

1. SCOPE AND TECHNICAL SECTION

1.1 SCOPE

These specifications make provision for the execution of all work that is necessary for the proposed **TR 52-2024: REFURBISHMENT AND UPGRADES OF THE ABLUTION FACILITIES IN BUILDING 51 AT THE TSHWANE UNIVERSITY OF TECHNOLOGY SOSHANGUVE NORTH CAMPUS**

1.2 DESCRIPTION OF WORKS

The description of works is pertained in the Scope and requires the Structural Refurbishment of the Existing Roof at Building 25 at the Arts Campus of Tshwane University of Technology which includes, but is not limited to:

- Attached Bill of Quantities and Drawings

1.3 ADDITIONAL INFORMATION

The specifications below, as well as those provided in the *Scope of Works*, form part of the total Offer and **apply to all sections**.

- Always keep site clean and tidy.
- All measures and positions of equipment, et cetera, should be inspected on site.
- Any lack of clarity or any contradictions in documents with regard to quantities, should be pointed out to the TUT Representative before the closing of the Offer, otherwise the documents will be deemed to be correct and to meet the requirements as enumerated and pointed out during the Site Inspection.
- Only such amendment instructions as have been confirmed by means of a Site Inspection, and which have been approved and signed by a TUT Representative, will be brought into final account.

1.4 COMPLETION SCHEDULE

Contract period:	16 Weeks (4 Months)
Penalties for late completion:	R 2500.00 per working day
Tender validation period:	Until final awarding and contracting by the University
Contract:	JBCC Minor Works Agreement

6 EVALUATION PROCESS

6.1 INTRODUCTION

To ensure that all respondents are afforded the opportunity to compete on an equal footing and also to enable Tshwane University of Technology to evaluate the bids received on an equal basis, the bid evaluation process described below will be followed by TUT.

6.1.1 Phase 1A: Pre-qualification criteria. Procurement Mandatory

- i. The pre-qualification check requires verification of compliance with the hurdle requirements. Note: No points are allocated to this phase; however, bids that do not meet the pre-qualification requirements will not advance to the next phase of the evaluation process.
- ii. TUT has defined minimum pre-qualification/mandatory criteria listed in the table below that must be met by the Service Provider in order for TUT to accept an offer for evaluation.
- iii. The following documents must be attached to the final Tender Document:

iv. Procurement Eligibility / Mandatory:

N o.	I/We have attached to this document:	Tick if submitted Online	
		Y es	N o
1.	Correctly completed and uploaded this tender document and signed by authorized signatories		
2.	Respondents are requested to provide their initials at the bottom–right on each page of this document (or sign in full where indicated).		
3.	A valid SARS Tax Clearance Certificate and or Tax Pin Certificate		
4.	A valid B-BBEE Certificate (SANAS/ Affidavit)		
5.	Attach Bank Rating / Letter of Goodstanding The letter should include: <ul style="list-style-type: none"> The Tenderer's bank account name and number; A statement that engagements and accounts with the bank have always been properly and satisfactorily conducted; and The Tenderer has access to lines of credit with the bank, they have the resources to meet their commitments, and the bank considers the Tenderer a counterparty of good risk and good for business		
6.	Submits annual financial statements for the last 3 (three) financial years, in compliance with the requirements of the Companies Act. *Shortlisted tenderers will be subjected to a financial analysis that may result in a disqualification should there be any material financial risks.		
7.	Last 3 (three) month bank statements (required for vetting process)		
8.	Proof of my/our company/closed corporation registration and a copy of my/our CM/CK certificates		
9.	Copies of the identity documents of those with equity/shares (share certificate)		
10.	Proof of Proxy/ Board Resolution		
11.	Annexure B :TUT Vendor Registration Form to be completed and submitted as part of the tender submission *Still subjected to TUT's vetting processes. Link for Vendor Form: https://tutadobesign.na1.adobesign.com/public/esignWidget?wid=CBFCIBAA3AAA-BLb1qZhAZKE3zcMNRgdtgDX3ilCfEOVdAHPYj-UI4DRUUjtROQMg7uOvSC8Xcd1tDmNCCeE4*		

- Bids that do not meet the Pre-Qualification requirements will not advance to the next assessment stage. *No points are allocated to this stage.*
- Despite the above, the University reserves the right to request information (which must be responded and/or provided to the University within the period as determined and communicated by the University) where the information provided is insufficient, is not supplied, is unsuitable or does not provide adequate detail.

Phase 1: Phase 1B: Prequalification Criteria - Technical Eligibility/Mandatory

No.	I/We have attached to this document:	Tick if submitted Online	
		Yes	No
1.	A valid COIDA - provide proof that it is in possession of a letter of good standing from the Compensation Fund or a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Disease Act No. 130 of 1993. *The proof must be valid at the time of close of the Tender and a valid certificate must be produced at the time of award if the certificate expires between close of Tender and award. NOTE: The proof must be related to the built environment field.		
2.	Provide a letter of intent or proof of Contractor All risk Insurance to the value of R 7 000 000.00		
3.	A valid Grade 4 GB or higher CIDB Grading Report or Certificate		
4.	Annexure 7 BoQ: REFURBISHMENT AND UPGRADES OF THE ABLUTION FACILITIES IN BUILDING 51 AT THE TSHWANE UNIVERSITY OF TECHNOLOGY SOSHANGUVE NORTH CAMPUS		

Phase 1C: Functionality Evaluation Criteria

- The aim of this exercise is to evaluate all bids received based on Functionality as a criterion in accordance with the tender requirements.
- Evaluation criteria as set out hereunder are designed to ensure conformity with Tshwane University of Technology's bid requirements.
- To assist respondents, a synopsis of the evaluation form which will be utilized by the Tshwane University of Technology's evaluation team, indicating the evaluation criteria, weights, applicable values and/or minimum qualifying score for functionality, is provided in this tender document.
- A bidder that fails to obtain the minimum the qualifying score for functionality as indicated in this tender document is not an acceptable tender.
- Tenderers will be assessed in terms of experience in a similar environment, operational capacity, and quality management standards.
- In this stage, the **Tenderer must score a minimum of 70 points** in order to move on to the next stage of evaluation as per the pre-qualification requirement.

Item	Functionality Criteria	Points	Maximum Weighting
1.	Company Experience Provide a minimum of three (3) acceptable and relevant references for projects covering a similar scope and works at a minimum value of R 3 000 000.00 completed not more than seven (7) years ago. Each reference is to be supported with:		

	<ul style="list-style-type: none"> • proof of appointment letter/contract • completion certificates • a reference letter with contactable references <p>NOTE:</p> <p>TUT has the prerogative to request a portfolio of work with photographs specific to each project reference</p> <p>Where a bidder was appointed as a sub-contractor, the scope of work must be of a similar level of complexity and the scope of work must be clearly defined in the reference or appointment letter. Where the reference comes from another contractor, a reference letter from the principal agent on the project will be required.</p> <p>NOTE:</p> <p>The reference letter must contain the following details:</p> <ul style="list-style-type: none"> • Project description • Starting date and completion date • Value of the project • Employer <p>NOTE:</p> <p>In terms of the complexity classification, this is a medium-level complexity type of project and therefore only projects which fall within the medium-level complexity or high-level complexity classification will be acceptable. For guidance on complexity classification, refer to the attached project complexity classification.</p> <p>NOTE:</p> <p>TUT has the prerogative to visit the site where work has been completed, as per the references submitted by each bidder.</p>								
	<p>Reference Project One (1)</p> <p>An acceptable and relevant reference covering a similar scope and works is provided. To score points, proof of appointment letter/contract, completion certificate and references specific to each project referenced must be provided. The contactable reference must preferably be the Client, Project Lead, Project Manager or Principal Agent.</p> <table border="1" data-bbox="277 1727 1241 1895"> <tr> <td>Appointment letter/contract submitted</td><td>5</td><td rowspan="3">15 Points</td></tr> <tr> <td>Completion Certificate submitted</td><td>5</td></tr> <tr> <td>Reference Letter submitted</td><td>5</td></tr> </table> <p>Reference Project Two (2)</p> <p>An acceptable and relevant reference covering a similar scope and works is provided. To score points, proof of appointment letter/contract, completion</p>	Appointment letter/contract submitted	5	15 Points	Completion Certificate submitted	5	Reference Letter submitted	5	<p>45 points</p>
Appointment letter/contract submitted	5	15 Points							
Completion Certificate submitted	5								
Reference Letter submitted	5								

certificate and references specific to each project referenced must be provided. The contactable reference must preferably be the Client, Project Lead, Project Manager or Principal Agent.				
Appointment letter/contract submitted		5	15 Points	
Completion Certificate submitted		5		
Reference Letter submitted		5		
Reference Project Three (3) An acceptable and relevant reference covering a similar scope and works is provided. To score points, proof of appointment letter/contract, completion certificate and references specific to each project referenced must be provided. The contactable reference must preferably be the Client, Project Lead, Project Manager or Principal Agent.				
Appointment letter/contract submitted		5	15 Points	
Completion Certificate submitted		5		
Reference Letter submitted		5		

2.	Health and Safety:		10 points	10 points
Provided CV with relevant and acceptable qualifications of SHE Officer (Proof of Professional registration with the relevant Associations (SACPCMP or SAIOSH), CV, post-training experience of a minimum of 10 years).				

3.	Key staff experience and capabilities in the Construction Industry			30 points	
Proposed Technical Team to be utilized in the execution of the Project per category. NOTE: A CV must be submitted indicating skills, knowledge, years of experience, and qualifications. NOTE: If the successful tenderer cannot use the same resources as supplied in the tender application, the successful tenderer shall provide resources of the same quality as supplied in the tender application. The changes of such key staff members must be made in writing to TUT.					
Site Agent: Project/Construction Manager Must provide proof of registration with the relevant body (SACPCMP). A relevant qualification in the built environment field and a CV indicating skills, knowledge, years of experience post qualification, and qualifications must be submitted.		Less than 5 years of experience	2.5		10 points
		5 – 10 years of experience	5		
		10 or more years of experience	10		

	Contracts Manager (QS) Quantity Surveyor: A relevant qualification in the built environment field and a CV indicating skills, knowledge, years of experience post qualification, and qualifications must be submitted.	Less than 5 years of experience	1	4 points	
		5 – 10 years of experience	2		
		10 or more years of experience	4		
	Foreman: General Works Must submit a Trade Certificate in Bricklaying in the built environment field. A CV indicating skills, knowledge and years of experience must be submitted.	Less than 5 years of experience	1	4 points	
		5 – 10 years of experience	2		
		10 or more years of experience	4		
	Tiling Artisan Must submit a Trade Certificate in the built environment field. A CV indicating skills, knowledge and years of experience must be submitted.	Less than 5 years of experience	1	4 points	
		5 – 10 years of experience	2		
		10 or more years of experience	4		
	Plumbing Artisan Must submit a Trade Certificate in Plumbing in the built environment field. A CV indicating skills, knowledge and years of experience must be submitted.	Less than 5 years of experience	1	4 points	
		5 – 10 years of experience	2		
		10 or more years of experience	4		
	Electrical Artisan Must submit a Trade Certificate for an Electrician in the built environment field. A CV indicating skills, knowledge and years of experience must be submitted.	Less than 5 years of experience	1	4 points	
		5 – 10 years of experience	2		
		10 or more years of experience	4		
4.	Quality Plan The development of a project-specific quality management plan for the construction project management services. The quality plan should be aligned to best practices, industry norms and standards within the construction project management profession, aligned to international standards principles (ISO Standards) as follows: 1. Customer Focus				5 points

	2. Leadership 3. People Engagement 4. Process Approach 5. Continual Improvement 6. Factual Approach to Decision Making 7. Relationship Management		
	No submission	0 points	
	In-house system/policy that addresses at least 4 quality principles (not ISO certified)	1 point	
	In-house and not signed system/policy that addresses all 7 quality principles (not ISO certified)	3 points	
	In-house signed system/policy that addresses all 7 quality principles (ISO certified) or with a commitment to certify with ISO 9001 (provide evidence)	5 points	
5.	Project Specific Construction Programme:		5 points
The tenderer shall provide the proposed project-specific programme showing as a minimum the following: - Ability to provide the services: - Ability to provide the services in terms of the Employer's requirements within the required timeframe indicating, in a logical sequence, the order and timing of the services that will take place to Provide the Works indicating the capacity & capability to achieve the dates stated Contract Period The client has the right to review the programme of the successful bidder.			
No programme	0		
The tenderer has provided a timeline in Ms Project or similar with unreasonable deviation from the 16 weeks stated project timeline (a deviation of more than 2 weeks)	2.5		
The tenderer has provided a timeline that is in-line with the 16 weeks stated project timeline Ms Project or similar	5		
6.	Locality:		5 points
The contractor is to provide proof of an official business address preferably within the province of Gauteng. Company registration documents indicating the address of the business, provide CIPRO documents. (COR14.3: Registration Certificate or COR 14. Notice of Incorporation and Rates and Tax Account in the name of the company or a valid lease agreement if the bidder is leasing office space)			
Not submitted	0		
The official business address is outside of the province of Gauteng.	2.5		
The official business address is within the province of Gauteng.	5		
Total Points			100 points