



BID ADVERTISEMENT FORM

Annexure A

Bid description

A CALL FOR A CONSORTIUM OF PROFESSIONAL SERVICE PROVIDERS CONSISTING OF PROJECT MANAGEMENT, QUANTITY SURVEYING, ARCHITECTURAL, CIVIL ENGINEERING, STRUCTURAL ENGINEERING, ELECTRICAL ENGINEERING, MECHANICAL ENGINEERING AND HEALTH AND SAFETY SERVICES FOR THE REFURBISHMENT OF CAPE TOWN COMMUNITY LEARNING CENTRE IN THE WESTERN CAPE PROVINCE

Independent Development Trust hereby calls for professional service providers in consortium to submit proposals for project management, quantity surveying, architectural, civil and structural engineering, electrical engineering, mechanical engineering and health and safety professional services for the refurbishment of Cape Town community learning centre in the Western Cape Province.

As per National Treasury Instruction No. 4A of 2016/2017, Central Supplier Database which is also applicable to Public Entities listed in Schedule 2 of the PFMA states as follows:

- Paragraph 4.2, “.....prospective suppliers must be registered on CSD prior to submitting bids (open tenders)”.

Proposals will be adjudicated in terms of the Mandatory Requirements and Functionality as follows:

The evaluation of the proposals will be carried out in three phases.

1. PHASE ONE

1.1. MANDATORY ADMINSTRATIVE REQUIREMENTS/ DOCUMENTATION

The SBD forms must be submitted by all companies forming part of the consortium

1. Submission of fully completed and signed Invitation to Bid (SBD 1).
2. Submission of fully completed and signed Bidder's Disclosure (SBD 4).
3. Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1).

1.2. MANDATORY COMPULSORY REQUIREMENTS/ DOCUMENTATION

Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

All companies forming part of the consortium should submit items (5, 7, 8, 9)

1. Authority to Sign a Bid.
2. All companies under the consortium agreement to provide Company Registration Documents (CIPC) or affidavit and a trade name if a Sole Proprietor.
3. Notarised Consortium Agreement.
4. Professional Registration with of at least one director of each company forming part of the consortium with each respective built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist).



5. List of all shareholders/directors with Original certified copies of their IDs of all companies forming part of the consortium (no older than 6 months from the tender closing date).
6. Valid proof of Professional Indemnity Insurance cover for minimum of R 5 000 000.00 or twice your professional fees, whichever is highest, for each company forming part of the consortium. The PI should be from licensed Financial Service Providers (FSP). Letter of intention from licensed FSP will not be accepted.
7. Valid COIDA or Letter good standing with the Department of Labour from **all companies** forming part of the consortium (if applicable).
8. Confirmation of Receipt of Addenda to Bid Documents.
9. Signed Priced Financial Offer.
10. Signed Form of Offer.
11. Attendance to the compulsory briefing meeting by relevant personnel.

Failure to submit any of the above documents / requirements shall result in disqualification of the bid. (Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration. Use of correction fluid is prohibited.) Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed, and signed in black ink, (All as per Standard Conditions of Tender and as per the specific condition of this tender document)

- (i) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- (ii) If any of its Directors are listed on the Register of Defaulters shall result in disqualification of the bid.

2. PHASE TWO: FUNCTIONALITY CRITERIA

FUNCTIONALITY CRITERIA ALLOCATION	POINTS
A. Experience of the company on similar projects not older than 10 years	25 Points
B. Quality of services based on Clients Reference Letter	15 Points
C. Qualifications, Experience and competencies of the key assigned personnel	40 Points
D. Methodology and Technical proposal for execution of the project	10 Points
E. Company locally based	10 Points
TOTAL	100 Points

3. PHASE THREE: PREFERENTIAL POINT SYSTEM

Only competent tenders who have reached or exceeded the minimum functionality threshold of 70% (70 points) will be evaluated on an 80/20 (Price / Specific Goals) points basis in terms of the Preferential Procurement Policy Framework Act of 2000, Preferential Procurement Regulation 2022.

3.1 Specific Goals

In order to claim and be awarded points bidders must submit an original or an original certified copy of the following source documents to be submitted with the Bid:

- Full Central Supplier Database Report

Since we will be dealing with a consortium, all companies must submit the abovementioned source documents to claim and be awarded points. Individual



calculations will be made per company and the average of specific goals per company will be considered as the consortium's total awarded points.

The point related to the IDT Specific Goals will be allocated proportionally as per table below:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TARGETED GROUP	
Women	6
Youth	6
People with Disabilities	4
Black People	4
Total points for Price and SPECIFIC GOALS	100

3.1 Pricing

All bidders should note that The IDT has decided to cap fees discounts at 20% to manage the risk to a greater extent so that professionals appointed eliminate the risk of abandoning sites due to non-completion of services and the further risk of requesting more funds to finalise the projects. The risk associated with high discounts offered by Professional Service providers may result in poor delivery of service and non-compliance of services.

If the bidder offers a fee discount of more than 20%, the bidder will be disqualified as part of the risk assessment.

STAGE OF AWARD

The following returnable documents shall be submitted together with the tender documents. Validity of this documentation will be verified at the time of award.

1. Proof of Central Supplier Database (CSD) registration.
2. Tax Compliance Letter with a unique pin.

Bid number	DHET01WCAN002-PSP-CONSORTIUM
Name of institution	Independent Development Trust (IDT)
The place where goods, works or services are required	93 Buitenkant Street Cape Town 8001



Closing date and time	Date	2	0	0	6	2	0	2	4	Time	12:00pm
Contact details	Postal address	IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001									
	Physical address	IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001									
	Tel										
	Fax										
	email	dpwi01wcan-tenders@idt.org.za ;									
	Contact person	Mr Kruger									
Where bids can be collected	<ul style="list-style-type: none"> E Tender – www.etenders.gov.za IDT website - www.idt.org.za 										
Where bids should be delivered	IDT Western Cape Regional Office 14th Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001										
Category (Goods/ Services)	Good & Services										
Sector	Construction										
Region	Western Cape										
Compulsory briefing session/site visit	Date	05 June 2024									
	Time	10h00									
	Venue	<p>A compulsory briefing meeting will take place at the Independent Development Trust Western Cape Office on the 05 June 2024 at 10h00:</p> <p>Independent Development Trust WC Regional Office Customs House Building, Heerengracht Street, Foreshore, Cape Town Dome 3rd Floor</p> <p>Followed by a site inspection to: 93 Buitenkant Street Cape Town 8001</p>									
	GPS	-33.93063, 18.42073									
	Notes	Tenderers must sign a compulsory attendance register in the name of the tendering entity. Attendance by key personnel forming part of the project team is compulsory. Addenda and additional documents, if any, will be issued only to tenderers appearing on the attendance register.									