



Tender

MINOR WORKS CONTRACTS IN ZONE 1A OF THE ELIDZ

AT THE

EAST LONDON INDUSTRIAL DEVELOPMENT ZONE

CONTRACT NO: EB/MWC/05/23/Z1A

**MINOR WORKS CONTRACTS IN ZONE 1A OF THE
ELIDZ**

ENVELOPE A: TECHNICAL PROPOSAL

VOLUME 2 OF 2 – RETURNABLES

East London IDZ
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Sunnyridge, East London
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5241
Contact Person: Mr. Pierre Webber
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Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

PART T2: RETURNABLE SCHEDULES

T2.1: LIST OF RETURNABLE DOCUMENTS

T2.1: LIST OF RETURNABLE DOCUMENTS

The Tenderer must complete the following returnable documents in all respect and provide all information as required.

	Checklist
T2.2 Returnable Documents (Compulsory Submissions)	
Document 1 Valid Tax Clearance Certificate	
Document 2 Letter of Good Standing with Compensation Commissioner	
Document 3 Declaration of Form of Acceptance to be signed	
Document 4 Proof of Company Registration	
Document 5 Proof of registration with CIDB in required category	
Document 6 ELIDZ Procurement Handbook	
Document 7 Registration on CSD – MAAA number	
Document 8 Valid SANAS original or certified copy of BBBEE Certificate	
Document 9 Signed declaration in respect of Local Content	
Document 10 Documents in respect of 30% SMME sub-contracting	
Document 11 Signed declarations in respect of Design Specifications	
Document 12 JV Documentation (if applicable)	
T2.3 Returnable Documents (Forms - Submissions for Evaluation)	
Form P01 Record of Addenda to Tender Documents	
T2.4 Returnable Documents (For Functionality Scoring)	
Criteria 1: Approach	
• Construction Programme	
• Methodology and Execution Strategy	
Criteria 2: Tenderers Expertise and Resources	
• Management Organogram and Key Staff CV's, Contract Manager and Site Agent CV	
• Relevant Experience	
Criteria 3: Health, Safety and Environment	
• Companies OHS policy	
• OHS and CEMP Methodology and Implementation Strategy	
• Health and Safety File	
Criteria 4: Location of Operational Office and Yard	

I, the authorised signatory hereby confirm that the Form of Offer has been completed in full and enclosed in Envelope "B" and that no financial offers of any sort have been declared in envelope "A". I further understand that failure to attach the above-mentioned documentation to the designated pages allocated will result in said document being deemed missing from the tender submission.

Name of Signatory	Capacity:
Signed on behalf of Tenderer:	Dated:

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

T2.2: RETURNABLE DOCUMENTS (COMPULSORY SUBMISSIONS)

Document 1: Tax Clearance Certificate

**TENDERER TO ATTACH ORIGINAL / VALID TAX CLEARANCE CERTIFICATE
OR SARS PIN TO THIS PAGE**

Document 2: Letter of Good Standing from Workmen's Compensation Commissioner

TENDERER TO ATTACH CERTIFIED COPY TO THIS PAGE

Document 3: Signed Declaration of Form of Acceptance

Declaration of Form of Offer and Acceptance

The Tenderer must declare that the Form of Offer and Acceptance in Envelope B “Financial Proposal” is completed and signed. Failure to complete and sign the declaration will render the tender non-responsive

Tenderer:	
Name of Representative:	
Telephone number:	
Fax number:	
Designation:	

I, the authorised signatory of the Tenderer, hereby declare that the Form of Offer and Acceptance in Envelope B “Financial Proposal” is completed and signed.

Name of Signatory	Capacity:
Signed on behalf of Tenderer:	Dated:

Document 4: Proof of Company Registration

**TENDERER TO ATTACH PROOF OF COMPANY REGISTRATION TO THIS
PAGE**

**Document 5: Proof of Company Registration with
CIDB in the Required Category**

TENDERER TO ATTACH CERTIFIED COPY TO THIS PAGE

Document 6: ELIDZ Procurement Handbook

TENDERER TO ATTACH DOCUMENT TO THIS PAGE

Document 7: Proof of Registration on CSD – MAAA Number

TENDERER TO ATTACH CERTIFIED COPY TO THIS PAGE

Document 8: B-BBEE Verification Certificate

**TENDERER TO ATTACH SANAS ORIGINAL OR CERTIFIED COPY OF B-BBEE
VERIFICATION CERTIFICATE TO THIS PAGE**

Document 9: Signed Declaration in Respect of Local Content

Declaration of National Treasury Designated Sectors Instruction No. 15 of 2016/2017 Stipulated Minimum Threshold of Conversion Processes for Local Production and Content for Steel Products in Components for Construction

The Tenderer must declare that they have complied with the abovementioned requirements and completed Part C2.7: SBD 6.2 in Envelope B “Financial Proposal”. Failure to complete and sign the declaration will render the tender non-responsive.

Tenderer:	
Name of Representative:	
Telephone number:	
Fax number:	
Designation:	

I, the authorised signatory of the Tenderer, hereby declare that Part C2.7: SBD 6.2 in Envelope B “Financial Proposal” is completed and signed.

Name of Signatory	Capacity:
Signed on behalf of Tenderer:	Dated:

The rates of exchange quoted by the bidder in paragraph 4.1 of C2.7 of the Declaration Certificate will be verified for accuracy.

Document 10: Documents in Respect of 30% SMME sub-contracting

NB!

Tenderers are required to submit with the tender, for each of the SMME sub-contractors, certified copies of valid B-BBEE certificates or sworn affidavits for EME's and QSE's confirming ownership and copies of CSD registration summary reports.

9.1 Contractor declaration with regards to 30% SMME Sub-contracting:

I / We tender the following SMME participation targets of:

Tender Amount Including VAT	N/A
SMME Value Including VAT	N/A
Percentage of SMME to Tender Amount ⁽¹⁾	

Note (1): *Bidders that do not meet minimum SMME 30% subcontracting requirements will be deemed to be non-responsive and shall be disqualified.*

SIGNED FOR THE TENDERER: NAME OF TENDERER
 SIGNATURE: WITNESS 1
..... SIGNATURE: TENDERER	NAME:
NAME: SIGNATURE: WITNESS 2
CAPACITY:	NAME:
DATE:	

9.2 Targeted Percentages per CIDB Group:

CIDB Grading irrespective of trade	Max CIDB Value Range	Minimum Targeted Percentage Allocation Appportioned to the 30%	Percentage Goal Tendered	Estimated Rand Value (R) Including VAT
Grade 1-2	R 1 000 000	1%	%	N/A
Grade 3	R 3 000 000	1%	%	N/A
Grade 4	R 6 000 000	3%	%	N/A
Grade 5	R 10 000 000	5%	%	N/A
Grade 6	R 20 000 000	6%	%	N/A
Grade 7	R 60 000 000	14%	%	N/A
Total % SMME Goal Tendered ⁽¹⁾		30%	%	N/A

Note (1): *Bidders that do not meet minimum SMME 30% subcontracting requirements will be deemed to be non-responsive and shall be disqualified.*

9.3 Sub-contracting Agreements: The actual sub-contracting agreements with SMME will only be required upon award of this contract

This Agreement, as negotiated herein, is entered into by and between

Name of the Principal Contractor

And the undersigned SMME (EME and QSE) subcontractor

(Document to be submitted with original signatures)

DECLARATION	
I/we, the undersigned, do hereby declare that I/we have read and understood this Sub-Contracting Agreement for the sub-contract work.	
Name of the Subcontractor	
Name and Signature of the Subcontractor Representative	Signature:
	Representative:
CIDB Grading	
Contact Details	Office Tel:
	Cell Phone:
	Email:

Tenderer _____ Witness 1 _____ Witness 2 _____ Employer _____ Witness 1 _____ Witness 2 _____

Document 11: Signed Declaration in Respect of the Design Specification

The Tenderer must declare that Section C3.2: Design Specifications and Criteria have been incorporated in the tender price. The Tenderer also declares that he has studied the document and that he understands the requirements.

I, the authorised signatory of the Tenderer, hereby declare the above.

Name of Signatory	Capacity:
Signed on behalf of Tenderer:	Dated:

Document 12: JV DOCUMENTATION (IF APPLICABLE)

- Procurement Handbooks for both entities
- Consolidated BBBEE certificate for joint venture
- JV agreement indicating participation split
- Letter of authorization for JV agreement

T2.3: RETURNABLE DOCUMENTS (FORMS - SUBMISSIONS FOR EVALUATION)

Form P01: Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Name of Signatory	Capacity:
Signed on behalf of Tenderer:	Dated:

Tenderer ____ Witness 1 ____ Witness 2 ____ Employer ____ Witness 1 ____ Witness 2 ____

T2.4: RETURNABLE DOCUMENTS (FOR FUNCTIONALITY SCORING)

Criteria 1: Approach

- 1.1 Attach Construction Programme (Gantt Chart)**
- 1.2 Methodology and Execution Strategy**

Criteria 2: Tenderer's Expertise and Resources

- 2.1 Management Organogram and Key Staff: CVs of Key Staff Members to be attached. Failing this, no points will be awarded.**
- 2.2 Relevant Experience: Verifiable proof of successfully completed similar projects to be included. Failing this, no points will be awarded.**

Criteria 3: Health, Safety and Environment

- 3.1 Attach your Company's OHS Policy**
- 3.2 Attach OHS and CEMP Methodology and Execution Strategy**
- 3.3 Attach Health and Safety File**

Criteria 4: Local Operational Office and Yard

- 4.1 Proof of registered office within the confines of the Buffalo City Metropolitan Municipality
Alternatively proof of registered office within the Eastern Cape**