



MADIBENG

LOCAL MUNICIPALITY

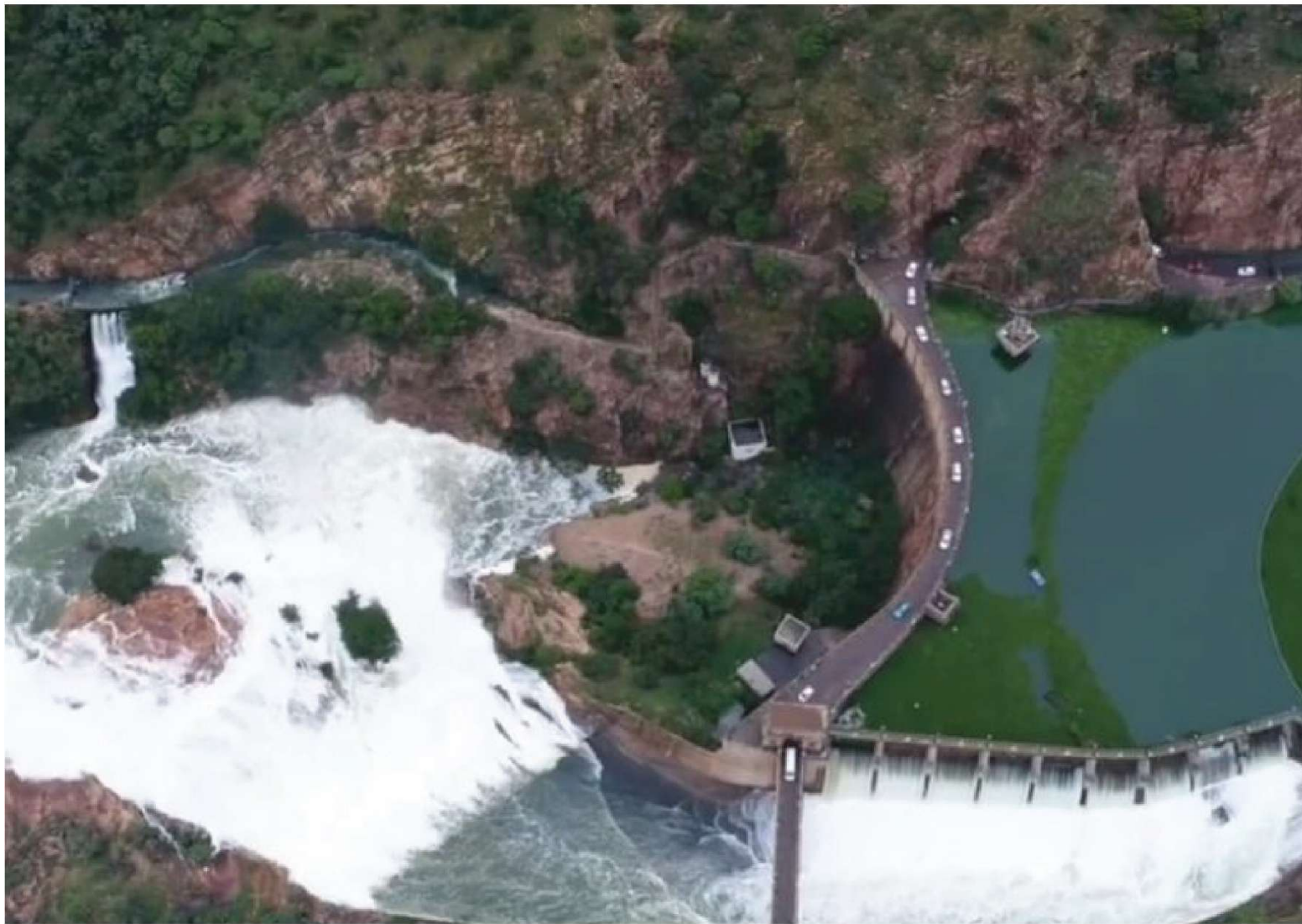


RFT69/02/2024/25(RE-ADVERT)

TENDER

RFT69/02/2024/25(RE-ADVERT)

"Madibeng, the Prosperous Platinum and Green Tourism City"



"ZERO TOLERANCE TOWARDS FRAUD AND CORRUPTION"
Anti-Corruption Hotline:

0800 555 774

"Madibeng, the Prosperous Platinum and Green Tourism City"



TENDER NO: **RFT69/02/2024/25(RE-ADVERT)**

TENDER DESCRIPTION: **ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS**

CLOSING DATE:	11 JULY 2025	TIME	10:00
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NAME OF TENDERER	
TOTAL AMOUNT (MBD 3.1)	
CENTRAL SUPPLIER DATABASE NUMBER	
TAX COMPLIANCE PIN	
CONTACT PERSON	
TELEPHONE NUMBER	

ENQUIRIES REGARDING BID PROCEDURES		TECHNICAL ENQUIRIES	
BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT UNIT		INFRASTRUCTURE & TECHNICAL SERVICES: PROJECT MANAGEMENT UNIT	
NAME: Mrs Bunny Mogale		NAME: Mr. Jabulani Tshabalala / Mr. Olebogeng Bontsi	
ACTING MANAGER: SUPPLY CHAIN MANAGENT UNIT		PROJECT MANAGER: PROJECT MANAGEMENT UNIT	
TEL. NUMBER	012 318 9228/ 9189/ 9629	TEL. NUMBER	0123189388/9487/9205
TENDER ISSUED BY			
NAME: Mrs Bunny Mogale		DIVISION: SCMU	
POSITION: SCMU ACTING MANAGER		TEL. NUMBER	012 318 9228
MADIBENG LOCAL MUNICIPALITY		P.O. 106 BRITS 0250	

“ZERO TOLERANCE TOWARDS FRAUD AND CORRUPTION”

Anti-Corruption Hotline:

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TENDER DETAILS						
TENDER NUMBER	RFT69/02/2024/25(RE-ADVERT)					
TENDER TITLE	ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS					
CLOSING DATE	11 JULY 2025		CLOSING TIME		10H00	
SITE MEETING	DATE		TIME		COMPULSORY	
SITE MEETING ADDRESS	53 VAN VELDEN STREET BRITS 0250					
TENDER DOCUMENT FEE	Downloadable on Etender portal and Municipal website		PREFERENCE POINT SYSTEM		N/A	
BID BOX SITUATED AT	Madibeng Local Municipality, Ground floor, 53 Van Velden Street, Brits, 0250.					
OPERATING HOURS	The bid box is open during office hours, Monday to Friday from 8h00 to 16h00.					
OFFER TO BE VALID FOR	90	DAYS FROM THE CLOSING DATE OF TENDER.				
OFFER TO BE VALID FOR	90 DAYS FROM THE CLOSING DATE OF TENDER.		LOCAL CONTENT			
PLEASE NOTE: - Prospective suppliers must be registered on CSD prior to submitting bids (open bids) Only tender documents that are deposited in Madibeng tender box will be considered. - This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the General Conditions of contract (GCC) and, if applicable, any other special conditions of contract. - Mailed, telegraphic, telex, or faxed tenders will not be accepted. - No late bids after closing date and time will be accepted. - Bids not clearly marked, signed and unamend will not be accepted as required by the document. - Bids may only be submitted on the original bid documentation provided by the municipality or downloads from the e-tender portal. - No awards will be made to a person: - Who is in the service of the state, - If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state - Who is an advisor or consultant contracted with the municipality or municipal entity						

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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TABLE OF CONTENTS

BIDDER'S TENDER DOCUMENTATION DECLARATION	5
T1.1 TENDER NOTICE & INVITATION	7
EVALUATION CRITERIA	9
T1.2 TENDER DATA	14
T2.1 LIST OF RETURNABLE DOCUMENTS	35
SCHEDULE 1	36
RESOLUTION OF BOARD OF DIRECTORS	36
SCHEDULE 2	37
RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES.....	37
SCHEDULE 4	39
SCHEDULE OF PROPOSED SUB-CONSULTANTS.....	39
SCHEDULE 5	40
COMMITMENTS OF TENDERER.....	40
SCHEDULE 6	41
RECORD OF ADDENDA TO TENDER DOCUMENTS	41
SCHEDULE 7	42
CLARIFICATION MEETING ATTENDANCE CERTIFICATE.....	42
SCHEDULE 8	43
COMPULSORY ENTERPRISE QUESTIONNAIRE.....	43
SCHEDULE 9	46
CLEARANCE CERTIFICATE FOR WATER & LIGHTS.....	46
SCHEDULE 10	48
NOTICE OF SUPPLY CHAIN MANAGEMENT	48
CENTRAL SUPPLIER DATABASE REGISTRATION	48
SCHEDULE 11	49
EVALUATION SCHEDULE : COMPANY EXPERIENCE IN SIMILAR AREA OF EXPERTISE.....	49
SCHEDULE 12	52
EVALUATION SCHEDULE : PROFESSIONAL INDEMNITY INSURANCE	52
SCHEDULE 13	53
EVALUATION SCHEDULE : KEY STAFF PROFESSIONAL REGISTRATION AND EXPERIENCE IN SIMILAR AREA OF EXPERTISE	53
SCHEDULE 14	57
POINTS AWARDED FOR SPECIFIC GOALS.....	57
T2.2.2 COMPULSORY MUNICIPAL BID DOCUMENT	58
MBD 4 60	
DECLARATION OF INTEREST	60

MBD 5	64
DECLARATION FOR PROCUREMENT ABOVE R10-MILLION	64
(ALL APPLICABLE TAXES INCLUDED).....	64
MBD 6.1	66
80/20 or 90/10.....	68
80/20 or 90/10	68
MBD 6.2.....	71
CONTRACT FORM - RENDERING OF SERVICES	74
MBD 8	78
DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT PRACTICES	78
MBD 9	81
CERTIFICATE OF INDEPENDENT BID DETERMINATION	81
1 AGREEMENTS AND CONTRACT DATA.....	85
C1.1 FORM OF OFFER & ACCEPTANCE	85
C1.1.1 FORM OF OFFER.....	85
C1.1.2 FORM OF ACCEPTANCE.....	87
C1.2 CONTRACT DATA.....	89
C1.2 Contract Data	89
C1.2.1 GENERAL CONDITIONS OF CONTRACT	89
PART 1 - DATA PROVIDED BY THE EMPLOYER.....	95
PART 2 - DATA PROVIDED BY THE SERVICE PROVIDER.....	96

BIDDER'S TENDER DOCUMENTATION DECLARATION

These schedules do not need to be completed completed by Service Provider
(the bidders must complete this table in ful (YES/NO/N/A))

	Question	Requirement	Bidder's Response
1	Have you initialed all the pages of the tender document?	YES	
2	Have you completed and signed the returnable schedules?		
2.1	▪ Schedule 1 : Resolution of board of directors	YES	
2.2	▪ Schedule 2 : Resolution to enter into consortia or JV's	YES	
2.4	▪ Schedule 4 : Schedule of proposed sub-consultants	YES	
2.5	▪ Schedule 5 : Commitments of tenderer	YES	
2.6	▪ Schedule 6 : Record of addenda to tender documents	YES	
2.7	▪ Schedule 7 : Clarification meeting attendance certificate	YES	
2.8	▪ Schedule 8 : Compulsory enterprise questionnaire	YES	
2.9	▪ Schedule 9 : Clearance certificate for water and lights	YES	
2.10	▪ Schedule 10 : Registration on Central Supplier Database	YES	
2.11	▪ Schedule 11 : Tenderer's experience evaluation	YES	
2.12	▪ Schedule 12 : Tenderer's professional Indemnity Insurance evaluation	YES	
2.13	▪ Schedule 13 : Tenderer's proposed organization, staffing and key staff experience evaluation	YES	
2.14	▪ Schedule 14 : Tenderer's Specific Goods evaluation	YES	
3	Have you completed / signed and submitted all relevant information as requested by the evaluation schedules? (as and when required)	YES	
4	Have you completed and signed the MBD 4 form - Declaration of Interest?	YES	
5	Have you completed the questionnaire (MBD 5) regarding the declaration for procurement above R10-million and submitted your company's latest three years audited financial statements (as and when required)?	YES	
6	Have you take note of the contents of par 5 of MBD 6.1 Preferential Point System c. Have you submitted an original, valid or certified copy of your company's.	YES	
7	Have you completed and signed the following form: MBD 7.1 Form - Contract form for purchase of goods / works? MBD 7.2 Form - Contract Form for rendering of services? (as and when required)	YES	
8	Have you completed and signed the MBD 8 – Declaration of bidder's past Supply Chain Management Practices and MBD 9 – Certificate of Independent Bid Determination?	YES	
10	Do you understand the Special Conditions of Contract / Specifications / Terms of Reference and/or Scope of Works?	YES	
11	Have you completed the Form of Offer (C1.1) in WORDS as well as in FIGURES ?	YES	
12	Have you completed and signed Part 2 of C1.2 (Contract Data)?	YES	
13	Have you completed the MBD 3.3 form and carried over your tendered price (VAT inclusive) to Form of Offer (C1.1)?	YES	
14	Have you completed and sign the following form: MBD 6.2: Declaration certificate for local production and content for	YES	

5 of 119

TENDER NO.	RFT69/02/2024/25 (RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

	Question	Requirement	Bidder's Response
	designated sectors and required Annexures		
15	Have you submitted the compulsory documents	YES	*

BIDDER’S TENDER DOCUMENTATION DECLARATION CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form is correct, completed and submitted.	
NAME OF REPRESENTATIVE	
POSITION / DESIGNATION	
SIGNATURE	
DATE	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

T1.1 TENDER NOTICE & INVITATION

MBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	RFT 69/02/2024/25(RE-ADVERT)	CLOSING DATE:	11 JULY 2025	CLOSING TIME:	10H00
DESCRIPTION	ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Madibeng Local Municipality, Ground floor, Foyer					
53 Van Velden Street					
Brits					
0250					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
CK REGISTRATION CERTIFICATE VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	SPECIFIC GOALS STATUS LEVEL SWORN AFFIDAVIT		☐ Yes ☐ No	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?					
☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE		R0.00	
SIGNATURE OF BIDDER		DATE			
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	Finance – SCMU	CONTACT PERSON	Mr O. Bontsi / Mr J Tshabalala		
CONTACT PERSON	Ms Oratile Makhabane	TELEPHONE NUMBER	012 318 9487/9205/9388		
TELEPHONE NUMBER	012 318 9624/9228/9125	FACSIMILE NUMBER	n/a		
FACSIMILE NUMBER	012 318 9349	E-MAIL ADDRESS			

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

E-MAIL ADDRESS	oratilemakhabane@madibeng.gov.za	olebogengbontsi@madibeng.gov.za jabulanitshabalala@madibeng.gov.za
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PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:										
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.										
2. TAX COMPLIANCE REQUIREMENTS										
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.										
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="text-align: right;"> ☐ YES ☐ NO </td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;"> ☐ YES ☐ NO </td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;"> ☐ YES ☐ NO </td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;"> ☐ YES ☐ NO </td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;"> ☐ YES ☐ NO </td> </tr> </table> IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO									
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO									

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS



TENDERERS ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF 36 MONTHS (3 YEARS)

TENDER NO:	DESCRIPTION	EVALUATION CRITERIA	PRICE PER DOCUMENT	TENDER DOCUMENT WILL BE AVAILABLE ON	COMPULSARY BRIEFING SESSION	CLOSING DATE & TIME	CONTACTS PERSON(S)
RFT69/02/2024/25	Establishment of Panel of Twenty(20) per Discipline of Consulting Firms for Infrastructure Projects for a period of Thirty Six (36) months	Administrative Compliance (mandatory requirements) Functionality (Minimum Score 75pts /100 pts) ❖ 40 Points Company ❖ 15 Points for Key staff (Company Directorship) ❖ 35 Points for Key Staff Points ❖ 10 Points for Professional Indemnity Preferential Procurement Regulation of 2022 (80/20 Points System) ❖ 80 Points for Price ❖ 06 Points for Historically Disadvantage Individual (HDI) ❖ 04 Points for LED ❖ 03 Points for Women ❖ 04 Points for Youth 03 Points for People with Disability Ownership (20% or more)	R0.00	12 JUNE 2025 Tender Document will be available for free and downloadable on E-Tender Portal and Municipal website: www.madibeng.gov.za	N/A	11 July 2025 at the Municipal Offices (Brits) at 10H00	Supply Chain Enquiries: Mrs Bunny Mogale or Ms. Basadifela Gaonyadiwe or Ms. Oratile Makhabane: Tel: 012 318 9126/ 9454/9335/9126 Email: BunnySidell@madibeng.gov.za BasadifelaGaonyadiwe@madibeng.gov.za oratilemakhabane@madibeng.gov.za PMU Enquiries: Mr. Jabulani Tshabalala/ Mr. Olebogeng Bontsi Tel: 012 318 9517/9388 Email: olebogengbontsi@madibeng.gov.za jabulanitshabalala@madibeng.gov.za

Bids will be adjudicated according to council's Supply Chain Management Policy, based on the Preferential Procurement Framework Act, 2022. Tenders must be completed in

9 of 119

TENDER NO.	RFT69/02/2024/25 (RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

accordance with the conditions attached to the tender documents and must be sealed and endorsed: Contract (Specify Tender Number: Example SCM 06/11/2011). Tenders must be placed in the tender box in the foyer of the Municipal Offices, 53 Van Velden Street, not later than the specified closing time and date tenders. Tender shall remain valid of a period of 90 (NINETY) days from closing date. The Council reserves the right to accept or reject any tender or part thereof.

Acting Municipal Manager: Ms.Seithati Monyaki
Madibeng Local Municipality
Brits 0250

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS



MADIBENG LOCAL MUNICIPALITY

TENDER NO.: RFT69/02/2024/25(RE-ADVERT)

CLOSING DATE: 11/07/2025 AT 10H00

ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited for the PROPOSALS ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS

Tender documents will be available for free and downloadable on E-Tender Portal and Municipal website www.madibeng.gov.za as from **12th JUNE 2025**.

The closing time for receipt of tenders is **10:00 hrs on 11 JULY 2025**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter all bids will be public.

Any technical enquiries relating to the tender document may be directed to the responsible department as stated on the tender advert.

Fully completed tender documents, clearly marked "**Tender No. RFT69/02/2024/25(RE-ADVERT)**" **PROPOSALS ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS**

with "**NAME of TENDERER**" **must be placed in a sealed envelope and placed in the tender box on the Ground floor, Madibeng Municipality, Foyer, 53 Van Velden Street, Brits, by no later than 10h00 on 11/07/2025**. The envelope must be endorsed with number, title and closing date as indicated above.

Bidders will be evaluated on functionality whereby 75 points has to be attained before financial proposals can be looked at. A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Madibeng Local Municipality where 100 points will be allocated in respect of functionality.

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

"ZERO TOLERANCE TOWARDS FRAUD AND CORRUPTION"
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TENDER NO.	RFT69/02/2024/25 (RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS



Section 45(1)(d) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months. The purpose of this schedule is to obtain proof that municipal services, rates and taxes of the service provider are not in arrears for more than three months, with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business.

SUBMISSION OF REQUIRED DOCUMENTATION

SERVICE PROVIDERS ARE REQUESTED TO SUBMIT THE FOLLOWING DOCUMENTATION [INCLUDING PARTNERS IN A JOINT VENTURE]:

- (a) A Valid Tax Clearance Certificate Issued By SARS Or Tax Compliance Letter With A Unique Pin In Terms Of The Electronic Tax Compliance Status (TCS) System From SARS Has Been Submitted.
- (b) Company Registration Documents, Showing Equity Ownership. [E.G., Form Cm 29, Ck1 Etc.]
- (c) Certified Copies of Identification Documents [Of All Shareholders];
- (d) Joint Venture Agreement [If Applicable]
- (e) Full Detailed CSD (Central Supplier Database) Report must not be older than three months.
- (f) The considered company's location will be the one on the company's registration certificate unless the company has several offices and prove is attached (company's municipal account statement of that address or lease agreement that is accompanied by a statement to prove that the lease is active).
- (g) Certified Lease agreement must be accompanied by the lessee's (company/ director/s) tax invoice statement as prove that the lease is active.
- (h) Rates and taxes that are in arrears will invalidate the bid.
- (i) All municipal account statements must be no later than three months
- (j) All proof of residents' forms and letter of traditional authority forms must be stamped by the municipal revenue division confirming and stating that the address does not receive any services from the municipality

The Following Will Also Invalidate Your Bid:

- (k) If tender document is not fully completed as required and as stipulated in the tender data.
- (l) Scratching out without initialling next to the amended rates or information.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- (m)The bidder has not written over / painting out rates / the use of Tippex or any erasable ink, e.g. pencil.
- (n) The tender has not been properly signed by a party having the authority to do so, according to the Form D – “Authority for Signatory”
- (o) A resolution by a board of directors of the company authorizing the tenderer to sign the tender document on behalf of the company. No authority for signatory submitted.
- (p) Particulars required in respect of the tender have not been provided – non-compliance of tender requirements and/or specifications.
- (q) The tenderer’s attempts to influence or has in fact influenced the evaluation and/or awarding of the contract.
- (r) The Tender Has Been Submitted After the Relevant Closing Date and Time
- (s) Failure to complete and sign Form C1.1 form of offer and acceptance
- (t) If any tenderer who during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that tenderer that performance was unsatisfactory
- (u) A copy of the bidder’s and the director/s municipal account (from the municipality where the bidder pays his account) for the month preceding the tender closure date must accompany the tender document. If such a copy does not accompany the bid document of the successful bidder, the bid will be unsuccessful.
- (v) The tender has not completed Form (MBD4) – “Declaration of Interest”
- (w) Failure to comply with the above will regard the bid non-responsive

A COPY OF THE BIDDER’S AND THE DIRECTOR/S MUNICIPAL ACCOUNT (FROM THE MUNICIPALITY WHERE THE BIDDER PAYS HIS ACCOUNT) FOR THE MONTH PRECEDING THE TENDER CLOSURE DATE MUST ACCOMPANY THE TENDER DOCUMENT. IF SUCH A COPY DOES NOT ACCOMPANY THE BID DOCUMENT OF THE SUCCESSFUL BIDDER, THE BID WILL BE UNSUCCESSFUL. # FAILURE TO COMPLY WITH THE ABOVE WILL REGARD YOUR BID NON-RESPONSIVE # WHERE THE COMPANY OPERATES AND WHERE THE DIRECTOR/S RESIDES, THE RATES AND TAXES OF THAT ADDRESS MUST BE IN ORDER OR UP TO DATE. # RATES AND TAXES THAT ARE IN ARREARS WILL INVALIDATE YOUR BID. # PLEASE COMPLETE ALL BLANK SPACES ON THE FORMS WHERE NOT APPLICABLE INDICATE AS SUCH (N/A) # IN CASES OF A JOINT VENTURE OR A CONSORTIUM: ALL THE COMPANIES MUST ATTACHE ALL THE REQUIRED DOCUMENTS INDICATED ABOVE

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

T1.2 TENDER DATA

CLAUSE NO.	
1	The Standard Conditions of Tender for procurement makes 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 for procurement other than disposals. Each item of data given below is cross-referenced to the relevant clause in the above mentioned Standard Conditions of Tender.
1.1	The employer is the Madibeng Local Municipality
1.2	The single volume approach is adopted for this contract. The list of returnable documents identifies which of the documents a tenderer must complete when submitting a tender offer. The tenderer must submit his tender offer by completing the returnable documents including the fully priced Pricing Schedule, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the single volume procurement document back to the Madibeng Municipality bound up as it was when it was received. The tender documents issued by the employer comprise of the following: TENDER Part T1: Tendering procedures T1.1 - Tender notice and invitation to tender T1.2 - Tender data T1.3 - Standard Conditions of Tender Part T2: Returnable documents T2.1 List of returnable documents T2.2 Returnable schedules CONTRACT Part C1: Agreements and contract data C1.1 Form of offer and acceptance C1.2 Contract data Part C2: Pricing Schedule C2.1 Pricing Instructions and Schedule C2.2 Priced fees and disbursements Part C3: Terms of reference C3 Terms of reference

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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CLAUSE NO.	
1.4	The employer's agent is: Name : Mr. Olebogeng Bontsi/Mr. Jabulani Tshabalala Capacity : Project Manager Address : Madibeng Local Municipality P.O. Box 106, Brits, 0250 Tel: 012 318 9517/9388/9205 Fax: E-mail: olebogengbonsti@madibeng.gov.za / jabulanitshabalala@madibeng.gov.za

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

2.1.1

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

1. Tenderer is registered on the Central Supplier Database (CSD).
2. Tenderer is qualified and professionally registered for the service to be provided.
3. Tenderer has the managerial capacity, reliability and experience about the nature of the project.

Only those tenderers who score a minimum score of **75 points** in respect of the following functionality criteria will proceed to the price and preference goals.

The evaluation of submissions from the consultant will be based on the following three(3)stages.

Stage1: Compliance requirements as per SCM tender requirements.

Stage 2: Technical evaluation on functionality points, where bidders are expected to score a minimum of 75 points to qualify to be a panellist.

NB: A tenderer who scored less than 75 points in stage 2 will be disqualified

No	Criteria	Description	Points allocation	Max. Points	Points Scored
Completion certificates must be signed by all parties namely: the employer, Engineer<and the contractor (certificates that is not signed by ALL relevant parties will result in the bidder forfeiting points).	Experience of the firm in similar assignment (project)	The tenderer should provide at least contactable reference and referral letters for their completed assignment. (Appointment letters & Completion Certificate)		40	
	• 10 and more years of company experience and 10 and more signed completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to the type of the contract indicating the completion of the project and 10 corresponding appointment letters on client's letter head of similar projects		40		
	• 8 – 9 years of company experience and 8 signed completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to the type of the contract indicating the completion of the project and 8 corresponding appointment letters on client's letter head of similar projects		30		
	• 5 – 7 years of company experience and 5 signed completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to		20		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

		the type of the contract indicating the completion of the project and 5 corresponding appointment letters on client's letter head of similar projects				
	Company to provide certificates of registration accompanied by the professional individual CV. Evaluation to be done on only one Director(s) of the Company NB: Those with international qualifications must attach the SAQA credit certificates and Work Permit/ Certified SA Citizenship	Key Staff Experience (Company Directorship) Professional for Specialised works projects Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	Evaluation to be done on Director(s) of the Company. He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	15 10 5	15	
	Experience of staff (Engineer or Technologist in Civil or Electrical or Quantity Survey or Project Management in Construction Management or Architecture) To be assessed by considering the Bidder's selected workmanship category(s)	Professional for Specialised works projects Project Lead: Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	15 10 5		
	-COMPETED PROJECTS	Professional for Specialised works projects Lead Design Engineer: Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	10 5 2.5	35	
		Professional for Specialised works projects Engineering Representative (ER): Professional Technician with 8 and	He/She must be registered with Engineering Council of South Africa (ECSA)/ South	10		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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	more years of relevant field experience post registration Professional Technician with 5 or more years of relevant field experience post registration	African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	05		
Professional Indemnity	The tendering entity has professional indemnity insurance cover issued by a reputable South African insurer in an amount of not less than R 5 million in respect of a claim without limiting to the number of claims or show documentary evidence (proposal / quotation) of having applied for such cover.		10	10	
OVERALL TOTAL				100	

Stage 3: Points Awarded for Price and Specific Goals, where the responsive bids will be evaluated on 80/20 Preference point system, i.e. 80 will be for price (Ps) and 20 points for Specific Goals.

1. Price

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

Ps = Points scored for price of bid under consideration
Pt = Price of bid under consideration
Pmin = Price of lowest acceptable bid

2. Points Awarded for Specific Goals

- 3.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 3.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such. Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
	10	20	10	20
Race – people who are black, coloured or Indian	3	6		
Local Economic Development	2	4		
People with Disability (PwD) Ownership (20% or more)	2	3		
Gender Women	1	3		
Youth	2	4		
TOTAL	10	20		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

CLAUSE NO.	
2.7	Enquiries and confirmation of attendance at least one full working day in advance regarding the briefing session may be directed to: Name : Mr Olebogeng Bontsi /Mr Jabulani Tshabalala Telephone No. : 012 318 9388/9487/9205 Fax No. : n/a E-Mail address : olebogengbontsi@madibeng.gov.za/ jabulanitshabalala@madibeng.gov.za Tenderers must sign the attendance list in name of the tendering entity. Addenda will be issued and tenders will be received only from those tendering entities appearing on the attendance list.
2.8	The closing time for submission of tender offers is as indicated in the tender notice and invite
2.12.1	Alternative offers will not be considered
2.13.3	Additional copies of the tender offer, document will not be required
2.13.5 2.13.7	The employer's address for delivery of tender offers and identification details to be shown on such tender offer package are: Location of tender box : Madibeng Local Municipality Physical address : Ground floor, Foyer, 53 Van Velden Street Brits,0250 <u>Identification details:</u> As indicated in the tender notice PROPOSALS ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS "RFT69/02/2024/25(RE-ADVERT)"
2.14	The site of works is located at Madibeng Local Municipality
3.4	The location for opening of the tender offers, immediately after the closing time thereof shall be at: Time:10H00 hours on 11/07/2025 Location: Madibeng Local Municipality Officess: Lecture Hall/ White House
3.11	The procedure for the evaluation of responsive tenders is Method 1. The total number of tender evaluation points for preferences to may be claimed is indicated in MBD 6.1
3.13.1	Tender offers will only be accepted if:

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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CLAUSE NO.	
	a) the tenderer is registered on the Central Supplier Database; b) the tenderer has provided a copy/ printed Tax compliance status reference Pin to enable the municipality to verify the bidder's tax compliance status c) The tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges; d) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and e) the tenderer has not: i) abused the employer's Supply Chain Management System; or ii) failed to perform on any previous contract in Madibeng Local Municipality or any other Municipality and has been given written notice to this effect; f) it is considered that the performance of the services will not be compromised through any conflict of interest.
3.17	The number of paper copies of the signed Contract to be provided by the employer is one

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

T1.3 STANDARD CONDITIONS OF TENDER

1 GENERAL

1.1 Actions

1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in clause 2 and clause 3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices

1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note:

a) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

b) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

1.1.3 The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract

1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

1.3 Interpretation

1.3.1 The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

1.3.2 These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

1.3.3 For the purposes of these conditions of tender, the following definitions apply:

- a) **conflict of interest** means any situation in which:
 - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially;
 - ii) an individual or organization is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
 - iii) Incompatibility or contradictory interests exist between an employee and the organization which employs that employee.
- b) **comparative offer** means the tenderer's financial offer after all tendered parameters that will affect the value of the financial offer have been taken into consideration in order to enable comparisons to be made between offers on a comparative basis
- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels
- e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body
- f) **quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs

1.4 **Communication and employer's agent**

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

1.5 **The employer's right to accept or reject any tender offer**

- 1.5.1 The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon written request to do so.
- 1.5.2 The employer may not subsequent to the cancellation or abandonment of a tender process or the rejection of all responsive tender offers re-issue a tender covering substantially the same scope of work within a period of six months unless only one tender was received and such tender was returned unopened to the tenderer.

1.6 **Procurement procedures**

1.6.1 **General**

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Unless otherwise stated in the tender data, a contract will, subject to **clause 3.13**, be concluded with the tenderer who in terms of **clause 3.11** is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

1.6.2 **Competitive negotiation procedure**

- 1.6.2.1 Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of clause 3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of clause 3.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.
- 1.6.2.2 All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, shall be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of clause 2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.
- 1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.
- 1.6.2.4 The contract shall be awarded in accordance with the provisions of clause 3.11 and clause 3.13 after tenderers have been requested to submit their best and final offer.

2 **TENDERER'S OBLIGATIONS**

2.1 **Eligibility**

- 2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.
- 2.1.2 Submit a tender offer only if the tenderer satisfies that the minimum score for functionality criteria will be met.
- 2.1.3 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

2.2 **Cost of tendering**

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

2.4 Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

2.5 Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

2.9 Insurance

Be aware that the extent of insurance to be provided by the employer (if any) may not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

2.10 Pricing the tender offer

2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- 2.10.3 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
- 2.10.4 State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

2.11 **Alterations to documents**

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

2.12 **Alternative tender offers**

- 2.12.1 Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.
- 2.12.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

2.13 **Submitting a tender offer**

- 2.13.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.
- 2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.
- 2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.
- 2.13.4 Sign the original and all copies of the tender offer where required In terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.
- 2.13.5 Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.
- 2.13.6 Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- 2.13.7 Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.
- 2.13.8 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
- 2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.
- 2.14 **Information and data to be completed in all respects**
- Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.
- 2.15 **Closing time**
- 2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery
- 2.15.2 Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.
- 2.16 **Tender offer validity**
- 2.16.1 Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period (not less than 90 days) stated in the tender data after the closing time stated in the tender data.
- 2.16.2 If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.
- 2.16.3 Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.
- 2.16.4 Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of **clause 2.13** with the packages clearly marked as "SUBSTITUTE".
- 2.17 **Clarification of tender offer after submission**
- 2.17.1 Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note:

Clause 2.17.1 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the employer elect to do so.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

2.18 **Provide other material**

2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.

2.19 **Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

2.20 **Submit securities, bonds, policies etc.**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

2.21 **Check final draft**

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

2.22 **Return of other tender documents**

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the tender data.

2.23 **Certificates**

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

3 **THE EMPLOYER'S UNDERTAKINGS**

3.1 **Respond to requests from the tenderer**

3.1.1 Unless otherwise stated in the tender data, respond to a request for clarification received up to five working days before the tender closing time stated in the tender data and notify all tenderers who drew procurement documents.

3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

3.2 **Issue Addenda**

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the tender data. If, as a result a tenderer applies for an extension to the closing time stated in the tender data, the employer may grant such extension and, shall then notify all tenderers who drew documents.

3.3 **Return late tender offers**

Return tender offers received after the closing time stated in the tender data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

3.4 **Opening of tender submissions**

3.4.1 Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, preferences claimed and time for completion for the main tender offer only.

3.4.3 Make available the record outlined in **clause 3.4.2** to all interested persons upon request.

3.5 **Two-envelope system**

3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

3.5.2 Evaluate the quality of the technical proposals offered by tenderers, then advice tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the quality evaluation more than the minimum number of points for quality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for quality.

3.6 **Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

3.7 **Grounds for rejection and disqualification**

Page 29 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

3.8 **Test for responsiveness**

3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

3.8.3 Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

3.9 **Arithmetical errors, omissions and discrepancies**

3.9.1 Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

3.9.2 Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with **clause 3.11** for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
 - i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - ii) the summation of the prices.

3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and invite the tenderer to either confirm the tender offer as tendered or accept the corrected total of prices.

3.9.4 Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- a) If bills of quantities or pricing schedules apply and 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.
- b) 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.

3.10 **Clarification of a tender offer**

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

3.11 **Evaluation of Tender Offers**

3.11.1 **General**

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

3.11.2 **Methods 1: Financial offer, quality and preference**

In the case of a financial offer, quality and preferences:

- a) Score each tender in respect of the financial offer made, quality and preferences claimed, if any, in accordance with the provisions of **clause 3.11.3, clause 3.11.4 and clause 3.11.5**
- b) Score each of the criteria and sub-criteria for quality in accordance with the provisions of the tender data. Calculate the total number of tender evaluation points for quality using the formula in clause 3.11.5.
- c) Only tender who score the minimum required points on functionality will proceed to price and preference evaluation stage.
- d) Score the financial offers of remaining responsive tender offers using the formula in clause 3.11.3.
- e) Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.
- f) Calculate the total number of tender evaluation points (T_{EV}) in accordance with the following formula:

$$T_{EV} = N_{FO} + N_P$$

where: N_{FO} is the number of tender evaluation points awarded for the financial offer made in accordance with **clause 3.11.3**;

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

N_p is the number of tender evaluation points awarded for preferences claimed in accordance with **clause 3.11.4**.

- g) Rank tender offers from the highest number of tender evaluation points to the lowest.
- h) Recommend the tenderer with the highest number of tender evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.
- i) Re-score and re-rank all tenderers should there be compelling and justifiable reasons not to recommend the tenderer with the highest number of tender evaluation points, and recommend the tenderer with the highest number of tender evaluation points, unless there are compelling and justifiable reasons not to do so and the process set out in this sub-clause is repeated

3.11.2 **Decimal places**

Score financial offers, preferences and quality, as relevant, to two decimal places.

3.11.3 **Scoring Financial Offers**

Score the financial offers of remaining responsive tender offers using the following formula:

N_{FO}

$= W_1 \times A$

where: N_{FO} is the number of tender evaluation points awarded for the financial offer.

W_1 is the maximum possible number of tender evaluation points awarded for the financial offer as stated in the tender data.

A is a number calculated using either formulas 1 or 2 below as stated in the Tender Data.

Formula	Comparison aimed at achieving	Option 1	Option 2
1	Highest price or discount	$A = 1 + \frac{(P - P_m)}{P_m}$	$A = \frac{P}{P_m}$
2	Lowest price or percentage commission / fee	$A = 1 - \frac{(P - P_m)}{P_m}$	$A = \frac{P_m}{P}$
P_m	= the comparative offer of the most favourable tender offer.		
P	= the comparative offer of tender offer under consideration		

3.11.4 **Scoring preferences**

Confirm that tenderers are eligible for the preferences claimed in accordance with the provisions of the tender data and reject all claims for preferences where tenderers are not eligible for such preferences.

Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.

3.11.5 **Scoring quality**

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Score each of the criteria and sub criteria for quality in accordance with the provisions of the tender data.

Calculate the total number of tender evaluation points for quality using the following formula:

$$N_Q = W_2 \times S_Q / M_S$$

Where: S_Q is the score for quality allocated to the submission under consideration;
 M_S is the maximum possible score for quality in respect of a submission; and
 W_2 is the maximum possible number of tender evaluation points awarded for the quality as stated in the tender data

3.12 Insurance provided by the employer

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

3.13 Acceptance of tender offer

Accept the tender offer, if in the opinion of the employer, it does not present any unacceptable commercial risk and only if the tenderer:

- a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- e) complies with the legal requirements, if any, stated in the tender data, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

3.14 Prepare contract documents

3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

3.15 **Complete adjudicator's contract**

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

3.16 **Notice to unsuccessful tenderers**

3.16.1 Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

3.16.2 After the successful tenderer has been notified of the employer's acceptance of the tender, notify other tenderers that their tender offers have not been accepted.

3.16.3 Unsuccessful forms / documents will be disposed of after 24 months.

3.17 **Provide copies of the contracts**

Provide to the successful tenderer the number of copies stated in the tender data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

3.18 **Provide written reasons for actions taken**

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender, but withhold information, which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

T2.1 LIST OF RETURNABLE DOCUMENTS

1 RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

- 1.1 Schedule 1 : Resolution of Board of Directors (authority to signed)
- 1.2 Schedule 2 : Resolution of Board of Directors to enter into consortia or JV's
- 1.3 Schedule 4 : Schedule of proposed sub-contractors
- 1.4 Schedule 5 : Commitments of tenderer
- 1.5 Schedule 6 : Record of addenda to tender documents
- 1.6 Schedule 7 : Clarification meeting attendance certificate
- 1.7 Schedule 8 : Compulsory enterprise questionnaire
- 1.8 Schedule 9 : Clearance certificate for water & lights
- 1.9 Schedule 10 : Registration on Central Supplier Database
- 1.10 Schedule 11 : Evaluation Schedule : Company experience
- 1.11 Schedule 12 : Evaluation Schedule : Professional Indemnity Insurance
- 1.12 Schedule 13 : Evaluation Schedule : Professional Registered Key staff with experience
- 1.13 Schedule 14 : Evaluation Schedule : Specific Goals

2 COMPULSORY MUNICIPAL BID DOCUMENTATION

- 2.1 MBD 4 : Declaration of interest
- 2.2 MBD 5 : Declaration for procurement above R10-million
- 2.3 MBD 6.1 : Preference certificate
- 2.4 MBD 6.2 : Declaration of Local Content and relevant Annexures
- 2.5 MBD 7.1 : Contract form for purchase of goods / works
- 2.6 MBD 7.2 : Contract form for rendering of Services
- 2.7 MBD 8 : Declaration of bidder's past supply chain management practices
- 2.8 MBD 9 : Certificate of Independent Bid Determine

TENDER NO.	RFT69/02/2024/25 (RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 1

RESOLUTION OF BOARD OF DIRECTORS

Resolution of a meeting of the Board of *Directors / Members / Partners of:

		(Enterprise Name)
Held at	(place)	
On	(date)	

RESOLVED that:

1.	The enterprise submits a bid / tender to the Madibeng Local Municipality in respect of the following project:	
	TENDER: TENDERES ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS “RFCT69/02/2024/25(RE-ADVERT)”	
2.	Mr/Mrs/Ms	
	in his/her capacity a:	(Position in the Enterprise)
	and who will sign as follows:	(Authorized Signature)
be, and is hereby, authorized to sign the bid / tender, and any and all other documents and/or correspondence in connection with and relating to the bid /tender, as well as to sign any contract, and any and all documentation, resulting from the award of the bid / tender to the enterprise mentioned above.		

Directors / Members / Partners of:

	Name	Capacity	Signature
1			
2			
3			

Note:

1. * Delete which is not applicable
2. **NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise
3. Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page
4. If no stamp the enterprise can sign on the stamp box

ENTERPRISE STAMP

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36 of 119

TENDER NO.	RFT69/02/2024/25 (RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

SCHEDULE 2

RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

		(Enterprise Name)
Held at		
	(place)	
On		
	(date)	

RESOLVED that:

1.	The enterprise submits a bid / tender, in consortium / joint venture with the following enterprises:	
	(List all the legally correct full names and registration numbers, if applicable, of the enterprises forming the consortium / joint venture)	
	To the to the Madibeng Local Municipality in respect of the following project	
	TENDER: TENDERES ARE HEREBY INVITED FOR ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS “RFT69/02/2024/25(RE-ADVERT)”	
2.	Mr/Mrs/Ms	
	in his/her capacity as	(Position in the Enterprise)
	and who will sign as follows	(Authorized Signature)
2.1	be, and is hereby, authorized to sign a consortium / joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium / joint venture, in respect of the project described under item 1 above.	
2.2	The enterprise accepts joint and several liability with the parties listed under item 2 above for the due fulfillment of the obligations of the joint venture deriving from, and in any way connected with, the contract to be entered into with the department in respect of the project described under item 1 above.	
2.3	The enterprise chooses as its <i>domicilium citandi et executandi</i> for all purposes arising from this joint venture agreement and the contract with the department in respect of the project under item 1 above	
	i) Physical address	
	ii) Postal address	
		(Code)
	iii) Telephone number	
	iv) Fax Number	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

Directors / Members / Partners of:

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Note:

1. Delete which is not applicable
- NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise
- Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page
3.

Enterprise Stamp

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 4

SCHEDULE OF PROPOSED SUB-CONSULTANTS

We notify you that it is our intention to employ the following sub-contractors for work in this contract. If we are awarded a contract we agree that this notification does not change the requirement for us to submit the names of proposed sub-consultants in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us. We agree we will not subcontract more than 25% of the value of the contract to a person who is not an HDI or does not qualify for such preference.

	Name and address of proposed sub-consultants	Nature and extent of work	Previous experience with sub-consultants
1			
2			
3			
4			
5			

NAME OF REPRESENTATIVE	SIGNATURE	CAPACITY	DATE

NAME OF ORGANIZATION	
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TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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SCHEDULE 5

COMMITMENTS OF TENDERER

Kindly provide particulars of commitments which the tenderer is presently engaged and/or involved with:

Current Projects / Contract		Organization	Contact Person Name	Contact Tel. No.	Contract Amount	Contract Period	Date of Commence-ment	Scheduled Date of Completion
1.								
2.								
3.								
4.								
5.								

NAME OF REPRESENTATIVE	SIGNATURE	DATE

Page 40 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

SCHEDULE 6

RECORD OF ADDENDA TO TENDER DOCUMENTS

I / we confirm that the following communications received from the Madibeng Municipality before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: *(Attach additional pages if more space is required)*

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

I / we confirm that no communications were received from the Madibeng Municipality before the submission of this tender offer, amending the tender documents.

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TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

NAME OF REPRESENTATIVE	SIGNATURE	DATE
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SCHEDULE 7

CLARIFICATION MEETING ATTENDANCE CERTIFICATE

This is to certify that, I	
representing	
in the company of	
attended the clarification meeting on	
I have made myself familiar with all conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the clarification meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.	

NAME OF REPRESENTATIVE	SIGNATURE	DATE

NAME OF MUNICIPAL REPRESENTATIVE	SIGNATURE	DATE

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER
WITNESS
EMPLOYER
WITNESS

SCHEDULE 8

COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.			
Section 1: Name of enterprise			
Section 2: VAT registration number, if any			
Section 3: Particulars of sole proprietors and partners in partnerships			
No	Name*	Identity Number*	Personal Income Tax Number*
3.1			
3.2			
3.3			
* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners			
Section 4: Particulars of companies and close corporations			
4.1	Company Registration number		
4.2	Close corporation number		
4.3	Tax reference number		
Section 5: Record in the service of the state			
Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:			

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

A member of any municipal council		An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)	
A member of any provincial legislation		A member of an accounting authority of any national or provincial public entity	
A member of the National Assembly or the National Council of Province		An employee of Parliament or a provincial legislature	
A member of the board of directors of any municipal entity		An official of any municipality or municipal entity	

Name of sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

Section 6: Records of spouses, children and parents in the service of the state

Indicate by making the relevant boxes with a cross, if any spouses, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

A member of any municipal council		An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management act, 1999 (act 1 of 1999)	
A member of any provincial legislature		A member of an accounting authority of any national or provincial public entity	
A member of the National Assembly or the National Council of Province.		An employee of Parliament or a provincial legislature	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

A member of the board of directors of any municipal entity		An official of any municipality or municipal entity	
Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of frauds or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Note: insert separate page if necessary

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
CAPACITY	DATE

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 9

CLEARANCE CERTIFICATE FOR WATER & LIGHTS

Section 45(1)(d) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months.

The purpose of this schedule is to obtain proof that municipal services, rates and taxes of the service provider are not in arrears for more than three months, with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business.

Each bidder must complete the below checklist. Important: if you fail to complete this form, the bid will be non-responsive. (Please tick with **X** where appropriate):

QUESTIONS		YES	NO
1.	Do you own a property?		
2.	Do you receive a municipal rates account?		
3.	Is your municipal rates and taxes account up to date / current (not in arrears for more than three months)?		
4.	If yes, provide the following details:		
4.1	▪ Municipality name		
4.2	▪ Municipal account number		
5.	If yes, please attach proof in the form of the original or certified copy of the bidder's municipal rates and taxes account not older than 3 months		
6.	Does the bidder lease / rent the property where the business is situated?		
7.	If yes, provide the following details:		
7.1	▪ Landlord name		
7.2	▪ Address property is situated		
7.3	▪ Contact number of landlord		
8.	Please attach the copy of the lease agreement signed by the landlord / lessor and the tenant / lessee as proof		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

I, (Insert full name)	
of (insert physical address)	
being a Director, Principal Shareholder, owner of company (Insert company name)	
Hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge	
SIGNATURE	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

SCHEDULE 10

NOTICE OF SUPPLY CHAIN MANAGEMENT CENTRAL SUPPLIER DATABASE REGISTRATION

Par 14(1)(a) of the municipal supply chain management policy states that the municipality must keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements.

The purpose of this notice is to obtain proof that the service provider is registered on the Central Supplier Database. **Registration is COMPULSORY in order to conduct business with Madibeng Local Municipality.** The database will be used to verify the accreditation of a supplier before an award can be made.

Each bidder must complete the below checklist (please tick with an X where appropriate).

QUESTIONS		YES	NO
1.	Is your company registered on the Central Supplier Database?		
2.	If yes, provide the following details:		
2.1	▪ CSD registration number		
2.2	▪ Unique CSD number		
3.	Enquiries related to par. 2.1 and 2.2 can be made to Ms. Bunny Sidell at (012) 318 9624/9335/9125		
4.	If no, please register on Central Supplier Database ,website, www.csd.gov.za , before submitting tender document		
I, (insert full name)			
of (insert physical address)			
being a Director, Principal Shareholder, owner of company (insert company name)			
hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge			
SIGNATURE			

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 11

EVALUATION SCHEDULE : COMPANY EXPERIENCE IN SIMILAR AREA OF EXPERTISE

The company experience in similar area of expertise will be evaluated here. All the completion certificates/final completion certificates signed by Employer, Employer's Agent and the Contractor for similar assignment including appointment letters should be attached.

NB: CK documents, proof of previous work history must be attached for e.g. completion certificates, appointment or reference letter of similar projects etc.

A summary of the relevant work experience in line with the similar assignment(project) should be indicated in the table below: (Any additional information regarding previous work experience can be attached to this schedule).

[illegible]

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

The scoring of the tenderer's experience will be as follows:

Non-responsive (score 0)	Tenderer has no experience or no information has been provided
(score 40)	10 and more years of company experience with 10 and more signed completion certificates/final completion certificates in similar expertise
(score 30)	8 – 9 years of company experience with 8 and more signed completion certificates/final completion certificates in similar expertise
(score 20)	5 – 7 years of company experience with 5 and more signed completion certificates/final completion certificates in similar expertise

NB: Only bidders who score a minimum of 75 points will be further evaluated on price

I the undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.	
SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 12

EVALUATION SCHEDULE : PROFESSIONAL INDEMNITY INSURANCE

Tendering entity with professional indemnity insurance cover issued by a reputable South African insurer will be evaluated and the documentary evidence (proposal/quotation) of having applied for such cover should be certified and attached.

Non-responsive (score 0)	Tendering entity with NO professional indemnity insurance cover or indemnity insurance cover less than R5000 000.00.
(score 10)	Tendering entity with professional indemnity insurance cover not less than Five Million (R5 000 000.00) in respect of a claim without limiting the number of the claims issued by a reputable South African Insurer.

The scoring of the professional indemnity insurance will be as follows:

DESCRIPTION/INDEMNITY	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 13

EVALUATION SCHEDULE : KEY STAFF PROFESSIONAL REGISTRATION AND EXPERIENCE IN SIMILAR AREA OF EXPERTISE

Experience of the key staff (assigned personnel) in similar area of expertise will be evaluated for experience, professional registration, level of education and training and positions held as key staff member / expert member.

1. Company Directorship

Non-responsive (score 0)	Tenderer has no experience or no information has been provided
(score 15)	Professional Engineer with eight (08) and more years of relevant field experience post registration
(score 10)	Professional Technologist with eight (08) and more years of relevant field experience post registration
(score 5)	Professional Technician with eight (08) and more years of relevant field experience post registration

Number of available Key staff detailed cv's and their certified qualification and certificate(s) of professional registration should be attached.

The scoring of the proposed organization and staffing will be as follows:

DESCRIPTION/TITLE	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

Page 53 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

2.Projec Leader

Non-responsive (score 0)	Tenderer has no experience or no information has been provided
(score 15)	Professional Engineer with eight (08) and more years of relevant field experience post registration
(score 10)	Professional Technologist with eight (08) and more years of relevant field experience post registration
(score 05)	Professional Technician with eight (08) and more years of relevant field experience post registration

Number of available Key staff detailed cv's and their certified qualification and certificate(s) of professional registration should be attached.

The scoring of the proposed organization and staffing will be as follows:

DESCRIPTION/TITLE	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

3. Lead Design Engineer:

Non-responsive (score 0)	Tenderer has no experience or no information has been provided
(score 10)	Professional Engineer with eight (08) and more years of relevant field experience post registration
(score 05)	Professional Technologist with eight (08) and more years of relevant field experience post registration
(score 2.5)	Professional Technician with eight (08) and more years of relevant field experience post registration

Number of available Key staff detailed cv's and their certified qualification and certificate(s) of professional registration should be attached.

The scoring of the proposed organization and staffing will be as follows:

DESCRIPTION/TITLE	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

4.Engineer's Representative(ER):

Non-responsive (score 0)	Tenderer has no experience or no information has been provided
(score 10)	Professional Technician with eight (08) and more years of relevant field experience post registration
(score 05)	Professional Technician with five (05) and more years of relevant field experience post registration

Number of available Key staff detailed cv's and their certified qualification and certificate(s) of professional registration should be attached.

The scoring of the proposed organization and staffing will be as follows:

DESCRIPTION/TITLE	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCHEDULE 14

POINTS AWARDED FOR SPECIFIC GOALS

The tenderer should describe briefly the process and methodology which will be followed to implement the project with key timeframes. The main disciplines and roles of responsibilities must be highlighted and indicate the technical support that will be provided on the project etc. The information must be attached to the tender document.

Non-responsive (score 00)	No information has been provided
(Max score 06)	Race- There is people who are black ,coloured or Indians
(Max score 04)	The Local Economic Development
(Max score 03)	People with Disability(PwD) Ownership (20% or more)
(Max score 03)	Gender Woven
(Max score 04)	Youth

Indicate how points claimed for each preference point system.

SPECIFIC GOALS	POINTS

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

T2.2.2 COMPULSORY MUNICIPAL BID DOCUMENT

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

1. TAX COMPLIANCE REQUIREMENTS

1. Bidders must ensure compliance with their tax obligations.
2. Bidders are required to submit their unique personal identification number(PIN) issued by SARS to enable Organ of state to view the taxpayer's profile and tax status.
3. Application for the tax compliance status (TCS) certificate or PIN may be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za
4. Foreign suppliers have must complete the pre-award questionnaire in part 2.
5. Bidders may also submit a printed TCS certificate together with the bid.
6. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.
7. Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.

2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- | | |
|---|----------|
| 1. Is the entity a resident of the Republic of South Africa? | YES / NO |
| 2. Does the entity have a branch in the RSA? | YES / NO |
| 3. Does the entity have a permanent establishment in the RSA? | YES / NO |
| 4. Does the entity have any source of income in RSA? | YES / NO |
| 5. Is the entity liable in the RSA for any form of Taxation? | YES / NO |

(IF THE ANSWER IS "NO"TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM SARS AND IF NOT REGISTER AS PER 1.3. ABOVE)

NB: Failure to provide any of the above particulars may render the bid invalid.

.....
Signature of BIDDER

.....
Date

.....
Capacity under which this bid is signed

Page 59 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

No.	Information	Please provide detail	
3.1	Full name of bidder or his or her representative		
3.2	Identity number		
3.3	Position occupied in the company (director, trustee, hareholder ²		
3.4	Company registration number		
3.5	Tax reference number		
3.6	VAT registration number		
Note	<i>(The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.)</i>		
3.7	Are you presently in the service of the state?	Yes	No
	If yes, please furnish particulars :		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

G3.7.1	Name of director	
3.7.2	Service of state organization	

3.8	Have you been in the service of the state for the past twelve months?	Yes	No
If yes, please furnish particulars :			
3.8.1	Name of director		
3.8.2	Service of state organization		
3.9	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	Yes	No
If yes, please furnish particulars :			
3.9.1	Name of person in the service of state		
3.9.2	Relationship		
3.10	Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	Yes	No
If yes, please furnish particulars :			
3.10.1	Name of person in the service of state		
3.10.2	Relationship		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

3.11	Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? If yes, please furnish particulars :	Yes	No
3.11.1	Name of director		
3.11.2	Service of state organization		
3.12	Is any spouse, child or parent of the company's director trustees, managers, principle shareholders or stakeholders in service of the state? If yes, please furnish particulars:	Yes	No
3.12.1	Name of director		
3.12.2	Name of relative		
3.12.3	Relationship		
3.13	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? If yes, please furnish particulars:	Yes	No
3.13.1	Name of director		
3.13.2	Related company		
Note:	SCM Regulations: "In the service of the state" means to be – (a) a member of – (i) any municipal council; (ii) any provincial legislature; or (iii) the national Assembly or the national Council of provinces;		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

	(b) a member of the board of directors of any municipal entity; (c) an official of any municipality or municipal entity; (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999); (e) a member of the accounting authority of any national or provincial public entity; or (f) an employee of Parliament or a provincial legislature. “² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.
--	--

4. **Full details of directors / trustees / members / shareholders**

Full Name	Identity Number	State Employee Number

5. I, the undersigned certify that the information furnished on this declaration form is correct.

I accept that the state may act against me should this declaration prove to be false.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

Page 63 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

MBD 5

DECLARATION FOR PROCUREMENT ABOVE R10-MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

		Tick applicable box	
1.	By law you are required to prepare annual financial statements for auditing?	Yes	No
1.1	If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.	Yes	No
2.	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?	Yes	No
2.1	If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.	Yes	No
2.2	If yes, provide particulars:		
3.	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?	Yes	No
3.1	If yes, provide particulars:		
4.	Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?	Yes	No
4.1	If yes, provide particulars:		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form is correct.

I accept that the state may act against me should this declaration prove to be false.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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

- (a) Price; and
- (b) Specific Goals.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.3. POINTS AWARDED FOR PRICE

Page 67 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

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

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

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.4.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

Page 68 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

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

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

(d) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
	10	20	10	20
Race – people who are black, coloured or Indian	3	6		
Local Economic Development	2	4		
People with Disability (PwD) Ownership (20% or more)	2	3		
Gender Women	1	3		
Youth	2	4		
TOTAL	10	20		

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

TENDER N	 SIGNATURE(S) OF TENDERER(S)	
	SURNAME AND NAME:	
	DATE:	
	ADDRESS:	
		

MBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2022, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Page 71 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods

Stipulated minimum threshold

_____ %

%

_____ %

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES		NO	
-----	--	----	--

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN BY BOTH THE SERVICE PROVIDER (PART 1) AND THE EMPLOYER / MUNICIPALITY (PART 2) AND SIGNED IN THE ORIGINAL.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

- I hereby undertake to render the services as described in the attached bidding documents to Madibeng Local Municipality in accordance with the requirements and task directives / proposals specifications stipulated in bid number **RFT67/09/2024/25(RE-ADVERT)** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Employer / Municipality during the validity period indicated and calculated from the closing date of the bid.
1. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - 2.1 Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - Service Level Agreement
 - 1.2 General Conditions of Contract;
 - 1.3 Other (specify)
 2. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
 3. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
 4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
 5. I confirm that I am duly authorized to sign this contract.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE EMPLOYER / MUNICIPALITY)

I _____ in my capacity
as _____ accept your bid under
reference number _____ dated _____
for the rendering of services hereunder and/or further specified in the annexures.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice, subject to the National Treasury's Central Supplier Database reflecting your tax status as compliant.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	SPECIFIC GOALS STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION & CONTENT (IF APPLICABLE)

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY
WITNESSES: (SIGNATURE)	OFFICIAL STAMP

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

MBD 8

DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This municipal bidding document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - 3.1 abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2 been convicted for fraud or corruption during the past five years;
 - 3.3 willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4 been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004).
4. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the accounting officer / authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website www.treasury.gov.za and can be accessed by clicking on its link at the bottom of the home page	Yes	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities	Yes	No

Page 78 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Item	Question	Yes	No
	Act (No. 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website www.treasury.gov.za by clicking on its link at the bottom of the home page.		
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This municipal bidding document (MBD) must form part of all bids¹ invited.
 - 2 Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). ²Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
 - 3 Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
 - 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid rigging.
 - 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:
- ¹ Includes price quotations, advertised competitive bids, limited bids and proposals.
- ² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

“RFT69/02/2024/25(RE-ADVERT)”: ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE
OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36)
MONTHS in response to the invitation for the bid made by:

NAME OF MUNICIPALITY / MUNICIPAL ENTITY

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:

NAME OF REPRESENTATIVE

that:

1. I have read and I understand the contents of this certificate.
2. I understand that the accompanying bid will be disqualified if this certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this certificate, and to submit the accompanying bid, on behalf of the bidder.
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

5. For the purposes of this certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
- Has been requested to submit a bid in response to this bid invitation;
 - Could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - Provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
 - The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
6. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- Prices;
 - Geographical area where product or service will be rendered (market allocation);
 - Methods, factors or formulas used to calculate prices;
 - The intention or decision to submit or not to submit a bid;
 - The submission of a bid which does not meet the specifications and conditions of the bid; or
 - Bidding with the intention not to win the bid.
7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
8. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- ³ **Joint venture or consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.**
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

AGREEMENTS AND CONTRACT DATA

C1.1 FORM OF OFFER & ACCEPTANCE

C1.1.1 FORM OF OFFER

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

Bid / Tender Number	RFT69/02/2024/25(RE-ADVERT)
Tender Title	ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS

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

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

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

AMOUNT IN WORDS (INCL. VAT)	AMOUNT IN FIGURES (INCL VAT)
	R

****AMOUNT MUST BE IN WORDS AS WELL AS FIGURES**

This offer may be accepted by the employer by communicating such acceptance in writing to the tenderer or by signing the acceptance part of this Form of Offer and Acceptance and returning one copy thereof to the tenderer,whereupon the tenderer becomes the party named as the provider / consultant in the conditions of contract identified in the contract data.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Signature Block: Tenderer			
Signature		Date	
Name			
Capacity			
Name of organization			
Address of organization			
Signature of witness		Date	
Name of witness			

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C1.1.2 FORM OF ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the service provider / consultant the amounts due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offers shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and contract data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.
- Service Level of Agreement attached to this document (if any) as amended (if applicable) and signed by the parties.

and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the Service Level Agreement and documents listed in the tender data and any addenda thereto as listed in the tender schedules, will only be valid if reduced to writing and signed by both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Unless otherwise specified elsewhere in this bidding document or any subsequent written agreement entered into between the parties, this agreement comes into effect on the date when the Employer communicates the acceptance and/or conditions of acceptance of the tenderer's offer in writing or signs the acceptance part of the Offer and Acceptance, whichever occurs first.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Signature Block: Employer			
Signature		Date	
Name			
Capacity			
Name of organization	Madibeng Local Municipality		
Address of organization	P.O. Box 106, Brits, 0250		
Signature of witness		Date	
Name of witness			

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C1.2 CONTRACT DATA

INDEX

Item	Description	Page No
C1.2.1	GENERAL CONDITIONS OF CONTRACT	C1.2.1
C1.2.2	VARIATIONS AND ADDITIONS TO THE GENERAL CONDITIONS OF CONTRACT (SPECIAL CONDITIONS OF.....	C1.2.2
C1.2.3	DATA PROVIDED BY THE EMPLOYER... ..	C1.2.18
C1.2.4	DATA PROVIDED BY THE CONTRACTOR... ..	C1.2.20

C1.2 Contract Data

The Bidding documents for this **RFT69/02/2024/25(RE-ADVERT)** are contained in several volumes, i.e. The Bidder is required to study all volumes included in the Bidding document, complete and attach requested information and submit all in one envelope by the Bid Closing Date.

In cases where specifications and rates are not available or cannot be determined, the client shall request all appointed panellists (in terms of their grading status) to submit rates tables / quotations during the contract period. This shall only be applicable to appointed panellists.

Omitting of the volumes from the submitted bid shall result in the Bid being considered nonresponsive.

C1.2.1 GENERAL CONDITIONS OF CONTRACT

C1.2.1.1 Information

The **Client** shall timeously provide to the **Consulting firm**, free of cost, all information that may be reasonably required for the provision of the **services**. The **Consulting Firm** shall be entitled to rely on the accuracy and completeness of such information furnished by or on behalf of the **Client**.

C1.2.1.2 Decisions

The **Client** shall give his decision on all matters properly referred to him by the **Consulting Firm** in writing within a reasonable time so as not to delay the **services** or the **contract**.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C1.2.1.3 Assistance

The **Client** shall co-operate with the **Consulting Firm** and shall not interfere with or obstruct the proper performance of the **services**. The **Client** shall as soon as reasonably possible :

- (1) Authorise the **Consulting Firm** to act as his agent as may be necessary for the performance of the **services**.
- (2) Provide all available maps, plans, record drawings and other relevant information.
- (3) Procure the **Consulting Firm's** access to the **project** site.
- (4) Obtain all approvals, licences and permits from governmental, regional and municipal authorities having jurisdiction over the **project**, unless otherwise stated in Appendix A.
- (5) Designate in writing a person to act with his complete authority to give instructions for and to receive information on his behalf.

C1.2.1.4 Services of Others

The **Client** shall at his cost engage such other **Consulting Firms** and through the **Consulting Firm**. Further, the **Client** shall not enter into any **agreement** or **contract** which describes the duties of the **Consulting Firm** or imposes obligations on him without first obtaining the **Consulting Firm's agreement** there to.

C1.2.1.7 DURATION OF AGREEMENT

C1.2.1.7.1 Commencement

The appointment of the **Consulting Firm** shall commence from the date of the **agreement** or from the time when the **Consulting Firm** began to perform any of the **services** provided for in this **agreement**, whichever is the earlier.

C1.2.1.7.2 Completion

Unless terminated under one of the other clauses, the appointment of the **Consultant** shall be completed when the **Consulting Firm** submits the final report or when he renders the closing account, whichever is the later.

C1.2.1.7.3 Force Majeure

If circumstances arise for which the **Consulting Firm** is not responsible and which make it impractical or impossible for the **Consulting Firm** to perform the **services** in the normal manner as contemplated by the **parties** in accordance with the **agreement** in whole or in

Page 90 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

If in those circumstances certain **services** have to be suspended, the time for their completion shall be extended by the extent of the delay plus a reasonable period for their resumption or, if the speed of performing certain **services** has to be reduced, the time for their completion shall be extended as may be necessary due to the circumstances. The **Client** shall pay to the **Consulting Firm** such additional fees and expenses as may be agreed as appropriate to the work undertaken by the **Consulting Firm** in providing the necessary additional **services**.

The **Client** may suspend all or part of the **Services** or terminate the **agreement** by notice to the **Consulting Firm** who shall immediately make arrangements to stop the **services** and minimise further expenditure.

The **Consulting Firm** may by notice of at least 30 **days** terminate the **agreement**, or at his discretion and without prejudice to the right to terminate, may suspend or continue suspension of performance of the whole or part of the **services**:

C1.2.1.7.6 Payment due upon Suspension or Termination

C1.2.1.7.7 Rights and Liabilities of the Parties

C1.2.1.8 REMUNERATION - GENERAL

Page 91 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

The **Client** shall remunerate the **Consulting Firm** for **services** rendered in accordance with the details stated in the Specific Provisions which form part of this Form of **Agreement** and shall further pay for any additional or exceptional **services** in accordance with the principles contained in the Specific Provisions or at rates and prices agreed between the **Client** and the **Consulting Firm**. Where a payment schedule has not been agreed then the **Consulting Firm** will be entitled to render interim monthly invoices, based on progress, throughout the duration of the **services**.

C1.2.1.9 LIABILITY AND INSURANCE

C1.2.1.9.1 Liability of the Consulting Firm

The **Consulting Firm** shall only be liable to pay compensation to the **Client** arising out of or in connection with the **agreement** if a breach of Clause 2.1 is established against him.

C1.2.1.9.5 Insurance for Liability and Indemnity

The **Consulting Firm** agrees to arrange and maintain professional indemnity insurance cover in respect of the **services** provided under this **agreement** for the duration of the liability period in terms of clause 6.4, and in accordance with the details set down in the Specific Provisions.

C1.2.1.10 GENERAL PROVISIONS

C1.2.1.10.1 Governing Law

This **agreement** shall be governed by the law of the Republic of South Africa.

C1.2.1.11 Ownership of Data, Designs and Documents

(1) In accordance with the relevant clauses of the Copyright Act (Act 98 of 1978) relating to assignment, the **Consulting Firm** shall retain copyright of all documents prepared by the **Consulting Firm**. The **Client** shall be entitled to use them or copy them only for the **project** and the purpose for which they are intended and need not obtain the **Consulting Firm** permission to copy for such use;

(2) The ownership of data and factual information collected by the **Consulting Firm** and paid for by the **Client** shall, after payment by the **Client**, lie with the **Client**;

(3) The **Client** shall have no right to use any documents referred to in this Clause where any or all of the fees and expenses payable to the **Consulting Firm** have not been paid in accordance with this **agreement**.

Page 92 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

(4) In the event that the **parties** agree that the copyright in the documents shall be ceded to the **Client** then the **Consulting Firm** shall not be liable in any way for the use of any of the information other than as originally intended for the **project** and the **Client** hereby indemnifies the **Consulting Firm** against any claim which may be made against them by any party arising from the use of such documentation for other purposes.

C1.2.1.12 Conflict of Interest and Corruption

Unless otherwise agreed in writing by the **Client**, the **Consulting Firm** and his personnel shall have no interest in nor receive remuneration in connection with the **project** except as provided for in the **agreement**. The **Consulting Firm** shall not engage in any activity, which may conflict with the interests of the **Client** under the **agreement**.

Notwithstanding any damages that may be claimed against the **Consulting Firm** in law, the **Client** will be entitled to terminate the **agreement** in accordance with Clause 4.4, if it is shown that the **Consulting Firm** is guilty of:

- (1) offering, giving, receiving or soliciting anything of value with a view to influencing the behaviour or action of anyone, whether a public official or otherwise, directly or indirectly in the selection process or in the conduct of the **agreement**; or
- (2) misrepresentation of facts in order to influence a selection process or the execution of a **contract** to the detriment of the **Client**, including the use of collusive practices intended to stifle or reduce the benefits of free and open competition.

C1.2.1.13 Notices

Notices under the **agreement** shall be in writing and will take effect from receipt at the physical address stated in the Specific Provisions. Delivery may be by registered letter or by hand against written confirmation of receipt or by facsimile.

C1.2.1.14 Variations

- (1) The **Client** may order variations to the **services** in writing or may request the **Consulting Firm** to submit proposals, including the time and cost implications, for variations to the **services**;
- (2) The reasonable cost of preparation and submission of such proposals and the incorporation into the **agreement** of any variations to the **services** ordered by the **Client**, including any increase in the **Consulting Firm's** fees and reimbursable costs, shall be agreed between the **Consulting Firm** and the **Client**.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C1.2.1.15 Electronic Communications

The **parties** contract out of the provisions of the Electronic Communications and Transactions Act 25 of 2002, unless otherwise detailed in the Specific Provisions.

C1.2.1.16 SETTLEMENT OF DISPUTES

C1.2.1.16.1 Settlement

The **parties** shall negotiate in good faith with a view to settling any dispute or claim arising out of or relating to this **agreement** and may not initiate any further proceedings until either **party** has, by written notice to the other, declared that such negotiations have failed.

C1.2.1.16.2 Mediation

Any such dispute or claim, which cannot be settled between the **parties**, may be referred by the **parties**, without legal representation, to mediation by a single mediator. The mediator shall be selected by **agreement** between the **parties** and, failing such **agreement**, shall be nominated by the President of CESA. The costs of the mediation shall be borne equally between the **parties**.

C1.2.1.16.3 Arbitration/Litigation

If either **party** were unwilling to agree to mediation or be dissatisfied with the opinion expressed by the mediator or should the mediation fail then such **party** may: -

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

PART 1 - DATA PROVIDED BY THE EMPLOYER

The employer is the Madibeng Local Municipality .	
The authorized and designated representative of the employer is:	
Name of employer:	Madibeng Local Municipality
The address for receipt of communications is:	Madibeng Local Municipality 1 st Floor P.O. Box 106 Brits 0250
Telephone:	
Facsimile:	
Email:	
The project is:	RFT69/02/2024/25(RE-ADVERT)- ESTABLISHMENT OF PANEL OF TWENTY(20) PER DISCIPLINE OF CONSULTING FIRMS FOR INFRASTRUCTURE PROJECTS FOR A PERIOD OF THIRTY SIX (36) MONTHS

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Note :

The location for the performance of the Project is **the municipal area of Madibeng**.

The service provider is required to provide the Service with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards.

The service provider is required to obtain the employer's prior approval in writing before taking any of the following actions:

Appointing subcontractors for the performance of any part of the services,

Appointing key persons or personnel not listed by name in the contract data.

Copyright of documents prepared for the project shall be vested with the employer.

PART 2 - DATA PROVIDED BY THE SERVICE PROVIDER

The service provider is	
Name	
Address	
Telephone:	
Facsimile:	

Page 96 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

The authorized and designated representative of the service provider is	
Name	
The address for receipt of communications is	
Telephone	
Facsimile	
Email	
Address	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

SCOPE OF WORKS

The duties to be performed by the consulting engineer shall be as detailed in the Professional Gazette

2.1.1 Intended Services from Professional Service Provider

IT IS IMPORTANT TO NOTE THAT THE PROJECTS ARE INTENDED TO CONSTRUCT FOLLOWING THE 'LABOUR INTENSIVE CONSTRUCTION METHOD', HENCE THE PROFESSIONAL SERVICE PROVIDER HAS TO DESIGN, PREPARE THE CONSTRUCTION TENDER DOCUMENT AND GUIDE AND SUPERVISE THE CONTRACTOR IN CONSTRUCTING THE PROJECT FOLLOWING THE SAME METHOD.

The General Conditions of Construction would be the 'General Conditions of Contract for Construction Works, Second Edition, 2015 ('GCC 2015') by SAICE.

The following are primarily identified services; the professional service provider has to offer under this contract without limiting him to offer required services for the successful completion of the projects.

A. Normal Services

- The 'Normal Services' will be as per Clause 3.2 of ECSA Guideline (R-10-GFF, Government Gazette, 09 December 2020.) and construction contract would be according to the latest GCC for Construction by SAICE along with CIDB Guide Line for Professional Services including reporting and certifications) to fulfil the project requirement as explained in the tender documents and will follow the stages mentioned below:

Stage 1: Inception (Ref: Clause 3.2.1 of above-mentioned ECSA Guideline);

Stage 2: Concept and Viability (Preliminary Design), (Ref: Clause 3.2.2 of above-mentioned ECSA Guideline);

Stage 3: Design Development (Detail Design), (Ref: Clause 3.2.3 of above-mentioned ECSA Guideline);

Stage 4: Documentation and Procurement (Ref: Clause 3.2.4 of above-mentioned ECSA Guideline);

Stage 5: Contract Administration and Inspection (Ref: Clause 3.2.5 of above-mentioned ECSA Guideline);

Stage 6: Close-Out (Ref: Clause 3.2.6 of above-mentioned ECSA Guideline).

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Bidders are to note that deliverables according to the stages and reporting are mandatory and part of normal services; no payment will be made for services without receipt of acceptable deliverable(s) and reports in time.

B. Additional Services

- The 'Additional Services' will be as per Clause 3.3 of ECSA Guideline (R-10-GFF, Government Gazette, 09 December 2020.) to fulfil the project requirement as explained in the tender documents and will follow/ categorised as below:

- i. Survey and setting out: referred to Clause 3.3.1 (8) and (9) of above-mentioned ECSA Guideline;
- ii. Testing and Investigation: referred to Clause 3.3.1 (8) of above-mentioned ECSA Guideline;
- iii. Occupational Health and Safety (Act, 1993; Act No. 85 of 1993) up to the completion of the project: referred to Clause 3.3.3 of above-mentioned ECSA Guideline;

C. REIMBURSABLE SERVICES/ DISBURSEMENT

i. Travelling: Travelling or conveyance of Consulting Engineer or a member of Consulting Engineer's staff should be according to Clause 4.5 (2) of above-mentioned ECSA Guideline would be deemed to cover all cost on lump-sum basis and be reimbursed on the basis of progress of project.

D. PROJECT SET UP

- i. Establishment of a project implementation programme and time frame in consultation with the Employer;
- ii. Ensuring that community participation at all the level of project implementation is maximised;
- iii. Establishing of project steering committee and that the community endorses the proposed project.

E. DELIVERABLES

Following are the deliverables at various stages of services to be provided by the Professional Service Provider according to the Clause 3.2 of ECSA Guideline (R-10-GFF, Government Gazette, 09

Page 99 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

December 2020.) and tender documents without limiting requirement of any other reports or documents may be deemed necessary during the course of the project's implementation:

Stage 1: Inception

- i. Signed Agreement/ Contract
- ii. Inception Report covering
 - ✓ Report on project, site and functional requirement
 - ✓ Agreed scope of services and work
 - ✓ Consultants Team with Organogram and responsibilities
 - ✓ Schedule of required surveys, analyses, site and other investigation
 - ✓ Schedule of Consent and Approvals (Project Implementation Time Frame)

Stage 2: Concept and Viability (Preliminary Design)

- i. Preliminary Design Report covering
 - ✓ Design concept
 - ✓ Construction Specifications
 - ✓ Result/ analyses/ report of Survey and investigations
 - ✓ Road alignment, cross-sections including proposed storm-water drainage (design drawings)
 - ✓ Cost estimates in the form of bill of quantities along with cost analyses and life cycle costs
 - ✓ Alternatives if envisaged
- ii. EIA and EIM reports

Stage 3: Design Development (Detail Design)

- i. Detail Design Report covering
 - ✓ Design concept, final and accepted
 - ✓ Construction Specifications, final and accepted

Page 100 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- ✓ Result/ analyses/ report of Survey and investigations, final and accepted
 - ✓ Road alignment, cross-sections including proposed storm-water drainage (detail design drawings), final and accepted
 - ✓ Cost estimates in the form of bill of quantities, final and accepted
- ii. EIA and EIM letter of authorization from DEDEA and DME

Stage 4: Documentation and Procurement

- i. Tender Documents covering
- ✓ Specifications
 - ✓ Working drawings
 - ✓ Bill of quantities
- ii. Project budget, final estimates
- iii. Tender evaluation report along with recommendations

Stage 5: Contract Administration and Inspection

- i. Schedule of predicted cash flow
- ii. Construction documentation
- iii. Drawing register
- iv. Estimates of proposed variation with recommendation, if any
- v. Contract administration and inspection according to GCC for Construction Works, SAICE
- vi. Financial control reports
- vii. Progressive and draft final accounts
- viii. Valuation and recommendation of payment certificates
- ix. Practical completion certificate and defects list Stage 6: Close-out
- i. Valuations and recommendations for payment certificates

Page 101 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

- ii. Final Completion Certificate and close-out reports
- iii. As-built drawings and documentation
- iv. Operation and maintenance manuals, guarantees and warranties
- v. Final accounts

Other Routine Reports and documentation

Following are other routine reports and documentations that are foreseen to be submitted by Professional Services Provider without limiting any necessary of preparing other reports and documentations:

- i. Project progress reports within the prescribed timeframes and in agreed formats.
- ii. All reports and information according to MIG (MIG 1, MIG 4, MIG 5, MIG 6, MIG 8, MIG 9 and MIG 10)
- iii. Site meeting and technical committee meeting minutes

PROJECT IMPLEMENTATION TIMEFRAME

The Professional Service Provider shall work within the timeframes as agreed and approved by the Municipality. The detail implementation schedule shall be discussed and agreed in between the Employer and the successful bidder. The stages mentioned would be considered completed only at submission/ concluding all the deliverables of any stage. As the start the following pro- forma time would be utilised to give tentative dates as to program intact.

SCOPE OF WORK	
The panellists will be expected to perform the following activities as and when they get appointed on specific projects: • Design of Works • Engineer Concept, feasibility and overall process • Basic Engineering and detail layouts to tender stage	

Page 102 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

• Final Design of Works • Final Design to approved for construction stage • Preparation of tender documentation & adverts • Appointment of soil test / topographical surveyors/Environmental assessor • Risk assessment, quality assurance, • Project Health and safety specifications. • Construction and appointment of sub-contractors • Contractor Supervision • Preparation of as-built drawings for & submission • Completion certificate	
The successful service providers on the established panel will be allocated projects to compete on price, Specific Goals and approach methodology based on the field of discipline they have been qualified on.	

FIELD OF DISCIPLINE

The following disciplines are required and the services providers should indicate their areas of expertise:

NOTE:TENDERERS ARE ONLY ALLOWED TO CHOOSE THREE(3) AREAS OF EXPERTISE

The tender will be open to consultants who are registered with Engineering Council of South Africa (ECSA), South African Council for architectural profession (SACAP) and South African Council for the Project Construction Management Professions (SACPCMP) who have experienced in the following fields:

No.	DISCIPLINE	CHOOSE X
1	Civil Engineering: Structural Engineering	
2	Civil Engineering: Roads and Storm water	
3	Civil Engineering: Water and Sanitation	
4	Civil Engineering: Sports Facility	
5	Electrical Engineering	
6	Mechanical Engineering	
7	Building: Architect, Quantity Surveyor	
8	Civil Engineering: Landfill and Waste Transfer Station	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

NOTE: TENDERERS ARE ALLOWED TO CHOOSE NOT MORE THAN THREE(3) AREAS OF EXPERTISE, CHOOSING MORE THAN THREE AREAS OF EXPERTISE WILL RESULT IN DISQUALIFICATION.

Proposed Evaluation Process

The evaluation of submissions from the consultant will be based on the following three(3)stages.

Stage1: Compliance requirements as per SCM tender requirements.

Stage 2: Technical evaluation on functionality points, where bidders are expected to score a minimum of 75 points to qualify to be a panellist.

NB: A tenderer who scored less than 75 points in stage 2 will be disqualified

No	Criteria	Description	Points allocation	Max. Points	Points Scored
Completion certificates must be signed by all parties namely: the employer, Engineer and the contractor (certificates that is not signed by ALL relevant parties will result in the bidder forfeiting points).	Experience of the firm in similar assignment (project)	The tenderer should provide at least contactable reference and referral letters for their completed assignment. (Appointment letters & Completion Certificate)	40	40	
	10 and more years of company experience and 10 and more signed completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to the type of the contract indicating the completion of the project and 10 corresponding appointment letters on client's letter head of similar projects				
	8 – 9 years of company experience 8 and more signed completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to the type of the contract indicating the completion of the project and 8 corresponding appointment letters on client's letter head of similar projects 5 – 7 years of company experience and 5 signed		30		

Page 104 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

	completion certificates or final completion certificates by (Client, Consultant and Contractor) relevant to the type of the contract indicating the completion of the project and 5 corresponding appointment letters on client's letter head of similar projects		20		
Company to provide certificates of registration accompanied by the professional individual CV. Evaluation to be done on only one Director(s) of the Company NB: Those with international qualifications must attach the SAQA credit certificates and Work Permit/ Certified SA Citizenship	Key Staff Experience (Company Directorship) Professional for Specialised works projects Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	Evaluation to be done on Director(s) of the Company. He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	15 10 5	15	
Experience of staff (Engineer or Technologist in Civil or Electrical or Quantity Survey or Project Management in Construction Management or Architecture) To be assessed by considering the Bidder's selected workmanship category(s)	Professional for Specialised works projects Project Lead: Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	15 10 5		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

-COMPETED PROJECTS	Professional for Specialised works projects Lead Design Engineer: Professional Eng. With 8 and more years of relevant field experience post registration Professional Technologist with 8 and more years of relevant field experience post registration Professional Technician with 8 and more years of relevant field experience post registration	He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	10 05 2.5	30	
	Professional for Specialised works projects Engineering Representative (ER): Professional Technician with 8 and more years of relevant field experience post registration Professional Technician with 5 or more years of relevant field experience post registration	He/She must be registered with Engineering Council of South Africa (ECSA)/ South African Council for architectural profession (SACAP)/ South African Council for the Project Construction Management Professions (SACPCMP)	10 05		
Professional Indemnity	The tendering entity has professional indemnity insurance cover issued by a reputable South African insurer in an amount of not less than R 5 million in respect of a claim without limiting to the number of claims or show documentary evidence (proposal / quotation) of having applied for such cover.		10	10	
OVERALL TOTAL				100	

Stage 3: Points Awarded for Price and Specific Goals, where the responsive bids will be evaluated on 80/20 Preference point system, i.e. 80 will be for price (Ps) and 20 points for Specific Goals.

Page 106 of 119

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

2. Price

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 $P_{\min}$ = Price of lowest acceptable bid

2. Points Awarded for Specific Goals

- 4.7. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.8. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (e) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system or
 - (f) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such. Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
	10	20	10	20
Race – people who are black, coloured or Indian	3	6		
Local Economic Development	2	4		
People with Disability (PwD) Ownership (20% or more)	2	3		

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

Gender Women	1	3		
Youth	2	4		
TOTAL	10	20		

PART C2 PRICING DATA

C2.1 PRICING INSTRUCTIONS

GENERAL ASSUMPTIONS

Pricing Assumptions mean the criteria as set out below, read together with all Parts of this contract document, which it will be assumed in the contract that the tenderer has considered when developing his prices.

1. The short descriptions given in the schedules below are brief descriptions used to identify the services and related cost items for which prices are required. Detailed descriptions of the services to be priced are provided in the Scope of Work (Part C3.1 of this document) and the relevant statutory body.

2. The bidder must price for services as detailed under C.3.1 below. The fee scales shall be calculated as per the Government Gazette Vol. 606 December 2015, No. 39480 reduced by any applicable discounts

3. For the purpose of the service or cost item, the following words shall have the meanings hereby assigned to them:

WORD	MEANING
Unit	The unit of measurement for each item of work.
Quantity	The number of units of work for each item.
Rate	The agreed payment per unit of measurement
Amount	The product of the quantity and the agreed rate for an item
Sum	An agreed lump sum payment amount for an item, the extent of which is described in the Scope of Work, but the quantity of work which is not measured in any units.
Professional Fee	The agreed fee for a service, the extent of which is described in the Scope of Work and may where required be expressed as a percentage of the estimated construction contract value or part thereof.

4. A rate, sum, professional fee and/or price as applicable, is to be entered against each item in the schedules. An item against which no price is entered will be considered to be covered by the other prices or rates in the relevant Table of Quantities.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

5. The rates, sums, professional fee, and prices in the schedules are to be fully inclusive prices for the work described under the several items. Such prices and rates are to cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit.
6. Where quantities are given in the Table of Quantities, these are provisional and do not necessarily represent the actual amount of work to be done. The quantities of work accepted and certified for payment will be used for determining payments due and not the quantities given in the Table of Quantities. In respect of time-based services, the allocation of staff must be agreed with the employer before such services are rendered.
7. Tendered time-base fees (where the unit of measurement is time based) shall be adjusted in terms of clause 3.16 of the Standard Professional Services Contract. Tenderers are to note that apart from the stated adjustment to the time-based fees, there will be no adjustment in the tendered professional fees and/or other rates tendered during the initial term of the contract. If the successful tenderer is given any extension with respect to their appointment term, the tendered time-base fees shall be adjusted for the extension with respect to their appointment term, in terms of Clause 3.16 of the Standard Professional Services Contract and shall not revert automatically to the recommended prevailing time-based fees contained in the various gazettes and notices of the relevant respective professional bodies such as, for example, the hourly rates recommended by the South African Council for Project and Construction Management Professionals (SACPCMP) and the Engineering Council of Southern Africa (ECSA) at the time of the extension.

7.1. DBSA reserves the right to negotiate the Professional fees with the successful Bidder due to any circumstances beyond their control, this could result in an increase or decrease of Professional fees that will be agreed to by both parties.
8. The tendered Professional fee or rate for construction monitoring staff shall include all overtime costs in respect of construction monitoring services provided outside of normal working hours.
9. Tenderers are to carefully note that only those recoverable expenses listed in the schedules will be reimbursed to the Service Provider.
10. Items for printing/copying shall be for specified contract documents, reports, manuals, and drawings, excluding general correspondence, minor reports, progress reports, etc. which shall be deemed to be included in the professional fees. Payment will only be made for copies of reports and drawings submitted to the Employer or issued, as specified, or requested by the Employer, and all drafts shall be for the Service Provider's account. The prices tendered in Schedule C2.2.4 should be on the basis of a percentage of the Total Professional fees.
11. The per kilometre rate for the reimbursement of travel expenses shall be limited to the kilometre rates published by the Department of Public Works from time to time for vehicles with engine capacities of various capacities but not exceeding the maximum of 2500cc for the purpose of this contract. If 4x4 vehicles or other vehicles exceeding 2500cc are required due to accessibility or poor road conditions, the applicable rate needs to be agreed between the Service Provider and the Employer upfront before trips are undertaken. The prices tendered in Schedule C2.2.3. should be on the basis of a vehicle with 2500cc engine capacity. Please note that the first **200Km** of every travel should not be claimed for by the Services Provider, it should be part of the cost in the Professional fees. The base travel will be calculated from the nearest of DBSA or the PSP office.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

12. Tenderers are to note that the planning for this contract is based on a Departmental budget which is subject to change. While the Employer has every intent to complete the full scope of works, the Employer reserves the right to reduce or increase the scope of works according to the dictates of the budget, or to terminate this contract, without adjustment to the agreed rates, sums or professional fees and without payment of any penalty or surcharge in this regard. The Service Provider shall however be entitled to a pro-rata payment for all services carried out in terms of any adjustment to the Scope of Works or, in the case of termination, remuneration and/or reimbursement as described in Clause 8.4.4 of the Standard Professional Services contract.
13. The hourly rates and professional fees of Experts that are used by the Tenderer to provide the services shall not exceed the hourly rates and professional fees applicable for professionals in the respective disciplines as stipulated by the relevant Government Gazette in the various Guidelines to Scope of Services and Tariffs of Fees for the various disciplines. The bidder must price for normal services as contained in the Government Gazette Fee Scale. The fees shall be calculated as per the Government Gazette Fee Scale reduced by any applicable discounts.
14. Professional / Technical Services Fees: These are to be based on a realistic estimate of the cost of all the services required to achieve all the specific deliverables listed in the Scope of Work. The professional fees are to be completed in the schedules of this section. The completed schedules are to be completed and returned with the tender proposals.
15. Operational Expenses (Accommodation): Accommodation includes breakfast and means the following: A bed and breakfast A guest house A self-catering accommodation

A hotel with a star rating not exceeding 3 as defined by the Tourism Grading Council of South Africa (per www.tourismgrading.co.za)
Costs of accommodation in a lodge, country house, or a 4-star or higher star rated hotel cannot be claimed as an expense.
Reimbursement for accommodation expenses will be based on the actual accommodation rate paid in an establishment.
16. Operational Expenses (Subsistence Expenses).
17. Printing / Copying Expenses: Where applicable (see 10 above), these expenses shall be reimbursed based on a percentage.

C2.2 PRICING ASSUMPTIONS

Tenderers are to price each of the attached schedules. Of the price schedules to be submitted by the tenderer, the time-based fees (hourly rates) of Schedule C2.2.1 will be used in the event of changes to the contract price or period of performance (contract term) of the tenderer.

C2.2.1 TIME-BASED FEES

N.B. The bidding team should have a list of all professional services as a company or consortium. The bidder must price for normal services as contained in the Government Gazette Fee Scale. The fees shall be calculated as per the Government Gazette Fee Scale reduced by any applicable discounts.

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C2.2.1(A) DISCIPLINE / SERVICE: PROJECT MANAGER/LEAD (TIME-BASED FEES)				
NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered (with more than 15 years' post registration experience)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

C2.2.1 (B) DISCIPLINE / SERVICE: QUANTITY SURVEYING (TIME-BASED FEES)				
NAME OF STAFF	QUALIFICATIONS	No. OF YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Quantity Surveyor (SACQSP, Pr. QS) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C2.2.1(C) DISCIPLINE / SERVICE: CIVIL ENGINEERING (TIME-BASED FEES)

NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Civil Engineer (ECSA, Pr. Eng) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

C2.2.1(D) DISCIPLINE / SERVICE: STRUCTURAL ENGINEERING (TIME-BASED FEES)

NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Structural Engineer (ECSA, Pr. Eng) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C2.2.1(E) DISCIPLINE / SERVICE: ELECTRICAL ENGINEERING (TIME-BASED FEES)

NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Electrical Engineer (ECSA, Pr. Eng) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Mechanical & Fire Engineer (ECSA, Pr. Eng) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
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BIDDER

WITNESS

EMPLOYER

WITNESS

C2.2.1(G) DISCIPLINE / SERVICE: PROCESS ENGINEERING (TIME-BASED FEES)

NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Professionally Registered Mechanical & Fire Engineer (ECSA, Pr. Eng) (Min. of 10 years' experience post registration)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

TENDER NO.	RFT69/02/2024/25(RE-ADVERT)				
		BIDDER	WITNESS	EMPLOYER	WITNESS

C2.2.1 (H) DISCIPLINE / SERVICE: CONSTRUCTION HEALTH AND SAFETY AGENT (TIME-BASED FEES)				
NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Principal: Registered Construction Health and Safety Manager (SACPCMP, Pr. CHSM)	
			Salaried Staff: Associates and Managers	
			Salaried Staff: Staff performing work and carrying direct responsibility for project activities	
			Salaried Staff: Staff performing work under direction and control of senior professionals	

C2.2.1(I) DISCIPLINE / SERVICE: SOCIAL FACILITATOR (TIME-BASED FEES)				
NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Specialist: Social Facilitator (Min. of 10 Years relevant experience)	

C2.2.1(J(I) DISCIPLINE / SERVICE: ENGINEER'S REPRESENTATIVE (TIME-BASED FEES)				
NAME OF STAFF	QUALIFICATIONS	YEARS PROF. EXPERIENCE	CATEGORY OF STAFF	HOURLY RATE (RANDS Excl. VAT)
			Specialist: Engineer's Representatives National Diploma, B-Tech or Degree in Civil Engineering plus 15 years' post-registration)	

TENDER NO.	RFT69/02/2024/25				
		BIDDER	WITNESS	EMPLOYER	WITNESS

THE PRICING SCHEDULE (ACTIVITY) THE PRICING SCHEDULE

TENDERERS MUST COMPLETE THIS PART OF THE TENDER

PRICING DATA TO BE USED DURING THE ISSUE OF PROJECT SPECIFIC TENDER TO ADJUST THE PROFESSIONAL FEES COST ACCORDINGLY.

The following will influence the pricing of this schedule; Estimate Construction Period = 8 months

No	Description	Unit	QTY	Rate (R – c)	Amount (R – c)
1	Professional Fees				
1.1	Professional fees apportioned as follows; Stage 1 Inception = 5% Stage 2 Concept and Viability = 25% Stage 3 Design Development = 25% Stage 4 Documentation and Procurement = 25% Stage 5 Contract Administration and Inspection = 15% Stage 6 Close Out = 5%	Sum	1	Will be as per ECSA Guide lines	
	Sub-Total 1: Professional Fees to be carried to Summary				
2	ADDITIONAL COSTS				
2.1	SURVEYS AND STUDIES	Unit	QTY	Rate (R – c)	Amount (R – c)
2.1.1	Geotechnical Investigation	Prov Sum	1	R300 000.00	R300 000.00
2.1.2	Topographical Survey	Prov Sum	1	R200 000.00	R200 000.00
2.1.3	Hydrology Survey	Prov Sum	1	R300 000.00	R300 000.00

TENDER NO.	RFT69/02/2024/25				
BIDDER		WITNESS		EMPLOYER	
				WITNESS	

2.1.4	Legislative Requirements: General Authorisation/ WULA (DWS)	Prov Sum	1	R300 000.00	R300 000.00
No	Description	Unit	QTY	Rate (R – c)	Amount (R – c)
2.1.5	Legislative Requirements: Scoping Report and EIA	Prov Sum	1	R300 000.00	R300 000.00
2.1.6	Tenderer's handling costs	%	R1 400 000.00		
Sub-Total 2.1: Surveys and Studies to be carried to summary					
2.2	Expenses and costs	Unit	QTY	Rate (R – c)	Amount (R – c)
2.2.1	Typing and printing A4 Colour on 80 g/m2 paper	No	2 000		
2.2.2	Copying A4 Colour on 80 g/m2 paper	No	2 000		
2.2.3	Copying A4 black and white on 80 g/m2 paper	No	2000		
2.2.4	Printing A3 Colour on 80 g/m2 paper	No	500		
2.2.5	Printing A2 Colour on 80 g/m2 paper	No	20		
2.2.6	Printing A1 Colour on 80 g/m2 paper	No	20		
2.2.7	Printing A0 Colour on 80 g/m2 paper	No	20		
2.2.	Travelling per k/m (1500cc to 2500cc)	Km	1600		
Sub-Total 2.2: Expenses and Costs to be carried to Summary					
2.3	Quality Assurance	Unit	QTY	Rate (R – c)	Amount (R – c)
2.3.1	Construction Monitoring Level 3 (Engineer's Representative full time)	Month	8		
2.3.2	Travelling time/hr (Project Engineer)	Month	8		

2.3.3	OHS Compliance including appointment as an the employer's H & S Agent	Month	8		
Sub-Total 2.3: Expenses and Costs to be carried to Summary					

SUMMARY OF PRICING SCHEDULE.

No	Description	Amount (R – c)
1	Professional Fees (Will be ca	
2.1	Surveys and Studies	
2.2	Expenses and Costs	
2.3	Additional Costs	
2.4	TOTAL COST EXCL VAT (2.1+2.2+2.3)	
2.5	VAT 15% of 2.4	
2.6	TOTAL COST INCL VAT (YEAR 1)	
3	ESCALATION PERCANTAGE ON TOTAL PRICE: YEAR 2	Escalation Percentage (%): _____
4	ESCALATION PERCANTAGE ON TOTAL PRICE: YEAR 2	Escalation Percentage (%): _____
5	PERCENTAGE DISCOUNT ON THE TOTAL COSTS INCL VAT	%

TENDER NO.	RFT69/02/2024/25				
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“ZERO TOLERANCE TOWARDS FRAUD AND CORRUPTION”

Anti-Corruption Hotline:

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END OF TENDER DOCUMENT

Page 119 of 119

TENDER NO.	RFT67/09/2024/25				
		BIDDER	WITNESS	EMPLOYER	WITNESS