business trading as

..... on date

C. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every partner:

We, the partners in the business trading as..... ,

hereby authorise to sign this bid as well as any

contract resulting from the bid and any other documents and correspondence in connection with

this bid and /or contract on behalf of:

Full name of partner	Residential address	Signature	Date

D. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the Founding Statement of such corporation shall be included with the bid and the resolution by its members authorising a member or other official of the corporation to sign the documents on their behalf.

By resolution of members at a meeting on 20..... at

Mr/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of (Name of Close Corporation)

.....

SIGNED ON BEHALF OF CLOSE CORPORATION:
..... (PRINT NAME)

IN THEIR CAPACITY AS: **DATE:**

SIGNATURE OF SIGNATORY:

E. CO-OPERATIVE

A certified copy of the Constitution of the co-operative must be included with the bid, together with the resolution by its members authoring a member or other official of the co-operative to sign the bid documents on their behalf.

By resolution of members at a meeting on 20..... at.....

Mr/Ms....., whose signature appears below,
has been authorised to sign all documents in connection with this bid on behalf of (Name of co-
operative).....

SIGNATURE OF AUTHORISED REPRESENTATIVE/SIGNATORY:

.....

IN THEIR CAPACITY AS:

DATE:

SIGNED ON BEHALF OF CO-OPERATIVE:

NAME IN BLOCK LETTERS:

F. CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be completed by EACH member of a joint venture submitting a bid.

We, the undersigned, are submitting this bid offer in Joint Venture and hereby authorise

Mr/Ms.....,

authorised signatory of the Company.....

acting in the capacity of lead JV partner, to sign all documents in connection with the bid offer and any contract resulting from it on our behalf as a joint venture.

NAME OF JV ORGANISATION.....

ADDRESS:.....

.....

DULY AUTHORISED SIGNATORY NAME

DESIGNATION:.....

SIGNATURE**DATE:**.....

**T2.A2 NOTARISED JOINT VENTURE AGREEMENT OR CONSORTIUM AGREEMENT
WHERE APPLICABLE**

Attached hereto is a signed certified copy of our notarised Joint Venture Contract. Failure to submit the documentation will lead to disqualification.

(Attach the notarised joint venture contract here)

T2.A4 VALID REGISTRATION CERTIFICATE WITH THE CIDB

T2.A3 REGISTRATION CERTIFICATE WITH THE CIDB

The contractor's registration certificate with the CIDB must be attached here.

T2.A6 LETTER OF GOOD STANDING FROM THE RELEVANT COUNCIL (e.g., ECSA, SACAP, SACPCMP & SACQSP).

T2.A4 SBD 4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? YES / NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES / NO

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors/trustees/shareholders/members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES / NO

2.3.1 If so, furnish particulars:

.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

.....

3 DECLARATIONS

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids 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 1998 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 ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

T2.A5 SBD 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	90
SPECIFIC GOALS	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:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = 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:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = 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)
51%+ Women owned	2			
51%+ Youth owned	2			
51%+ Disability owned	2			
North West Province	4			
TOTAL	10			

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:

Part T2.B TECHNICAL RETURNABLE DOCUMENTS

EVALUATION OF QUALITY /FUNCTIONALITY

T2.B1.1 CONTRACTOR'S EXPERIENCE ON EXECUTION OF PROJECTS

The Bidder shall provide a schedule of completed contracts of diverse nature (discipline bidding for) in relation to building construction works. The following details must be included in the schedule and to score points bidders are required to submit Letters of Appointment and Reference Letter or form signed by the client related to the specific projects.

PROJECT NAME	PROJECT DESCRIPTION	EMPLOYER DETAILS			PROJECT VALUE (Including VAT)	START DATE	COMPLETION DATE
		NAME	TELEPHONE	E-MAIL			
A							
B							
C							
D							
E							

Construction period: _____

Contract value: _____

A Please evaluate the performance of the Contractor on the abovementioned project, on which you were the principal agent/Project Manager, by inserting “Yes” in the relevant box below:

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

B Would you consider / recommend this Contractor again?

YES	NO

C Any other comments:

D My contact details are:

Telephone: _____

Cell phone: _____

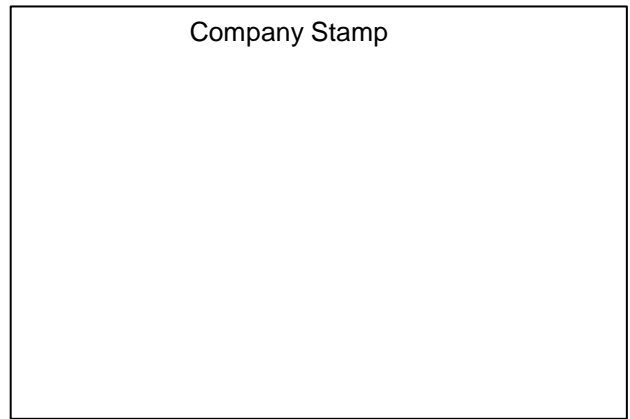
Fax: _____

E-mail: _____

Thus, signed at _____ on this _____ day

of _____ 20 _____

Signature of Project Manager



NOTE:

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

Name of Contractor: _____

Make as many copies of this page as required.

T2.B2 APPOINTMENT LETTERS, FINAL CERTIFICATES OF COMPLETION, AND CLIENT REFERENCE LETTER

Complete the NWED Reference form for at least 3 projects submitted above as completed. Only full signed forms by the client or client's letter containing the required information in the form will be accepted.

T2.B4 RECENTLY CERTIFIED COPIES OF IDS

**EXPERIENCE, CERTIFIED COPIES OF QUALIFICATION AND PROFESSIONAL
REGISTRATION AND IDENTIFICATION**

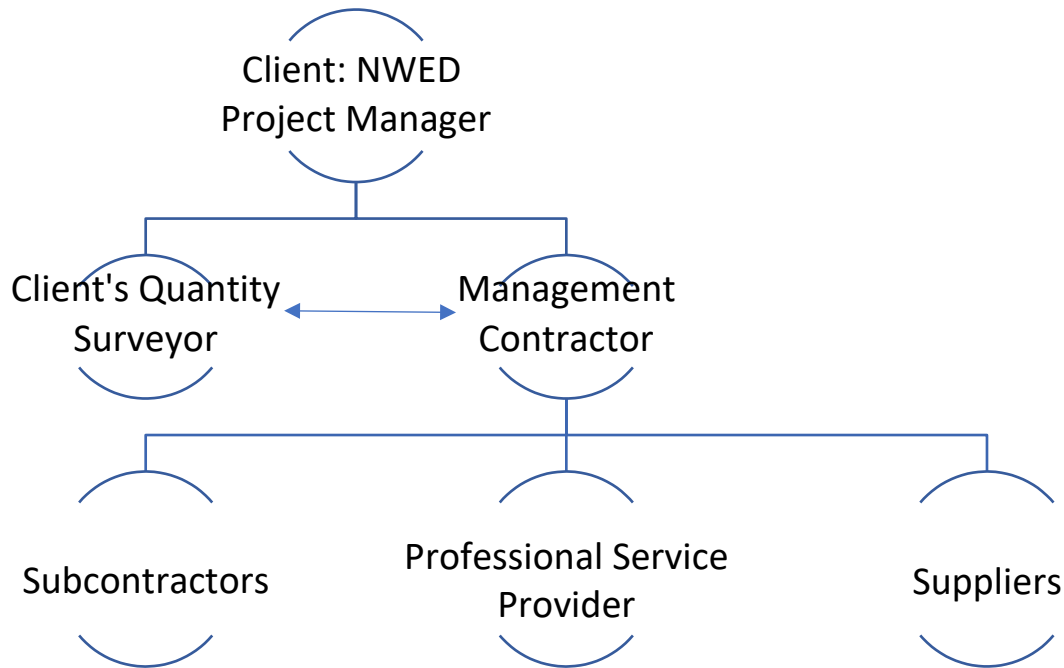
**(Certified copies not older than 6 months of qualifications and professional registration of the
above personnel to be attached here).**

Part C1: CONTRACT

C1.1 Bid Contract Data

The Contractor is advised to read the **NEC4: Construction Contract: Option F Management Contract** which is the current applicable contract used for Management Contractors.

Contractors must take cognisance of the roles of the other professionals that might be involved on the project.



Roles:

- ✓ **NWED:** This is the client that will appoint a Project Manager and Quantity surveyor. (Site Bound).
- ✓ **Project Manager:** The Project Manager will manage multiple Management Contractors to ensure the relevant work is completed by the expected dates and to handle any issues on behalf of the department.
- ✓ **Client's Quantity surveyor:** The Quantity surveyor will assess and if approved will certify all claims and payment certificates for the project.
- ✓ **Management Contractor:** The Management Contractor is responsible to complete the works using subcontractors, professional service providers and suppliers.
- ✓ **Subcontractors:** Subcontractors are responsible for any works allocated to them by the Management Contractor.
- ✓ **Professional Service Providers:** The Professional Service Providers may be responsible for assisting the Management Contractor in making informed decisions, designs and achieving project goals, by providing specialized expertise and guidance.
- ✓ **Suppliers:** Provide goods to the Management Contractor as required.

Part C2: PRICING DATA

The management contractor tenders a Fee (Percentage [%]) and is paid on a cost reimbursable basis i.e., **Defined Cost** uplifted by the Fee percentage. The management contractor is responsible for supplying management services. The management contractor's Fee will increase if subcontractors' prices (part of **Defined Cost** to the contractor) increase due to compensation events. However, the contractor will not receive separate payment for the work in dealing with compensation events and will not receive any additional Fee for work on compensation events which does not lead to an increase in subcontractors' prices. The **Defined Cost** include amongst others the supply and delivery of goods, materials, equipment and plant to a delivery place, the provision of professional services and the management and provision of a service to support the work of an Employer's Construction Unit or for an affected property for a period. Such works will also be undertaken based on **Defined Cost** uplifted by the Fee.

Defined Cost is

- ✓ the amount of payments due to Subcontractors for work that is subcontracted without asking account of amounts paid to or retained from the Subcontractor by the Contractor which would result in the Client paying or retaining the amount twice and
- ✓ the prices for work done by the Contractor

less Disallowed Cost.

Disallowed Cost is cost which

- ✓ is not justified by the Contractor's accounts and records,
- ✓ should not have been paid to a Subcontractor or supplier in accordance with its contract,
- ✓ is a payment to a Subcontractor for:
 - work which the Contract Data states that the Contractor will do itself or
 - the Contractor's management.
- ✓ was incurred only because the Contractor did not:
 - follow an acceptable or procurement procedure stated in the Scope,
 - give an early warning which the contract required it to give or
 - give notification to the Project Manager of the preparation for and conduct of an adjudication or proceedings of the tribunal between the Contractor and a Subcontractor or supplier.

And the cost of preparation for and conduct of an adjudication, or payments to a member of the Dispute Avoidance Board or proceedings of the tribunal between the Parties.

The Price for Work Done to Date is the total Defined Cost which the Project Manager forecasts will have been paid by the Contractor before the next assessment date plus the Fee. The Prices are the forecast of the total Defined Cost for the whole of the works plus the Fee.

The Defined Cost will be negotiated on the Targeted Cost Concept as defined in CIDB Practice Note #27.

In the table below a percentage Fee must be quoted by the Contractor for projects with different possible costs associated with the project. This will be used as the basis for the negotiation whereafter the agreed fees for any project will be used for a given task order to the Management Contractor.

Percentage Fee Quoted for task orders.

Cost of project	Smaller than R60m	R60m - R90m	R90m & above
Percentage Fee quote [%]			

Part C3: SCOPE OF PROJECT

C3.1 Management Contractor's Objectives

- C3.1.1 The objective of this bid is to invite and appoint a suitable Contractor that can provide and maintain a service to the North-West Education Department (NWED) to successfully implement the construction administration and closeout of this project, i.e., management and closing out the project.
- C3.1.2 The Contractor shall provide **Project and Construction Management services as detailed in the Government Gazette of South African Council for the Project and Construction Management Professions (SACPCMP), applicable to the required service** and any other services related to the scope of work in the built environment which may reasonably be required for the successful completion of an infrastructure delivery project.
- C3.1.2 The Contractor shall provide **the Services of a Professional Civil Engineer and Professional Quantity Surveyor**.
- C3.1.3 The Contractor shall provide suitably qualified, experienced personnel to undertake assignments relating to the delivery of the project as set out below as and when required during the Period of Performance.
- C3.1.4 The contractor will be appointed for stages 1 to 6, depending on the project, and will be expected to perform all activities and submit all deliverables as described in the deliverables aligned to the Government Gazette.
- C3.1.5 The Contractor will be appointed for the duration of the project, which incorporates any necessary project related extensions. Contractors are to note that once appointed, they will be expected to commence the work at possibly very short notices.

C3.2 General Requirements

C3.2.1 Services

The Services required shall generally be all "**Standard services & Additional/ Supplementary Services**" as defined in the Government Gazette/s for stages 1 to 6, unless otherwise reduced in writing.

The Contractor shall be instructed by the Employer in writing to undertake specific assignments as additional services in terms of the contract as and when required during the contract period.

Management contractors are to compile and provide a sufficient Infrastructure Project Implementation Plan (IPIP) to be approved by the Client.

An appointment letter will be provided for the allocation of works.

Upon allocation of works, the management contractor will be required to submit a Professional Indemnity and relevant insurance covering the allocated works. Contractors must ensure that they have adequate resources to undertake the work under stringent timeframes. Upon allocation of works the NWED reserves the right to ask bidders to replace any member/s of the proposed team if they do not meet the NWED requirements.

The project will be managed by the client project manager and cost will be verified and certified by an quantity surveyor appointed by the client.

Compliance with the Standard for Developing Skills (SDS) as per the Government Gazette 36760 of CIDB will be required if applicable. The client will allocate a provisional amount to cover the cost of the SDS, which may be adjusted during the project implementation in compliance with the Gazette.

C3.2.2 Use of EFMS

The Contractor must update the Employers software before undertaking the work. The Contractor shall at its costs convert data files to a format compatible with the Employers software if it chooses to utilise software different from that used by the Employer. No additional compensation will be considered for this activity. Professional and contractor invoices and progress certificates must be submitted through the EFMS. The result of the non-submission of invoices through the EFMS will result in non-payments. This will cause delays in payment to 3rd parties and may result in damages to the client and contractor.

C3.2.3 Project Programme

The Contractor shall prepare a detailed programme for the performance of the Service which shall be approved by the Employer. The programme shall be in sufficient detail to monitor the contractor's performance at the time of allocation of project/s.

No agreed milestones may be extended beyond the timeframes outlined in the programme without acceptable motivation and approval by the Employer.

C3.2.4 Reporting Requirements and Approval Procedure

The Contractor shall submit monthly (Aligned with prescribed Phase deliverables and fixed time deliverables and dates) progress reports, cost reports, cash flows and labour reports on the agreed date over and above site and technical meeting minutes required by the relevant contract on the time that the project is allocated.

Notwithstanding any other requirements, the Contractor shall submit a monthly report covering progress (programme, delays, scope change, critical path, etc.), costs (expenditure, cash flow, variation orders, etc.), milestones, socio-economic achievements (number of jobs created, use of SMMEs, interns, etc.), challenges, and achievements.

C3.2.5 Safety

The contractor shall submit a Safety Plan. The Contractor shall provide all safety equipment as required for their staff and undertake all duties in conformance with the relevant OHS legislation.

C3.2.7 Local employment

The Management Contractor is required to employ a local community liaison officer at the start of the project.

C3.3 Use of reasonable skill and care

It will be expected of the Contractor to apply reasoning skills and due diligence in the execution of the duties stipulated in this document which shall include *inter alia* the following:

Although the Contractor's documents and recommendations may be scrutinised by the Employer, this shall in no way relieve the professional's responsibility for the proper and prompt execution of his duties.

During the assessment of any existing facilities, which may have a direct bearing on the assignment, the Contractor shall determine deficiencies in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), the SANS 10400, etc. and recommend measures to rectify them.

C3.4 Compliances with standards and regulations

The implementation of works should be executed in compliance with:

- National Building Regulations and Building Standard Act
- Relevant SANS Standards
- SPLUMA
- SCHOOLS Norms and Standards
- Occupational Health and Safety Act 85 of 1993

C3.5 Scope of Work

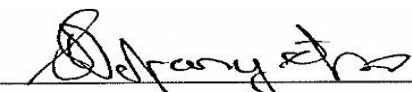
Tlotlang Thuto School is a medium Secondary School and Loretlweng is a large Primary School in terms of South African Schools Act, 1996 (Act No. 84 of 1996) Regulations relating to the Minimum Uniform Norms and Standards for Public School Infrastructure

The management contractor will be required to deliver all services including but not limited to:

- ✓ Acquisition of Land – the land was availed by the local traditional council and leader to the North West, the contractor must, through the Deputy Director Property liaise with the Department of Public Works to acquire the land for the purposes of the school.
- ✓ Survey, subdivide or consolidate land parcel into a single site for the school.
- ✓ Registration of land through the Department of Public Works in the name of the Northwest Province
- ✓ Planning for the development of a medium primary school. This includes geotechnical study to determine the geological conditions, hydrogeological analysis to determine the availability of water and position, conceptualise a site development plan for each site including all the facilities required for a medium size primary school in terms of the South African Schools Act, 1996 (Act No. 84 of 1996) Regulations relating to the Minimum Uniform Norms and Standards for Public School Infrastructure.
- ✓ Prepare preliminary design drawing for the facilities in line with the Site Development Plan and Minimum Uniform Schools Norms and Standards.
- ✓ Develop detailed design and construction drawing for the delivery of the school.
- ✓ Construct the school, ensure practical completion and handover of a fully functional facility to the North West Department of Education.
- ✓ Snag and complete the schools for final handover and final account to be considered by the department.

To management assets, the contractor must ensure that all costs accruing towards the development of the school is fully accounted for. The contractor must also provide the department with a comprehensive maintenance plan, component records and guarantees.

Approvals must be obtained in terms of the Framework for Infrastructure Procurement and Delivery Management in accordance with the major stage gates. Budget approvals will be done per stage gate.


Mr. D.N. Sefanyetso

