



**public works  
& infrastructure**

Department:  
Public Works and Infrastructure  
REPUBLIC OF SOUTH AFRICA

**BOOK 1 OF 1**

**TENDER: H20/024 AI**

**ALEXANDER BAY, VIOOLSDRIFT, ONSEEPKANS PORT OF ENTRY: APPOINTMENT OF SERVICE PROVIDER/S FOR THE MAINTENANCE AND REPAIRS OF BUILDING, CIVIL, MECHANICAL, ELECTRICAL INFRASTRUCTURE AND INSTALLATIONS FOR A PERIOD OF 36 MONTHS**

**BID DOCUMENT**

**MARCH 2021**

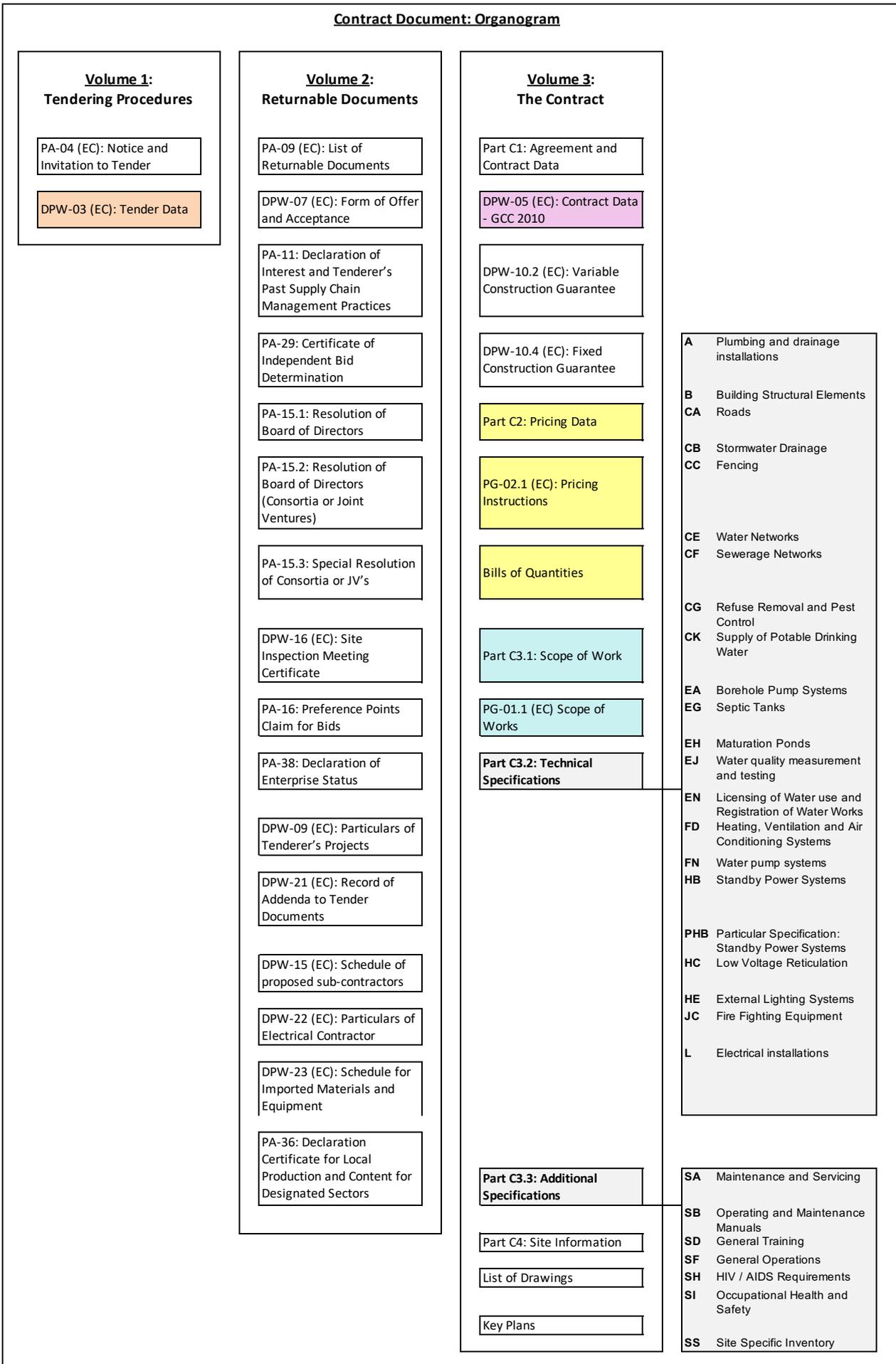
**ISSUED BY:**

THE DIRECTOR GENERAL  
DEPARTMENT OF PUBLIC WORKS  
PRIVATE BAG X65  
PRETORIA  
0001

**NAME OF BIDDER: .....**

*RETURNABLE DOCUMENT*

**Contract Document: Organogram**



ALEXANDER BAY, VIOOLSDRIFT, ONSEEPKANS PORT OF ENTRY: APPOINTMENT OF SERVICE PROVIDER/S FOR THE MAINTENANCE AND REPAIRS OF BUILDING, CIVIL, MECHANICAL, ELECTRICAL INFRASTRUCTURE AND INSTALLATIONS FOR A PERIOD OF 36 MONTHS

## **TABLE OF CONTENTS**

### **VOLUME 1: TENDERING PROCEDURES**

T1.1 - Notice and invitation to tender (PA-04 EC)

T1.2 - Tender data (DPW-03 EC)

### **VOLUME 2: RETURNABLE DOCUMENTS**

T2.1 - List of returnable documents (PA-09 EC)

C1.1 - Form of offer and acceptance (DPW-07 EC)

T2.2 - Returnable schedules

### **VOLUME 3: CONTRACT**

#### ***Part C1: Agreement and contract data***

C1.2 - Contract data (DPW-05 EC)

C1.3 - Form of guarantee (DPW-10.2 EC/DPW-10.4 EC)

#### ***Part C2: Pricing data***

C2.1 - Pricing instructions (PG-02.1EC)

C2.2 - Bills of Quantities

#### ***Part C3: Scope of work***

C3 - Scope of Work (PG-01.1EC)

#### ***Part C4: Site information***

C4 - Site information (PG03.1EC)

ALEXANDER BAY, VIOOLSDRIFT, ONSEEPKANS PORT OF ENTRY: APPOINTMENT OF SERVICE PROVIDER/S FOR THE MAINTENANCE AND REPAIRS OF BUILDING, CIVIL, MECHANICAL, ELECTRICAL INFRASTRUCTURE AND INSTALLATIONS FOR A PERIOD OF 36 MONTHS

**VOLUME 1:**  
**TENDERING PROCEDURES**

## PA-04 (EC): NOTICE AND INVITATION TO TENDER

### THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES TENDERS FOR:

<b>Project title:</b>	ALEXANDER BAY, VIOOLSDRIFT, ONSEEPKAANS PORT OF ENTRY: APPOINTMENT OF A SERVICE PROVIDER/S FOR THE MAINTENANCE AND REPAIRS OF BUILDING, CIVIL, MECHANICAL, ELECTRICAL INFRASTRUCTURE AND INSTALLATIONS FOR A PERIOD OF 36 MONTHS		
<b>Reference no:</b>	n/a		

<b>Tender no:</b>	H20/024 AI		
<b>Advertising date:</b>	5 March 2021	<b>Closing date:</b>	26 March 2021
<b>Closing time:</b>	11h00	<b>Validity period:</b>	56days

It is estimated that tenderers should have a CIDB contractor grading designation of **7CE** or **7GB\*** or higher.

*\* Delete "or select tender value range select class of construction works" where only one class of construction works is applicable*

It is estimated that potentially emerging enterprises should have a CIDB contractor grading designation of **select tender value rangeselect class of construction worksPE** or **select tender value rangeselect class of construction worksPE\*** or higher.

*\* Delete "or select tender value range select class of construction works PE" where only one class of construction works is applicable*

Only tenderers who are responsive to the following responsiveness criteria are eligible to submit tenders. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

<input checked="" type="checkbox"/>	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
<input checked="" type="checkbox"/>	Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
<input checked="" type="checkbox"/>	All parts of tender documents submitted must be fully completed and signed where required.
<input checked="" type="checkbox"/>	Submission of (DPW-07 EC): Form of Offer and Acceptance.
<input checked="" type="checkbox"/>	Submission of (PA-11): Declaration of Interest and Tenderer's Past Supply Chain Management Practices.
<input checked="" type="checkbox"/>	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
<input checked="" type="checkbox"/>	Submission of (PA-29): Certificate of Independent Bid Determination.
<input type="checkbox"/>	The tenderer will be required to submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender.
<input type="checkbox"/>	Submission of (DPW-16 EC): Site Inspection Meeting Certificate as proof of attendance of compulsory site inspection meeting. <b>insert motivation why the site inspection meeting is declared compulsory</b>
<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database (CSD).
<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement as indicated below.
<input checked="" type="checkbox"/>	Submission of proof of registration on National Treasury's Central Supplier Database (CSD) for all sub-contractors for 30% compulsory sub-contracting (attach CSD print out).
<input checked="" type="checkbox"/>	Submission of PA 36 and Annexure C as proof of Compliance to Local Production and Content requirements.

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

<input checked="" type="checkbox"/>	Submission of (DPW-09EC): Particulars of Tenderer's Projects.
<input checked="" type="checkbox"/>	Provide proof of registration on National Treasury Central Supplier Database for all sub-contractors (30% Mandatory sub-contracting) including staff and sub-contractors listed in DPW-15 (EC) and in DPW-22 (EC). (Attach National Treasury Central Supplier Database Registration Printout).
<input checked="" type="checkbox"/>	Submission duly completed and signed list of the proposed 30% Mandatory Sub-contractors, Annexure B.
<input checked="" type="checkbox"/>	EPWP Declaration
<input checked="" type="checkbox"/>	Sworn Affidavit for employees.

**Tenderer must comply with the Pre-qualification criteria for Preferential Procurement listed below**

<input checked="" type="checkbox"/>	A tenderer having stipulated minimum B-BBEE status level of contributor: <input checked="" type="checkbox"/> <b>Level 1</b> or <input checked="" type="checkbox"/> <b>Level 2</b> or <input checked="" type="checkbox"/> <b>Level 3</b>
<input type="checkbox"/>	An EME or QSE
<input checked="" type="checkbox"/>	A tenderer subcontracting a minimum of 30% to: <input checked="" type="checkbox"/> An EME or QSE which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are youth <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are women <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people with disabilities <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships <input type="checkbox"/> A co-operative which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are Military veterans <input type="checkbox"/> An EME or QSE;

This bid will be evaluated according to the preferential procurement model in the PPPFA: *(Tick applicable preference point scoring system)*

<input checked="" type="checkbox"/> <b>80/20</b> Preference points scoring system	<input type="checkbox"/> <b>90/10</b> Preference points scoring system	<input type="checkbox"/> <b>Either 80/20 or 90/10</b> Preference points scoring system
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In case where below/above R 50 000 000 is selected, the lowest acceptable tender will be used to determine the applicable preference point system. (To be used in instances where the estimate cannot be reasonably determined or when one is unsure as to what the market price may be).

**Note:** *Functionality will be applied as a prequalification criterion. Such criteria are used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.*

<b>Minimum functionality score to qualify for further evaluation:</b>	60
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<b>Functionality criteria:</b>	<b>Weighting factor:</b>
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<p><b>1. WORK FORCE</b></p> <p>The Service Provider to provide proof of proposed Work Force that will be Full-Time employed for the duration of this project.</p> <p>The Proposal to include the following required Personnel: (i) Site Agent/Foreman, (ii) Plumber, (iii) Electricians, (iv) Air-Conditioner Technician, all whom will be involved on this specific project.</p> <p>N.B: If any of the above Personnel are not in the Full-Time employment of the Bidder, the Bidder must submit a Sworn Affidavit that these or similar qualified personnel will be employed after the award of the Tender.</p> <p>N.B: If any of the above services are to be sub-contracted, the bidder must attach the CSD report of the subcontractor and should indicate details of the subcontractor on the DPW-15 (EC) form.</p> <p>Service Provider to provide the following:</p> <ol style="list-style-type: none"> <li>1) Company Organogram indicating all Key Personnel to be involved on this project</li> <li>2) CV of each Key Personnel to be on this project</li> <li>3) Copies of Qualification of each Key Personnel to be involved on this project</li> <li>4) Copies of Trade Test certificates for Plumber, Electricians, and Air-Conditioner Technician</li> <li>5) Copies of ID's of each Key Personnel to be involved on this project</li> </ol> <p>Points:</p> <ol style="list-style-type: none"> <li>1) All Five of the above included: 5 points</li> <li>2) Four of the above included: 4 points</li> <li>3) Three of the above included: 3 points</li> <li>4) Two of the above included: 2 points</li> <li>5) One of the above included: 1 points</li> <li>6) No information provided: 0 points</li> </ol>	<p>30</p>
<p><b>2. RELEVANT EXPERIENCE (REPAIR &amp; MAINTENANCE TYPE PROJECTS)</b></p> <p>The service provider to provide list of comparative projects with contactable references for projects similar in nature currently engaged in and or completed during the past 5 years.</p> <p>Projects to be listed in DPW-09 (EC)</p> <p>Service Provider to provide Letters of Appointment and Completion certificates of such projects.</p> <p>Points:</p> <p>5 projects or more = 5  4 projects = 4  3 projects = 3  2 projects = 2  1 project = 1  No documentation submitted = 0</p> <p>Letters of appointment and/or Completion certificates of such projects should be attached for points to be awarded</p>	<p>30</p>

<p><b>3. FINANCIAL CAPABILITY</b></p> <p>The service provider to submit adequate financial resources. Original letter from the bank indicating the bank rating within 3 months from issued date (Certify document if it's a copy)</p> <p>Bank Rating of "A" = 5          Bank Rating of "B" = 4          Bank Rating of "" = 3          Bank Rating of "D" = 2          Bank Rating of "E" = 1          No Bank rating provided = 0</p>	<p>15</p>
<p><b>4. PROOF OF EQUIPMENT</b></p> <p>The Service Provider to provide evidence of plant, utility vehicles, machinery and instrumentation owned or to be hired/rented in order to be able to carry out the project</p> <p>Submit proof of plant and utility vehicles owned or to be hired/rented from suppliers (Copies of Vehicle Registration or agreement between bidder and supplier for rentals)</p> <p>Submit proof of Equipment and Hand Tools owned or to be hired/rented from suppliers (You are required to submit your firm's asset register or agreement between bidder and supplier for rentals)</p> <p>a) Instrumentation for testing of drinking water          b) Instrumentation for testing of waste water          c) Utility Vehicles          d) Machinery          e) Hand Tools</p> <p>Points:          1) All Five of the above included: 5 points          2) Four of the above included: 4 points          3) Three of the above included: 3 points          4) Two of the above included: 2 points          5) One of the above included: 1 points          6) No information provided: 0 points</p>	<p>25</p>
<p><b>Total</b></p>	<p><b>100 Points</b></p>

**Collection of tender documents**

- Bid documents are available for free download on e-Tender portal [www.etenders.gov.za](http://www.etenders.gov.za)
- Alternatively; Bid documents may be collected during working hours at the following address **256 Madiba street.**  
 A non-refundable bid deposit of R 700 is payable (cash only) on collection of the bid documents.

**Site inspection meeting**

A pre-tender site inspection meeting will **not be** held in respect of this tender.  
 Attendance of said pre- tender site inspection meeting is **not compulsory**

The particulars for said pre- tender site inspection meeting are:

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

Venue: n/a  
Date: n/a  
Starting time: n/a

**enquiries related to tender documents may be addressed to:**

<b>DPW Project Manager:</b>	Koketso Kgorane	<b>Telephone no:</b>	012 406 1127
<b>Cell no:</b>	082 957 3746	<b>Fax no:</b>	
<b>E-mail:</b>	koketso.kgorane@dpw.gov.za		

**Deposit / return of tender documents**

Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

All tenders must be completed in non-erasable ink and submitted on the official forms – (forms not to be re-typed).

<p><b>Tender documents may be posted to:</b></p> <p>The Director-General Department of Public Works and Infrastructure Private Bag X65 Pretoria 0001</p> <p>Attention: <b>Procurement section: Room B101</b></p>	<p><b>OR</b></p>	<p><b>Deposited in the tender box at:</b></p> <p>256 Madiba Street CGO building Madiba street B101</p>
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**Compiled by:**

Koketso Kgorane		11 February 2021
Name of Project Manager	Signature	Date