



**INDEPENDENT DEVELOPMENT TRUST**

**IDTECRFP/49/DOE/CTM/2024/25**

**REQUEST FOR PROPOSAL (RFP) TITLE:**

**REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL & CIVIL & STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN & COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE FOR THE BELOW WORK PACKAGES**

<b>A</b>	<b>B</b>
KT Mchasa SSS	Middeland Senior Secondary
Qumbu Village JSS	Freemantle Agricultural School
Bethania JSS	Leadership Institute (Algoa)
Moses Mabida SSS	Leadership Institute (Queenstown)
Phandulwazi Agric HS	Leadership Institute (Trinset)
Nathaniel Pamla HS	Mthingwevu Secondary School (Phase I)
Sivumelene SSS	Ntapane Junior Secondary School
Gxulu JSS	Steve Tshwete Complex
Tolikana JPS	Tanga Senior Secondary School
Sidinane SSS	Leadership Institute (Mandla Makupula)
Ebenezer Nyathi SSS	Ndabankulu Senior Secondary School
Nkosi Mvinjelwa SSS	Xolilizwe Senior Secondary School
	Dumalisile comprehensive
	Alexandria Hs (Hostels)
	Willowmore SSS(Hostels)

**CLOSING DATE**

The completed Bid Document, sealed in an envelope and clearly endorsed must be placed in the Tender Box situated at the entrance to the Offices of the Independent Development Trust (IDT)

**By no Later than 12h00 on Monday, 24 February 2025**

**BIDDER'S INFORMATION**

*(Must be completed by Bidder)*

Company Name	
Contact Person	
Pr Reg Number	
Cell / Tel Number	
E-mail Address	
CSD Number	

**Prepared By:**

The Independent Development Trust (IDT)  
EC Regional Office  
Palm Square Business Park  
Siverwood House, Bonza Bay  
Road, Beacon Bay  
EAST LONDON

**Prepared For:**

Department of Education  
Zwelitsha

**Summary Form Of Offers for Clusters A-B**

<b>Name of Bidder</b>	
<b>Work Package</b>	<b>Offer Amount (Vat Inclusive) carried forward</b>
<b>A</b>	R
<b>B</b>	R

## 1. TERMS OF REFERENCE

ITEM	DESCRIPTION
1.1 Request for Proposal Issue Date	31 January 2025
1.1.1 Compulsory Briefing	No compulsory briefing applicable
1.2 Request for Proposal Closing Date	Monday, 24 February 2025, 12:00 – No late submissions will be received and/or considered.
1.3 Proposal Reference No.	<b>IDTECRFP/49/DOE/CTM/2024/25</b>
1.4 Enquiries	<p>Any queries shall be directed in writing to the IDT and shall be addressed to the contact person/s in the addresses indicated below;</p> <p><b><u>SCM enquiries</u></b>  <b>Name:</b> Zanele Madzidzela  <b>Email:</b> <a href="mailto:zanelem@idt.org.za">zanelem@idt.org.za</a>  <b>Tel:</b> (047) 711 6000 (08h30 – 17h00 weekdays only)</p> <p><b><u>Technical enquiries</u></b>  <b>Name:</b> Abongile Ndabangaye  <b>Email:</b> <a href="mailto:abongilen@idt.org.za">abongilen@idt.org.za</a>  <b>Tel:</b> (047) 711 6000 (08h30 – 17h00 weekdays only)</p>

**1.5 Compulsory Requirements**

- 1.5.1 Registration on the Central Supplier Database (CSD)
- 1.5.2 Invitation to Bid (SBD 1) Fully Completed and signed
- 1.5.3 Declaration of Interest (SBD 4) Fully Completed and signed
- 1.5.4 Preference Points Claim Form in terms of the Preferential Procurement (SBD 6.1) Fully completed and signed
- 1.5.5 Fully Completed Fee Proposal in line with the Pricing Instruction as indicated in the bid document
- 1.5.6 Completed Form of Offer, fully signed and witnessed

1.5.7 Provide Certified Proof of Professional Registration with the South African Council for Quantity Surveyors Profession (SACQSP) and CV (with copy of Qualifications) of person to be dedicated / designated coupled with 15 years' experience post professional registration. The Quantity Surveyor will be the lead consultant.

**The Professional team shall comprise of the following disciplines who must provide their qualifications and proof of registration with the relevant council as per the Council for Built Environment Act of 2000. In addition, a CV (with copy of qualifications) coupled with 15 year's experience post professional registration.**

- Prof. Architect (SACAP)
- Prof. Civil & Structural (ECSA)

- 1.5.8 Duly signed Letter of Authority MUST be submitted authorising the individual to sign on behalf of the bidder if:
- a) If there are more than one Owner/ Director / Shareholder / Member / Trustee etc. OR
  - b) If there is only one Director / Shareholder / Member / Trustee / Owner etc. and they are not the one completing the bid document.
  - c) If it is consortium or joint venture, each party or company must submit letter of authority or letter of intent signed by all directors.

The Letter of Authority MUST be signed by all directors of the Bidder (or a signed Board Resolution authorising the signatory will be accepted).

**The RFP Document must be completed / fill in using permanent black ink pen. Failure to comply will lead to disqualification.**

**FAILURE TO SUBMIT ANY OF THE ABOVE WILL LEAD TO DISQUALIFICATION**

ITEM	DESCRIPTION
1.6 Returnable Documents	1.6.1 In line with the Submission checklist
1.7 Evaluation Criteria	<p><b>1.7.1 Phase 1: MANDATORY COMPULSORY REQUIREMENTS/DOCUMENTATION</b></p> <p>1.7.1.1 Submission of fully completed and signed Invitation to Bid (SBD 1)</p> <p>1.7.1.2 Submission of fully completed and signed Bidder's Disclosure (SBD 4)</p> <p>1.7.1.3 Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1)</p> <p>1.7.1.4 Authority to Sign a Bid</p> <p>1.7.1.5 Consortium Agreement Certified by a Commissioner of Oaths (where applicable)</p> <p>1.7.1.6 Professional Registration with at least one director of each company forming part of the consortium/ multi-disciplinary team with each respective built environment council i.e. Quantity Surveyor – SACQSP as Pr. Quantity Surveyor Architect – SACAP as Pr. Architect Civil Engineer – ECSA as Pr. Engineer</p> <p>1.7.1.7 Confirmation of Receipt of Addenda to Bid Documents (If applicable)</p> <p>1.7.1.8 Signed financial proposal</p> <p>1.7.1.9 Signed Form of Offer</p> <p>Failure to submit any of the above documents/requirements shall result in disqualification of the bid. Tender offer must be received on the tender closing date and time specified on the invitation, fully completed, typed or in black ink as per Standard Conditions of Tender and as per the specific condition of this tender document.</p> <p>All signatures where required to be in black ink, no electronic signatures will be accepted.</p> <ul style="list-style-type: none"> <li>(i) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.</li> <li>(ii) If any of its Directors are listed on the Register of Defaulters shall result in disqualification of the bid</li> </ul> <p><b>1.7.2 PHASE 2 FUNCTIONALITY CRITERIA</b></p> <p>1.7.2.1 Experience of the company on similar projects (not older than 10 years)</p> <p>1.7.2.2 Qualifications, experience and competencies of key personnel</p> <p>1.7.2.3 Quality of services based on client reference letter</p> <p>1.7.2.4 Points for locality</p> <p><b>1.7.3 PHASE 3 PREFERENTIAL POINT SYSTEM</b></p> <p>Only competent tenderers who have reached or exceed the minimum functionality threshold of 70% will be evaluated on price and specific goals in terms of the Preferential Procurement Policy Framework Act of 2000, Preferential Procurement Regulation 2022. The 80/20 points system will be applicable.</p>

**Specific Goals**

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

- Full Central Supplier Database Report

The bids deal with a consortium /multi-disciplinary service; 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/multi-disciplinary total awarded points.

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

	POINTS
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
Women	6
Youth	6
People with Disabilities	4
Black People	4
<b>Total points for Price and Specific Goals</b>	<b>100</b>

**The Bid will be evaluated in Two Stages**

- Mandatory Requirements,
- The 80/20 Evaluation System will be used for procuring items with values of R30 000 and above but not exceeding R50 000 000 inclusive of Vat (PPPFA and IDT SCM Policy) Price; and

Preference points claim form in terms of the preferential procurement regulations 2022.

**Pricing**

**All bidders should note that this is a time-based fees pricing strategy.** Refer to section 1.10 for further details

**1.8 Eligibility To Bid**

The consortium/multi-disciplinary team must consist of the following discipline:

- Prof. Quantity Surveyor (SACQSP)
- Prof. Architect (SACAP)
- Prof. Civil & Structure (ECSA)

**Failure to meet the above requirements, will result in disqualification without further consideration.**

**1.9.1 A bidder will only be awarded not more than one (1) work package however if there are not enough bidders that are responsive, IDT can award two (2) work packages.**

<p><b>1.9 Bid Award Criteria</b></p>	<p>1.9.2 The bid will be awarded to the highest points scorer provided that.</p> <p>1.9.3 The bidder must be registered and active on CSD The successful bidder will be required to submit a Letter of Good Standing from the Compensation Commission (COIDA/FEM) within 14 days after award and before the contract can be signed</p> <p>1.9.4 Provision of original or Certified copy of Active (non- expired) proof of registration for all disciplines listed <b>under 1.8</b> professional registration and letter of good standing</p> <p>1.9.5 CIPC Document and certified ID documents of directors not older than six months from closing date</p> <p>1.9.6 Tax Compliance Requirements:</p> <p>1.9.7 Bidders must ensure compliance with their tax obligations.</p> <p>1.9.8 The bidders' Tax status will be verified on the CSD prior to the bid award and where the preferred bidders are not compliant, 7 working days will be granted for remedy, failing which the bidder will be disqualified.</p> <p>1.9.9 The IDT reserves the right not to award the bid to the highest points scorer, after performing risk assessment and deemed to be risky to proceed with the appointment.</p> <p>1.9.10 Restricted bidders by Treasury will be disqualified.</p>
<p><b>1.9 Submission of Request for Proposal documents</b></p>	<p>Request for Proposal documents shall be <b>hand delivered</b> in 1 combined pack (<i>i.e Bid document and its accompanying Annexures</i>) to the Implementing Agent (<i>IDT</i>), and shall be marked as follows:</p> <p><b>The Independent Development Trust (IDT)</b>  EC Regional Office  Palm Square Business Park  Silverwood House, Bonza Bay Road,  Beacon Bay  EAST LONDON</p> <p><b>Marked confidential Request for Proposal and Indicate the Following:</b></p> <p><b>IDTECRFP/49/DOE/CTM/2024/25</b></p> <p><b>REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL &amp; CIVIL &amp; STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN &amp; COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE FOR THE BELOW WORK PACKAGES</b></p> <p><b>S</b></p>
<p><b>1.10 Pricing / Fee Proposal /Quotation</b></p>	<p>1.10.1 Pricing shall be time related based and apportioned per stage in line with applicable guidelines as per the National Department of Public Works (NDPW) "Rates</p>

	for Reimbursable Expenses”. then carried out in line with the pricing schedule attached in this document.
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ITEM	DESCRIPTION
	<p>1.10.2 Pricing shall be inclusive of VAT (Where Applicable - VAT Vendors)</p> <p>1.10.3 <b>Pricing shall be valid for 90 calendar days.</b></p> <p>1.10.4 All costs related to the service to be provided shall be included in the quotation.</p> <p>1.10.5 All work stages for the project shall be quoted for. As indicated in item 1.10.1 above, all costs related to the service to be provided shall be included in the quotation.</p> <p><b>1.10.6</b> The pricing shall be inclusive of all work expenses athere shall be no additional monies that will be paid by the Employer for this project. As such all-work-related risks shall be factored in the bidder’s pricing. Price / Fee adjustments shall only be carried out if and when the construction price changes, as is the norm, and in line with the applicable tariff of applicable professional fees.</p>
<p><b>1.11 Disbursements</b></p>	<p>1.11.1 <u>Disbursement costs, if any, shall be paid on a proven incurred cost basis in line with applicable guidelines as per the National Department of Public Works (NDPW) “Rates for Reimbursable Expenses”.</u></p> <p>1.11.2 <u>The maximum rate applicable shall be for vehicles up to and not greater than 2 500cc.</u></p> <p><b>1.11.3 The base towns (Focal point) for traveling to IDT offices and ECDoE shall be East London. Should the office be in a distance which is more than the base town, travelling will be remunerated on actual distance.</b></p>
<p><b>1.12 Amendments</b></p>	<p>1.12.1 Any amendments to the rates offered or description given must be signed by an authorized person (i.e. who signed the original RFP)</p>
<p><b>1.13 Scope of Works</b></p>	<p>1.13.1. The IDT seek a consortium/multi-disciplinary Professional Service Provider that is required to conduct an internal design review process and recommend the documents submitted by the PSPs currently working on the projects, on behalf of IDT. The Professional service provider will review that the project and associated technical documents to ensure that they are complete, compliant with the FIDPM, DOE’s Design and Cost Norms requirements and ready to</p>

	<p>undergo a formal end-of-stage review and project approval concurrence by Client and End-User Department through the PAC (Planning, Design &amp; Cost Appraisal Committee)</p> <p>Each discipline will be required to perform the following duties</p> <p><b>1.13.1.1. Civil and Structural engineer</b></p> <ul style="list-style-type: none"> <li>a) Review engineering drawings done by others</li> <li>b) Assess conceptual and schematic designs for alignment with project objectives, regulatory requirements, and technical feasibility</li> <li>c) Verify that planning and designs adhere to national and local building codes, environmental regulations, and industry standards.</li> <li>b) Make comments and recommendations for submission to the client</li> <li>c) Present the drawing to the planning design &amp; cost appraisal committee (PAC) on behalf of IDT</li> </ul> <p><b>1.13.1.2 Professional Architects</b></p> <ul style="list-style-type: none"> <li>a) Evaluate if the design proposals done by others align with project guidelines, codes, and standards.</li> <li>b) Ensure the design done by others can be safely and effectively constructed based on structural principles.</li> <li>c) Verify compliance of the drawings done by others with local building codes, zoning laws, and other regulatory requirements.</li> <li>d) Make comments and recommendations for submission to the client</li> <li>e) Present the drawing to the planning design &amp; cost appraisal committee (PAC) on behalf of IDT</li> </ul> <p><b>1.13.1.3. Professional Quantity Surveyor</b></p> <ul style="list-style-type: none"> <li>a) Verify design compliance and cost impact.</li> <li>b) Ensure quality assurance in design drawings and specifications</li> <li>c) Review submitted estimates and compare market rates.</li> <li>d) Ensure estimates are within the project's approved budget.</li> <li>e) Analyze financial risks related to cost escalations, design changes</li> <li>f) Recommend mitigation proposals.</li> <li>g) Check Bill of Quantities (BOQ) and spot checks.</li> <li>h) Ensure design and cost appraisal meet local building regulations and procurement guidelines.</li> <li>i) Assess work's readiness for approval and provide endorsements and present to the planning design &amp; cost appraisal committee (PAC) on behalf of IDT</li> </ul>
	<p>1.13.2 The multidisciplinary team is expected to review documents from various service providers to ensure readiness in preparation for planning design &amp; cost appraisal committee (PAC) reviews as per FIDPM for stage gate reviews. Planning and design documentation including coordinated drawings must be reviewed for compliance with the following:</p> <ul style="list-style-type: none"> <li>a) Design guide for public ordinary schools</li> <li>b) Estimate approval guidelines</li> <li>c) Planning, design and cost appraisal project submission guidelines</li> </ul>

	<ul style="list-style-type: none"> <li>d) FIDPM</li> <li>e) National Treasury Cost Norms and DOE Cost Parameters</li> <li>f) DBE guidelines</li> </ul> <p>The above documents can be accessed on EFMS</p>
<b>1.14 Site Staff</b>	The Service provider to provide details of the Professional Quantity Surveyor (PA), Architect, Civil & Structural Engineer that will be deployed for document readiness review in preparation for planning design & cost appraisal committee (PAC) reviews from stage 1 to stage 4.
<b>ITEM</b>	<b>DESCRIPTION</b>
<b>1.15 IDT's Reservation of Rights</b>	<p>1.15.1 The Service Providers attention is specifically drawn to the fact that a contract in respect of the services requested herein will not necessarily result from the proposals received.</p> <p>1.15.2 IDT's reservation of rights: IDT reserves the right to cancel or withdraw this request for proposals without prior notice and without furnishing any reasons whatsoever.</p> <p>1.15.3 IDT reserves the right not to award to the lowest bidder.</p>
<b>1.16 Cancellation Cost</b>	1.16.1 Should the project be cancelled by the Client Department, for funding and/or other reasons, the IDT and the Client Department shall not be liable to remunerate the service provider for any potential loss of business and/or profit. The service provider shall only be remunerated for work done prior to the cancellation.
<b>1.17 Contract</b>	1.17.1 The service provider will be expected to enter into contract with the IDT on behalf of DOE.

<p><b>1.18 Bid Document and Contract</b></p>	<p>1.18.1 The Bidder is advised to get acquainted with all the contents of the bid documents as those will form the basis of the contract to be entered into. Any contents of this document that the bidder requires clarity on shall be brought forward before the bid submission date stipulated in this bid document.</p> <p>1.18.2 <b>Conditions of Contract are the CIDB Standard Professional Services Contract 3rd Edition of the CIDB Document 1015.</b></p> <p>1.18.3 The successful Bidder will be expected to have and maintain a professional indemnity insurance of at least Two Million Rands (R2 000 000.00) (NB: adequacy or inadequacy of such an insurance will only be re-assessed prior to appointment of a successful service provider and upon conclusion of specific risk assessment)</p>
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## 2. FEE GUIDELINE FOR APPLICABLE PROFESSIONAL SERVICES

All the prices will be based on the hourly rate in line with applicable guidelines as per the National Department of Public Works (NDPW) "Rates for Reimbursable Expenses", on a pricing schedule which is part of this document. Disbursement costs also forms part of the pricing schedule and are guided by the clause above, which pertains to base towns (focal points) for travelling distance and travelling time.

### 3. FUNCTIONALITY/TECHNICAL REQUIREMENTS

#### Evaluation Summary

Quality Criteria		Points Allocation
A	Experience of company o similar projects not older than 10 years	40
B	Qualifications, experience and competencies of the key personnel	25
C	Quality of services based on Client Reference Letters	25
D	Points for locality	10

#### A. EVALUATION SCHEDULE: FIRM’S EXPERIENCE ON SIMILAR PROJECTS (40 points)

Points will be allocated for performance on previous projects executed in terms of the respective completed “Client Reference Letter” on all projects completed in the past 10 years as shown: below.

Bidders are requested to list all the projects completed (on Architect, Quantity surveying and civil and structural services)

for which they wish to be considered for evaluation in the returnable document T1.7, under each respective discipline namely:

1. Civil and structural engineer
2. Professional Architect, and
3. Professional Quantity Surveyor

The projects listed under “A. Relevant Project Experience on similar Architect, Quantity surveying and civil and structural services” will be the same services to be utilized for evaluation under “**B. Quality of services based on Clients Reference Letter**”.

In support bidders are to complete the “Project Experience” returnable schedule and attach thereto:

#### A. Letters of Appointment

Evaluation points will be awarded in terms of the following table three (3):

**Table 1: Evaluation sub-criteria: Firm’s Experience on Similar Projects (40 points)**

A - Evaluation sub-criteria: Firm’s Experience on Similar Projects (40 points)		
Sub Criteria	Category	Points Awarded
Bidder has not provided evidence of experience on similar project in the past 10 years and supported by contactable references	Very Poor	0

Bidder has executed and completed at least 2 projects in the past 10 years and supported by contactable references	<b>Poor</b>	<b>10</b>
Bidder has executed and completed at least 3 projects in the past 10 years and supported by contactable references	<b>Fair</b>	<b>20</b>
Bidder has executed and completed at least 4 projects in the past 10 years and supported by contactable references	<b>Good</b>	<b>30</b>
Bidder has executed and completed at least 5 projects in the past 10 years and supported by contactable references	<b>Very Good</b>	<b>40</b>

**B. EVALUATION SCHEDULE: QUALIFICATIONS, EXPERIENCE AND COMPETENCIES OF KEY PERSONNEL (25 Points)**

Points are allocated for professional qualifications, and experience of allocated key personnel for the project under consideration. In order to obtain points, the key personnel must hold a professional registration with the relevant built environmental council applicable to the professional service required (Copy of current/Active Professional Registration is required). For each key personnel allocated to the project, the bidders shall submit the following: Curriculum Vitae together with certified proof of qualifications and current active professional registration, together with a letter of good standing from the respective council. (as per returnable schedule T1.7). Failure to submit all proof of professional registrations in all categories will result in no scoring of points in these criteria.

**Table 2: B - Qualifications and competencies of proposed key personnel (25 points)**

Description of the Criteria for Key Personnel	Point Allocation												
<p><b>Quantity Surveyor</b></p> <p>Only a registered person with active registration with SACQSP as Pr. Quantity Surveyor, will be considered.</p> <p><b>Points allocated based on the relevant experience:</b></p> <table border="1"> <thead> <tr> <th><u>Years of Experience</u></th> <th><u>Point Allocation</u></th> </tr> </thead> <tbody> <tr> <td>10 years or more</td> <td>9 point</td> </tr> <tr> <td>8-9 years</td> <td>8 point</td> </tr> <tr> <td>6-7 years</td> <td>6 point</td> </tr> <tr> <td>3-5 years</td> <td>3 point</td> </tr> <tr> <td>Less than 3 years</td> <td>1 point</td> </tr> </tbody> </table> <p><b>Years of experience are considered from professional registration date.</b></p>	<u>Years of Experience</u>	<u>Point Allocation</u>	10 years or more	9 point	8-9 years	8 point	6-7 years	6 point	3-5 years	3 point	Less than 3 years	1 point	<b>9</b>
<u>Years of Experience</u>	<u>Point Allocation</u>												
10 years or more	9 point												
8-9 years	8 point												
6-7 years	6 point												
3-5 years	3 point												
Less than 3 years	1 point												
<p><b>Civil and Structural Engineer</b></p> <p>Only a registered person as Civil and structural Engineer with active registration with</p>													

<p>ECSA as Pr. Engineering Technologist or Pr. Engineer, will be considered.</p> <p><b>Points allocated based on the relevant experience:</b></p> <table border="1" data-bbox="153 315 1273 607"> <thead> <tr> <th><u>Years of Experience</u></th> <th><u>Point Allocation</u></th> </tr> </thead> <tbody> <tr> <td>10 years or more</td> <td>8 point</td> </tr> <tr> <td>8-9 years</td> <td>6 point</td> </tr> <tr> <td>6-7 years</td> <td>4 point</td> </tr> <tr> <td>3-5 years</td> <td>2 point</td> </tr> <tr> <td>Less than 3 years</td> <td>1 point</td> </tr> </tbody> </table> <p><b>Years of experience are considered from professional registration date.</b></p>	<u>Years of Experience</u>	<u>Point Allocation</u>	10 years or more	8 point	8-9 years	6 point	6-7 years	4 point	3-5 years	2 point	Less than 3 years	1 point	<p><b>8</b></p>
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10 years or more	8 point												
8-9 years	6 point												
6-7 years	4 point												
3-5 years	2 point												
Less than 3 years	1 point												
<p><b>Professional Architects</b></p> <p>Only a registered person as Professional architect with active registration with SACAP as Pr. Architect or Pr. Architectural Technologist, will be considered.</p> <p><b>Points allocated based on the relevant experience:</b></p> <table border="1" data-bbox="153 869 1273 1160"> <thead> <tr> <th><u>Years of Experience</u></th> <th><u>Point Allocation</u></th> </tr> </thead> <tbody> <tr> <td>10 years or more</td> <td>8 point</td> </tr> <tr> <td>8-9 years</td> <td>6 point</td> </tr> <tr> <td>6-7 years</td> <td>4 point</td> </tr> <tr> <td>3-5 years</td> <td>2 point</td> </tr> <tr> <td>Less than 3 years</td> <td>1 point</td> </tr> </tbody> </table> <p><b>Years of experience are considered from professional registration date.</b></p>	<u>Years of Experience</u>	<u>Point Allocation</u>	10 years or more	8 point	8-9 years	6 point	6-7 years	4 point	3-5 years	2 point	Less than 3 years	1 point	<p><b>8</b></p>
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10 years or more	8 point												
8-9 years	6 point												
6-7 years	4 point												
3-5 years	2 point												
Less than 3 years	1 point												

**C. QUALITY OF SERVICES BASED ON CLIENT REFERENCE LETTERS (25 points)**

Points are allocated for performance on previous projects executed in terms of the respective completed “Client Reference Letter” (see returnable schedules) for the projects listed on the abovementioned “**A. Relevant Project Experience on similar construction projects**” returnable schedule.

Bidders are requested to submit the reference letters for **the five projects per discipline** for which they wish to be considered for evaluation in the returnable document T1.7, under each respective discipline namely:

1. Quantity Surveyor;
2. Architect;
3. Civil and Structural Engineer;

In support bidders are to complete the “Project Experience” returnable schedule and attach thereto:

**B1. Scored signed reference forms (as per returnable schedule and T1.7).**

Table 3: Evaluation points will be awarded in terms of the following table:

Projects	Overall Assessment by Client			
	Poor	Average	Good	Excellent
Project 1	0	2	4	5
Project 2	0	2	4	5
Project 3	0	2	4	5
Project 4	0	2	4	5
Project 5	0	2	4	5
<b>Number of points</b>	<b>0</b>	<b>10</b>	<b>20</b>	<b>25</b>

#### D. POINTS FOR LOCALITY

Points are allocated for consulting companies located in the Eastern Cape Province. Submission of the municipal account or lease agreement on the company name will be considered to allocate point (as per returnable schedule T1.7).

**Since the request is for a consortium, which will consist of companies with various offices, points will be awarded based on the established base office for the consortium as per the consortium agreement, required as part of this bid.**

Evaluation points will be awarded in terms of the following table:

**Table 4: \_ CONSORTIUM BASE OFFICE LOCALLY BASED (10 POINTS)**

Criteria	Points Awarded
Consortium Base Office located in the Eastern Cape	<b>10</b>
Company not located in the Eastern Cape	<b>5</b>

#### **4. FEE AND DISBURSEMENTS PRICING SCHEDULE**





Civil and Structural engineer	8								
<b>TOTAL IN RAND VALUE: CARRIED FORWARD TO SUMMARY</b>									<b>R</b>

3.1

**RICING SCHEDULE: REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL & CIVIL & STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN & COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE FOR THE BELOW WORK PACKAGES (Cluster A)**

TABLE.3.1.3

## CLUSTER A: CONSULTANCY TEAM - FEE CALCULATION

<b>SIVUMELENE SSS</b>	<b>Number of hours per stage</b>	<b>Rate per hour</b>	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>	<b>Sub-total</b>	<b>VAT</b>	<b>Total</b>
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>GXULU JSS</b>									
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>TOLIKANA JPS</b>									
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>NKOSI MVINJELWA SSS</b>									
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>TOTAL IN RAND VALUE: CARRIED FORWARD TO SUMMARY</b>								<b>R</b>	



**Table 3.2.1: DISBURSEMENTS PRICING FOR CLUSTER A (KT MCHASA SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.2.2: DISBURSEMENTS PRICING FOR CLUSTER A (QUMBU VILLAGE JSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

Item nr	Description				Price in R's inclusive of all applicable taxes
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

<b>Table 3.2.3 DISBURSEMENTS PRICING FOR CLUSTER A (BETHANIA JSS)</b>					
<b>NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON</b>					
<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.2.4 DISBURSEMENTS PRICING FOR CLUSTER A (MOSES MABIDA SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.2.5: DISBURSEMENTS PRICING FOR CLUSTER A (PHANDULWAZI SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.2.6: DISBURSEMENTS PRICING FOR CLUSTER A (NATHANIEL PAMLA SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.2.7: DISBURSEMENTS PRICING FOR CLUSTER A (SIVUMELENE SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

<b>Table 3.2.8: DISBURSEMENTS PRICING FOR CLUSTER A (GXULU JSS)</b>					
<b>NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON</b>					
<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.2.9: DISBURSEMENTS PRICING FOR CLUSTER A (TOLIKANA JPS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.2.10: DISBURSEMENTS PRICING FOR CLUSTER A (SIDINANE SSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.2.11: DISBURSEMENTS PRICING FOR CLUSTER A (EBENEZER NYATHI SSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursement</b>				<b>R</b>

Table 3.2.11: DISBURSEMENTS PRICING FOR CLUSTER A (NKOSI MVINJELWA)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.3: TOTAL TO FORM OF OFFER – SUM OF FEES & DISBURSEMENTS VAT INCLUSIVE**

**CLUSTER A**

<b>PROFESSIONAL FEES</b>	<b>Disbursement Cost</b>	<b>Total To Form Of Offer</b>
R	R	R







engineer									
<b>TOTAL IN RAND VALUE: CARRIED FORWARD TO SUMMARY</b>									<b>R</b>

<b>3.4</b>	<b>PRICING SCHEDULE: REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL &amp; CIVIL &amp; STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN &amp; COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE FOR THE BELOW WORK PACKAGES (Cluster B)</b>
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**TABLE.3.4.4**

**CLUSTER B: CONSULTANCY TEAM - FEE CALCULATION**

<b>DUMALISILE COMPREHENSIVE</b>	<b>Number of hours per stage</b>	<b>Rate per hour</b>	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>	<b>Sub-total</b>	<b>VAT</b>	<b>Total</b>
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>ALEXANDRIA HS (HOSTELS)</b>									
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>WILLOWMORE SSS (HOSTELS)</b>									
Quantity `surveyor	16								
Architect	16								
Civil and Structural engineer	8								
<b>TOTAL IN RAND VALUE: CARRIED FORWARD TO SUMMARY</b>									<b>R</b>

**Table 3.5.1 DISBURSEMENTS PRICING FOR CLUSTER B (MIDDELAND SSS)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: East London**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha  <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.5.2: DISBURSEMENTS PRICING FOR CLUSTER B (FREEMANTLE AGRIC SCHOOL)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: East London**

Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.5.3: DISBURSEMENTS PRICING FOR CLUSTER B (LEADERSHIP INSTITUTE) (ALGOA)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: East London**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.5.4: DISBURSEMENTS PRICING FOR CLUSTER B (LEADERSHIP INSTITUTE )(QUEENSTOWN)**

<b>NAME OF BASE TOWN FOR DISBURSEMENTS: East London</b>					
<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.5.5: DISBURSEMENTS PRICING FOR CLUSTER B (LEADERSHIP INSTITUTE TRINSET)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: East London**

Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoe offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoe offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	<b>Sub Total Disbursements</b>				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				R

Table 3.5.6: DISBURSEMENTS PRICING FOR CLUSTER B (MTHINGWEVU SS PHASE 1)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.7: DISBURSEMENTS PRICING FOR CLUSTER B (NTAPANE JSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.8: DISBURSEMENTS PRICING FOR CLUSTER B (STEVE TSHWETE COMPLEX)					
NAME OF BASE TOWN FOR DISBURSEMENTS: East London					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.9: DISBURSEMENTS PRICING FOR CLUSTER B (TANGA SSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: East London					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.5.10: DISBURSEMENTS PRICING FOR CLUSTER B (LEADERSHIP INSTITUTE MANDLA MAKUPULA)**

**NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON**

<b>Item nr</b>	<b>Description</b>				<b>Price in R's inclusive of all applicable taxes</b>
<b>1.</b>	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.11: DISBURSEMENTS PRICING FOR CLUSTER B (NDABANKULU SSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.12: DISBURSEMENTS PRICING FOR CLUSTER B (XOLILIZWE SSS)					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.13: DISBURSEMENTS PRICING FOR CLUSTER B (DUMALISILE COMPREHENSIVE)					
NAME OF BASE TOWN FOR DISBURSEMENTS: East London					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.14: DISBURSEMENTS PRICING FOR CLUSTER B (ALEXANDRIA HS (HOSTELS))					
NAME OF BASE TOWN FOR DISBURSEMENTS: East London					
Item nr	Description				Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>	<b>Unit</b>	<b>QTY</b>	<b>Rate</b>	
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

Table 3.5.15: DISBURSEMENTS PRICING FOR CLUSTER B (WILLOWMORE SS (HOSTELS))					
NAME OF BASE TOWN FOR DISBURSEMENTS: EAST LONDON					
Item nr	Description	Unit	QTY	Rate	Price in R's inclusive of all applicable taxes
1.	<b>Disbursements (Printing and Travelling)</b>				
	<b>Printing</b>				
	Printing A3	No	6	R	R
	Printing A4	No	80	R	R
	Binding A4 assessment reports	No	3	R	R
	Copy A4	No	400	R	R
	Travelling distance cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at IDT office in East London <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Travelling distance cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> office distance can't exceed the base towns	Km		R	R
	Travelling time cost from office to present assessment report & site development plan at ECDoE offices in East London or Zwelitsha <b>Note:</b> time from office can't exceed the base towns	Hours		R	R
	Sub Total Disbursements				R
	Add 15% VAT				R
	<b>Total Disbursements</b>				<b>R</b>

**Table 3.6. TOTAL TO FORM OF OFFER – SUM OF FEES & DISBURSEMENTS VAT INCLUSIVE**

**CLUSTER B**

<b>PROFESSIONAL FEES</b>	<b>Disbursement Cost</b>	<b>Total To Form Of Offer</b>
<b>R</b>	<b>R</b>	<b>R</b>

**FORM OF OFFER AND ACCEPTANCE**

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL & CIVIL & STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN & COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE**

**CLUSTER A**

The tenderer, identified in the offer signature block, has examined the documents listed in the tenderdata and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:**

.....  
.....

Rand (in words); R.....(in figures) **INCLUDING VAT**

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature ..... Date .....

Name ..... Identity number .....

Capacity .....

**for the tenderer**  
(Name and .....

...  
address of  
organization) .....

...  
Name and  
signature  
witness .....

## FORM OF OFFER AND ACCEPTANCE

The employer, identified in the acceptance signature block, has solicited offers to enter a contract for the procurement of:

**REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL & CIVIL & STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN & COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE**

**CLUSTER B**

The tenderer, identified in the offer signature block, has examined the documents listed in the tenderdata and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:**

.....  
.....

Rand (in words); R.....(in figures) **INCLUDING VAT**

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature ..... Date .....

Name ..... Identity number .....

Capacity .....

**for the tenderer**  
(Name and .....

...  
address of  
organization) .....

...  
Name and  
signature  
witness .....

**NOTE:** The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the **Form of Offer hereunder** (Note: Failure to complete and sign the Form of Offer in Full by an authorized person shall invalidate the bid).

## TENDER / RFP DATA

Clause number	<b>REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL &amp; CIVIL &amp; STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN &amp; COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE</b>
1	<b>The Employer is Independent Development Trust (IDT) on behalf of the Eastern Cape Department Of Education (DOE)</b>
2	<b>Inspections, Tests and Analysis</b> Access shall be provided for inspections, tests and analysis as may be required by the employer.
3	<b>Contract period:</b> <b>TBC.</b>
4	<b>Central Supplier Database (CSD) on Tax Compliance</b> No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service ("SARS") certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS"
5	<b>Closing of RFP Submissions</b> RFP documents shall be <b>hand delivered</b> in 1 combined pack ( <i>i.e Bid document and its accompanying Annexures</i> ) to the <i>Implementing Agent (IDT)</i> , and shall be marked as follows: <b>The Independent Development Trust (IDT)</b> EC Regional Office Palm Square Business Park Siverwood House, Bonza Bay Road, Beacon Bay EAST LONDON  <b>Marked confidential RFP and Indicate the Following:</b> <b>IDTECRFP/46/DOE/CTM/2024/25</b>

6	<p><b>Evaluation of RFP Offers</b></p> <p>The bidders will be evaluated on specific goals (preference) point scoring and the price as per the IDT 80/20 score card.</p> <p>A contract may, on reasonable and justifiable grounds, be awarded to a bidder that did not score the highest number of aggregate points where the IDT is managing risk, i.e. where the bidder has underpriced such that, the project may be compromised by such underpricing or in spreading of work to other bidders in case where the highest points scorer has already been awarded work.</p>
7	<p><b>Acceptance of RFP Offers</b></p> <p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> <li>a) Central Supplier Database (CSD) on Tax Compliance no contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service (“SARS”) certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS”</li> <li>b) the tenderer has completed the Declaration of Interest and there are no conflicts of interest which may impact on the tenderer’s ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are not permitted to submit tenders or participate in the contract;</li> <li>c) Completed and signed <b>ALL SBD Forms</b></li> <li>d) The <b>FULLY</b> completed pricing schedule provided herewith this document</li> <li>e) The <b>FULLY</b> completed in full, signed and witnessed form of offer;</li> <li>f) The valid Professional registration of the resource to be allocated by the QS for this task.</li> </ul>
8	<p><b>Seek clarification</b></p> <p>Request clarification of the tender documents (if necessary) by emailing the employer <b>at least three- working days before the Closing Date</b> stated in the terms of reference.</p>
9	<p><b>The additional conditions of tender are:</b></p> <p>The employer is not obliged to accept the lowest bidder.</p>
10	<p><b>Notice to Unsuccessful Bidders</b></p> <p>Should the bidders not hear from IDT within 90 days from the RFP closure day i.e. submission date of the RFP they should consider their submission unsuccessful. No written notification will be issued by the Employer to unsuccessful bidders.</p>
11	<p><b>The Contract:</b></p> <p>The RFP Document is the part of the contract document and the copy to be submitted to the successful bidder.</p>

### LIST OF RETURNABLE DOCUMENTS

List of returnable documents are for ensuring that everything the employer requires a tenderer to submit with his tender is included in, or returned with, his tender submission. Tick below if returnable document is attached or completed properly.

ITEM	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
1.	Central Supplier Database (CSD) Report	
2.	Proof of Professional Registration, Valid Letter of Good Standing with Professional Body and CVs	
3.	Invitation to Bid (SBD1)	
4.	Bidders Disclosure (SBD4)	
5.	Preference Points Claim Form in terms of the Preferential Procurement (SBD 6.1)	
6.	Fully Completed Fee & Disbursement Pricing Schedule	
7.	Fully Completed Form of Offer	
8.	Professional Indemnity – Minimum of R2 000 000.00	
9.	Authority to Sign a Bid Document if there is more than one director.	

**DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE (CSD) IS  
CORRECT AND UP TO DATE  
(To be completed by bidder)**

**THIS IS TO CERTIFY THAT I (name of bidder/authorized representative)**

.....

**WHO REPRESENTS (state name of bidder)?**

.....

**I AM AWARE OF THE CONTENTS OF THE CENTRAL SUPPLIER DATABASE WITH  
RESPECT TO THE BIDDER'S DETAILS AND REGISTRATION INFORMATION, AND THAT  
THE SAID INFORMATION IS CORRECT AND UP TO DATE AS ON THE DATE OF  
SUBMITTING THIS BID.**

**AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE  
FOR DISQUALIFICATION OF THIS BID FROM THE BIDDING PROCESS, AND/OR POSSIBLE  
CANCELLATION OF THE CONTRACT THAT MAY BE AWARDED ON THE BASIS OF THIS  
BID.**

.....

**SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE**

**DATE: .....**

## **TAX CLEARANCE**

### **IMPORTANT NOTES:**

1. The following is an abstract from the Preferential Procurement Regulations, 2017 promulgated with the Preferential Policy Framework Act No 5 of 2000:

#### **"CSD Tax Compliance**

No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service ("SARS") certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS"

**Failure to comply with CSD tax compliance will inevitably invalidate the proposal.**

**PART A  
INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (INDEPENDENT DEVELOPMENT TRUST (IDT))**

BID NUMBER:	<b>IDTECRFP/49/DOE/CTM/2024/25</b>	CLOSING DATE:	24 February 2025	CLOSING TIME:	<b>12:00</b>
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DESCRIPTION	REQUEST FOR CONSORTIUM/MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF QUANTITY SURVEYING, ARCHITECTURAL & CIVIL & STRUCTURAL SERVICES FOR DOCUMENT READINESS REVIEW IN PREPARATION FOR PLANNING DESIGN & COST APPRAISAL COMMITTEE (PAC) REVIEWS FROM STAGE 1 TILL STAGE 4 OF THE REFURBISHMENT, ADDITIONAL AND UPGRADING OF EDUCATIONAL FACILITIES IN THE EASTERN CAPE PROVINCE
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**BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)**

**INDEPENDENT DEVELOPMENT TRUST**

**SILVERWOOD OFFICE PARK**

**BONZA BAY ROAD, BEACON BAY**

**EAST LONDON**

<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>	<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>
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CONTACT PERSON	<b>Zanele Madzidzela</b>	CONTACT PERSON	<b>Abongile Ndabangaye</b>
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E-MAIL ADDRESS	<a href="mailto:zanelem@idt.org.za">zanelem@idt.org.za</a>	E-MAIL ADDRESS	<a href="mailto:Abongilen@idt.org.za">Abongilen@idt.org.za</a>
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**SUPPLIER INFORMATION**

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER	CODE	NUMBER
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CELLPHONE NUMBER

FACSIMILE NUMBER	CODE	NUMBER
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E-MAIL ADDRESS

VAT REGISTRATION NUMBER

SUPPLIER COMPLIANCE STATUS

TAX COMPLIANCE SYSTEM PIN:	<b>OR</b>	CENTRAL SUPPLIER DATABASE No:	<b>MAAA</b>
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**SBD 6.1 REQUIREMENT MUST BE COMPLIED TO CLAIM POINTS ON SPECIFIC GOALS**

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?       YES    NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?       YES    NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?       YES    NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?       YES    NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

YES  NO

**IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

## **PART B**

### **TERMS AND CONDITIONS FOR BIDDING**

#### **1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

#### **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 VERIFY THE TAXPAYER’S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.”

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

## BIDDER’S DISCLOSURE

**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. Bidder’s declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:  
 .....  
 .....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF

PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN

MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

.....  
Position

.....  
Name of bidder

**SBD 6.1**

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (c) Price; and
- (d) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
Women	6

Youth	6
People with Disabilities	4
Black People	4
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price proposals, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) & \mathbf{or} & Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) & \mathbf{or} & Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

*(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.*

*Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)*

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women	3 N/A	6	N/A	
Youth	3 N/A	6	N/A	
People with Disabilities	2 N/A	4	N/A	
Black People	2 N/A	4	N/A	

**Source Documents to be submitted with the Bid or RFP**

\*CSD Document

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;

- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

..... <b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....
	.....
	.....
	.....