



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE DURBAN REGIONAL OFFICE

REFERENCE NUMBER – DBNQ-3183525

**SERVICE DESCRIPTION S.A.P.S: MAYVILLE: CUT AND REMOVE X5
TREES THAT ARE DAMAGING THE STRUCTURE**

SUBMITTED BY:

Company Name: _____

CSD registration: _____

CLOSING DATE: 20/09/2024 @11:00
Box Number 16 – 157 Monty Naicker Street

| TECHNICAL ENQUIRIES | OTHER ENQUIRIES |
|---|---|
| Name : Bonginkosi Nkala Contact number : 072 406 5641 Email: Bonginkosi.Nkala@dpw.gov.za | Name : Sthembela Mthiyane Tel no. : 031 314 7310 Email : Sthembela.mthiyane@dpw.gov.za |



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

Private Bag X54315, Durban, 4000, Tel (031) 3'14 7000
Corner of West and Aliwal Streets, Durban

From: NATIONAL DEPARTMENT OF PUBLIC WORKS
Tel: (031) 314 7159 / (031) 314 7003
Enquiries: Ms. B.Ndebele / Sthembela Mthiyane Ref: DBNQ23/11/1

ERRATUM NOTICE FOR : DBNQ-3183525 That was advertised on the Departmental website on the 06/09/2024 with erroneous of the closing date(12/06/2024)

DBNQ-3183525 : Procurement of S.A.P.S: Mayville:Cut and remove x5 trees that are damaging the structure

PLEASE NOTE THAT DBNQ-3183525 WAS ADVERTISED WITH ERRONEOUS OF THE CLOSING DATE (20/09/2024) ON THE DEPARTMENTAL WEBSITE, HOWEVER THE CORRECT ONE IS UPLOAD BELOW . NOTE CLOSING DATE IS STILL ON THE 20/09/2024 19/2/3/2/1/1008 AT 11AM.

**TENDERERS MUST TAKE NOTE OF" DBNQ-3183525 still on the website
ORIGINAL ADVERT DATE: 26/06/2024**

ERRATUM ADVERT DATE: 20/09/2024

THOKOZANI ZWANE
ASD - SCM: ACQUISITION

17/09/2024

**Supply Chain Management
For: REGIONAL MANAGER**

Lefapha la Ditiro tsa Setshaba Department of Public Works Lefapha la Mesebetsi ya Setjhaba Kgoro ya Mešomo ya Setshaba Ndzawulo ya Mintirho ya Vaaki LiTiko leTemisebenti yaHulumende Yemphakatsi iSebe leMisebenzi yoluntu UmNyango wezemisebenzi yomPhakathi uMnyango Wemisebenzi Yomphakathi eMiphakatlini Muhasho wa Mishumo ya Tshitshavha Departement van Openbare Werke



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Private Bag X54315, DURBAN 4000 Int. Code: +27 31 Tel: 314 7000 website: www.publicworks.gov.za
Supply Chain Management: Miss S Mthiyane – 031 314 7310
Project Leader – Mr. B. Nkala

REQUEST FOR QUOTATION

You are hereby invited to submit a quotation for the supply and delivery of the following service to be rendered at **S.A.P.S.:Mayville:DBNQ-3183525**

Bid response documents to be deposited in the bid box situated at: **National Department of Public Works and Infrastructure: 157 Monty Naicker Road (Bidders to note that entrance in Dr Pixley ka Seme is temporally closed)**

| Item | Description | Quantity / Period |
|------|--|-------------------|
| 1 | Cut and remove x5 tree that are damaging the structure | 5 Days |

CLOSING DATE: 30/09/2024 : CLOSING TIME @ 11:00AM

NB: No late documents will be accepted.

Kindly submit your quotation by fully completing the attached bid document and bill of quantities or specifications attached in hereunder, and clearly indicate the delivery period and the validity period of your quotation, Kindly also clearly indicates if you price includes or excludes VAT. ***"You may claim VAT only if you are a VAT Vendor"***.

TERMS AND CONDITIONS

- If a supplier fails to deliver any or all goods or fails to deliver the required services within the specified period on the **order/ Contract or appointment letter** the Department of Public Works and Infrastructure may impose a penalty and further deduct from the order / contract a sum of the delayed goods or unperformed services, or terminate the contract in part or in whole.
- The Department of Public Works and Infrastructure quotation documents must be fully completed, signed by the bidder and bear the signature of witnesses and be forwarded to the aforementioned physical address or email, failure to comply with these requirements will result in the quotation being disregarded.

Yours Faithfully

THOKOZANI ZWANE
ASD - SCM: ACQUISITION

SIGNATURE:

DATE:

17/09/2024

DOCUMENTATION.

- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILEING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
- IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

Note Well:

- a) In respect of non VAT vendors the bidders may not increase the bid price under Section 67(1) of the Value Added Tax Act of 1991 where the relevant transaction would become subject to VAT by reason of the turnover threshold being exceeded and the bidder becomes liable for VAT.
- b) **All delivery costs must be included in the bid price, for delivery at the prescribed destination.**
- c) The price that appears on this form is the one that will be considered for acceptance as **a firm and final offer.**
- d) The grand total in the pricing schedule(s), inclusive of VAT, attached to the bid offer must correlate and be transferred to this form (PA32).
- e) Where there are inconsistencies between the grand total price offer in the pricing schedule(s) and the PA32 price offer, the price offer on the PA32 shall prevail and deemed to be firm and final. No further correspondence shall be entered into in this regard.

¹ All applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies

ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and
Encroachment on to the Structure Roof at Station and Police Barracks



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

**SPECIFICATION
UNPLANNED MAINTENANCE
SOUTH AFRICAN POLICE SERVICES**

SAPS MAYVILLE POLICE STATION

**Cut and Remove 5 x Trees and Trim Trees
branches that are causing obstructing and
encroachment on to the structure**

REF. No. 3183525

Works Manager: B. NKALA: 031-3147184 / 072 406 5541

Total number of pages to be received and returned by Bidder = 9 pages

Total number of pages to be received and returned by Bidder = 9 pages

*ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and
Encroachment on to the Structure Roof at Station and Police Barracks*

A) CONDITIONS OF TENDER

- Contractor must introduce themselves and what they will be doing to the relevant official at the institution before any assumption of work: [Contact official at institution: Mr. N. A. MBATHA - Tel: Tel: 031 273 2472
- Due to the Urgent nature of the works ,the successful tenderer undertakes to commence the work immediately from the receipt of an official complaint number and proceed with due diligence to its final completion in all respects
- At the completion of the works the Contractor is to submit the attached completion certificate that must be faxed immediately to the Department of Public Works at fax No.086 6309566 for final inspection of the works
- The contractor must establish and maintain telephone, fax and cellular connection
- The Contractor must comply with all Occupational Health and Safety regulations and instructions
- The contract period is **2 WEEKS** from the date the official order is received.
- Time shall be considered as the essence of this contract .If the contractor fails to complete the works within the above specified contract period a penalty will be proportioned according to the estimated value of the contract and will be deducted from the sum due
- Contractor must have a grading of 1 SH/ 1 GB or higher

B) Notes to tenderers

- Contractor is to supply project plan and work schedule at the commencement of works
- Contractor to note that all quantities are re-measurable
- All supporting suppliers material and service invoices must be provided together with all payment invoice claims
- Job cards must be detailed , stamped and signed by the Client Department and accompany all invoices claimed
- Contractor must provide proof of relevant required registration and all compliant certification
- The Contractor must notify the relevant Works Manager immediately on completion of Works in all respects for inspection of the works .

COMPLIANCE WITH REGULATIONS

The entire service shall be carried out in accordance with the latest revision and amendments of the following:

- The latest issue of SANS 10375
- The Machinery and Occupational Health and Safety act 6 of 1993, including the Construction Regulations of 2003.
- Compliance with Municipal by –Laws and special requirements
- The Local fire regulations and NRB and BS 1993 Act as amended.

*ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and
Encroachment on to the Structure Roof at Station and Police Barracks*

VISIT TO SITE

Tenderers shall visit the site before tendering and satisfy themselves as to the local condition, the accessibility of site to the fullest extent into the nature of work to be done and the conditions affecting the execution of the contract generally.

GENERAL STANDARD SPECIFICATIONS, REGULATIONS AND CODES

The latest edition, including all amendments up to date of tender, of the following specifications, publications and codes of practice shall be read in conjunction with this specification and shall be deemed to form part thereof:

SABS 1200 D - Earthworks

SABS 1200 DB -Earthworks (pipe trenches)

SABS 1200 L -Medium-pressure pipelines

SABS 1200 LB -Bedding (pipes)

SABS 1200 LC -Cable ducts

SABS 1200 LD -Sewers

NEMA -Waste management 2008

GENERAL

The latest edition, including all amendments up to date of tender, of the following specifications, publications and codes of practice shall be read in conjunction with this specification and shall be deemed to form part thereof

Where a specification or standard is not specifically referred to, it will be assumed that the relevant SANS, ISO, BSS, DIN or equivalent American standard, listed in order of preference will apply:

SANS and other specifications

| | | |
|-----------------|---|--|
| BS 5316, Part 1 | - | Acceptance tests for centrifugal, mixed flow and axial pumps |
| BS 4999 | - | General requirements for rotating electrical machines |
| ISO 281/1 | - | Rolling bearings – dynamic load ratings and rating life. |

Department of Public Works specifications

PW 379 - Standard Conditions in respect of the supply, delivery and installation of electrical, mechanical plant and materials. 2003

STS 5 -
Standard Specification for electrical installations and equipment pertaining to mechanical installations. Issue IX a. 1999

Occupational Health and Safety Act of 1993

All regulations and statutory requirements as laid down in the latest edition of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) shall be adhered to.

Manufacturers' specifications, codes of practice and installation instructions

All equipment and materials shall be installed, serviced and repaired strictly in accordance with the manufacturers' specifications, instructions and codes of practice.

MUNICIPAL REGULATIONS, LAWS AND BY-LAWS

All municipal regulations, laws, by-laws and special requirements of the Local Authority shall be adhered to unless otherwise specified.

SAFETY PRECAUTIONS.

When considering safety precautions for personnel on a Grease Trap/Sewage works, it must be remembered that a works is operating like any factory producing articles for sale; the machines required in the processes are potentially dangerous if handled carelessly.

The Factories Act determines all safety measures and precautions which must be taken and lays down the protection to be provided at sumps, tanks, high structures and moving or turning machinery. The Process Controller will be wise to obtain a copy of the relevant act and study it carefully. While on a sewage works use common sense above all, and do not be careless.

A sewage installation has another hazard not normally found in industry, that of every imaginable type of disease that can be carried by water. Immunity is undoubtedly built up by the individual workers, but no chances should be taken. A plentiful supply of soap, towels and washing facilities must always be available. Special precautions should be taken when entering certain areas, manholes, or sumps on sewage works or on the sewage system. In many cases the air can be contaminated with poisonous, suffocating, flammable and explosive gasses and vapors. In many manholes and sumps there will be a deficiency in oxygen; or the gas present will be methane (marsh gas) which penetrates the ordinary respirator, and will cause suffocation. The only suitable respirators are those connected to a supply of fresh air, or those generating their own oxygen. The labels on all containers must be carefully read and due precautions taken when using or storing the contents.

▪ **Plant Safety**

On the basis that prevention is better than cure, it is suggested that the following guidelines be used on and around the treatment works.

▪ **Basic rules**

All persons visiting or employed on an effluent treatment works should observe the following basic rules at all times:

- Smoking is only allowed in those areas that have been designated as safe.
- Wash hands well with soap and warm water after working with sludge and especially before eating.
- Do not touch electrical equipment or switches and treat all equipment, which has not been isolated and locked as live.

Do not touch moving machinery. Be especially careful near lawnmowers or other equipment using blades.

- Do not enter a manhole or deep sump without testing for hydrogen sulphide (H₂S) with lead acetate paper. Wear a harness attached to a rope held by a person at the surface.

- Take care when standing near or working over tanks and channels that may be deep or contain swiftly

*ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and
Encroachment on to the Structure Roof at Station and Police Barracks*

moving water.

- Do not enter the chlorination building without testing for a gas leak with a rag that has been soaked in ammonium hydroxide solution.
- Do not store or use fuel near an open flame, or appliance that might cause a spark.
- Do not refuel equipment indoors or in an unventilated area
- Do not refuel equipment while still hot.

▪ **Safety equipment**

Each works should be equipped with the following items - quantities of each item will depend on the number of people employed on the works:

- Full parachute type harness, complete with a sufficient length of 12mm diameter nylon rope.
- Life buoys at 20 m centres along the activated sludge reactor
- Symbolic safety signs.
- First aid kit.
- Firefighting equipment suited to each area.

Note that certain types of respirators (gas masks) are unsuitable for effluent treatment works applications as they protect only against poisonous gases when these are present in limited quantities and can only be used where there is no deficiency in oxygen. In many manholes and sumps where an oxygen deficiency may exist; or methane gas, (marsh gas) which penetrates the ordinary respirator and causes suffocation, is present the only suitable respirators are those connected to a supply of fresh air or those generating their own oxygen from containers of appropriate chemicals.

▪ **Protective clothing**

The items listed below make up the necessary basic clothing for all those employed on an effluent treatment works

- Overall (elastic in the waist and cuffs; zip down the front)
- Gum boots (lightweight with built-in tow protection and nonslip soles)
- Gloves made of strong flexible PVC with roughened palm.

▪ **Supervision**

There is no purpose in equipping a works with all the recommended safety equipment and the personnel with protective clothing, if the equipment is not maintained. A fire extinguisher, which does not work, has no value. Similarly, there is no purpose in drawing up safety manual and recommended procedures if they are not followed.

The works manager, superintendent or responsible person must therefore ensure that procedures are adhered to; that ladders, fire extinguishers and respirators are inspected and tested on a routine basis; and that certain protective equipment such as the less popular earmuffs and eye protection, are in fact worn when necessary.

*ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and
Encroachment on to the Structure Roof at Station and Police Barracks*

▪ **Work Area Safety**

- Keep the general work area clean and free of debris.
- Always keep the walking surfaces or platforms and ladders free of debris or material build-up.
- Do not allow unauthorized personnel in or around the work area. Know who is in your work area at all times.
- Keep equipment surfaces that will be touched by hands and feet clean, dry and free of oil or grease.
- Keep controls, pushbuttons, switches and levers dry and free of oil or grease.
- Store parts and tools in a designated place when not in use.
- Keep safety equipment in a designated place and ensure that work area personnel know the location and the proper use of the safety equipment.
- Do not stand under or allow anyone else to stand under equipment that is being hoisted or suspend. Use a safety hook or hook with a safety latch when hoisting equipment
- Learn the weight limitation and clearances in and your work area and for the equipment in use.
- Be alert to conditions such as dust, smoke, fog, machinery and the general surroundings that may obscure the vision around your work area.

SCOPE OF WORKS

- Take out and remove Trees
- Take out, trim and remove trees branches and limbs

D) PRICING SCHEDULE

- Note All rates and totals must be filled in and completed in all respects.
- All prices quoted must be inclusive of labour, materials, profit and transport

| No. | Description | Unit | Qty | Rate | Total |
|-----|--|------|-----|------|-------|
| | | | | | |
| | QUALIFICATION FOR TENDERER: TENDERER MUST HAVE RELEVANT PRIOR EXPERIENCE | | | | |
| | CONTRACTOR TO COMPLY WITH OCCUPATIONAL HEALTH AND SAFETY, COVID 19 REQUIREMENT, REGULATIONS AND OTHER BUILT ENVIROMENT REGULATIONS. | | | | |
| | | | | | |
| 1. | The contractor to provide a safety plan (file) with a method statement covering all aspects of this project prior to commence of work. | No. | 1 | | |
| 2 | Hire of Cherry Picker (>6m) | day | 2 | | |
| 3 | Clean up garden refuse and cart away | M3 | 4 | | |

ID 3183525 - PROVISIONAL BILLS OF QUANTITIES: BUILDING WORKS:
SAPS - MAYVILLE POLICE STATION, DURBAN
Cut and Remove 5 X Trees and Trim Tree Branches that are Obstruction and Encroachment on to the Structure Roof at Station and Police Barracks

| | | | | | |
|---|---|------|---|--|--|
| 4 | Digging up and removing rubbish, debris and vegetation matter and carting away to a dumping site | M3 | 6 | | |
| 5 | Remove natural bee hive and eradicate bees by specialist | No | 1 | | |
| 6 | Cut down and remove branches or limbs of trees exceeding 1.500 m | No | 1 | | |
| | Cut down and remove branches or limbs of trees exceeding 2.500 m | No | 2 | | |
| 7 | Cut down and remove branches or limbs of trees exceeding 2.500 m and exceeding 3.500 | No | 2 | | |
| 8 | Cut down and remove tree 1. 000 m above ground level, poison and remove all branches | No | 5 | | |
| 9 | Clear site and remove trees, branches and leaves to an approved dumping site with road transportation with a capacity of 8 tons. | load | 4 | | |
| | Contractors Preliminaries and General Costs | | | | |
| | NB: <ul style="list-style-type: none"> Contractor must visit the site to see the extent of work to be done prior to tendering. Successful contractor to notify the Works Manager and make prior arrangements with: N.A. MBATHA before commencing any work. Contractor to supply project plan and work schedule at the commencement of works. All final measurement to be taken on site All materials to be used must be SABS approved Contractor to comply with occupational health and safety and COVID 19 requirement and regulations and other Built environment regulations | | | | |
| | | | | | |
| | Sub Total | | | | |
| | Add 15% VAT | | | | |
| | Total carried to PA 32 | | | | |
| | Total in Words: | | | | |
| <div> <div>Name of tendering Entity</div> <div>CIDB No.</div> <div>Signature</div> <div>Date</div> </div> | | | | | |

PA-03 (EC): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES QUOTATIONS FOR:

| | | | |
|-------------------|--|------------------|------------------|
| Project title: | SAPS: MAYVILLE POLICE STATION: Cut and Remove 5 x Trees, Trim Tree Branches that are causing obstructing and encroaching on the structure. | | |
| Quotation no: | | Reference no: | ID-3183525 |
| Advertising date: | | Closing date: | |
| Closing time: | 11:00 | Validity period: | 84 Calendar days |

1. REQUIRED CIDB GRADING

It is estimated that tenderers should have a CIDB contractor grading designation of **1 SH or higher, or 1 GB** * or higher.

**Select tender value range and select class of construction works" or select "Not applicable" where only one class of construction works is applicable.*

It is estimated that potentially emerging enterprises should have a CIDB contractor grading designation of **Not applicable Not applicable PE** or higher, or **Not applicable Not applicable PE*** or higher.

**Select tender value range and select class of construction works" or select "Not applicable" where no or only one class of construction works is applicable.*

2. 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: |
|---------------------------------------|-------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Total | 100 Points |

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

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.

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".

3.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 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 which is at least 51% owned by black people (Mandatory) | 10 | <ul style="list-style-type: none"> 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 | <ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder. |
| 3. | An EME or QSE which is at least 51% owned by black women (Mandatory) | 4 | <ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. |
| 4. | An EME or QSE which is at least 51% owned by black people with disability (Mandatory) | 2 | <ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> National Council for Persons with Physical Disability in South Africa registration (NCPDPSA). |
| 5. | An EME or QSE which is at least 51% owned by black youth (Mandatory) | 2 | <ul style="list-style-type: none"> ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. |

Black people mean Africans, Coloureds and Indians, who - (a) are citizens of the Republic of South Africa by birth or descent; or (b) became citizens of the Republic of South Africa by naturalisation - (i) before 27 April 1994; or (ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date. (BROAD-BASED BLACK ECONOMIC EMPOWERMENT ACT No 25899, 2003 of

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".

9 JANUARY 2004).

4. RESPONSIVENESS CRITERIA

4.1. 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 | <input checked="" type="checkbox"/> | Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders. |
| 2 | <input checked="" type="checkbox"/> | Tender offer must be properly received on the tender closing date and time specified on the invitation, completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender). |
| 3 | <input checked="" type="checkbox"/> | Use of correction fluid is prohibited. |
| 4 | <input checked="" type="checkbox"/> | Submission of a signed bid offer as per the DPW-07 (EC). |
| 5 | <input checked="" type="checkbox"/> | Submission of DPW-09 (EC): Particulars of Tenderer's Projects. |
| 6 | <input checked="" type="checkbox"/> | Bidders must comply with DPW-21 (EC): Record of Addenda to tender documents, if any. |
| 7 | <input type="checkbox"/> | Submission of DPW-16 signed by the authorised official and completion of bid briefing attendance register. insert motivation why the tender clarification meeting is declared compulsory |
| 8 | <input checked="" type="checkbox"/> | The tenderer shall submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender. |
| 9 | <input checked="" type="checkbox"/> | The tenderer shall submit his fully priced and completed sectional summary- and final summary pages with the tender. |
| 10 | <input checked="" type="checkbox"/> | Submit a CV of a supervisor with relevant experience for this nature of work and cantable details for references. |
| 11 | <input checked="" type="checkbox"/> | Submission of valid proof of 2 similar projects completed previous within the period of 5 years from 2024. 2 similar projects a minimum cost of R100 000.00 Proof of experience attached in the form of client letter head indicating the client contact details, project title, description of works and project value. |
| 12 | <input checked="" type="checkbox"/> | Submission of PA32 Invitation to bid |
| 13 | <input type="checkbox"/> | Provide project specific methodology statement |
| 14 | <input type="checkbox"/> | Provide Proof of third party liability and public liability |
| 15 | <input type="checkbox"/> | |

4.2. Indicate administrative responsiveness requirements applicable for this tender.

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 will disqualify the tender offer from further consideration.

| | | |
|----|-------------------------------------|--|
| 1 | <input checked="" type="checkbox"/> | 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 | <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. |
| 3 | <input checked="" type="checkbox"/> | All parts of tender documents submitted must be fully completed in ink and signed where required. |
| 4 | <input checked="" type="checkbox"/> | Submission of (PA-11): Bidder's disclosure |
| 5 | <input type="checkbox"/> | Submission of PA-16.1 (EC): Ownership Particulars |
| 6 | <input type="checkbox"/> | Submission of documentation relating to risk assessment criteria as contained in C 2.1 of DPW-03 Tender Data. |
| 7 | <input checked="" type="checkbox"/> | Submission of (PA 40): Declaration of Designated Groups. |
| 8 | <input checked="" type="checkbox"/> | Submission of proof of Registration on National Treasury's Central Supplier Database (CSD). Insert the Supplier Registration Number on the form of offer, including proposed sub-contractors if any |
| 9 | <input type="checkbox"/> | Data provided by the tenderer in Part 2 of DPW-04 Contract Data (JBCC 2018) or DPW-05 Contract Data (GCC 2015) whichever applicable to be fully completed. |
| 10 | <input type="checkbox"/> | The tenderer shall submit his fully priced Bills of Quantities (complete document inclusive of all parts) within 14 calendar days from request. |
| 11 | <input type="checkbox"/> | Upon request, submission of fingerprints obtainable from local SAPS including any other additional documentation and information required for vetting purposes. |
| 12 | <input type="checkbox"/> | 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. |
| 13 | <input checked="" type="checkbox"/> | Contractor must be in good standing with workmans Compensation (COIDA) |
| 14 | <input type="checkbox"/> | Specify other responsiveness criteria |
| 15 | <input type="checkbox"/> | Specify other responsiveness criteria |
| 16 | <input type="checkbox"/> | Specify other responsiveness criteria |
| 17 | <input type="checkbox"/> | Specify other responsiveness criteria |
| 18 | <input type="checkbox"/> | Specify other responsiveness criteria |

4.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below documents 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 | <input checked="" type="checkbox"/> | Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 |
| 2 | <input checked="" type="checkbox"/> | 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 |

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

| | |
|---|--|
| <input type="checkbox"/> Method 1 (Financial offer) | <input type="checkbox"/> Method 2 (Financial and Preference offer) |
|---|--|

5.1. This bid will be evaluated according to the 80/20 Preference points scoring system:

6. ELIGIBILITY IN RESPECT OF RISK TO THE EMPLOYER:

Standard risk management assessment criteria in respect of tenders received for routine projects in the engineering and construction works environments:

Tender offers will be evaluated by an Evaluation Committee based on the technical and commercial risk criteria listed hereunder. Each criterion carries the same weight / importance and will be evaluated individually based on reports presented to the Bid Evaluation Committee by the Professional Team appointed on the project. A tender offer will be declared non-responsive and removed from any further evaluation if any one criterion is found to present an unacceptable risk to the Employer.

In order for the evaluation reports to be prepared by the Professional Team, the Tenderer is obliged to provide comprehensive information on form DPW-09 (EC). Failure to complete the said form will cause the tender to be declared non-responsive and removed from any further consideration. The Employer reserves the right to request additional information over and above that which is provided by the Tenderer on said form. The information must be provided by the Tenderer within the stipulated time as determined by the Bid Evaluation Committee, failing which the tender offer will *mutatis mutandis* be declared non-responsive.

6.1 Technical risks:

Criterion 1: Experience on comparable projects during the past specify between 5 and 10 years.

The tendering Service Provider's experience on comparable projects during the past specify between 5 and 10 years. The number of current and previous comparable projects performed by the Tenderer as per the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer's current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer, not reflected on form DPW-09 (EC). Failing to provide contactable references will result in the tender offer will be *mutatis mutandis* declared non-responsive.

Aspects to be regarded as "comparable" includes (but may be extended according to circumstances): size of projects (measured against monetary value or other project quantifying parameters), nature of projects (building, engineering, high/low rise, etc.), locality/area of execution (site-specific influences, knowledge of local conditions, etc.), complexity of project, projects for similar client department irrespective of end purpose of buildings/facilities created or in progress of being created and time scales of projects (normal, fast track, etc.) and stage of its/their development.

Criterion 2: Contractual commitment and quality of performance on comparable projects during the past specify between 5 and 10 years.

Adherence to contractual commitments and quality of performance of comparable current and previous projects performed by the Tenderer during the past specify between 5 and 10 years as per the evaluation report prepared by the Consultant Team, based on its research and inspection of a representative sample of the Tenderer's current and previous work as reflected on form DPW-09 (EC), as well as, if necessary, of any additional work executed by the Tenderer.

Aspects to be considered include, but are not limited to the following:

1. The level of progress on current projects in relation to the project programme or, if such is not available/applicable, to the contractual construction period in general;
2. The degree to which previous projects have been completed within the contractual completion periods and/or extensions thereto, and the extend of penalties imposed;
3. Project performance: time management & programming of works, timeous ordering of materials and appointment of subcontractors;

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".
For Internal & External Use

Effective date: 21 July 2023

Page 5 of 8
Version: 2023/08

4. Financial management: payment to suppliers and cash flow problems;
5. Quality of workmanship: extent of reworks and timeous attention to remedial works;
6. Personnel resources: suitably qualified and experienced, turnover in site staff and labour force, specifically site manager and foreman;
7. Personnel management: extent of labour disputes and ability to resolving labour disputes amicably;
8. Sub-contractors: extent of turnover in subcontractors, general liaison and payment problems experienced;
9. Contract administration: contractual aspects such as complying to laws and regulations, insurances, security, submission of required documentation timeously, reaction to written contract instructions, appointments of subcontractors, etc. as can generally be expected in standard/normal conditions of contract.
10. Health & Safety: adherence to regulations and compliance, and number of transgressions & serious incidents.
11. Plant & equipment: sufficient resources on site and in time.
12. Delays: extent of causing delays, submission of claims timeously, and abuse of or exaggerated delay claims.
13. Final account: extent to which the contractor assisted in finalising the final account.

Criterion 3: Suitably qualified and appropriately experienced human resources

Allocation of suitably qualified and appropriately experienced human resources, both in respect of principals and/or other staff (contract manager, site agent, site foreman including other professional, technical and/or administrative) of the tendering Service Provider to the project, as proof that the tendering Service Provider will be able to react/respond appropriately to the Services required herein. The Company Organogram with CV's and certified ID's of all principals and employed workforce as well as proof of Professional Registration will be verified. Current and future workload of the tenderer in relation to capacity and capability will also be considered. The tenderer should demonstrate that he or she possesses the necessary professional and technical qualifications and -competence in relation to the scope of work and work to be undertaken.

Criterion 4: Attendance of compulsory bid clarification meeting, if applicable

If applicable, submission of confirmation of DPW-16.1 (PSB) attendance of compulsory bid clarification meeting or proof of attending the compulsory virtual meeting by a suitably qualified and experienced representative of the tenderer in terms of PA-04 (EC): Notice and Invitation to Tender.

6.2 Commercial risks:

The financial viability assessment evaluates the risk over the life of the construction period, as to whether the tenderer will be able to deliver the goods and services which are specified in the contract and / or be able to fulfil guarantees or warranties provided for in the contract in order to complete the project successfully for the amount tendered.

Aspects to be considered include but are not limited to, the respective rates tendered, bank rating, financial capability and capacity whether the tenderer has or has access to sufficient financial resources to deliver the goods or services described in the tender documentation (including fulfilling any guarantees or warranty claims), whether the tenderer is not subject to any current or impending legal action (either formal proceedings or notification of legal action) which could impact on the financial standing of the tenderer or the delivery of the goods or services, financial report from auditors as proof of current liquidity, and company or any parent company or investor guarantee/s and financial statements.

7. COLLECTION OF QUOTATION DOCUMENTS

- ☐ Quotation documents are available for collection during working hours
- ☐ Alternatively; quotation documents may be collected during working hours at the following address **insert physical address**. A non-refundable bid deposit of **R insert amount** payable (cash only) on collection of the bid documents.

8. SITE INSPECTION MEETING

Compulsory briefing session will be held in respect of this quotation.

The particulars for compulsory briefing session or virtual briefing session are:

| | | | |
|-----------------------|-----------------------------------|----------------|----------------------------------|
| Venue: | (type in here the place or "N/A") | | |
| Virtual meeting Link: | (type in here the place or "N/A") | | |
| Date: | (type in here the date or "N/A") | Starting time: | (type in here the time or "N/A") |

9. ENQUIRIES

9.1. Technical enquiries may be addressed to:

| | | | |
|-----------------------------|----------------------------|----------------------|--|
| DPWI Project Manager | B. Nkala | Telephone no: | |
| Cellular phone no | 031 314 7184 | Fax no: | |
| E-mail | bonginksi.nkala@dpw.gov.za | | |

9.2. SCM enquiries may be addressed to:

| | | | |
|--------------------------|--|----------------------|--|
| SCM Official | | Telephone no: | |
| Cellular phone no | | Fax no: | |
| E-mail | | | |

10. DEPOSIT / RETURN OF QUOTATION 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).

| | | |
|--|-----------|--|
| Tender documents may be posted to: The Director-General Department of Public Works and Infrastructure Private Bag X insert bag no insert town insert postal code Attention: Procurement section: Room insert room no | OR | Deposited in the tender box at: DPWI OLD BUILDING 157 MPONTY NAICKER TENDER BOX |
|--|-----------|--|



ANNEXURE TO PA-03 (EC):

NOTICE AND INVITATION FOR QUOTATION

| | |
|----------------|--|
| Project title: | SAPS: MAYVILLE POLICE STATION: Cut and Remove 5 x Trees, Trim Tree Branches that are causing obstructing and encroaching on the structure. |
| Reference no: | ID 3183525 |

| | | | |
|-------------------|---------|------------------|---------|
| Quotation No: | | | |
| Advertising date: | / /2024 | Closing date: | / /2024 |
| Closing time: | 11:00am | Validity period: | 84 Days |

BIDDERS TO TAKE NOTE OF THE FOLLOWING

- Contractor must comply with OHS Act no. 85 of 1993 with Regulation.
- Contractor must be in good standing with Workman's Compensation. (COIDA)
- Contractor must provide proof of relevant required registration and all compliant certification of conformances.
- Submission of Safety Plan before commencement on Site
- The Safety Plan should be approved by the Client (NDPWI) before commencement of work onsite.
- Submission of PA32 Invitation to bid.
- Submission of BBBEE sworn affidavit of certificate attested the Commissioner of oath or a certified copy of BBBEE certificate issued by CIPC or SANAS approved BBBEE certified valid at the time of closing (subject for verification)
-

Only Awarded Service Provider will be required to submit Security Clearance Documents.

Awarded Service Provider to Submit Public Liability Cover and Safety Plan before Commencement on Site.