



ADDENDUM 2

TENDER DESCRIPTION: REQUEST FOR PROPOSAL FOR LONG TERM LEASING AND DEVELOPMENT OF UNUTILISED STATE-OWNED IMMOVABLE PROPERTIES FOR THE FOLLOWING TENDERS

H24/016 PF (CLUSTER 1) Pretoria Regional Office
H24/017 PF (CLUSTER 2) Johannesburg Regional Office
H24/018PF(CLUSTER 3) Gqeberha Regional Office
H24/019PF(CLUSTER 4) Durban Regional Office
H24/020PF(CLUSTER 5) Nelspruit Regional Office
H24/021PF(CLUSTER 6) Polokwane Regional Office
H24/022PF(CLUSTER 7) Umthatha Regional Office
H24/023PF(CLUSTER 8) Mbabatho Regional Office
H24/024PF(CLUSTER 9) Kimberly Regional Office
H24/025PF(CLUSTER 10) Bloemfontein Regional Office
H24/026PF(CLUSTER 11) Cape Town Regional Office

PLEASE NOTE THE CHANGES MADE ON THE ABOVE-MENTIONED TENDERS:

- (a) ITEM 3 – Substantive responsiveness requirement has been amended to be inline with approved procurement strategy
- (b) Either 80/20 or 90/10 will be applicable
- (c) Each tender document has 103 pages



**public works
& infrastructure**

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

**THE DEPARTMENT WILL COMMUNICATE ON THE E-TENDER
PORTAL AND DEPARTMENTAL WEBSITE FOR FURTHER UPDATE.**

FOR SCM-RELATED MATTERS CONTACT	FOR TECHNICAL-RELATED QUERIES
Ms. Fikile Ndwandwe	Ms. Mmalenyalo Mowa
TEL No: 012 406 1510	TEL No: 012 406 1305
Email: Fikile.Ndwandwe@dpw.gov.za	Email: Mmalenyalo.Mowa@dpw.gov.za

Signed by: 

Date: 13/02/2025

PA-04 (GS): NOTICE AND INVITATION TO BID

**THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF
REQUEST FOR PROPOSAL (RFP) ON LONG-TERM LEASING AND DEVELOPMENT OF
UNUTILISED STATE-OWNED IMMOVABLE PROPERTIES.**

Project title:	REQUEST FOR PROPOSAL (RFP) ON LONG-TERM LEASING AND DEVELOPMENT OF UNUTILISED STATE-OWNED IMMOVABLE PROPERTIES IN PRETORIA REGIONAL OFFICE: CLUSTER 2
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Bid no:	H24/017PF		
Advertising date:	13 DECEMBER 2024	Closing date:	13 MARCH 2025
Closing time:	11:00	Validity period:	180 days

1. FUNCTIONALITY CRITERIA APPLICABLE YES ☒ NO ☐

Note 1: Failure to meet minimum functionality score will result in the tenderer being disqualified.

Functionality criteria:¹	Weighting factor:
1. Development Proposal Conformity of the Development Proposal to the vision for the property as expressed in the SDF and SG Diagram i. Development Concept – High level conceptual design outlining the intended use, ii. Proposed site layout, extent of the buildings in square meters height, evaluations and floor plans, iii. Architectural aesthetic of the proposed development Submission of all the three items listed above = 5 points No Submission = 0 points (A comprehensive development proposal outlining clear development concept accompanied by site layout and drawings)	10

¹The points allocated to each functionality criterion should not be generic but should be determined separately for each tender on a case by case basis.

2. Development Programme High level development programme including Inception Stage, Planning, Design, Construction and Commissioning. A high level plan indicating 5 stages and each timeframe for each stage = 5 points A high level plan indicating 0 of the 5 stages and each with timeframe for each stage or no submission = 0 points (High level development programme indicating clear stages and estimated timelines (Inception Stage, Planning, Design, Construction and Commissioning))	10
3. Development Experience of the bidding entity Bidder to indicate total value of development projects completed in the previous 10 years. Scoring will be based on the total value of development Above R750 million = 5 points Below R750million – R400million = 4 points Below R400 million – R100 million = 3 points Below R100 million – R50 million = 2 points Below R 50 million or no submission = 0 points (List of completed projects with clear project description, locations and project value (Please complete DPW-09))	10

4. Professional Team (Capacity and Experience)

Must have 5 years post registration experience, provide CV's and Proof of Registration and maximum of 2 traceable references of work that is >R10 million as a combined professional fee for each project. This amount refers to combined consultants fee portion of the project value

4.1 Architect

Must have 5 years post registration experience (registration with relevant institutions/ statutory bodies and 2 traceable references

- i. Proof of professional registration
- ii. Proof of 5 years post registration experience
- iii. Proof of 2 traceable references of work that is >R10 million for each project

Submission of all three required proof of information as stipulated above = **5 points**

Submission of less than three required proof as stipulated above or no submission = **0 points**

NB: No points will be allocated to the Architect without proof of registration, less than 5 years post registration and has less than 2 traceable references of work that is <R10 million for each project

(Provide CV's and Proof of Registration documents and maximum of 2 traceable reference letters.)

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4.2 Quantity Surveyor (Professional Team (Capacity and Experience)) Quantity Surveyor (registration with relevant institutions/statutory bodies and traceable references) Proof of professional registration Proof of 5 years post registration experience Proof of traceable reference of work that is >R10 million for each project. Submission of all three required proof of information as stipulated above = 5 points Submission of less than three required proof as stipulated above or no submission = 0 points NB: No points will be allocated to the Pr QS without proof of registration less than 5 years post registration and has less than 2 traceable references of work that is >R10million for each project (Provide CV's and Proof of Registration documents and maximum of 2 traceable reference letters.)	5
4.3 All disciplines of Engineers (Electrical, Mechanical, Civil and Structural) (registration with relevant institutions/statutory bodies and traceable references) (Professional Team (Capacity and Experience)) i. Proof of professional registration ii. Proof of 5 years post registration experience iii. Proof of 2 traceable references of work that is >R10million for each project Submission of all three required proof of information as stipulated above = 5 points Submission of less than three required proof as stipulated above or no submission = 0 points NB: No points will be allocated to the Engineer without proof of registration less than 5 years post registration and has less than 2 traceable references of work that is >R10million for each project (Provide CV's and Proof of Registration documents and maximum of 2 traceable reference letters.)	5

4.4 Project Manager (registration with relevant institutions/statutory bodies and traceable references)

- i. Proof of professional registration
- ii. Proof of 5 years post registration experience
- iii. Proof of 2 traceable references of work that is >R10 million for each project

Submission of all three required proof of information as stipulated above

= 5 points

Submission of less than three required proof as stipulated above or no submission **= 0 points**

NB: No points will be allocated to the PM without proof of registration, less than 5 years post registration and has less than 2 traceable references of work that is >R10million for each project.

(Provide CV's and Proof of Registration documents and maximum of 2 traceable reference letters.)

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4.5 Site Manager

- i. Proof that the site Manager has in excess of 5 years relevant work experience
- ii. Proof of the Site Manager has completed 2 projects the last 5 years

Submission of all two required proof of information as stipulated above

= 5 points

Submission of less than two required proof as stipulated above or no submission **= 0 points**

NB: No points will be allocated to Site manager with less than 5 years of experience and have not completed 2 projects in the last 5 years.

(Site manager/s to submit profiles, CVs indicating experience and qualifications (with minimum of 5 years experience)

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5 Registered Health and Safety Officer

- i. Proof of professional registration as health & Safety Officer
- ii. Proof that the Health & Safety Officer has in excess of 3 years relevant work experience
- iii. Proof of the Health & Safety Officer has completed 2 projects in the last 5 years

Submission of all three required proof of information as stipulated above

= 5 points

Submission of less than three required proof as stipulated above or no submission **= 0 points**

NB: No points will be allocated to the health and safety officer with less than 5 years of experience and have not completed 2 projects in the last 5 years.

(Health and Safety Officer to submit CVs indicating experience and qualifications (with minimum of 5 years experience))

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6 Social Facilitator

- i. Proof that the Social Facilitator has in excess of 5 years relevant work experience
- ii. Proof of that the Social Facilitator has completed 2 projects in the last 5 years.

Submission of all two required proof of information as stipulated above

= 5 points

Submission of less than two required proof as stipulated above or no submission **= 0 points**

NB: No points will be allocated to the Social Facilitator with less than 3 years of experience and has less than 2 traceable references of work that is for each project.

(Social Facilitator to submit CVs indicating experience (with minimum of 5 years experience))

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7 Main Contractor – Evidence of at least 3 or more Completed Projects of similar nature (i.e. Development/Building Conversion/Refurbishment) Proof of 3 or more similar projects = 5 points Proof of 2 similar project = 3 points Proof of 1 similar project = 1 points No work of similar project submitted = 0 points (Main Contractor to submit CVs indicating experience and qualifications (with minimum of 5 years experience). Evidence of at least 3 or more Completed Projects of similar nature (i.e. Development/Building Conversion/Refurbishment)	10
8 Transformation and Empowerment Plan i. Job Creation including the Plan ii. During construction iii. After construction iv. Enterprise Development (during and after construction) v. Training and Development Programme (throughout the lifecycle of the project) vi. Demonstrate how the development will benefit the local community and/or community-based organisations. vii. Procurement of material from Local Suppliers viii. Partnership with Women, Youth, and People with disabilities owned companies. Submission of all required proof of information as stipulated above = 5 points No submission = 0 points (Submission of all required proof of information as stipulated)	5

9 Investment Value Total realistic monetary investment value into the project based on the similar projects backed by the QS report/estimated development cost and a financial feasibility The proposed rental must exceed the holding costs of the property. Total investment value of development above R300 million = 5 points Total investment value of development less than R300million – R100 million = 4 points Total investment value of development less than R100 million – R50 million = 3 points Total investment value of development less than R50 million – R10 million = 2 points Total investment value of development less than R10 million – R1 million = 1 point Total investment value of development less than R1 million or total investment not specified = 0 points (QS report/estimated development cost and a financial feasibility)	10
10 Funding Model Bidders are to provide a funding model to incorporate how and where funding will be sourced/raised, and it must include collateral to be pledged against such funding if required. The bidder is to demonstrate of proof of availability of funds or expression of interest to fund a maximum of 100% of the development cost. This must include written support from verifiable funding institutions or expression of interest to fund. • Demonstrate ability to raise funds to the value of a greater than >R300million of the development cost = 5 points • Demonstrate ability to raise funds to the value of less than R300 – R200 million of the development cost = 4 points • Demonstrate ability to raise funds to the value of less than R200 – R100 million of the development cost = 3 points • Demonstrate ability to raise funds to the value of less than R100 – R50 million of the development cost = 2 points • Demonstrate ability to raise funds to the value of less than R50 – R10 million of the development cost = 1 points Non – submission of any of the above or lack of demonstration of funding of any shortfall = 0 points (Submit expression of interest to fund the development cost.)	10
Total	100 Points

(Weightings will be multiplied by the scores allocated during the evaluation process to arrive at the total functionality points)

Minimum functionality score to qualify for further evaluation:

70

(Total minimum qualifying score for functionality is 50 percent, any deviation below or above the 50 percent, provide motivation below).

The experience required from the managing agent/ company will have to be of higher value to manage a project of this magnitude

2. THE FOLLOWING EVALUATION METHOD FOR RESPONSIVE BIDS WILL BE APPLICABLE:

☐ Method 1 (Financial offer)

☒ Method 2 (Financial and Preference offer)

2.1. Indicate which preference points scoring system is applicable for this bid:

☐ 80/20 Preference points scoring system

☐ 90/10 Preference points scoring system

☒ Either 80/20 or 90/10 Preference points scoring system

3. RESPONSIVENESS CRITERIA

3.1. Indicate substantive responsiveness criteria applicable for this tender. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

1	☒	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2	☒	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).
3	☒	All parts of tender documents submitted must be fully completed in ink and signed where required
4	☒	Use of correction fluid is prohibited.
5	☒	Submission of PA-32: Invitation to Bid
6	☒	Attendance of compulsory tender briefing meeting
7	☒	Submission of bid proposal (Physical documents)
8	☐	
9	☐	
10	☐	
11	☐	

3.2. Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable.

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

1	☒	Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's.
2	☒	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.
3	☒	Submission of (PA-11): Bidder's disclosure.
4	☒	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	☒	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer
6	☒	Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.
7	☒	Submission of team members' CVs and qualifications
8	☒	Professional Registration documents with relevant professional body
9	☒	Submission of the latest 3 year audited financial statements certified by the accredited Chartered Accountant, with an average turnover of R20 million (Project value depended). Submission of 3 months Bank statement for Bidders who Tender in their personal capacity
10	☒	Submission of Annexure A-Tenant/Investor application
11	☒	Submission of the expression of Interest by a registered financial institution/ guarantor.
12	☒	Bidders are to provide a funding model to incorporate how and where funding will be sourced / raised, and it must include collateral to be pledged against such funding if required. The bidder is to demonstrate proof of availability or expression of interest to fund a maximum 100% of the development cost. This must include written support from Verifiable funding institutions or expression of interest to fund. • A letter from a registered funder with Financial Sector Conduct Authority (FSCA) confirming availability of a maximum 100% funding of the development cost; or • A letter from a registered funder with Financial Sector Conduct Authority (FSCA) expressing an interest to fund a maximum 100% of the development cost; and If there is a shortfall, bidder must demonstrate how they will fund the shortfall

3.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below document if not provided in the original tender proposals, Failure to comply with the criteria stated hereunder shall result in the tenderer not allocated points for specific goals:

1	☒	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2	☒	A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Certificate issued by a SANAS accredited service provider

4. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS



4.1. For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	- Official Municipal Rates Statement which is in the name of the bidder. Or - Any account or statement which is in the name of the bidder. Or - Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. Or - Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	- SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. and - Medical Certificate indicating that the disability is permanent. Or - South African Social Security Agency (SASSA) Registration indicating that the disability is



			permanent. Or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).
5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	ID copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

4.2. For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.

NB. The use of one of goal numbers' 4 or 5 is mandatory. The BSC must select either one of the two, but not both.

Table 2

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	4	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	- Official Municipal Rates Statement which is in the name of the bidder. Or - Any account or statement which is in the name of the bidder. Or - Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. Or - Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51% owned by black women (mandatory)	2	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.



	4. ☒	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	- SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. and - Medical Certificate indicating that the disability is permanent. Or - South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. Or National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).
	OR			
	5. ☒	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable

5. COLLECTION OF BID DOCUMENTS:

- ☒ Bid documents are available for free download on e-Tender portal www.etenders.gov.za
- ☒ Alternatively, Bid documents may be collected during working hours at the following address **256 Madiba Street, Pretoria Central, 0001 (Office 121) reception area**. A non-refundable bid deposit of R **500** is payable, (Cash only) is required on collection of the bid documents.
- ☒ A **Compulsory** pre bid meeting with representatives of the Department of Public Works will take place at **online** on **22 January 2025 and 11 February 2025** starting at **10:30**.
Venue (if applicable): **Virtual meeting (through Microsoft Teams)**

Meeting ID: 392 321 375 254

Passcode: kMXYne

<https://teams.microsoft.com/join/19%3ameeting-MTZmYTc3MWUtMDY2MS00ZDA5LWFiYTIhNDk2OWU3Y2VmOTcw%40thread.v2/0?context=%7b%22id%22%3a%227ea48121-38ef-49c8-86ce-1af821b395dc%22%2c%22oid%22%3a%223fecfc6c-78d7-487b-b307-ea3e53ab1ba4%22%7d>

6. ENQUIRIES

6.1. Technical enquiries may be addressed to:

DPWI Project Manager	Mmalenyalo Mowa	Telephone no:	012 406 1305
Cellular phone no	071 240 6754	Fax no:	
E-mail	Mmalenyalo.mowa@dpw.gov.za		

6.2. SCM enquiries may be addressed to:

SCM Official	Fikile Ndwandwe	Telephone no:	012 406 1510
Cellular phone no		Fax no:	
E-mail	Fikile.ndwandwe@dpw.gov.za		

7. DEPOSIT / RETURN OF BID 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 bid document.

All tenders must be submitted on the official forms

BID DOCUMENTS MAY BE POSTED TO: The Director General Department of Public Works and Infrastructure Private Bag x 229 Pretoria 0001 PROCUREMENT SECTION: ROOM POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT	O R	DEPOSITED IN THE TENDER BOX AT: Pretoria Regional Office, Department of Public Works and Infrastructure Cnr Thabo Sehume and Nana Sita Streets Pretoria 0001
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