



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



MOTHEO TVET COLLEGE

**PURCHASING CONSORTIUM SOUTHERN AFRICA (PURCO SA) IN
COLLABORATION WITH MOTHEO TVET COLLEGE (MOT)**

HEREIN REFERRED TO AS MOT

**REQUEST POTENTIAL BIDDERS FOR PROPOSALS (RFP) FOR THE
APPOINTMENT OF A PROJECT MANAGER FOR THE BOAT BUILDING AND
REPAIR TRAINING CENTRE ESTABLISHMENT PROJECT FOR A PERIOD OF
THREE (3) YEARS**

TENDER NO: PU8010/026

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.

Proposals in response to PU8010/026 APPOINTMENT OF A PROJECT MANAGER FOR THE BOAT BUILDING AND REPAIR TRAINING CENTRE ESTABLISHMENT PROJECT FOR A PERIOD OF THREE (3) YEARS CLOSING DATE AND TIME FOR ONLINE SUBMISSION OF TENDER DOCUMENT:

The closing time and date for receipt for online tender PU8010/026 is at 11h00 on Monday, 10 June 2024.

Tender number	PU8010/026	
Date issued	19/05/2024 (19 May 2024)	
Online Tender closing date	10/06/2024 (10 June 2024)	Time: 11h00
No Information Session	Clarification questions will be answered by email: sipho.ndlovu@purcosa.co.za	

DELIVERY INSTRUCTIONS

All Suppliers must submit their responses in the following format:

- ***Completed documents with all attachments must be signed and submitted on the PURCO SA Website.***

<i>Appendix Number</i>	<i>Description of Appendix</i>	<i>Requirement</i>
Appendix A	RFP Document	A duly authorised representative must initial each page and the declaration signed in full.
Appendix B	Completed pricing	Complete the pricing schedule in full on Page 40
Appendix C	Proof of Bank Account	Signed or stamped letter from bank
Appendix D	ID Documents	Certified copies ID documents for directors/shareholder/senior managers/contract managers
Appendix E	Board Resolution	Attach copy of board resolution. Unless sole proprietor.
Appendix F	Tax Pin	An original valid Tax Pin (must be valid on tender closing)
Appendix G	B-BBEE Certification	A valid B-BBEE certificate from a SANAS accredited agency or Auditor registered with the IRBA Sworn Affidavit
Appendix H	Registration on National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Bidder Database.
Appendix I	Detailed CV of Project Manager	Attach a fully detailed Curriculum Vitae of the Project Manager
Appendix J	Qualification/s and Registration certificates with professional bodies	Attach certified copy of registration certificate/s with relevant professional bodies
Appendix K	COIDA	Submit valid letter of good standing from the Department of Labour
Appendix L	Contract Management proposal	Submit detailed proposal how bidders will manage the contracts

STAGE 1: EVALUATION OF FUNCTIONALITY

Tenderers need to obtain a minimum percentage score of 70% and above in order to progress to the next stage of evaluation.

FUNCTIONALITY CRITERIA		POINTS ALLOCATED
Provide three (3) contactable reference letters <ul style="list-style-type: none">• of contracts of similar nature or service• Not older than 5 years• Letters must be clearly dated (commencement, completion/current, duration and value) 3 References verified 2 References verified 1 Reference verified No evidence provided	= 40 Points = 30 Points = 20 Points = 00 Points	40
Company profile with a list of projects completed In the Industry Provided Not provided	= 20 Points = 00 points	20
Provide a detailed Project Execution Plan and construction Methodology Provided Not provided	= 20 Points = 00 Points	20
Proof of Business representation in Free State Province of the Project (eg under bidder or proposed project manager) Proof Provided Outside Free state province	= 20 Points = 00 Points	20
Total Points		100

Request for Proposal: PU8010/026

SCOPE OF SERVICES:

The appointed Project Manager shall perform, but not be limited to, the following services:

a) Project Planning:

- Develop a detailed project plan, including milestones, timelines, and resource allocation.
- Identify potential risks and develop mitigation strategies.

b) Procurement and Contracting:

- Assist in the tender process for selecting construction contractors and equipment suppliers, applicable as per boat building industry requirements.
- Review and recommend the most suitable contractors based on their proposals.
- All college procurement policies and procedures will apply at all times.

c) Project Execution:

- Oversee the construction and equipping of the training centre, ensuring compliance with all relevant building codes and regulations.
- Monitor the progress of construction and equipment installation, addressing any issues that may arise (e.g., safety, compliance, etc.)

d) Accreditation and Training Program Development:

- Develop all Training Materials for Boat Building L2, L3 and L4
- Supply and Deliver Boat Building Training Equipment and Tools
- Manage the accreditation process of the boat-building centre with the relevant accrediting authority/s.
- Assist in the recruitment of facilitator(s).

e) Quality Control:

- Implement a robust quality control system to ensure the project's outputs meet the required standards.
- Conduct regular inspections and audits during the construction and equipment installation phases.

f) Financial Management:

- Manage project finances efficiently, ensuring that expenditures remain within approved budgets.
- Provide periodic financial reports to the relevant stakeholders.

g) Stakeholder Management:

- Facilitate effective communication and collaboration among all stakeholders, including Motheo TVET College, contractors, suppliers, and government authorities.

h) Health and Safety Compliance:

- Ensure that health and safety protocols are followed throughout the project duration.

i) Reporting:

- Prepare regular progress reports for Motheo TVET College and other relevant authorities.

ELIGIBILITY CRITERIA:

Project management firms or individuals interested in bidding for this project must meet the following eligibility criteria:

a) Proven Experience:

- Demonstrated experience in managing ship repair or boatbuilding projects or similar construction projects, international experience in boatbuilding or ship repair preferred.
- Provide references from previous clients attesting to successful project management experience in boatbuilding/repair or a detailed cv with contactable references.

b) Accreditation:

- The Project Manager should have the following minimum qualifications and experience:
- A recognised qualification in Project Management.
- Proven experience of minimum 10 years in maritime industry.
- Proven track record and direct experience in Boatbuilding and yacht/boat building and repairs.
- Be registered with applicable professional bodies within.
- Accredited with relevant filed accrediting bodies.

c) Compliance:

- The Project Manager must adhere to all South African laws, regulations, and procurement policies {e.g., Tax Clearance, submitting all returnable documents, etc.)

Pricing Schedule

Pricing Schedule		
Project Manager		
Years	Quantity	Total
Year 1 (Incl. VAT)	1	R
Year 2 (Incl. VAT)	1	R
Year 3 (Incl. VAT)	1	R
Total for 3 Years (incl. VAT)	1	R

FINAL PRICE FOR THREE (3) YEARS INCULSIVE OF VAT R.....