

F.2.23 CERTIFICATES

The tenderer is required to submit all required certificates and registrations as per the Tender Data, only certificates of company owners appearing on the company registration document will be accepted.

F.3.4 OPENING OF TENDER SUBMISSIONS

Tenders will be opened immediately after the closing time and date.

F.3.11 EVALUATION OF TENDER OFFER

The tender offers will be evaluated on compliance and functionality/quality

The procedure for the evaluation of responsive tenders will be as detailed in the following paragraphs.

1. Stage I: Quality

During Stage I, only functionality/quality will be evaluated based upon the table below and only those scoring 60% and above will be retained. A minimum of 8 highest scorers on preference points will be admitted on the 3-year data base.

1.1 Documentation

Point Allocation Criteria	Weighting Allocated						
Company Experience							
Company Experience The evaluation will consider the nature of the reference projects, scope of services provided and Employer/Client references. NOTES: • Appointment Letters and Matching Completion Certificates (or Reference Letters) for each submitted project indicating completion of allocated scope for municipal infrastructure related projects (Roads and Stormwater, Bridges, Community Halls, Sports Fields and Sports Complexes, etc.) • Each project should be completed within the past 10 years and a minimum of R 10 million • Clear and contactable references are to be included NB: A maximum of 20 points is allocated and a minimum of 16 points is obtainable to proceed to further evaluation criteria <table><tr><td>• One to Three Projects</td><td>0</td></tr><tr><td>• Four projects</td><td>16</td></tr><tr><td>• Five projects</td><td>20</td></tr></table>	• One to Three Projects	0	• Four projects	16	• Five projects	20	20
• One to Three Projects	0						
• Four projects	16						
• Five projects	20						
Quality Assurance							
The evaluation will consider the submission of a well-structured Quality Control Plan. NB: A maximum of 10 points is allocated and a minimum of 8 points is obtainable to proceed to further evaluation criteria <table><tr><td>• No Submission</td><td>0</td></tr><tr><td>• In-house Quality Management System</td><td>8</td></tr><tr><td>• Accredited ISO 9001 - 2015 Certification</td><td>10</td></tr></table>	• No Submission	0	• In-house Quality Management System	8	• Accredited ISO 9001 - 2015 Certification	10	10
• No Submission	0						
• In-house Quality Management System	8						
• Accredited ISO 9001 - 2015 Certification	10						
Experience of Key Personnel							

The evaluation will consider the experience, qualifications and professional registration. NOTES: • A signed CV (not more than 3 pages) in the required format below, shall be provided for each key person. This should be attached to this schedule. • Signed CVs and certified copies of qualifications certificates of key personnel to be included • Certified copies of Professional registration certificates of key personnel to be included NB: A maximum of 40 points is allocated and a minimum of 30 points is obtainable to proceed to further evaluation criteria		40
Specialized Resources		
Lead Engineer/Project Director - A registered professional civil engineer /technologist (Pr. Eng/Pr Tech Eng) with the Engineering Council of South Africa (ECSA) with at least 15 (Fifteen) years of verifiable post graduate experience in Civil Engineering.		10
• No Submission	0	
• 5 Years' Relevant Experience	2	
• 10 Years' Relevant Experience	5	
• 15 Years' Relevant Experience	10	
Design Engineer (Roads & Stormwater) - with at least Bachelor's degree in Civil Engineering and be a registered professional civil engineer/technologist (Pr. Eng/Pr Tech Eng) with the Engineering Council of South Africa (ECSA) with at least 10 (Ten) years of verifiable post graduate experience in Civil Engineering.		10
• No Submission	0	
• 5 Years' Relevant Experience	5	
• 10 Years' Relevant Experience	10	
Design Engineer (Structures) - with at least Bachelor's degree in Civil Engineering and be a registered professional civil engineer/Technologist (Pr. Eng/Pr Tech Eng) with the Engineering Council of South Africa (ECSA) with at least 10 (Ten) years of verifiable post graduate experience in Structural Engineering.		10
• No Submission	0	
• 5 Years' Relevant Experience	2	
• 8 Years' Relevant Experience	5	
• 10 Years' Relevant Experience	10	

Design Technician (Roads/Structures) - with at least National Diploma in Civil Engineering and be a registered professional civil engineering Technician (Pr Techni. Eng.) With the Engineering Council of South Africa (ECSA) with at least 7 (seven) years of verifiable post graduate experience in Civil Engineering.		10
• No Submission	0	
• 0 Years' Experience	2	
• 4 Years' Experience	5	
• 7 Years' Experience	10	

Approach, Methodology and Work Plan Paper			
This paper must include approach, methodology and work plan covering the whole project lifecycle as contained in the specifications. NB: A maximum of 15 points is allocated and a minimum of 12 points is obtainable to proceed to further evaluation criteria			15
No Submission or Method statement provided limited information and is ambiguous	0		
Method statement provided 70% or more of the required technical and legal information and is unambiguous	12		
Method statement met all the technical and legal requirements and is Unambiguous	15		
Professional Indemnity (PI)			
A Certified copy of PI Insurance is to be included. NB: A maximum of 15 points is allocated and a minimum of 12 points is obtainable to proceed to further evaluation criteria			15
No Submission	0		
Professional Indemnity value is R10million and above	12		
Professional Indemnity value is R50million and above	15		

NB: SAQA verification to be attached if the qualification is from abroad

1.1.1 Definitions

1.1.1.1 PI Insurance: The professional Indemnity Insurance carried by professional services provider (PSP) with an amount of R5 000 000 as a minimum. The insurance must remain valid for a period of three years or until the tenderer is removed from the database. In other words, the PSP must keep it active from the date of acceptance into the database until three years or till removed from the database. The tenderer shall provide proof by way of schedule or a letter from the insurers or brokers certifying that the tenderer is covered.

1.1.1.2 Tax Clearance Certificate: The Tax Clearance Certificate (TCC) as obtained from the South African Receiver of Revenue (SARS) must be kept valid for the period during which the tenderer remains in the database.

1.1.1.3 Professional Registration: A certified copy of proof of professional registration in the categories of engineer, technologist or technician.

1.1.1.4 Unregistered: A person who is not professionally registered will need to submit academic qualifications proving that he/she has an appropriate qualification in the categories reflected. Only certified copies will be acceptable.

1.1.1.5 Company Registration: A certified copy of the company registration showing the names of the directors/members/shareholders and the number of shares owned by directors. In the event of a CC, it will be the interest of a member.