



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



SEDIBENG TVET COLLEGE
"GROW WITH THE FLOW"

**SEDIBENG TVET COLLEGE (SEDCOL) IN COLLABORATION WITH THE PURCHASING
CONSORTIUM SOUTHERN AFRICA (PURCO SA)**

**REQUEST POTENTIAL BIDDERS FOR PROPOSALS (RFP) FOR CONSTRUCTION OF A
GUARD HOUSE AT VANDERBIJLPARK CAMPUS, ESTIMATED 4GB CIDB GRADING OR
HIGHER**

TENDER NO: PU7214/010 (RFP 2 of 5)

Prospective bidders who are interested in participating in the afore-mentioned tender are invited to submit their proposal in full compliance to the requirement of this tender document. The completed document with all attachments must be signed and submitted in a clearly labelled **(RFP 2 of 5)** sealed envelope together with one (1) USB per tendered project and deposited in the tender box at the following address:

**SEDIBENG TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING COLLEGE
37 VOORTREKKER STREET
VEREENIGING
1930**

Tender number	PU7214/010 (RFP 2 of 5)	
Date issued	15 January 2023	
Tender closing date	08 February 2023	Time: 11h00
Compulsory Information Session	25 January 2023 6 Frikkie Meyer Blvd & Jan Viljoen Street, Vanderbijlpark C. W. 3, Vanderbijlpark, 1911	
	Time: 09h30	

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:

- **One signed hard copy in a sealed envelope together with ONE (1) USB, containing the appendixes in the following order:**

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	Bill of Quantity Priced in full	The BoQ is attached separately, must be priced in full
Appendix B1	USB x1/No CD acceptable	Fully scanned tender document to be identical on both soft copy and hard copy.
Appendix C	Proof of Bank Account	Signed or stamped letter from bank (recent)
Appendix D	Company Registration Documents	Company Registration Documents
Appendix E	ID Documents	Certified copies ID documents for directors/shareholder/senior managers (not 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 for Guard House	Submit valid proof of 4GB grading or higher

Appendix M	Workmanship Guarantee Letter	Submit workmanship guarantee letter for your bid price from bank or insurance company (letters of intentions are unacceptable)
Appendix N	COIDA – Construction Industry	Submit valid letter of good standing from the department of labour
Appendix O	Local labour – Vanderbijlpark and surrounding areas	Bidders must show commitment of using local labour in Vanderbijlpark and surrounding areas, if awarded.
Appendix P	Locality Emfuleni Municipality	Attach municipality bill, rates and taxes, lease agreement
Appendix Q	Proposed Programme of works	Proposed Programme of works

Additional Information (mandatory at contracting stage):

- OHS Plan
- Procurement Plan inclusive of Materials and Labour
- Detailed Programme of works
- Works, Liability and Support Insurance on award
- JV agreement (where applicable)

1.1.1 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.

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 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	Bill of Quantity priced in full	The BoQ is attached separately, must be priced in full	Yes	No
Appendix B1	USB x1/No CD acceptable	Fully scanned tender document to be identical on both soft copy and hard copy.	Yes	No
Appendix C	Proof of Bank Account	Signed or stamped letter from bank (recent)	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 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 for Guard House	Submit valid proof of 4GB grading or higher	Yes	No
Appendix M	Workmanship Guarantee Letter	Submit workmanship guarantee letter for your bid price from bank or insurance company (letters of intentions are unacceptable)	Yes	No
Appendix N	COIDA – Construction Industry	Submit valid letter of good standing from the department of labour	Yes	No
Appendix O	Local Labour – Vanderbijlpark and surrounding areas	Bidders must show commitment of using local labour in Vanderbijlpark and surrounding areas, if awarded.	Yes	No
Appendix P	Locality Emfuleni Municipality	Attach municipality bill, rates and taxes, lease agreement	Yes	No
Appendix Q	Proposed Programme of works	Proposed Programme of works	Yes	No

Additional Information (mandatory at contracting stage):

- OHS Plan
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- Detailed Programme of works
- Works, Liability and Support Insurance on award
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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.

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.

All proposals will be evaluated on the following criteria indicated below. Step 1: References table

Client's referral letters for work done in the past five (5) years, for similar work (general building).

FUNCTIONALITY CRITERIA	POINTS ALLOCATED
<p>Previous Experience (Relevant General Building experience) (Supply detailed and verifiable information on projects successfully completed or letters of reference)</p> <ul style="list-style-type: none"> • 3 Final completion certificates or references =40 Points • 2 Final completion certificate or references =30 Points • 1 Final completion certificate or reference =20 Points <p>No completion certificates or references =0 Points</p>	40
<p>Project Execution Plan Provide a detailed project execution plan and construction methodology, including summary of major milestones deliverables – detailed program plan including:</p> <ul style="list-style-type: none"> • Tasks = 5 Points • Duration = 5 Points • Milestone = 5 Points • Responsibilities = 5 Points <p>None provided = 0 Points</p>	20
<p>Bidder to provide the CVs and qualifications of the project manager that will be deployed for the duration of the project.</p> <ul style="list-style-type: none"> • Construction Supervisor: Must have civil and building work experience at least 3 - 5 years' experience or more, with a minimum of NQF level (Level 6) National Diploma in the Built Environment or higher qualification. <ul style="list-style-type: none"> • 5 years or more experience with National Diploma in Building = 25 Points • 4 years experience with National Diploma in Building = 20 Points • 3 years experience with National Diploma in Building = 15 Points <p>Occupational Health and safety practitioner professionally registered (NOSA or related) = 5 Points</p>	30
<p>Locality proof (municipality bill, lease, rates statement)</p> <ul style="list-style-type: none"> • Within Sedibeng district =10 Points • Outside Sedibeng District = 5 Points 	10
Total points	100