



**INVITATION TO CONTRACTORS TO PARTICIPATE IN THE
INTEGRATED CONTRACTOR DEVELOPMENT
PROGRAMME (ICDP) OF THE DEPARTMENT OF PUBLIC
WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE
(3) YEARS.**

SCMU5-23/24/0095

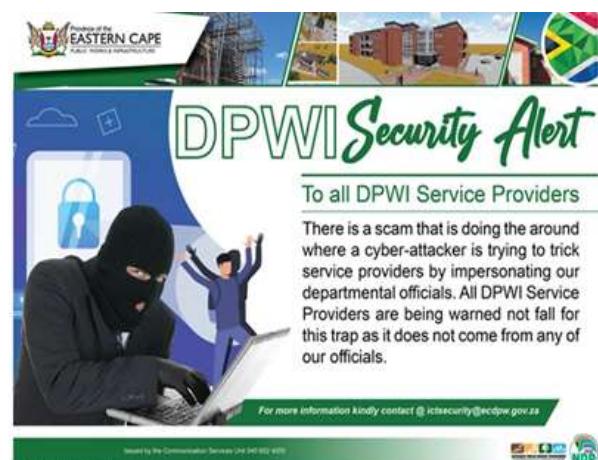
NAME OF COMPANY:

CSD Nr:

REGISTRATION Nr:

CLOSING DATE: 23 JANUARY 2024

TIME: 11:00 am



Department of Public Works and Infrastructure
Qhasana Building
Independence Avenue
Bhisho
5605



NO.	DOCUMENT DESCRIPTION	Included	
		Yes	No
1.	This Document in its original format		
2.	Invitation to expression of interest (Completed and signed)		
3.	Valid CSD Report (MAAA number). Tax Matters with SARS must be valid.		
4.	SBD 4- Declaration of Interest (Completed and signed)		
5.	Please fill the specific goals table attached		
6.	Returnable Documents: Company Registration documents, Companies Act 71 of 2008		
7.	Copies of your company registration documents (CIPRO) listing all members with percentages, in case of a CC.		
8.	Returnable Documents: Copies of ID's of Directors		
9.	Returnable Documents: Company Composition (Annexure A)		
10.	Returnable Documents: Resolution to sign (Annexure B)		
11.	Stamped Project Reference by the employer for grade 2 to 6 (Annexure D)		
12.	Returnable Documents: Addendum (Annexure E)		
13.	Returnable Document: Compulsory Declaration (Annexure F)		
16	Company experience: appointment letter and Practical Completion		
17	Certified copies of Built Environment qualifications/certificates		
18	Certified Copies of Directors		
20	Copy of CIDB registered for Grade 1-6		
21	Certified Proof of physical address/ residence (Municipal letter or proof of lease agreement		
22	Company profile where an appointment letter of a person with built environment qualification will form part of the profile		



Tender Notice and Invitation to Tender

INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTEGRATED CONTRACTOR DEVELOPMENT PROGRAMME (ICDP) OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE 3 YEARS

The Eastern Cape Department of Public Works and Infrastructure hereby invites Built Environment Contractors with a CIDB Grading of 1-6 in the following Class of works (GB, EB, SQ, SO), to submit their interest for the ICDP.

Contractors are expected to, along compliance issues, meet the Selection Criteria and score minimum of 70 points and above to be admitted into the programme. Only 10 contractors will be selected for each region

NB

Priority will be given to Women, Youth and Disability with technical abilities e.g. Women, youth and disability that have built environmental qualification, experience on site and. Then the priority will be given to the highest scoring Women, Youth and disabled people.

YOUTH	55%
WOMEN	60%
DISABILITY	2%

Bid documents are downloadable free of charge from the Department of Public Works and Infrastructure website (www.ecdpw.gov.za/tenders) or from the National Treasury's tender portal (<http://www.etender.gov.za/content/advertised-tenders>). Bid documents will be available on the **17 NOVEMBER 2023**. No bid documents will be available at departmental offices.

NO briefing meeting will be held

Queries relating to the issue of these documents may be addressed in writing to SCM email: supply.chain@ecdpw.gov.za Technical **enquiries:** may be addressed in writing to Ms. Noncedo Mtima – Cell: **076 835 0750**, email: Noncedo.Mtima@ecdpw.gov.za

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (<https://secure.csd.gov.za>). Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



B. TENDER SUBMISSIONS:

Bids must be submitted in sealed envelopes clearly marked "**SCMU5-23/24-0095": INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTEGRATED CONTRACTOR DEVELOPMENT PROGRAMME (ICDP) OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE 3 YEARS.**

Tender Document must be deposited in the bid box below

REGIONS	PHYSICAL ADDRESS OF BID BOX WHERE COMPLETED DOCUMENTS CAN BE RETURNED
MT AYLIFF	Corner of Nkosi Senyukela Jojo Of Ngqubusini Street Mt Ayliff 4700 Supply chain bid box
OR TAMBO	KD Manzima Building Corner Owen and Victoria Street 5099 Supply chain bid box
SARAH BARTMAN/ NELSON MANDELA	55 Albany Road Central Port Elizabeth 6000 Supply chain bid box
AMATOLE/BUFFALO CITY	Corner Amalinda Scholl Roads next to SPCA Cambridge 5247 Supply chain bid box
JOE GQABI	Bensonvale College Complex Block F Sterkspruit 9762 Supply chain bid box
CHRIS HANI	Corner Road King Park Queenstown 5320 Supply chain bid box

The Selected contractors will be part of the Integrated Contractor Development Programme (**ICDP**) in the Eastern Cape Province for the Eastern Cape Department of Public Works and Infrastructure' (ECDPWI) for a period of three (3) years.

The received application will not be opened in public on the 23 January 2024 at 11h00 in the respective Regions. Unsuccessful tenderers will be informed through publication on relevant platforms.

Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the expression (<https://secure.csd.gov.za>).



Technical enquiries shall be directed to Noncedo Mtima only in writing at noncedo.mtima@ecdpw.gov.za and Supply Chain Management enquiries supply.chain@ecdpw.gov.za office hours

Please note:

This document must be completed by all Eastern Cape Contractors applicants wishing to be part of the Expression of interest within the Eastern Cape Province in the DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE [DPWI] Database.

C. BID EVALUATION:

This bid will be evaluated in Two (2) phases as follows:

Phase One: Compliance, responsiveness to the bid rules and conditions, thereafter they will be evaluated on Functionality.

Phase Two: Functionality will be applied as a prequalification criterion. Such criteria are used to establish minimum requirements where after bids will be evaluated solely on the basis of preference points

BID SPECIFICATIONS, CONDITIONS AND RULES

1. The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data
2. The specifications, rules, special conditions of bid, evaluation criteria, and rules for evaluation are detailed in the document.
3. The Department of Public Works and Infrastructure SCM policy applies.
4. Tender validity period is **120 days**.



SBD 1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE					
BID NUMBER:	SCMU5-23/24-0095	CLOSING DATE:	23 January 2024		CLOSING TIME: 11H00
DESCRIPTION	INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTEGRATED CONTRACTOR DEVELOPMENT PROGRAMME (ICDP) OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE 3 YEARS “				
BID RESPONSE DOCUMENTS: BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE REGIONAL OFFICES AS SPECIFIED IN THIS DOCUMENT					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	SCM	CONTACT PERSONS	Ms. N. Mtima		
TELEPHONE NUMBER		TELEPHONE NUMBER	040 602 4017		
FACSIMILE NUMBER		FACSIMILE NUMBER	n/a		
E-MAIL ADDRESS	Supply.chain@ecdpw.gov.za	E-MAIL ADDRESS	Noncedo.Mtima@ecdpw.gov.za		
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO					
IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					



PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

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

2. TAX COMPLIANCE REQUIREMENTS

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

SIGNATURE OF SERVICE PROVIDER:

.....

CAPACITY UNDER WHICH THIS EXPRESSION OF INTEREST IS SIGNED:

.....
(Proof of authority must be submitted e.g. company resolution)

DATE:



BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

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

	Full Name	Identity Number	Name of State institution
2.2			

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

2.2.1 If so, furnish particulars:

.....
.....

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

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



2.3.1 If so, furnish particulars:

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



A
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: cidb registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.

Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.

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 fraud 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
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed Date

Name Position



Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE

NB: EMEs and QSEs must refer to amended Construction Sector codes (Construction Sector Codes (CSC000)

Full Name of authorized signatory.....

Authorized signature of Applicant

THE FOLLOWING PARTICULARS MUST BE FURNISHED

Name of Applicant	
Name of Contractor/Company	
Postal Address	
Street Address	
Telephone Number	Code: Number:
Cell phone Number	
Facsimile Number	Code: Number:
CRS number	
CSD number	
Email address	
VAT Registration Number (If applicable)	
Specify the local Municipality	

I HEREBY CERTIFY THAT THE INFORMATION FURNISHED ON THIS APPLICATION IS TRUE AND CORRECT.

NAME OF AUTHORIZED SIGNATORY	
*AUTHORIZED SIGNATURE OF CONTRACTOR	

***FAILURE TO SIGN WILL RESULT IN YOUR APPLICATION BEING DISQUALIFIED**

Clause Number	Submission Data
1	The employer is: The Eastern Cape Department of Public Works & Infrastructure
2	The employer's agent is: Noncedo Mtima E-mail: noncedo.mtima@ecdpw.gov.za



3	The language for communications is English
4	<p><u>Only those respondents who satisfy the following eligibility criteria are eligible to</u></p> <p><u>submit expression of interest: Failure to comply with all the requirements will render the submission none-responsive</u></p> <ol style="list-style-type: none">1. Only applicants who comply with the minimum of 70 points requirements will be evaluated further, and will be considered for selection.2. Applicants must fully complete the application form.3. Telegraphic, telephonic, telefax, facsimile, e-mail and late expression of interests will not be considered.4. Only 100% Black Owned enterprises that meets the minimum selection criteria of 70 points5. The tenderer or any of its directors/ shareholder must 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 public sector.6. If your company has participated in Contractor Development of DPW/DRPW in intake of (2012 to 2015) and (2015 to 2018) and (2020 to 2024) will not be selected to this programme.7. This is a targeted development program and priority will be given to Youth and Women owned entities, and Disability status of Owners.8. SBD – 4 forms should be completed and signed failing which the bidder will be eliminated.9. The programme is targeting only HDIs that meets minimum selection criteria of 70 points10. The closing time for submission of expressions of interest is as stated in the Notice and invitation to submit an expression of interest11. Late submissions will not be accepted; it will stay unopened.12. Priority will be given to Women, Youth and Disability people with technical abilities e.g. Women, youth and disability that have scored highest points on functionality: built environmental qualification, project experience, contractor registered on CIDB and address 1 on CSD is Eastern Cape.13. During the selection the Contractors will be spread to cover the different local, District municipalities and the Metros.
4.	<p><u>Non-mandatory requirements (should not be considered non-responsive in absence of any but must be submitted):</u></p> <ol style="list-style-type: none">1 The entity should be registered with the Companies And Intellectual Property Commission (CIPC).2 The applicants should provide certified copies of South African Identity Documents of all Directors/ Members of the entity.3 Directors should be fully involved in the operations of the construction business.



	<p>4 A contractor will only be registered in one Region and the proof of address will be the basis of allocation. In the event that a contractor has permanent offices in more than one Region first address 1 on CSD will be considered. The selection will remain valid for the entire period of the database and no "jumping" between Regions will be allowed during this period three years (3yrs), only in the case where the Department cannot find the suitable contractor in that particular Region</p> <p>5 For purpose of this program, a person cannot be a director/ shareholder in more than one company registered on the database.</p> <p>6 The database will be managed in accordance with the CIDB Regulations and the Department of Public Works & Infrastructure Eastern Cape's SCM Policy.</p> <p>7 Where applicable, the term "bidder" and "contractor" are referring to the "applicant".</p> <p>8 This is a targeted development programme and priority will be given to Youth and Women owned entities, and Disability status of Owners.</p>																						
6.	<p>The Selection criteria and maximum score in respect of each of the criteria are given hereunder.</p> <p><i>The company scoring an average score below 70 points will be considered as DISQUALIFIED for to being part of the programme.</i></p> <p><i>A Tender scoring an average score above 70 points will be considered for Selection and be evaluated further.</i></p> <p>GRADE 1 and Grade 2</p> <table border="1"><thead><tr><th>Selection criteria</th><th>Evaluation schedule</th><th>Maximum number of points</th></tr></thead><tbody><tr><td>At least has relevant project experience of minimum of R 20 000.00</td><td>Schedule 1</td><td>20</td></tr><tr><td>Have a built environment qualification or certificate within build environment</td><td>Schedule 1</td><td>50</td></tr><tr><td>Company must be registered with CIDB</td><td>Schedule 2</td><td>10</td></tr><tr><td>Company Address 1 on CSD must be in Eastern Cape</td><td>Schedule 3</td><td>20</td></tr><tr><td>Maximum possible score for quality (Ms)</td><td></td><td>100</td></tr><tr><td></td><td></td><td></td></tr></tbody></table> <p>The minimum number of selection criteria points should be 70 points</p>	Selection criteria	Evaluation schedule	Maximum number of points	At least has relevant project experience of minimum of R 20 000.00	Schedule 1	20	Have a built environment qualification or certificate within build environment	Schedule 1	50	Company must be registered with CIDB	Schedule 2	10	Company Address 1 on CSD must be in Eastern Cape	Schedule 3	20	Maximum possible score for quality (Ms)		100				
Selection criteria	Evaluation schedule	Maximum number of points																					
At least has relevant project experience of minimum of R 20 000.00	Schedule 1	20																					
Have a built environment qualification or certificate within build environment	Schedule 1	50																					
Company must be registered with CIDB	Schedule 2	10																					
Company Address 1 on CSD must be in Eastern Cape	Schedule 3	20																					
Maximum possible score for quality (Ms)		100																					



GRADE 1 -2 GENERAL SCORING				
BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS	
<p>1. RELEVANT PROJECT EXPERIENCE - PROOF OF PROJECTS/EXPERIENCE (COMPLETION CERTIFICATES SIGNED, APPOINTMENT LETTER ON A CLIENT LETTER HEAD MUST BE ATTACHED): POINTS. 20 Breakdown of Points:</p> <ul style="list-style-type: none">Contractor must have completed at least 1 project with a minimum value of R20 000.00 or above on the range of CIDB Grading 1. attach a Practical Completion Certificate with the bid.or Contractor is currently busy with a project of the value of R20 000.00 or more. attach an appointment letter.or Contractor with a projects experience less than R20 000.00 attach completion letter or appointment letter.Or contractor that has no experience at all	5 5 5 0	4 3 1 5	20 15 5 0	
<p>2. Have a qualification in built environment Points 50 Breakdown of Points:</p> <ul style="list-style-type: none">Attach a certified copy of at least 1 Director within the company having (Diploma or higher within a built environmentOr Attach a certified copy of at least 1 Director having N6 certificate with trade test certificate within built environmentOr Attach a certified copy of at least 1 Director having N5 certificate with trade test certificate within built environmentOr attach N4 certificate with trade test certificate of at least 1 director having in built environmentAttach appointment letter and a certified copy of Diploma or higher qualification within built environment of a person appointed by the companyAttach appointment letter and a certified copy of N6 with the trade test within built	10 8 6 5 3 2	5 5 5 4 5 5	50 40 30 20 15 10	



	<p>environment of a person appointed by the company.</p> <ul style="list-style-type: none">• Attach appointment letter and a certified copy of N2/N5 with the trade test within built environment of a person appointed by the company.• Or contractor that has not attached qualification/certificate within built environment	1 0	5 5	5 0
	<p>3. Company Address 1 on CSD must be in EC Points 20 Break Down of Points</p> <ul style="list-style-type: none">• Company Address 1 on CSD must be in Eastern Cape• Company Address 1 on CSD not on EC	4 0	5 5	20 0
	<p>4. The company is active on CIDB register Points 10 Break Down of Points</p> <ul style="list-style-type: none">• The company must be registered on CIDB	2 0	5 5	10 0
The company scoring an average score below 70 points will be considered as DISQUALIFIED for to being part of the programme.				

Submission Data

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in the

1. **The Standard for Infrastructure Procurement and Delivery Management (SIPDM) First edition, October 2015 Effective Date: 1 July 2016**
2. **Department of Public Works and Infrastructure SCM Policy for Infrastructure Procurement and Delivery Management 2018-2019**
3. **SANS 10845-4 (2015) - Construction Procurement Part 4: Standard Conditions For The Calling For Expressions Of Interest**

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest. Each item of data given below is cross-referenced to the clause in the standard conditions of tender to which it mainly applies.



The evaluation criteria and maximum score in respect of each of the criteria are given hereunder.

A Tender scoring an average score below **70 points** will be considered as **DISQUALIFIED** for to being part of the programme.

A Tender scoring an average score above **70 points** will be considered for Selection and be evaluated further.

GRADE 3 to 6

Quality criteria	Maximum number of points
At least one Director having a qualification or certificates within the building environment	50
Project experience and reference	30
Company Address 1 on CSD must be in Eastern Cape	20
Maximum possible score for quality (M_s)	100

The minimum number of Selection Criteria points should be **70 points or more**

GRADE 3 to 6 GENERAL SCORING

BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS
1. Have a qualification or certificates in built environment Points 50 Breakdown of Points: <ul style="list-style-type: none">Attach a certified copy of at least 1 Director within the company having B-Tech or higher within a built environmentOr Attach a certified copy of at least 1 Director having National Diploma within built environmentCertified copy of Trade test certificate within built environment of at least 1 director in the companyCertified copy of N2 or higher to N6 of at least one director within built environmentAttach appointment letter and a certified copy of B-Tech or higher qualification within built environment of a person appointed by the companyAttach appointment letter and a certified copy of National Diploma within built environment of a person appointed by the companyAttach appointment letter and a certified copy of N2 or higher to N6 within built environment of a person appointed by the company.	5 8 6 4 3 2 1	10 5 5 5 5 5 5	50 40 30 20 15 10 5



<ul style="list-style-type: none">No qualification and certificate attached	0	5	0	
2. PROJECT EXPERIENCE AND REFERENCE - PROOF OF PROJECTS/EXPERIENCE (COMPLETION CERTIFICATES OR LETTER OF APPOINTMENT SIGNED ON A CLIENT LETTER HEAD MUST BE ATTACHED): POINTS. 20 Breakdown of Points: <ul style="list-style-type: none">Contractor must have completed at least 2 or more projects. For each, attach a Practical Completion Certificate.Or Contractor must have completed at least 1 projects. Attach a Practical Completion Certificate.Or Contractor must be busy with one project or more: attach an appointment letter.No project experience	4	5	20	
<ul style="list-style-type: none">Company Address 1 on CSD must be in Eastern Cape Points 30 Break Down of Points <ul style="list-style-type: none">Company Address 1 on CSD must be in Eastern CapeCompany Address 1 on CSD not on EC	6	5	30	
<ul style="list-style-type: none">Company Address 1 on CSD not on EC	0	5	0	
4. PROJECT REFERENCE – PROOF OF PAST PERFORMANCE (attach the project references from Previous project managers, stamped by a project manager and signed and submit with this bid) Points 30 Breakdown of Points: <ul style="list-style-type: none">Bidder scoring/rated Excellent in all categories in the past 3 projects (Grade 3-6).or Bidder scoring/ rated Good in some areas in all categories in the past 2 projects (Grade 3- 6).or Bidder scoring/ rated fair in some areas in all categories in the past 1 projects (Grade 3-6)or Bidder scoring/ rated poor in some areas in all categories in the past 1 projects (Grade 3-6)or Bidder scoring/ rated very poor points in some areas or all areas in all categories in the past 1 projects	6	5	30	
	4	5	20	
	3	5	15	
	2	5	10	
	0	5	0	

Scale score x weight = Total score in (functionality)



In the project reference will take the total score in each reference and divide by 5 and divide by the number of references submitted.

1. **The people selected on the programme are expected to participate 100% on the programme when needed. Failure to do so will lead to dismissal from the programme e.g.**

The following are examples of things that will lead to dismissal on the programme:-

- a) If the contractor is invited for training and did not attend for the duration of the training.
- b) If the contractor did not attend information workshops when invited to do so.
- c) If the contractor is phoned or emailed to collect a Tender Document and did not come more than 3 times.
- d) If the contractor did not go to site inspection when it was compulsory.
- e) If the contractor did not return the tender Document invited for.
- f) If the contractor did not upgrade after completing the projects that qualifies to upgrade on the CIDB register will not be awarded the next projects.

2. The vetting will be conducted to the selected companies; since this is a full time programme no Public Servants will be selected.



DECLARATION (VALIDITY OF INFORMATION PROVIDED)

I..... declare that the information provided is true and correct, the signature to the bid document is duly authorized and documentary proof regarding any bidding issue will, when required, be submitted to the satisfaction of the EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

.....

SIGNATURE OF DECLARER

DATE

POSITION OF DECLARER

NAME OF COMPANY OF BIDDER

Should the bidder have, in the opinion of the DPWI, acted fraudulently illegally, in bad faith or in any improper manner, misrepresented itself with regard to the bid, then the DPWI may, in its sole discretion:

- * Ignore any bids without advising the bidder thereof
- * Cancel the contract without prejudice to any legal rights the DPWI may have

I. Should the bidder disregard this or conduct affairs in a way that transgresses from good business practices, this could seriously impair future business relations between the DPWI and such bidder.



ANNEXURE B

RESOLUTION FOR SIGNATORY

CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or company letter Head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on _____

Mr/Ms _____, whose signature appears below, has been duly authorized to sign
all documents in connection with the tender for Contract No. _____
and any Contract which may arise there from on behalf of (Block Capitals) _____

SIGNED ON BEHALF OF THE COMPANY: _____

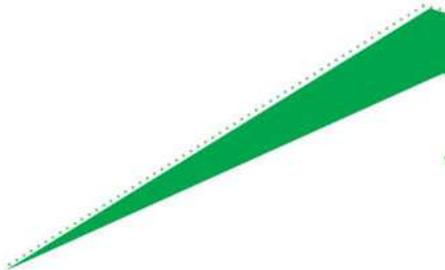
IN HIS/HER CAPACITY AS: _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

WITNESSES:

1. _____ SIGNATURE: _____



IMPORTANT NOTICE: RESOLUTION TO SIGN

1. In the event that a resolution to sign is not completed by all directors/ shareholders of the enterprise, the signature of any one of the directors or shareholders to this bid will bind all the directors/ shareholders of the enterprise and will therefore render the bid valid.
2. In the event that a non-shareholder/ non-director to the enterprise sign this declaration, and no authority is granted, it will automatically invalidate the bid.

II. DECLARATION

I, THE UNDERSIGNED NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.1 TO 2.3.1 ABOVE IS CORRECT.

I ACCEPT THAT THE PRINCIPAL MAY ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder



ANNEXURE C

DECLARATION OF EMPLOYEES OF THE STATE OR OTHER STATE INSTITUTIONS
This form must be included additional to the SBD.4

1. In terms of section 30 of the Public Service Act;

No employee shall perform or engage himself or herself to perform remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department.

2.

Are any of the shareholders/ directors of your company employed by the State?	Yes/No
---	--------

3. "State" means –

- (a) 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);
- (b) Any municipality or municipal entity;
- (c) Any provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.
- (f) Any Parastatal (A company or agency owned or controlled wholly or partly by the government).

4. Should you indicate "yes" above, please provide the following details:

No	NAME & SURNAME OF DIRECTOR	STATE INSTITUTION WHERE EMPLOYED	ID NUMBER	EMPLOYEE/ PERSAL NUMBER
1				
2				
3				
4				
5				

5. Please note: The "state" is clearly defined in paragraph 3 above. In the event that "no" is selected and subsequently any false declaration is detected, the non-disclosure of such "state employment" will be deemed as "fraud". Therefore, the state may reject the bid and in addition my proceed with further action should this declaration prove to be false.



ANNEXURE D

Project Reference Forms –1 for grade 2 – 6

Project title:	INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTERGRATED CONTRACT DEVELOPMENT PROGRAMME (ICDP) FOR THE PERIOD THREE (3) YEARS
Project Number:	SCMU5-23/24-0095

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

Project name: _____ (NAME OF WORKER)

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on whether

were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

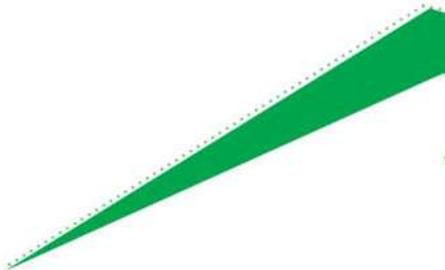
B. Would you consider / recommend this tenderer again:

Did you consider

C. Any other comments:



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Telephone: _____

Cellphone: _____ Fax: _____

E-mail: _____

Thus signed at _____ on this _____ day of _____ 2023

Signature of principal agent

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

COMPANY STAMP



Project Reference Forms –1 for grade 2 – 6

Project title:	INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTERGRATED CONTRACT DEVELOPMENT PROGRAMME (ICDP) FOR THE PERIOD THREE (3) YEARS
Project Number:	SCMU5-23/24-0095

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on whether

were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____



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E-mail: _____

Thus signed at _____ on this _____ day of _____ 2023

Signature of principal agent

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

COMPANY STAMP



Project Reference Forms –1 for grade 2 – 6

Project title:	INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTERGRATED CONTRACT DEVELOPMENT PROGRAMME (ICDP) FOR THE PERIOD THREE (3) YEARS
Project Number:	SCMU5-23/24-0095

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

Project name: _____

Project location: _____

Construction period: _____ Completion date: _____

Contract value: _____

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which the Tenderer has participated.

were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES NO

C. Any other comments:

D. My contact details are:

Telephone: _____ Cellphone: _____ Fax: _____



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E-mail: _____

Thus signed at _____ on this _____ day of _____ 2023

Signature of principal agent

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

Name of Tenderer

Signature of Tenderer

COMPANY STAMP



B-1 Record of Addenda to Tender Documents
ANNEXURE E

RECORD OF ADDENDA TO BID DOCUMENTS	
Project title	INVITATION TO CONTRACTORS TO PARTICIPATE IN THE INTERGRATED CONTRACT DEVELOPMENT PROGRAMME FOR THE PERIOD THREE (3) YEARS
SCMU number	SCMU5-23/24-0095
I / We confirm that the following communications received from the Department of Public Works before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)	

Item	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Signed

Date

Name

Position

Enterprise name



ANNEXTURE F

Compulsory declaration

The following particulars must be furnished. **In the case of a joint venture**, a separate declaration in respect of each partner must be completed and submitted.

Section 1: Enterprise Details

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Section 2: Particulars of companies and close corporations

Company / Close Corporation registration number	
--	--

Section 3: SARS Information

Tax reference number	
VAT registration number:	<i>(State Not Registered if not registered for VAT)</i>

Section 4: Central Supplier Database Registration Number

Central Supplier Database Registration number (Compulsory)	
CIDB Registration number (if applicable)	

Section 5: Particulars of principals

Principal: means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

Full name of principal	Identity number	Personal tax reference number



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Attach separate page if necessary

Section 7: Record of family member in the service of the state

Family member: a person's spouse, whether in a marriage or in a customary union according to indigenous law, domestic partner in a civil union, or child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption

Indicate by marking the relevant boxes with a cross, if any family member of a principal as defined in section 5 is currently or has been within the last 12 months been in the service of any of the following:

<input type="checkbox"/> a member of any municipal council	<input type="checkbox"/> 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)
<input type="checkbox"/> a member of any provincial legislature	<input type="checkbox"/> a member of an accounting authority of any national or provincial public entity
<input type="checkbox"/> a member of the National Assembly or the National Council of Province	<input type="checkbox"/> an employee of Parliament or a provincial legislature
<input type="checkbox"/> a member of the board of directors of any municipal entity	
<input type="checkbox"/> an official of any municipality or municipal entity	

If any of the above boxes are marked, disclose the following:

Name of family member	Name of institution, public office, board or organ of state and position held	Status of service (✓ (tick) appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 8: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

Yes No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary)

Section 9: Declaration



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The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity confirms that the contents of this Declaration are within my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:

- i) neither the name of the tendering entity or any of its principals appears on:
 - a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004)
 - b) National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za)
- ii) neither the tendering entity or any of its principals has within the last five years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa);
- iii) any principal who is presently employed by the state has the necessary permission to undertake remunerative work outside such employment (attach permission to this declaration);
- iv) the tendering entity is not associated, linked or involved with any other tendering entities submitting tender offers
- v) has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a tender or not, the content of the submission (specification, timing, conditions of contract etc.) or intention to not win a tender;
- vi) has 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;
- vii) neither the tenderer or any of its principals owes municipal rates and taxes or municipal service charges to any municipality or a municipal entity and are not in arrears for more than 3 months;
- viii) SARS may, on an on-going basis during the term of the contract, disclose the tenderer's tax compliance status to the Employer and when called upon to do so, obtain the written consent of any Sub-Consultants who are subcontracted to execute a portion of the contract that is entered into in excess of the threshold prescribed by the National Treasury, for SARS to do likewise.

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

Signed

Date

Name

Position

Enterprise name



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Preferred area of operation

We would prefer that we only get invited to projects which are taking place in the following areas, indicated in the table below:

Please tick to select (one or more)	Area of operation
Eastern Cape Districts	
<input type="checkbox"/>	1. Sarah Baartman
<input type="checkbox"/>	2. Buffalo City Metro
<input type="checkbox"/>	3. Nelson Mandela Metro
<input type="checkbox"/>	4. Amathole
<input type="checkbox"/>	5. Chris Hani
<input type="checkbox"/>	6. Joe Gqabi
<input type="checkbox"/>	7. OR Tambo
<input type="checkbox"/>	8. Alfred Nzo

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

Signed

Date

Name

Position

Enterprise name
