



**IKHALA TVET COLLEGE (ITVETC), IN COLLABORATION PURCHASING CONSORTIUM
SOUTHERN AFRICA (PURCO SA)**

REQUEST FOR PROPOSALS (RFP)

**TENDER FOR THE APPOINTMENT OF A CONSORTIUM OF ENGINEERING
PROFESSIONALS (PA) IN A BUILT-ENVIRONMENT ON AN ADHOC-BASIS FOR
TWENTY-FOUR (24) MONTHS**

RE-TENDER

TENDER NO. PU8110/041

SUBJECT TO SIGNING NEC3/ SLA: PROFESSIONAL SERVICES CONTRACT

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 **PU8110/041** is at 11h00 on Monday, 18 March 2024.

Tender number	PU8110/041	
Date issued	25 February 2024	
Compulsory Information Session	04 March 2024	Time: 09h00 An online compulsory briefing session will be facilitated via MS Teams
Tender closing date	18 March 2024	Time: 11h00 Tender Submission will be Electronic on www.purcosa.co.za Supplier Hub- Online Tender Submission Guide

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

1.1 Mandatory Requirements

I/We have attached to this document:	Tick if submitted		Office use
	Yes	No	
Proof of purchase of tender document: R 1150.00 (incl. VAT)	Yes	No	
Valid (at the closing of the bid) SARS Tax Clearance Certificate and SARS Pin	Yes	No	
Initial each and every page of this RFP document	Yes	No	
Proof of my/our company/closed corporation registration and a copy of my/our CM/CK certificates	Yes	No	
Signed Declaration of Interest	Yes	No	
Attach certified identity copies (not older than 3 months) for all shareholders, directors and key personnel (Engineering Professionals)	Yes	No	
Attach proof of professional registration certificate/s with relevant bodies for all key personnel (engineering professionals) and tendering entity	Yes	No	
Declaration of Bidders Past Supply Chain Management Practices	Yes	No	
Certificate of Independent Bid Determination	Yes	No	
Pricing Schedule (initial and complete)	Yes	No	
Provide proof of Professional Indemnity Insurance of R20 million	Yes	No	
Lead Consultant / Principal must be based or has representation in Eastern Cape Province (provide proof, e.g. lease, municipality statement, etc not older than 3 months)	Yes	No	
Qualifications – bidders to submit qualifications for all engineering professionals, refer to page 47, clause 7	Yes	No	
Submit valid B-BBEE Verification Certificate by a SANAS accredited verification agency / Sworn Affidavit (where applicable)	Yes	No	

1.1.1 Additional Requirements and/or Conditions of Contract

I/We have attached to this document:	Tick if submitted		Office use
	Yes	No	
Proof of Bank Account, submit letter from bank or cancelled cheque			
VAT Registration Certificate			

PLEASE NOTE:

Bids that do not meet the Pre-Qualification requirements will not advance to the next stage of assessment. No points allocated to this stage.

The above mandatory documents must be inserted in a separate file or separate section of the tender document referred to as 'mandatory documents'.

Note: documents submitted in support of this tender must be documents of the tendering unit. It is not permitted that documents submitted pertain to different companies or units within a group. As an example, a Service Provider cannot submit its own B-BBEE certificate but the financial statements of its parent or another company in the same group. Similarly, a Service Provider cannot submit its own financial statement, but the B-BBEE certificate, SARS certificate, etc. of other companies in the group.

1.2 EVALUATION CRITERIA

1.2.1 Stage 1 (Functionality)

This bid will be evaluated in two stages. On first stage, bids will be evaluated on functionality in terms of technical compliance and on second stage in accordance with 80/20 preference points system.

1.2.2 Phase 1: Evaluation of Functionality

PURCO SA and the members of the Bid Evaluation Committee will evaluate the functionality stage of the tender. Functionality will be evaluated in terms of experience and skill level.

IKHALA's evaluation criteria provide for the accumulation of points for a Tenderer's submission based on the extent to which functionality meets IKHALA's minimum requirements of **70%** in order to qualify for evaluation on stage 2:

FUNCTIONALITY CRITERIA		POINTS ALLOCATED
Provide three (3) valid written and contactable reference letters of contracts of similar size not older than five (5) years: (per professional discipline refer to page 45 and clause 7) 3 Written verifiable references 2 Written verifiable references 1 Written verifiable references None Provided	 = 30 points = 15 points = 5 points = 0 points	30
Relevant Experience of Lead Consultant/ Principal Agent. Lead consultant or Principal Agent as nominated by the consortium on projects of similar complexity. Lead consultants or Principal Agents must supply proof of specific experience as Principal Agent on projects of similar complexity with relevant JBCC Contract Management experience. 3 Completion certificate 2 Completion certificate 1 Completion certificates None provided	 = 20 points = 10 points = 5 points = 0 points	20
Provide Company Experience (of the lead / PA) in the provision of similar previous projects completed, with completion certificates attached. (Submit verifiable company profile) More than 10 years of experience Experience between 5 and 9 years Experience below 5 years None Provided	 = 10 points = 5 points = 3 points = 0 points	10
Quality Control System and Procedures which ensure compliance with the standards and specifications required for the delivery of the project. Bidders are to provide documentation indicating the availability of a quality management system or a quality management plan that is functional within the organisation and can be used for this project. Details of certification/ accreditation and maintenance of the quality control and assurance system is to be provided. Provided None provided	 = 20 points = 0 points	20

Audited Financial Statements (for lead / PA) Attached copy of recent fully signed (by auditor and director of the company) audited annual financial statements None provided	= 10 points = 0 points	10
Demonstrated Consortium experience on similar projects Experience and knowledge of all professional firms forming part of the consortium on projects that are comparable in terms of complexity, size and value. Bidders are to provide details on projects with the highest value that have been completed including details of contactable references for each project listed. They are also required to attach a copy of a company profile with at-least three traceable client references. 3 references 2 References 1 References None provided	= 10 points = 5 points = 2 points = 0 points	10
Total points		100

Qualifications and Professional Fees

All bidders MUST submit all qualification and CVs for all professional listed hereunder:

Professional Provided	Qualifications	Submit Certified Copies of Qualifications (Mandatory)
Principal Agent /Project Manager	(Pr CPM - SACPCMP or Built Environment)	
Architects	(Pr Arch/ Snr Pr Arch Technologist/ Pr Arch Technologist)	
Quantity Surveyor	(Pr QS)	
Civil & Structural Engineer	(Pr Eng/ Pr Tech)	
Mechanical Engineers	(Pr Eng/ Pr Tech)	
Electrical & Electronics Engineer	(Pr Eng/ Pr Tech)	
Professional Occupational Health & Safety Agent	(Pr CHSA)	

Project-Based Fee Structure

The Professional Fees will Project-Based and fixed, bidders must indicate their percentage for their fees hereunder:

Item	Description	Project-Based Fixed %
1	Principal Agent Professional Fees	%

7.2 Disbursement: All Disciplines

Bidders are expected to quote in full, even if third parties provide this service.

Item	Claim	Unit of Measurement	Price Per Unit Including VAT
1	Travel – SARS rates (will be paid ONLY within Eastern Cape province)	Rand per km/ R3,61	R
2	A1 computer original plots (other size plots part thereof)	Per copy	R
3	A1 prints monochrome	Per copy	R
4	A3 prints monochrome	Per copy	R
5	A3 prints colour	Per copy	R
6	A4 prints monochrome	Per copy	R
7	A4 prints colour	Per copy	R
8	A0 paper	Per copy	R

NB: Bidders are expected to quote in full, even if third parties provide this service.

7.3 Professional Fees (%) for Engineers under the PA

Engineering Professionals	Percentage (%) Fees (Excl. VAT)
Architects	%
Quantity Surveyor	%
Civil & Structural Engineer	%
Mechanical Engineers	%
Electrical & Electronics Engineer	%
Professional Occupational Health & Safety Agent	%