



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

28 August 2026

QUOTATION NUMBER: ID 3283221

NOTICE TO BIDDERS: ADDENDUM NO.1

PROJECT TITLE:

ID 3283221 - Hermanus Harbour - Old Lusitania Building - GBV Centre - Partitioning Alterations, Box Gutter Replacements, New Doorway Creation, and Wooden Door Replacement

Dear Bidder

1. The above mentioned matter bears the reference.
2. Herewith Addendum No.1 for your attention
3. The following amendment is to be included with the above RFQ document when submitting the bids on the closing date.

PLEASE ACKNOWLEDGE RECEIPT OF THIS AMENDMENT AS FOLLOWS:

1. Confirm receipt of this addendum by completing and signing the attached acknowledgement of receipt and send back with your bid document on the closing date of RFQ.
2. Bidders are requested to utilise the information issued in terms of this addendum.

Regards

Director, SCM

Date: 28 08 2026

THIS ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM NO. 1 MUST BE SUBMITTED TOGETHER WITH THE BID DOCUMENT

DEPARTMENT OF PUBLIC WORKS – CAPE TOWN
CUSTOMS HOUSE BUILDING
HEERENGRACHT STR
8000

Dear Sir/Madam

PROJECT TITLE:

Hermanus Harbour - Old Lusitania Building - GBV Centre - Partitioning Alterations, Box Gutter Replacements, New Doorway Creation, and Wooden Door Replacement

WORKS QUOTATION NUMBER: ID 3283221

Changes to the document:

- Kindly note the following amendments on the advertised RFQ document, the existing PA-03 (EC) form must be replaced with the amended attached PA-03 (EC) form:

CHANGES REQUIRED IN TERMS OF THIS ADDENDUM:

1. The following requirements will be **unticked** on the responsiveness criteria:
 - **“The tenderer shall submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender.”**
2. The following requirements will be **added** on the responsiveness criteria:
 - **“Submission of duly completed Pricing Schedule.”**
 - **“Bidders must comply with the addenda requirements, if any.”**
3. The following requirements will be **unticked** on the administrative criteria:
 - **“Submission of a fully completed pricing schedule.
Failure to quote/price all items in the pricing schedule will result in the quotation being disqualified.
In the case where there are calculation errors found, the bidder will be given a once off opportunity to correct the item(s) without changing the final offer.”**
 - **“The required contractor grading designation is 2 GB or higher.”**
4. The following requirements will be **added** on the administrative criteria:
 - **“Bidders must complete DPW-21 (EC): Record of Addenda to tender documents, if any.”**
5. The following document will be **added to the bid document** for completion by the bidders:
 - **DPW-21 (EC): RECORD OF ADDENDA TO TENDER DOCUMENTS**

I/We _____ accept that this Addendum forms part of the Tender Document.

- (a) Have noted the contents of this Addendum
- (b) Have fully considered this Addendum
- (c) Have incorporated the amendments contained in this Addendum in my/our Tender Document for Tender

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

STATUS: This Addendum forms an integral part of the Tender Document and the subsequent contract with the successful Tenderer. The variations and amendments to the tender document as described hereafter, shall take precedence. Notwithstanding anything said during the tender period, only the additional information or variations and amendments contained in this Addendum, will be legally binding.

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

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES QUOTATIONS FOR:

Project title:	Hermanus Harbour - Old Lusitania Building - GBV Centre - Partitioning Alterations, Box Gutter Replacements, New Doorway Creation, and Wooden Door Replacement
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Quotation no:	ID 3283221	Reference no:	ID 3283221
Advertising date:	20/08/2026	Closing date:	04/09/2026
Closing time:	11h00am	Validity period:	84 Calendar days

1. REQUIRED CIDB GRADING

It is estimated that tenderers should have a CIDB contractor grading designation of **2 GB** or higher, or **2 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	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 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 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 which is at least 51% owned by black youth (Mandatory)	2	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	☒	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, completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
3	☒	Use of correction fluid is prohibited.
4	☒	Submission of a signed bid offer as per the DPW-07 (EC).
5	☒	Submission of DPW-09 (EC): Particulars of Tenderer's Projects.
6	☐	Bidders must comply with DPW-21 (EC): Record of Addenda to tender documents, if any.
7	☐	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	☐	The tenderer shall submit his fully priced Bills of Quantities / Lump Sum Document (complete document inclusive of all parts) together with his tender.
9	☐	The tenderer shall submit his fully priced and completed sectional summary- and final summary pages with the tender.
10	☒	Submission of duly completed DPW-07 (EC). Grand Total must to be transferred from Pricing Schedule and carried over to the DPW-07 (EC) Form of Offer and Acceptance. Failure to do so will result to the quotation being disqualified.
11	☒	Submission of DPW-09 (EC): Must be signed, duly completed and furnished with the list of successfully completed projects as per point number 15 of the responsiveness criteria for this contract. (DPW-09 projects must align with Experience).
12	☒	Attendance of compulsory site briefing session, the bidders must sign the attendance register at the meeting as proof of attendance and the register will be closed at the venue after the meeting.
13	☒	Submission of duly completed Pricing Schedule.
14	☒	Bidders must comply with the addenda requirements, if any.
15	☐	Specify other responsiveness criteria

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	☒	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	☒	All parts of tender documents submitted must be fully completed in ink and signed where required.
4	☒	Submission of (PA-11): Bidder's disclosure
5	☐	Submission of PA-16.1 (EC): Ownership Particulars
6	☐	Submission of documentation relating to risk assessment criteria as contained in C 2.1 of DPW-03 Tender Data.
7	☒	Submission of (PA 40): Declaration of Designated Groups.
8	☒	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	☐	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	☐	The tenderer shall submit his fully priced Bills of Quantities (complete document inclusive of all parts) within 14 calendar days from request.
11	☐	Upon request, submission of fingerprints obtainable from local SAPS including any other additional documentation and information required for vetting purposes.
12	☐	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	☐	Submission of a fully completed pricing schedule. Failure to quote/price all items in the pricing schedule will result in the quotation being disqualified. In the case where there are calculation errors found, the bidder will be given a once off opportunity to correct the item(s) without changing the final offer.
14	☐	The required contractor grading designation is 2 GB or higher.
15	☒	Experience Bidders must furnish adequate proof of a minimum of two (2) successfully completed projects within the past 5 years, calculated up to the closing date of the bid, relating to the installation, replacement or maintaining of ROOFING, or BUILDING RELATED work with a minimum project value of one hundred and thirty thousand rand (R130 000.00) accumulatively. All completed projects must be listed on the DPW-09 (EC) form. One of the following documents for each project must be submitted in relation to the above: Signed Appointment letter, by the employer, on an official letterhead with clear project description, contract value and contract duration. OR Signed Final Completion Certificate, by the employer, on an official letterhead with clear project description, contract value and contract duration. OR Purchase order with clear contract value. Each of the above-mentioned documents must be accompanied by a Signed Reference letter, by the employer, on an official letter head, stating clear project description, contract value, contract period and contact details.

16	☒	Qualified Artisan Staff – Carpenter Artisans The bidder must submit documentation of a minimum of 2x Carpenter Artisans that will be employed by the bidder for the duration of this contract The bidder must submit the following documents for each carpenter artisan: - Copy of carpenter trade test certificate - Copy of ID card or green ID book Only South African Citizens will be allowed to work in this project due to the Department dealing with National Key Points. All copies must be certified by SAPS/Commissioner of Oath. Certification must not be older than 6 months.
17	☒	Bidders must complete DPW-21 (EC): Record of Addenda to tender documents, if any.
18	☐	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	☒	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

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

☐ Method 1 (Financial offer)	☒ Method 2 (Financial and Preference offer)
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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 five (5) years.

The tendering Service Provider's experience on comparable projects during the past five (5) 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 five (5) years.

Adherence to contractual commitments and quality of performance of comparable current and previous projects performed by the Tenderer during the past five (5) 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;
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:	Hermanus Harbour, Lot 21, Old Lusitania Building (Multi-Purpose Centre)		
Virtual meeting Link:	N/A		
Date:	28/08/2026	Starting time:	11h00am

9. ENQUIRIES

9.1. Technical enquiries may be addressed to:

DPWI Project Manager	Lee-Roy Anthony	Telephone no:	021 402 2424
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Cellular phone no	067 414 7081	Fax no:	
E-mail	Lee-Roy.Anthony@dpw.gov.za		

9.2. SCM enquiries may be addressed to:

SCM Official	Sibongile Dyani	Telephone no:	021 402 2096
Cellular phone no		Fax no:	
E-mail	Sibongile.Dyani@dpw.gov.za		

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 N/A N/A N/A Attention: Procurement section: Room N/A	OR	Deposited in the tender box at: Customs House Building Heerengracht St Foreshore Cape Town
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DPW-21 (EC): RECORD OF ADDENDA TO TENDER DOCUMENTS

Project title:	ID 3283221 - Hermanus Harbour - Old Lusitania Building - GBV Centre - Partitioning Alterations, Box Gutter Replacements, New Doorway Creation, and Wooden Door Replacement		
Tender no:	ID 3283221	Reference no:	ID 3283221

1. I / We confirm that the following communications received from the Department of Public Works and Infrastructure before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: *(Attach additional pages if more space is required)*

	Date	Title or Details
1.		
2.		
3.		
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11.		
12.		
13.		

Name of Tenderer	Signature	Date

2. I / We confirm that no communications were received from the Department of Public Works and Infrastructure before the submission of this tender offer, amending the tender documents.

Name of Tenderer	Signature	Date

