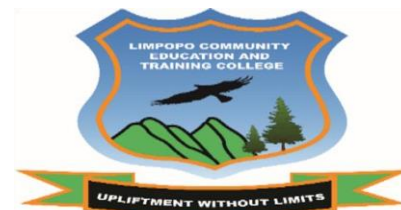




**higher education
& training**
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



**LIMPOPO CETC (LCETC) IN COLLABORATION WITH THE PURCHASING CONSORTIUM
SOUTHERN AFRICA (PURCO SA)**

**REQUEST POTENTIAL BIDDERS FOR PROPOSALS (RFP) FOR SUPPLY, INSTALLATION OF
GRID TIED ROOFTOP SOLAR PANELS – ESTIMATED CIDB GRADING 3EB/EP OR HIGHER**

OR-TAMBO SATELLITE, MAGEME AND HEAD OFFICE

TENDER NO: PU2611/020

Prospective Suppliers who are interested in participating in the aforementioned tender are invited to submit a proposal in full compliance to the requirement of this tender document. Completed documents with all attachments must be signed and submitted on the **PURCO SA Website**.

The closing time and date for receipt for online tender **PU2611/020** is at 23h59 on Tuesday, 03 October 2023.

Tender number	PU2611/020		
Date issued	06 September 2023		
Tender closing date	03 October 2023	Online	23h59 on Tuesday
Compulsory Information Session	21 September 2023 09h00-11h00 Unit 5,CJC Building,2 Biccard Street, Polokwane		

Company Name		
Address		
Contact person	Mr/Mrs/Ms/Dr/Prof.	
Contact numbers	(w)	(cell)
Email address		

1.1 DELIVERY INSTRUCTIONS

All Bidders must submit their responses in the following format:

Appendix Number	Description of Appendix	Requirement
Appendix A	RFP Document	Each page of the RFP document to be initialled by a delegated representative
Appendix A1	Proof of Payment	Attach Payfast proof of payment and include the company tendering for, if purchased by a different company
Appendix B	Completed technical specifications and pricing	A signed copy of the print out of each page of the electronic document
Appendix C	Proof of Bank Account	Signed or stamped letter from bank
Appendix D	Company registration documents	Company registration documents
Appendix E	ID documents	Certified copies ID documents for directors/shareholder/senior managers (not be older than 6 months)
Appendix F	Board resolution	Attach copy of board resolution. Unless sole proprietor
Appendix G	Tax Pin	An original valid Tax Pin (must be valid on tender closing)
Appendix H	B-BBEE certification	A valid B-BBEE certificate from a SANAS accredited agency or Auditor registered with the IRBA sworn Affidavit
Appendix I	Fully signed Audited Financial Statements/ Annual Financial Statements (2020/2021)	Provide fully signed recent Audited Financial Statements / Annual Financial Statements
Appendix J	Declaration of Interest	Please sign point 9 of this tender document
Appendix K	Registration on National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Bidder Database.
Appendix L	CIDB grading 3EB/EP or Higher	Submit valid proof of CIDB grading 3EB/EP or higher

The response deadline is **28 September at 23h59**. Only responses to this RFP received by due date and time will be considered. No exceptions will be considered.

Please see table below for the list of mandatory requirements and tick yes if documentation is submitted and no if not submitted.

Appendix Number	Description of Appendix	Requirement	Circle yes if submitted	
Appendix Number	Description of Appendix	Requirement	Yes	No
Appendix A	RFP Document	Each page of the RFP document to be initialled by a delegated representative	Yes	No
Appendix A1	Proof of Payment	Attach Payfast proof of payment and include the company tendering for, if purchased by a different company	Yes	No
Appendix B	Completed technical specifications and pricing	A signed copy of the print out of each page of the electronic document	Yes	No
Appendix C	Proof of Bank Account	Signed or stamped letter from bank	Yes	No
Appendix D	Company registration documents	Company registration documents	Yes	No
Appendix E	ID documents	Certified copies ID documents for directors/shareholder/senior managers (not be older than 6 months)	Yes	No
Appendix F	Board resolution	Attach copy of board resolution. Unless sole proprietor	Yes	No
Appendix G	Tax Pin	An original valid Tax Pin (must be valid on tender closing)	Yes	No
Appendix H	B-BBEE certification	A valid B-BBEE certificate from a SANAS accredited agency or Auditor registered with the IRBA sworn Affidavit	Yes	No
Appendix I	Fully signed Audited Financial Statements/ Annual Financial Statements (2020/2021)	Provide fully signed recent Audited Financial Statements / Annual Financial Statements	Yes	No
Appendix J	Declaration of Interest	Please sign point 9 of this tender document	Yes	No

Appendix K	Registration on National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Bidder Database.	Yes	No
Appendix L	CIDB grading 3EB/EP or Higher	Submit valid proof of CIDB grading 3EB/EP or higher	Yes	No

NB: No points will be allocated to this phase; however, tenders that do not meet the pre-qualification requirements will not advance to the next phase of the evaluation process.

1.1.1 STAGE 1: EVALUATION OF FUNCTIONALITY

	FUNCTIONALITY
1.	<p>Schedule of previous experience</p> <ul style="list-style-type: none"> • The bidder will receive five (5) points when they provide less than three (3) references, upon provision of three (3) references fifteen (15) points will be allocated, at provision of four (4) references 20 points will be allocated and a maximum of twenty-five (25) points will be allocated when five (5) references are provided. • No references is zero (0) points • The above mentioned references should be aligned to electrical engineering projects. • No letter of appointment or completion certificates will be accepted as previous experience.
2.	<p>Email reference verification</p> <ul style="list-style-type: none"> • Bidders to provide contactable references for previous electrical works including solar panel installation projects completed • The reference provided will be contacted via email for verification
3.	<p>Locality or Local labour</p> <ul style="list-style-type: none"> • Maximum points will be given to bidders/tenderers within the Sekhukhune, Waterberg and Capricorn District Municipalities • Tenderers will be required to submit proof of residence either from the municipality or traditional authority • No affidavit as proof of residence will be accepted.
4.	<p>Project Execution Plan (PEP) / Methodology</p> <ul style="list-style-type: none"> • The tenderer/bidder shall include as an attachment to their submission the detailed Methodology Statement or PEP for the works which details amongst other the following: <p>Tasks = The contractors to demonstrate on their submission the understanding of the tasks and/or the activities that will be required of them upon being appointed. The contractors must be able to demonstrate on their methodology how they intend to execute the works with specific to the proposed works</p> <p>Duration = How long the contractor intends to complete task, to reach a set milestone. Congruency with</p>

the project schedule will also be examined.

Milestones = The tool used to mark specific points along a project timeline, these may signal anchors such as project start date and project end date. The contractors must demonstrate in their submission the measures that they will use to reach an ultimate goal.

Responsibilities = The manner in which the contractor intends to allocate the resources. This describes people and their roles in completing tasks or deliverables for a project.

5.

Technical capability/Capability of the proposed team

Points will only be allocated to contracts manager/construction supervisor who is ECSA certificate which is in line with electrical professional registered and has a minimum of 3 - 5 years' experience post registration.

The following information must therefore be provided in the CV as evidence of the above mentioned requirements in order to obtain the points:

- Name and description of the project/s
- Value of the project/s
- Role played • Year (start to end)
- ECSA certificate must be attached (the member must be in good standing)

The evaluation criterion for functionality aims to assess the capability of the tenderer to execute and maintain a tender and/ or contract. Tenderers need to obtain a minimum percentage score of 70% and above in order to progress to the next stage of evaluation.

Client's referral letters for work done in the work past five (5) years, for similar Electrical Engineering projects Including supply and installation of Solar Panel installation.

Item No.	Criteria Description													
	Tender bids scoring less than a minimum of 70% in respect of the total evaluation points for quality criteria will NOT be considered for further evaluation.		Weighting											
	FUNCTIONALITY													
1.	<p>Experience, Skills, and Ability of Service Provider to fulfil LCETC requirements, experience in electrical works including solar panel installation:</p> <p>The valid reference letter must be on a client letterhead, indicating Site Name, the scope of work conducted, cost of the project and duration of the project, date of the project and duly signed by the client with contact details including email addresses and telephone numbers, the client to rate the quality of the work executed by the supplier.</p> <ul style="list-style-type: none">• 3-5 valid reference letters of projects completed: <table><tr><td>3 Reference letters</td><td>= 15 Points</td></tr><tr><td>4 Reference letters</td><td>= 20 Points</td></tr><tr><td>5 and more Reference letters</td><td>= 25 Points</td></tr><tr><td>Less than 3 references</td><td>= 05 Points</td></tr><tr><td>No references</td><td>= 00 Points</td></tr><tr><td>Irrelevant references</td><td>=00 Points</td></tr></table> <p>LCETC has right to verify the company reference</p>	3 Reference letters	= 15 Points	4 Reference letters	= 20 Points	5 and more Reference letters	= 25 Points	Less than 3 references	= 05 Points	No references	= 00 Points	Irrelevant references	=00 Points	25
3 Reference letters	= 15 Points													
4 Reference letters	= 20 Points													
5 and more Reference letters	= 25 Points													
Less than 3 references	= 05 Points													
No references	= 00 Points													
Irrelevant references	=00 Points													
2.	<p>Email reference verification</p> <ul style="list-style-type: none">• 3 references verified = 05 Points• 4 references verified = 07 Points• 5 references verified = 10 Points <p>Verification invalid or unverifiable = 00 Points</p>	10												
3.	<p>Locality or Local labour</p> <ul style="list-style-type: none">• Maximum points will be given to bidders/tenderers within the Mopani District Municipality, Capricorn District Municipality, Sekhukhune District Municipality, Waterberg District Municipality, and Vhembe District Municipality. Minimum points to be given to bidders/tenderers from outside Sekhukhune, Waterberg and Capricorn District Municipalities.• Tenderers will be required to submit proof of residence either from the municipality or traditional authority• No affidavit as proof of residence will be accepted	15												
	<p>Project Execution Plan (PEP)</p> <ul style="list-style-type: none">• Provide a detailed project execution plan and Construction methodology including summary of major milestone deliverables - detailed programme plan													

4.	<p>including:</p> <ul style="list-style-type: none"> - Tasks = 10 Points - Duration and Milestones = 05 Points - Responsibilities = 05 Points • Non-compliance with the above = 00 Points 	20
5.	<p>Technical capability</p> <p>Bidder to provide the CVs and qualifications for the number of construction supervisor/contracts manager that will be deployed for the duration of the project.</p> <p>Construction Supervisor: Must have electrical engineering works at least 3 - 5 years' experience or more, with ECSA professional registration (electrical engineering)</p> <ul style="list-style-type: none"> 5 years or more experience with ECSA professional registration = 25 Points 4 years' experience with ECSA professional registration = 20 Points 3 year experience with ECSA professional registration = 15 Points Less than 3 years with ECSA Professional registration = 10 Points No experience = 0 Points Occupational Health and safety practitioner professionally registered (NOSA or related) = 5 Points 	30
	<ul style="list-style-type: none"> • TOTAL 	100

Note: Employment of Local Contractors/Subcontractors

Employment of local unskilled labour promoted and advised at appointment stage.