



TERMS OF REFERENCE

TENDER DATA

Tender documents can be purchased at a non-refundable fee of R 1,150.00 (VAT included) on the PURCO SA website.

I/We understand and accept that Goldfields TVET College does not bind itself to accept the lowest or any tender.

Goldfields TVET College reserves the right to change bill rates including preliminaries if not market related and reasonable before the signing of the contract. Refusal by contractor to have his/her rates changed will result in the withdrawal of an offer.

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Construction Procurement as per Government Notice No. 751 published in Government Gazette 2019 and as amended from time to time. (see www.cidb.org.za)

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced to the clause marked "F" in the above-mentioned Standard Conditions of Tender.

ELIGIBILITY IN RESPECT OF CIDB REGISTRATION

The following tenderers who are registered with the CIDB, or are *capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated (* tenderers who are capable of being so registered, or who have applied for registration but have not yet received confirmation of such registration, must provide, with this tender, acceptable documentary proof thereof):

- a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations, for a **6CE** or higher class of construction work; and
- b) contractors registered as potentially emerging enterprises with the CIDB who are registered on one contractor grading designation lower than that required in terms of a) above

Joint ventures are eligible to submit tenders provided that:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation **6CE** or higher class of construction work; and
3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations for a **6CE** or higher class of construction work



TEST FOR RESPONSIVENESS

C3.8.1. Determine after opening and before detailed evaluation, whether each tender offer properly received:

Complies with the requirements of these Conditions of Tender (scope of work, pricing, specifications, proposed amendments and qualifications, cover letters must be considered

Has been properly and fully completed and signed and is responsive to the other requirements of the tender documents.

C3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which in the Employer's opinion would:

Detrimentially affect the scope, quality or performance of the works, services or supply identified in the scope of work

Significantly change the Employer's or the tenderer's risks and responsibilities under the contract

Affect the competitive position of other tenderers presenting responsive tenders if it were to be rectified

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation

Stage 1 Test for Responsiveness (as per clause C3.8)

Stage 2 Pre-Qualification Criteria

Tenderer will be required to have a CIDB of **6CE** or higher.

Please note that in the event of a joint venture (JV) a valid consolidated BBBEE and CIDB grading verification in the name of the JV shall be submitted. Please refer to returnable document form.



EVALUATION PROCESS

Goldfields TVET College has approved a two-stage evaluation process: Compliance with technical functionality and price. Those tenderers qualifying in terms of Stage 1 technical functionality will be evaluated according to criteria in stage 2 (Price and B-BBEE).

Goldfields TVET College may request additional information, clarification or verification in respect of any information contained in or omitted from a Tenderer's tender. This information will be requested in writing.

Goldfields TVET College may conduct a due diligence on any Tenderer, which may include interviewing customer reference or other activities to verify a Tenderer's tender or other information and capabilities (including visiting the Tenderers premises and/or sites to verify certain stated information or assumptions) and in this instances the Tenderers will be obliged to provide Goldfields TVET College with all necessary access, assistance and/or information which Goldfields TVET College may reasonably request and respond within the given time frame set by Goldfields TVET College.

Goldfields TVET College may enforce whatever measures it considers necessary to ensure the confidentiality and integrity of the contents of the Tender.

Goldfields TVET College will evaluate the tenders with reference to Goldfields TVET College set and approved evaluation criteria as indicated in the tender document. Goldfields TVET College reserves the right to appoint a specialist/consultant to assist in performing evaluations.

MANDATORY REQUIREMENTS

Goldfields TVET College has defined minimum pre-qualification/mandatory criteria listed in the table below must be met by the Tenderer in order for Goldfields TVET College to accept a Tender for evaluation.

The pre-qualification evaluation will be carried out by College's appointed evaluation committee to determine which tender responses are compliant or non-compliant with the tender specifications issued by Goldfields TVET College as part of the tender process.

Where there is failure to comply with the pre-qualification criteria of Goldfields TVET College is for any reasons unable to verify whether the pre-qualification criteria are fully complied with, Goldfields TVET College will disqualify the tender.

No points will be allocated for mandatory requirements. Tenderers not meeting these mandatory requirements will be disqualified.



Pre-qualification / screening evaluation

The purpose of this pre-qualification evaluation is to determine which bid responses are compliant or non-compliant with the bid pre-qualification documentation as issued by Goldfields TVET College as part of the bid process. It will entail a compliance check and the screening of mandatory documents, ensuring compliance thereof in respect of the following:



1. EVALUATION PROCESS AND CRITERIA

4.1 Phase 1 – Pre-qualification/Mandatory information requirement

The Pre-qualification/Mandatory Information Requirement phase validates the tenderers' compliance to the legal requirements to conduct business in SA, as well as to specific industry requirement for the supply of services where applicable.

Non-submission of mandatory information will lead to disqualifications from further evaluation in the tender process.

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

<i>Description of Appendix</i>	<i>Requirement</i>	<i>Circle yes if submitted</i>	
		Yes	No
RFP Document	Each page of the RFP document to be initialled by a delegated representative	Yes	No
Schedule of Pricing (BoQ)	Excel BoQ is attached separately and must be priced in full. Soft copy BoQ is to be completed and submitted in its original Excel format.	Yes	No
Audited Financial Statement	Provide fully signed recent Audited Financial Statements/Annual Financial Statements for three years (2024/2025/2026)	Yes	No
Letter of good standing from the bank (Bank Rating Letter)	Signed/Stamped Letter of good standing from the Bank (Bank Rating Letter) must not be older than three (3) months. In case of JV both parties/entities to submit.	Yes	No
Company registration documents	CIPC certificate, Bidding company registration documents. In case if JV both parties/entities to submit.	Yes	No
ID Copies	Supply certified ID copies of all the directors (not older than six months). In case of JV both parties/entities to submit.	Yes	No
Tax Compliance Certificate	A valid tax clearance certificate (TCS) or Tax Pin. Must be valid on tender closing date. In case of JV both parties/entities to submit.	Yes	No
BBBEE Certification	A valid B-BBEE certificate from a SANAS accredited agency or Auditor registered with the IRBA or SWORN Affidavit. In case of JV both parties/entities to submit.	Yes	No



Registration National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Supplier Database.	Yes	No
Fully Complete SBD forms (SBD 1,4,6.1,8 & 9)	Complete and sign all SBD`s form in the tender document, SBD 1, 4, 6.1, 8 and 9. In case of JV both parties/entities to complete and submit.	Yes	No
Board resolution	Signed Board resolution	Yes	No
Registration National Treasury (CSD)	Provide a copy of the full report of registration on National Treasury Central Supplier Database. In case of JV both parties/entities to submit.	Yes	No
CIDB Grading Certificate.	Submit a valid proof of CIDB grading certificate, 6CE. In case of JV, a consolidated CIDB grading to submit	Yes	No
COIDA	COIDA Certificate - Provide proof of certification from Department of Labour	Yes	No
Local Labour	Bidders must show commitment of using local labour in surrounding areas	Yes	No
Students Practical Training	Bidder shall show commitment to integrate plumbing students onto their site and provide them with practical training, resources, and tools of trade. Student stipends shall be borne by the college	Yes	No

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.



EVALUATION CRITERIA

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.

Phase 1: Evaluation of Functionality

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.

Goldfields TVET College's evaluation criteria provides for the accumulation of points for a Tenderer's submission based on the extent to which functionality meets Goldfields TVET College's minimum requirement of 70% in order to qualify for evaluation on stage 2:

FUNCTIONALITY CRITERIA	POINTS	TOTAL POINTS
<p>Provide Five (5) valid written and contactable reference letters of Civil Engineering and sewerage works projects of similar size completed in the past five (5) years:</p> <ul style="list-style-type: none"> • 5 References • 4 References • 3 References • 2 References • 1 References • No references/Irrelevant references <p>Valid reference letters must be on employer/client letterheads, indicating site name, the scope of work conducted, start date of the project and duration. The reference letters must be duly signed by the employer/client with contact details including email and telephone numbers clearly indicated</p> <p>NB: Appointment Letters, Award Letters, Completion Letters and Official Purchase Orders will not be accepted as reference letters</p>	<p>= 25 points</p> <p>= 20 points</p> <p>= 15 points</p> <p>= 10 points</p> <p>= 05 points</p> <p>= 00 points</p>	25
<p>Bidder's Financial Capability and Cashflow Verification Requirements</p> <ul style="list-style-type: none"> • Bank rating and minimum of R1,3 million available capital • Bank rating and minimum of R1 million proof of account 	<p>= 25 points</p> <p>= 15 points</p>	25



<ul style="list-style-type: none"> Bank rating and Minimum of R500 thousand proof of account <p>NB: No affidavit as proof of financial capability will be accepted</p>	= 5 points	
<p>Project Execution Plan (PEP): Provide a detailed project execution plan and construction methodology including a summary of major milestone deliverables and a detailed programme. The submission is to be as per the following:</p> <ul style="list-style-type: none"> Duration: How long the contractor intends to complete tasks, to reach the set milestones. Congruency with the project schedule will also be examined. = 5 points Milestones: The tools used to mark specific points along a project timeline, these may signal anchors such as project start and end date. The contractor must demonstrate in their submission the measures that they will use to reach the goal = 5 points Responsibilities: The way the contractor intends to allocate the resources = 5 points Tasks: The contractor is to demonstrate on their submission, their understanding of the tasks and/or the activities that will be required of them upon being appointed. The contractor must be able to demonstrate on their methodology how they intend to execute the proposed works = 5 points Non-compliance with the above = 0 points 		20
<p>Technical capability</p> <p>The bidder is to provide CVs and qualifications/trade test certificates of the Project Manager/Site Agent, Foreman, Plumber and Occupational Health and Safety practitioner that will be deployed for the duration of the project</p> <p>Project Manager/Site Agent</p> <p>Project Manager (PM)/Site Agent (SA): must have a minimum of 1 – 5 years working experience in sewerage works. The PM/SA must have NQF Level 7 qualification in Construction Studies/Building Science</p> <ul style="list-style-type: none"> Less than 1 year of working experience = 0 points 1 - 2 years of working experience = 2,5 points 3 - 4 years of working experience = 5 points 5 years or more of working experience = 7,5 points 		30



<u>Foreman</u>	Foreman: must have a minimum of 1 – 5 years working experience in sewerage works. The Foreman must have NQF Level 6 qualification in Construction Studies/Building Science Less than 1 year of working experience	= 0 points	
	1 - 2 years of working experience	= 2,5 points	
	3 - 4 years of working experience	= 5 points	
	5 years or more of working experience	= 7,5 points	
<u>Plumber</u>	Plumber must have a minimum of 1 – 3 years working experience. The Plumber must have a trade test certificate		
	Less than 1 year of working experience post trade test certificate	= 0 points	
	1 - 2 years of working experience post trade test certificate	= 2,5 points	
	3 years or more of working experience post trade test certificate	= 5 points	
<u>Occupational Health and Safety practitioner</u>	Minimum of 1 year working experience post professional registration with the SACPCMP as an Occupational Health and Safety practitioner	= 10 Points	
TOTAL POINTS		100	
Note: Employment of local labour is a requirement. Employment of local unskilled labour is promoted and advised at appointment stage.			



4.3 STAGE 2: PRICE AND BBBEE

Only tenders that achieve the minimum stipulated threshold for functionality of 70% will be evaluated further in accordance with the 80/20 preference point systems. 80 points will be allocated for price whilst 20 points will be allocated for BBBEE, both totaling 100 points.

The formula below will be used in calculating points scored for the Preference points system

STEP 1: CALCULATION OF POINTS FOR PRICE

The first step under price and BBBEE is to calculate the price points for tenderers who progressed to this stage of evaluation as per formula below.

$$Ps = 80 \left\{ \left\{ 1 - \frac{Pt - Pmin}{Pmin} \right\} \right\}$$

Where

Ps = Points scored for comparative price of tender under consideration.

Pt = Comparative price of tender under consideration.

Pmin = Comparative price of lowest acceptable tender.

STEP 2: BBBEE LEVEL OF CONTRIBUTION

The second step under price and BBBEE is to calculate BBBEE points for tenderers who progressed to this stage of evaluation as per below BBBEE status level of contribution.

The level 1 contributor will obtain 20 points, and the last level contributor will obtain the lowest points as per table below.

BBBEE Status level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non – complaint contributor	0