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## PART T1: TENDERING PROCEDURES

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## **PART T1.1: TENDER NOTICE AND INVITATION TO TENDER**

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## **T1.1: Tender Notice and Invitation to Tender**

### **TENDER TO APPOINT A PANEL OF CONTRACTORS FOR CLASSES OF WORK CE, GB AND SQ WITH A CIDB GRADING 5 TO 9 FOR A PERIOD OF THREE (3) YEARS FOR THE GAUTENG GROWTH AND DEVELOPMENT AGENCY GROUP**

#### **Tender No. GGDA/17/2024-25/PANEL OF CONTRACTORS**

The Gauteng Growth and Development Agency (GGDA), hereby invites suitable, qualified, and experienced Contractors with clear track records for classes of works for the **TENDER TO APPOINT A PANEL OF CONTRACTORS FOR CLASSES OF WORK CE, GB AND SQ WITH A CIDB GRADING 5 TO 9 FOR A PERIOD OF THREE (3) YEARS FOR THE GAUTENG GROWTH AND DEVELOPMENT AGENCY GROUP**.

Contractors must have a CIDB contractor grading from 5 CE or 5 GB or 5 SQ until 9 CE or 9 GB or 9 SQ. Only tenderers who have a CIDB contractor grading from 5 CE or 5 GB or 5 SQ until 9 CE or 9 GB or 9 SQ as stated on the Tender Data may submit tender offers.

In the case of Consortia or Joint Venture, a combined contractor grading of grading 5 CE or 5 GB or 5 SQ – 9 CE or 9 GB or 9 SQ will be accepted.

Preference shall be given to tenderers who satisfy the prescribed objective criteria (refer to Tender data)

The bid documents are to be downloaded online for free on [www.ggda.co.za](http://www.ggda.co.za)

Supply Chain Management and Technical enquiries relating to the issuing of these documents must be addressed to the following email: [tenders@ggda.co.za](mailto:tenders@ggda.co.za).

**Two (2) copies** and the original tender documents must be placed in a sealed envelopes for the technical proposal clearly marked Heading: **"Tender to appoint a panel of contractors for classes of work CE, GB and SQ with a CIDB grading 5 to 9 for a period of three (3) years for The Gauteng Growth And Development Agency Group (Contract No: GGDA/17/2024-25/PANEL OF CONTRACTORS)"** and are to be placed in the **GGDA Tender Box; at 124 Main Street, Marshalltown, Johannesburg, 2107. The closing date and time for submissions is 24<sup>th</sup> January 2025 at 11h00,** where after proposals will be registered and register be published on GGDA website.

Only one person may be authorized to sign on behalf of each company or tenderer. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Late and incomplete tenders will not be accepted. The only or lowest tender will not necessarily be accepted and the GGDA reserves the right to accept the whole or any portion of a tender, or not to make an appointment.

Tenders may only be submitted on the tender documentation that is issued. The retyping of the tender document is not permitted. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



No verbal and/ or telephonic queries and clarifications will be accepted by the Agency and must instead be made in writing and will be responded to accordingly. The Agency reserves the right to circulate the questions and answers to all registered parties in the form of a email or published on website.

All queries and clarifications are to be addressed to GGDA Email address: **tenders@ggda.co.za**, the tender reference number: GGDA/17/2024-25/PANEL OF CONTRACTORS must clearly be stated on the subject line. The cut-off date for such queries and clarifications will be close of business on **17<sup>th</sup> January 2025**.

For further information please send email to [tenders@ggda.co.za](mailto:tenders@ggda.co.za), and this will be the only means of communication between Bidders and the Employer (please quote reference number: "**GGDA/17/2024-25/PANEL OF CONTRACTORS** " in the subject line).

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## PART T1.2: TENDER DATA

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## T1.2: Tender Data

The conditions of tender are the Standard Conditions of Tender as contained in Standard Conditions of Tender of Board Notice 136 of 2015 in Government Gazette No 38960 of 10 July 2015, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (see [www.cidb.org.za](http://www.cidb.org.za)). The conditions of Tender are the Standard Conditions of Tender as contained in Annexure F of the CIDB Standard for Uniformity in Construction Procurement, as printed in the Government Gazette No 38960 dated 10 July 2015. The under mentioned items of data and deviations will have precedence over the Standard Conditions of Tender conditions in Annexure F (Attached as annexure G of the Tender Pack). A tender that fails to meet any of the conditions of the standard for uniformity will render the submission as unacceptable tender.

The **Standard Conditions of Tender for Procurements** make several references to the Tender data for details that apply specifically to this Tender. The Tender data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of Tender.

| Clause number       | Data                                                                                                                                                                                                                                                                         |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| F.1.1<br>ACTIONS    | Employer is:<br><b>Gauteng Growth and Development Agency (GGDA)</b><br>124 Main Street<br>Marshalltown<br>2001                                                                                                                                                               |
| F.1.2               | The Tender documents issued by the Employer comprise:                                                                                                                                                                                                                        |
| TENDER<br>DOCUMENTS | <b>THE TENDER</b><br><b>Part T1 Tendering procedures</b><br>Part T1.1 Tender notice and invitation to Tender<br>Part T1.2 Tender data                                                                                                                                        |
|                     | <b>Part T2 Returnable documents</b><br>Part T2.1 List of returnable documents<br>T2.2 Returnable schedules                                                                                                                                                                   |
|                     | <b>THE CONTRACT</b>                                                                                                                                                                                                                                                          |
|                     | <b>Part C1 Agreements and contract data</b><br>C1.1 Form of offer and acceptance<br>C1.2 Contract data<br>C1.3 Form of Security<br>C1.4 Agreement in Terms of the Occupation Health and Safety Act, 1993<br>C1.5 Adjudicator's Agreement<br>C1.6 Waiver of Contractor's Lien |
|                     | <b>Part C2 Pricing Data</b><br>C2.1 Pricing Instructions<br>C2.2 Bills of Quantities                                                                                                                                                                                         |
|                     | <b>Part C3 Scope of Works</b><br>C3.1 Scope of Works<br>C3.2 Engineering<br>C3.3 Procurement<br>C3.4 Construction<br>C3.5 Occupational Health and Safety                                                                                                                     |
|                     | <b>Part C4 Site Information</b><br>C4.1 Site Information                                                                                                                                                                                                                     |

| Clause number                                     | Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| F.1.4<br>COMMUNICATION<br>AND EMPLOYER'S<br>AGENT | The Employer's Project Manager is: Zanele Mthembu<br>Senior Project Manager<br>zanelem@ggda.co.za                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| REQUIRED CIDB<br>GRADING                          | <p><b>Invitation to appoint a panel of contractors for classes of work CE, GB and SQ with a CIDB grading 5 to 9</b></p> <p>Only those Tenderers who are registered with the CIDB in a contractor grading designation from 5CE or 5GB or 5SQ until 9GB or 9CE or 9SQ class of construction work as detailed under Table 1.</p> <p>Joint Ventures are eligible to submit Tenders provided that:</p> <ol style="list-style-type: none"> <li>(1) each member of the joint venture is registered with the CIDB,</li> <li>(2) the lead partner rule will also apply, and</li> <li>(3) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations (according to the CIDB website Joint Venture Grading Designation Calculator) is equal to or higher than a contractor grading designation 5CE or 5GB or 5SQ – 9GB or 9CE or 9SQ class of construction work as detailed under Table 1.</li> </ol> |
| F.2.7<br>BRIEFING/<br>CLARIFICATION<br>MEETING    | <p><b>NO BRIEFING SESSION NOR CLARIFICATION MEETING</b></p> <p>Please note that there will be no compulsory briefing session for this tender.</p> <p>All interested bidders are advised to review the tender documents thoroughly. Should you have any questions or require clarification, kindly direct your inquiries to <a href="mailto:kglaletsos@ggda.co.za">kglaletsos@ggda.co.za</a>, <a href="mailto:zanelem@ggda.co.za">zanelem@ggda.co.za</a> and <a href="mailto:tenders@ggda.co.za">tenders@ggda.co.za</a>, responses will be provided in writing.</p> <p>Compulsory Briefing sessions will <u>only</u> be conducted as and when projects are been procured via "RFQ Process" stage for the eligible bidders to quote for that specific project.</p>                                                                                                                                                                                            |
| F.2.12<br>ALTERNATIVE<br>TENDER OFFERS            | Alternative Tender Offers will not be accepted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| F.2.13.3<br>SUBMITTING A<br>TENDER OFFER          | <b>Two (2) copies</b> and the original tender documents must be placed in a sealed envelopes for the technical proposal and clearly marked with <b>Tenderer Name, Description: "Tender to appoint a panel of contractors for classes of work CE, GB and SQ with a CIDB grading 5 to 9 for a period of three (3) years for The Gauteng Growth And Development Agency Group". Contract No: GGDA/17/2024-25/PANEL OF CONTRACTORS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| F.2.13.5<br>SUBMITTING A<br>TENDER OFFER          | <p>The Employer's address for delivery of Tender offers and identification details to be shown on each Tender offer package are:</p> <p><b>Location of Tender box: Gauteng Growth and Development Agency (GGDA) Offices</b></p> <p><b>Physical address: 124 Main Street, Marshalltown, Johannesburg</b></p> <p><b>GGDA Tender Box: 124 Main St, Marshalltown, Johannesburg, 2107.</b></p> <p><b>Identification details: Contract NUMBER: GGDA/17/2024-25/PANEL OF CONTRACTORS</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

| Clause number                                   | Data                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                 | Description of project: <b>Tender to appoint a panel of contractors for classes of work CE, GB and SQ with a CIDB grading 5 to 9 for a period of three (3) years for The Gauteng Growth and Development Agency Group</b>                                                                                                                                                                                                                                 |
| F.2.15<br>CLOSING TIME                          | <b>THE TENDER WILL CLOSE AT 11H00 ON 24<sup>TH</sup> JANUARY 2025, at Gauteng Growth and Development Agency (GGDA Offices), 124 Main St, Marshalltown, Johannesburg, 2107</b><br><br>Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.                                                                                                                                                                            |
| F.2.16<br>TENDER OFFER<br>VALIDITY              | The Tender offer validity period is <b>120 days</b> .                                                                                                                                                                                                                                                                                                                                                                                                    |
| F.2.18<br>PROVIDE OTHER<br>MATERIAL             | Not Applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| F.2.19<br>INSPECTIONS,<br>TESTS AND<br>ANALYSIS | To be Advised before the award (if necessary).                                                                                                                                                                                                                                                                                                                                                                                                           |
| F.2.23<br>CERTIFICATES                          | As per the Tender Returnable Schedules and Document                                                                                                                                                                                                                                                                                                                                                                                                      |
| ADD F.2.27                                      | In the event of subcontracting for contracts (projects or tasks or instructions) above R30m, the GGDA reserves the right to hold the successful service provider (at RFQ/Project Stage) to subcontract, either through the JBCC or as per GGDA Preferential Procurement Policy                                                                                                                                                                           |
| F.3.4<br>OPENING OF<br>TENDER<br>SUBMISSIONS    | <b>The time and location for opening of the tender offers:</b><br><br>The time and place for the opening of valid tender submissions are stated in the Tender Notice and Invitation to Tender. Tenders will be publicly opened for registration, <b>on the 24<sup>th</sup> January 2025, after tender has closed, at the Gauteng Growth and Development Agency (GGDA Offices), 15<sup>th</sup> Floor, 124 Main St, Marshalltown, Johannesburg, 2107.</b> |

| Clause number                                      | Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>F.3.9<br/>3.9.2<br/>ARITHMETICAL<br/>ERRORS</p> | <p>The employer will correct the arithmetical errors in the following manner:</p> <p>a) Where there is a discrepancy between the amounts in words and amounts in figures, the amount in words shall govern.</p> <p>b) In the Bills of Quantities if there is an error in the line-item total resulting from the product of the unit rate and the quantity, the line-item total shall govern, and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line-item total as quoted shall govern, and the unit rate shall be corrected.</p> <p>c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern, and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.</p> <p>The tender offer will be rejected if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.</p> |

F.3.11  
EVALUATION  
OF TENDER  
OFFERS

The procedure for the evaluation of responsive tenders will be as per below stages:

**The evaluation of the tender shall be conducted in three (3) Stages:**

**Stage 1:** Administrative / Statutory Compliance / Responsiveness Assessment

**Stage 2:** Mandatory (pre-qualification) Assessment &

**Stage 3:** Functionality / Quality Evaluation (minimum threshold 80 points)

**Process Post Successful Selection of Pre-Approved Bidders: -**

**Stage 4:** Request for Quotation (RFQ) stage only to successful tenderer approved to the panel based on project specification and CIDB grading

**STAGE 1: ADMINISTRATION / STATUTORY COMPLIANCE / RESPONSIVENESS  
ASSESSMENT CRITERIA**

- Completed in full and signed All Forms required in the bid document.
- Bidders must complete and sign SBD4
- All documents that need signatures to be fully completed & signed.
- Retyping of the Tender Document or Sections thereof is not permitted.
- Registration on Central Supplier Database (CSD) with Active Status
- Use of Correction Fluid in the Tender Document is not permitted.
- Erasable ink used must be signed off.
- Printing and submission of the whole electronically issued Tender Document (all documents provided with respective bid invitation/contract data)
- Bidders must accept All GGDA/GGDA Terms and Conditions
- Audited Financial Statements for the previous 2 financial years.
- Valid Bank rating letter, signed and stamped by the issuing institution, or stamped (not older than 3 months to closing date of this tender)
- Completeness of the Returnable Schedules and Documents
- Signing of All Returnable Schedules where so indicated signed

**STAGE 2: MANDATORY (PRE-QUALIFICATION) CRITERIA: -**

**The following Mandatory (pre-qualification) criteria will apply: -**

- 1) **CIDB Grading** - The tenderer must be a CIDB contractor grading of **5 - 9** for the classes of works detailed in table below and **must submit a valid CIDB Grading Certificate with their bid on closing date.** (NB: validation of the CIDB grading as submitted will be checked and verified on CIDB website)

**Table 1: Classes of work and grading**

Invitation to appoint a panel of contractors for classes of work CE, GB and SQ with a CIDB grading from 5 to 9

| Type or nature       | Civil Engineering (CE) | General Building Works (GB) | Steel Security Fencing or Precast Concrete (SQ) |
|----------------------|------------------------|-----------------------------|-------------------------------------------------|
| Minimum CIDB grading | 5CE                    | 5GB                         | 5SQ                                             |
| Maximum CIDB grading | 8CE PE/9CE             | 8GB PE/ 9GB                 | 8SQ PE/ 9SQ                                     |

Bidders that are registered and bidding for multiple nature of works (e.g. CE, GB, etc.) must indicate the nature of works for which the bidder prefers to be pre-qualified for in the table below. Ensure that the minimum CIDB grading is as per the table above.

**NB: Bidders must mark with an “X” the preferred nature of works to be pre-qualified for in this contract, attach proof of valid registration from CIDB.**

**NB: The bids of Bidders that do not clearly indicate their preferred nature of work as prescribed above, will not be considered.**

**Table 1.1 Preferred nature of works**

| CIDB Grading designation                  | CE | GB | SQ |
|-------------------------------------------|----|----|----|
| <b>NB : Mark “X” on preferred grading</b> |    |    |    |
| 5                                         |    |    |    |
| 6                                         |    |    |    |
| 7                                         |    |    |    |
| 8                                         |    |    |    |
| 8 PE                                      |    |    |    |
| 9                                         |    |    |    |

**Note:** The Bidder must also ensure that its experience as indicated at functional evaluation section is aligned to the preferred nature of work selected on the table above.

**2) Professional registration and qualifications of all Key Personnel for all classes of works and grade as detailed below:**

- A **Contracts Manager** registered with **SACPCMP** as a Professional Construction Manager (**Pr.CM**) or Professional Construction Project manager (**Pr. CPM**).
- An **Occupational Health and Safety Officer (OHS Officer)** who is registered with **SACPCMP** as Professional Construction Health and Safety Officer (**Pr. CHSO**).

The following certified documentation is to be forwarded with the tender documentation:

- Certified copies of all qualifications and professional registration certificates.  
**NB:** Candidate registrations and expired professional registration certificates will not be accepted for the applicable Key Personnel above  
**NB:** A tender that fails to meet any of the above mandatory/pre-qualifying criteria stipulated above is an unacceptable tender & will be disqualified.  
**NB:** GGDA reserves the right to verify the information provided and misrepresentation will result in the bidder been disqualified.

**STAGE 3 - FUNCTIONALITY EVALUATION CRITERIA**

Functionality is the terminology used to define the technical ability of the Tenderer, based on experience to deliver the required product in accordance with the specialised quality, reliability and functionality.

The functionality evaluation will be conducted by the Evaluation Committee which comprises of various skilled and experienced members from diverse professional disciplines. The evaluation process will be based on functionality criteria. The criteria will be as follows:

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>Functionality Criteria</b></p> <p>Functionality is the terminology used to define the technical ability of the Tenderer, based on experience, to deliver the required product in accordance with the specified quality, reliability and functionality. See details as per table below</p> <p>Points allocated for Functionality shall be evaluated in accordance with the criteria as listed below. Total Quality points allocated shall be 100. Tenderer must score minimum score per each sub-criterion (as per table 2 of T1.2 below) and an overall minimum threshold of <b>80 points</b> out of 100 is required to be achieved for the bidder to be accepted in into the panel <i>The GGDA has the discretionary right to award the tender in whole or in part</i></p> <p><b>Stage 4: Process Post Successful Selection of Pre-Approved Bidders (RFQ Process)</b></p> <p>Bidders who achieve the minimum required functionality score of 80 points will be included in the panel for a duration of 3 years. The RFQ process will be conducted on an as-needed basis throughout this 3-year period. RFQ invitations will be categorized based on the CIDB class and grade of work, aligned with the project scope and cost estimate. Only those bidders who fulfill the specific class and grade requirements for the project will be invited to submit quotes.</p> <p>Bidders with a CIDB grade one level above the required grade for the project will also be eligible to submit their bids. However, bidders with grades either below or more than one level above the required grade will not be considered for participation.</p> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### STAGE 3: FUNCTIONALITY

This refers to an assessment of the bidder's ability and capacity to undertake projects to be executed under this contract, with reference to the bidder's experience (number of projects completed in CE, GB, and SQ categories). Key Personnel Qualifications and Key Personnel Experience will also be evaluated for this purpose.

A total of **100 points** per category has been allocated for functionality. In order to qualify, bidders must score a minimum of **80 points** on functionality in each discipline they are bidding for.

**Bidders that score less than the 80 points thresholds will not be evaluated further, and their proposals will be disqualified.**

If all bidders score below the 80 points thresholds, the GGDA reserves the right to cancel the bid and re-advertise or source using other procurement methods.

#### SUMMARY OF THE FUNCTIONALITY TABLE

| Description                                                                                                                                              | Points to be allocated per category |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Form will be used to evaluate each bid category submitted for CE, GB, and SQ categories (ensure as bidder you comply to each category you ticked)</b> |                                     |
|                                                                                                                                                          |                                     |
| Bidder's Experience (number of projects completed in the selected category CE, GB, and SQ categories)                                                    | 25                                  |
| Qualifications of Key Personnel (Site Agent)                                                                                                             | 5                                   |
| Qualifications of Key Personnel (Foreman)                                                                                                                | 5                                   |
| Qualifications of Key Personnel (Safety Officer)                                                                                                         | 5                                   |
| Qualifications of Key Personnel (Contracts Manager)                                                                                                      | 5                                   |
| Qualifications of Key Personnel (Quantity Surveyor)                                                                                                      | 5                                   |

|                                                 |            |
|-------------------------------------------------|------------|
| Experience of Key Personnel (Site Agent)        | 10         |
| Experience of Key Personnel (Foreman)           | 10         |
| Experience of Key Personnel (Safety Officer)    | 10         |
| Experience of Key Personnel (Contracts Manager) | 10         |
| Experience of Key Personnel (Quantity Surveyor) | 10         |
|                                                 |            |
| <b>Total points</b>                             | <b>100</b> |

**Note:** Tenderers must take note that the functionality evaluation is divided into two group based on grading designations of **5 – 7** and **8-9**, each with different functionality evaluation requirements as indicated in the forms below.

**Note:** A Safety Officer and Quantity Surveyor can be used across different nature of works selected by the bidder.

**Note:** Where a National Diploma is required, only qualifications from universities, universities of technology, or former Technikons will be accepted. National N Diplomas from TVET colleges will not be considered, as they do not provide the necessary skills required for these projects, despite being at the same NQF level.

| <b>3. FUNCTIONALITY CRITERIA</b>                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------|
| <b>FUNCTIONALITY CRITERIA</b>                                                                                                                                                                                                                                                                   | <b>TYPE OF EVIDENCE REQUIRED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>MAXIMUM POINTS</b> | <b>SCORED POINTS</b> |
| <b>1. BIDDER'S EXPERIENCE</b><br><br><b>Appointment letter with corresponding final completion certificate must be submitted for previous completed works. Only points on related submitted documents will have points awarded.</b><br><br><b>Single Bidder or Joint Venture, who attaches:</b> | <b>Please Note, value on the appointment letters or the final completion certificates:</b> <ul style="list-style-type: none"> <li>For Bidders with grading designation of 5 to 7, each project value must be shown to be a minimum of R6m – R60m for the same appointment on any of the above documents,</li> <li>For Bidders with grading designation of 8 to 9, each project value must be shown to be a minimum of R60m or more for the same appointment on any of the above documents,</li> <li>The bidder must ensure that they submit appointment letters and completion certificates as per preferred nature of work selected.</li> </ul> | <b>25</b>             |                      |
| 5 x Appointment letters with corresponding Final Completion Certificates = (25 points)                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
| 4 x Appointment letters with corresponding Final Completion Certificates = (20 points)                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
| 3 x Appointment letters with corresponding Final Completion Certificates = (15 points)                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
| 2 x Appointment letters with corresponding Final Completion Certificates = (10 points)                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
| 1 x Appointment letter with corresponding Final Completion Certificates = (5 points)                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |
| 0 x Appointment letters with corresponding Final Completion Certificates = (0 points)                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |

## 2. PERSONNEL QUALIFICATIONS AND EXPERIENCE

| SITE AGENT QUALIFICATION                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|
| <p>Valid certified copy of relevant Qualifications:</p> <ul style="list-style-type: none"> <li>Degree/BTech = 5 points</li> <li>National Diploma = 2,5 Points</li> <li>N6 certificate or National N-Diploma = 0 Points</li> </ul>                                                                                                            | <p>Bidder to attach proof (certified copies) of qualification in the proposal and attach proof of qualification equivalence by SAQA in case of foreign qualification.</p> <p>Only National Diploma from University/ University of Technology/former Technikons will be accepted.</p> <p>The bidder to submit qualifications relevant to their preferred selected work:</p> <p><b>CE</b> - Civil Engineering</p> <p><b>GB</b> - Civil Engineering/ Construction Management/Building Science/ Architecture/ Quantity Surveying</p> <p><b>SQ</b> - Civil Engineering/ Construction Management/Building Science</p> | <p><b>5</b></p>  |  |
| SITE AGENT EXPERIENCE                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |  |
| <p>The personnel post qualification experience will be evaluated as follows:</p> <ul style="list-style-type: none"> <li>More than 10 years = 10 Points</li> <li>Above 6 years to 10 years = 7 Points</li> <li>Above 3 years to 6 years = 5 Points</li> <li>Above 1 year to 3 years = 3 Points</li> <li>1 year and less = 0 Points</li> </ul> | <p>Bidder to submit the acceptable qualification as prescribed above to qualify for experience evaluation, otherwise a zero points score will be allocated if no qualification is provided</p> <p>A bidder who has submitted and complied with the qualification requirements above should provide proof (curriculum vitae with contactable references) of experience (relevant to the required personnel) in the proposal.</p>                                                                                                                                                                                 | <p><b>10</b></p> |  |
| FOREMAN QUALIFICATION                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |  |
| <ul style="list-style-type: none"> <li>Valid certified copy of qualification/certificate in the Built Environment: <ul style="list-style-type: none"> <li>National N-Diploma or N6 certificate (NQF 5 or above) = 5 points</li> <li>Any NQF 3-4 certificate = 2.5 points</li> <li>No proof of Certificate = 0 Points</li> </ul> </li> </ul>  | <p>Bidder to attach proof (certified copies) of qualification in the proposal and attach proof of qualification equivalence by SAQA in case of foreign qualification.</p> <p>The bidder to submit qualifications relevant to their preferred selected work:</p> <p><b>CE, GB &amp; SQ</b> – any qualification in the built environment</p>                                                                                                                                                                                                                                                                      | <p><b>5</b></p>  |  |

| FOREMAN EXPERIENCE                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |  |
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| <p>The personnel post qualification experience will be evaluated as follows:</p> <ul style="list-style-type: none"><li>• More than 10 years = 10 Points</li><li>• Above 6 years to 10 years = 7 Points</li><li>• Above 3 years to 6 years = 5 Points</li><li>• Above 1 year to 3 years = 3 Points</li><li>• 1 year and less = 0 Points</li></ul>   | <p>Bidder to submit the acceptable qualification as prescribed above to qualify for experience evaluation, otherwise a zero points score will be allocated if no qualification is provided.</p> <p>A bidder who has submitted and complied with the qualification requirements above, should provide proof (curriculum vitae with contactable references) of experience (relevant to the required personnel) in the proposal.</p> | 10 |  |
| SAFETY OFFICER QUALIFICATION                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |  |
| <ul style="list-style-type: none"><li>• Valid certified copy of relevant qualification in Safety Management, Environmental or any other related qualification:</li><li>• BSc/ BTech = 5 points</li><li>• National Diploma = 3 points</li><li>• NQF3 – 5 Qualifications = 1 Points</li></ul>                                                        | <p>Bidder to attach proof (<u>certified copies</u>) of qualification in the proposal, and attach proof of qualification equivalence by SAQA in case of foreign qualification</p> <p>The bidder to submit qualifications relevant to their preferred selected work:</p> <p><b>CE, GB &amp; SQ</b> - Safety Management, Environmental or any other related qualification</p>                                                        | 5  |  |
| SAFETY OFFICER EXPERIENCE                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |  |
| <p>The personnel post qualification experience will be evaluated as follows: -</p> <ul style="list-style-type: none"><li>• More than 10 years = 10 Points</li><li>• Above 6 years to 10 years = 7 Points</li><li>• Above 3 years to 6 years = 5 Points</li><li>• Above 1 year to 3 years = 3 Points</li><li>• 1 year and less = 0 Points</li></ul> | <p>Bidder to submit the acceptable qualification as prescribed above to qualify for experience evaluation, otherwise a zero points score will be allocated if no qualification is provided</p> <p>A bidder who has submitted and complied with the qualification requirements above, should provide proof (curriculum vitae with contactable references) of experience (relevant to the required personnel) in the proposal.</p>  | 10 |  |
| CONTRACTS MANAGER QUALIFICATION                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |  |
| <ul style="list-style-type: none"><li>• Valid certified copy of relevant Qualifications:</li><li>• Honours Degree = 5 Points</li><li>• Degree/BTech = 3 points</li><li>• National Diploma = 1 Points</li></ul>                                                                                                                                     | <p>Bidder to attach proof (certified copies) of qualification in the proposal and attach proof of qualification equivalence by SAQA in case of foreign qualification</p> <p>Only National Diploma from</p>                                                                                                                                                                                                                        |    |  |

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| <ul style="list-style-type: none"> <li>No qualification = 0 points</li> </ul>                                                                                                                                                                                                                                                                  | <p>University/ University of Technology/former Technikons will be accepted.</p> <p>The bidder to submit qualifications relevant to their preferred selected work:</p> <p><b>CE, GB &amp; SQ</b> - Civil Engineering/ Construction Management/Building Science/ Architecture/ Quantity Surveying</p>                                                                                                                              | <p><b>5</b></p>  |  |
| <p align="center"><b>CONTRACTS MANAGER EXPERIENCE</b></p>                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |  |
| <p>The personnel post qualification experience will be evaluated as follows: -</p> <ul style="list-style-type: none"> <li>More than 10 years = 10 Points</li> <li>Above 6 years to 10 years = 7 Points</li> <li>Above 3 years to 6 years = 5 Points</li> <li>Above 1 year to 3 years = 3 Points</li> <li>1 year and less = 0 Points</li> </ul> | <p>Bidder to submit the acceptable qualification as prescribed above to qualify for experience evaluation, otherwise a zero points score will be allocated if no qualification is provided.</p> <p>A bidder who has submitted and complied with the qualification requirements above, should provide proof (curriculum vitae with contactable references) of experience (relevant to the required personnel) in the proposal</p> | <p><b>10</b></p> |  |
| <p align="center"><b>QUANTITY SURVEYOR QUALIFICATION</b></p>                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |  |
| <ul style="list-style-type: none"> <li>Valid certified copy of Quantity Surveying Qualifications</li> <li>Honours Degree = 5 Points</li> <li>Degree/BTech = 3 points1</li> <li>National Diploma = 1 Points</li> <li>No qualification = 0 Points</li> </ul>                                                                                     | <p>Bidder to attach proof (certified copies) of qualification in the proposal and attach proof of qualification equivalence by SAQA in case of foreign qualification</p> <p>Only National Diploma from University/ University of Technology/former Technikons will be accepted.</p> <p>The bidder to submit qualifications relevant to their preferred selected work:</p> <p><b>CE, GB &amp; SQ</b> - Quantity Surveying</p>     | <p><b>5</b></p>  |  |
| <p align="center"><b>QUANTITY SURVEYOR EXPERIENCE</b></p>                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |  |
| <p>The personnel post qualification experience will be evaluated as follows: -</p> <ul style="list-style-type: none"> <li>More than 10 years = 10 Points</li> <li>Above 6 years to 10 years = 7 Points</li> </ul>                                                                                                                              | <p>Bidder to submit the acceptable qualification as prescribed above to qualify for experience evaluation, otherwise a zero points score will be allocated if no qualification is provided.</p>                                                                                                                                                                                                                                  |                  |  |

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| <ul style="list-style-type: none"> <li>Above 3 years to 6 years = 5 Points</li> <li>Above 1 year to 3 years = 3 Points</li> <li>1 year and less = 0 Points</li> </ul> | A bidder who has submitted and complied with the qualification requirements above, should provide proof (curriculum vitae with contactable references) of experience (relevant to the required personnel) in the proposal. | <b>10</b>  |  |
| <b>TOTAL POINTS</b>                                                                                                                                                   |                                                                                                                                                                                                                            | <b>100</b> |  |
| <b>MINIMUM POINTS REQUIRED</b>                                                                                                                                        |                                                                                                                                                                                                                            | <b>80</b>  |  |

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| <p>POST PANEL<br/>SELECTION<br/>RFQ PROCESS PER<br/>PROJECT</p> | <p><b>STAGE 4: PROCESS POST SUCCESSFUL SELECTION OF PRE-APPROVED BIDDERS</b></p> <p>Bidders who achieve the minimum required functionality score of 80 points will be included in the panel of contractors to bid for the GGDA Projects/work/contract for goods &amp; services for a duration of three (3) years. The RFQ Process will be used to appoint contractors to be appointed based on approved Projects/work/contract for goods &amp; services</p> <p>The GGDA plans to appoint a panel of pre-qualified CIDB registered Contractors for a period of three (3) years. Once appointed, each service provider will be on the panel to be contracted when a need arises from the GGDA for any particular built environment project.</p> <p>This means that having pre-qualified for and being appointed to the panel and signing a framework agreement, does not automatically guarantee that any member of the panel will be awarded any work by the GGDA during the term of this contract. Bidders of the panel will be allowed to bid on each project identified by the GGDA in accordance with the terms of reference that will be issued out on the RFQ process.</p> <ol style="list-style-type: none"> <li>Bidders will be invited via a Request for Quotation (RFQ) process per terms of reference for each specific project to provide the GGDA with a detailed costed price proposal as will be outlined in the RFQ in line with scope of work specific to each project and as per CIDB grading qualified for and as outlined below;</li> <li>RFQ Proposal will be evaluated based on Preferential system &amp; Price in accordance with the preference point system of either 80/20 or 90/10 in accordance with the approved Treasury regulation at the time of the RFQ invitation been send out bearing in mind the panel will be appointed for a period of three (3) years.</li> <li>The Preference Point System and for claiming special goal point, bidder must meet Status Level Certification Requirements as Per the Preferential Procurement Policy Framework Act, 2000 (Act No.5 Of 2000), Including Preferential Procurement Regulations, 2022 currently applicable.</li> <li>RFQs will be issued as per terms and conditions including scope of work requirement which will be in line with the GGDA SCM Policy and processes including any ruling treasury regulation applicable at the time issue. The process will also ensure compliance to any CIDB regulation and including any changes that might occur during the duration of the appointed panel.</li> <li>GGDA reserves the right to request the service provider to provide the assurance of capacity and financial capability to execute the work at the time of the RFQ that the GGDA will deem fit to execute the work.</li> </ol> <p>The RFQ process will be conducted on as and when needed basis throughout the three (3) year period.</p> <p>RFQ invitations will be categorized based on the CIDB class and grade of work, aligned with the project scope and cost estimate.</p> <p>Only those bidders who fulfill the specific class and grade requirements for the project will be invited to submit quotes.</p> <p>To ensure compliance Section 217(1) of the Constitution provides that <i>“When an organ of state in the national, provincial or local sphere of government, or any other institution identified in national legislation, <b>contracts for goods or services</b>, it must do so in accordance with a system which is fair, equitable, transparent, competitive and cost-effective”</i></p> <p>And to provide fair allocation of work to all potential bidders on the panel respectively, bidders will be invited to the RFQ as indicated below: -</p> <ul style="list-style-type: none"> <li>Bidders with a CIDB grade one level above the required grade for the project will also be eligible to submit their bids.</li> <li>However, bidders with grades either below or more than one level above the required grade will not be considered for participation.</li> </ul> |
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|                                                        | <b>Table 3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Project CIDB Grading requirement</b> |           |           |           |            |
|                                                        | <b>Class of work</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>5</b>                                | <b>6</b>  | <b>7</b>  | <b>8</b>  | <b>9</b>   |
|                                                        | <b>CE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 5CE & 6CE                               | 6CE & 7CE | 7CE & 8CE | 8CE & 9CE | 8CE PE/9CE |
|                                                        | <b>GB</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 5GB & 6GB                               | 6GB & 7GB | 7GB & 8GB | 8GB & 9GB | 8GB PE/9GB |
|                                                        | <b>SQ</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 5SQ & 6SQ                               | 6SQ & 7SQ | 7SQ & 8SQ | 8SQ & 9SQ | 8SQ PE/9SQ |
|                                                        | <p>Table 3: Eligible bidders to be invited based on project nature of works and CIDB grading requirements as per above table</p> <p>NB: Tenderer will be required to comply with all the RFQ requirements as issued.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                         |           |           |           |            |
| <b>F.3.13.1</b><br>ACCEPTANCE OF TENDER OFFER          | <p>Tenders containing any one or more of the errors or omissions, or tenders not having complied with any one of the peremptory tender conditions as detailed in this tender document, shall not be considered and shall automatically be rejected.</p> <p><b>Tender offer will be dealt with during RFQ process</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                         |           |           |           |            |
| <b>F.3.18</b><br>PROVIDE COPIES OF THE CONTRACTS       | <p>The number of paper copies of the signed contract to be provided by the Employer is <b>Three (3)</b>.</p> <p><b>A soft copy of the Bid should also be submitted on USB with separate files for the Technical and Financial Submissions.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                         |           |           |           |            |
| <b>ADDITIONAL CONDITIONS APPLICABLE TO THIS TENDER</b> | <p>The additional conditions of tender are: -</p> <ol style="list-style-type: none"> <li>1 The Principal Agent may also request that the tenderer provide written evidence that his financial, labour and other resources are adequate for carrying out the contract.</li> <li>2 The Employer reserves the right to appoint a firm of Chartered Accountants and auditors and/or execute any other financial investigations on the financial resources of any tenderer. The tenderer shall provide all reasonable assistance in such investigations.</li> <li>3 The tender document shall be printed in full as available on the download and submitted complete in the correct order of the section.</li> <li>4 <b>List of returnable documents {PART T2} must be completed in full</b> (A tenderer's company profile <b>will not</b> be used by the Gauteng Growth and Development Agency (GGDA) to complete PART T2 on behalf of the tenderer)</li> </ol> <p><b>NB: If PART T2 is not completed in full by the Tenderer, their offer will be rejected.</b></p> |                                         |           |           |           |            |