



cooperative governance

Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA



Municipal Infrastructure Support Agent (MISA)

Cooperative Governance & Traditional Affairs (CoGTA)

REPUBLIC OF SOUTH AFRICA

Submission No. MISA/E OI/RSI/017/2023/24

Establishment of a Panel of Contractors for the Construction, Rehabilitation, Refurbishment, Repair Operation and Maintenance of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa.

Tender No. MISA/EOI/RSI/017/2023/24

EXPRESSION OF INTEREST

January 202

Issued by:

Chief Executive Officer
Municipal Infrastructure Support Agent
1303 Heuwel Avenue
Riverside Office Park, Letaba House
Centurion, PRETORIA 0046
TEL: 012 848 5300

NAME OF THE RESPONDENT:

CLOSING DATE:TIME:

CIDB REG. NO:CSD NO:

CIDB GRADING LEVEL:

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E1 Submission procedures

E1.1 Notice and invitation to submit an expression of interest.

Expressions of interest are invited for the establishment of panel of contractors for provision of Municipal Roads and Stormwater Infrastructure for the period of 36 months without a commitment to a quantum of work.

The Employer is Municipal Infrastructure Support Agent.

Respondents must have a contractor grading designation in one of the following Grading Levels **3CE, 4CE, 5 CE, 6 CE, 7 CE, 8 CE and 9 CE.**

Only those respondents who to meet eligibility criteria and the Functionality score of 70% will be admitted into the panel.

The requirement of submissions is detailed in the Submission Data (Ref: E4.1, E4.7 and 5.9 of Submission Data).

Those qualifying respondents admitted in the panel will then later be invited on as and when required basis, by MISA to submit quotations or respond to Submission requests and meet other requirements to be considered successful for tenders.

Each respondent in the panel is expected to have its resources and planning processes ready to urgently respond to whichever need arises within the area the Respondent has preferred.

The Submission Documents will be available from the e-Tender Publication Portal (www.etenders.gov.za) of the National Treasury of the Republic of South Africa from the date of publication of the Notice of Request for Tenders in Government Tender Bulletin and/ or any national media. Any queries related to the e-Tender Publication must be communicated with eTenders@treasury.gov.za or by contacting the Office of the Chief Procurement Officer Call Supply Chain Centre on 012 406 9222.

Queries relating to the issues of these documents may be addressed to Mr/Ms, Tel No. , Fax No. E-mail

Non-Compulsory virtual briefing session with the Representative(s) from MISA will be held on **24 January 2024 @ 10am, A Teams Virtual Link will be provided a day before the briefing session on MISA website**

Telegraphic, telephonic, telex, facsimile, e-mail and late submission will not be accepted. Respondents must submit their submissions using only the Submission document.

Issued by:

Municipal Infrastructure Support Agent

1303 Heuwel Avenue

Riverside Office Park, Letaba House

Centurion, PRETORIA 0046

TEL: 012 484 5300

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REPUBLIC OF SOUTH AFRICA

Clause Number	Submission Data
3.2	<p>Supporting Documents</p> <p>The Submission documents issued by the employer comprises:</p> <p>E1: Submission procedures</p> <p>E1.1 Notice and invitation to submit an expression of interest.</p> <p>E1.2 Submission data</p> <p>E2: Returnable documents</p> <p>E2.1 List of returnable documents</p> <p>E2.2 Submission schedules</p> <p>E3: Indicative scope of work</p> <p>E4: Site Information</p>
3.4	<p>Communication and employer's agent</p> <p>The language for communications is English</p>
4.1	<p>Eligibility</p> <p>Only those respondents who satisfy the following eligibility criteria are eligible to submit proposals:</p> <ol style="list-style-type: none"> Only those respondents who are registered with the Construction Industry Development Board, in a contractor grading designation in one of the following Grading Levels 3CE, 4CE, 5 CE, 6 CE, 7 CE, 8 CE and 9 CE, are eligible to have their submissions evaluated. Joint ventures are eligible to have their submissions evaluated provided that: <ol style="list-style-type: none"> every member of the joint venture is registered with the CIDB not later than twenty-one (21) working days from the closing date for tenders; the lead partner has a contractor grading designation in one of the following Grading Levels 3CE, 4CE, 5 CE, 6 CE, 7 CE, 8 CE and 9 CE class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than the required contractor grading designation. Submit Submissions only if the Respondent satisfies the criteria stated in the Submission Data and the Respondent, or any of its principals, is not under any restriction to do business with the employer. Respondent's company is registered in terms of the Companies Act, 2008 (Act 71 of 2008) or Close Corporation Act, 1984, (Act No. 69 of 1984) or, if a partnership, has a partnership agreement (buy and sell agreement for participating partners in this Submission) in place that enables the partnership to automatically continue to function in the event of death or withdrawal of one of the partners. In case of having a subsidiary arrangement, shall submit an audited proof (letter or shareholding certificate) of agreement between the holding company and the subsidiary. Respondents may only make a Submission under 1 (one) company or 1 (one) consortium – tendering with more than 1 company or consortium will result in immediate disqualification. MISA will recognise the JV/Consortium as single entity for the duration of the contract. None of the documents with correction fluid on them. Any wrong entry, in case of correction, it must be cancelled by a single stroke and initialled by the Authorised signatory. The Expression of Interest documents issued by MISA are not tampered and remain intact.
4.5	<p>Clarification meeting</p> <p>Non-compulsory virtual clarification meeting</p>
4.7	<p>Making Submissions</p>

Clause Number	Submission Data
	<p>Return the submission documents after completing them entirely in a sealed envelope together with the requested attachments.</p> <p>All attachments required and requested must be ring bounded together separately and submitted as such together with the submission document clearly marked "Reference No MISA/EOI/RSI/017/2023/24</p> <p>Establishment of a Panel of Contractors for the Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa</p> <p>The employer's address for delivery of Expression of Interests is:</p> <p>1303 Heuwel Avenue, Riverside Office Park, Letaba House, 1st Floor, Centurion, Pretoria 0046</p> <p>The above details to be shown on each Expression of Interest package.</p> <p>Identification Details:</p> <p>Expressions of interest should be submitted in clearly marked: Reference No MISA/EOI/RSI/017/2023/24 Establishment of a Panel of Contractors for the Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa</p> <p>In a sealed envelope.</p>
4.7	Submissions shall be submitted as original, one copy of the original and one scanned copy of the original saved in a memory stick.
4.9	<p>Closing time</p> <p>a) The closing time for submission is 09 February 2024 at 11h00 and will be opened in public at the same time.</p> <p>b) Telephonic, telegraphic, telex, facsimile or emailed submissions will not be considered.</p>
5.3	<p>Late Submission</p> <p>Late submissions will be returned unopened after the closing time stated in the submission data, unless it is necessary to open a submission to obtain a forwarding address, to the respondent concerned.</p>
5.9	<p>Evaluation</p> <p>Evaluation Criteria</p> <p>The procedure for the evaluation of responsive Submissions is Eligibility and Functionality, as explained in the CIDB'S Standard for Uniformity in Construction Procurement August 2019 (clause 4.3.1).</p> <p>Evaluation Procedure</p> <p>The procedure for the evaluation of responsive Submissions is detailed as follows:</p> <p>Phase 1: Compliance - Administrative requirements and Mandatory requirements</p> <p>Phase 2: Functionality - Respondents must meet the minimum requirements outlined in the functionality criteria and score the at least the minimum functionality points to be considered for further evaluation. Respondents which do not meet minimum functionality points of 70 will then be rejected.</p> <p>Functionality Criteria</p> <p>Functionality criteria is summarised as aper the table below;</p>

Clause Number	Submission Data																						
	Functionality criteria		Evaluation schedule		Maximum number of points																		
	Relevant project experience		Schedule 1		20																		
	Expertise of key personnel		Schedule 2		55																		
	Plant and Equipment		Schedule 3		25																		
	Maximum possible score for functionality				100																		
	A Submission scoring an average score below 70 points in Functionality will be considered as DISQUALIFIED for evaluation and will be discarded from any further evaluation.																						
Functionality shall be scored by not less than three evaluators in accordance with the above-mentioned schedules:																							
5.9	<p>Functionality Criteria</p> <p>Functionality will be scored in two levels as follows;</p> <ul style="list-style-type: none">❖ Level 1 – Contractors with CIDB grading designation 3 CE to 6 CE❖ Level 2 - Contractors with CIDB grading designation 7CE to 9 CE. <p>❖ <u>Functionality criteria – Level 1 – Grading designation 3CE to 6CE</u></p> <p>1. Experience of a Respondent - 20 POINTS.</p> <p>The experience of the company (as opposed to key staff members) for completed projects under the following works categories;</p> <p style="text-align: center;">Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure.</p> <p>The information shall be for completed projects within last 10 years only.</p> <p>Respondents should very briefly describe their experience in this regard, emphasizing the nature of the works and complexity. The description should be presented in tabular form as per the Template below and appended to this page.</p> <table><tr><th rowspan="2">Employer, contact person and contact details (telephone, email address, etc.)</th><th rowspan="2">Project Name and brief description of works</th><th rowspan="2">Contract value</th><th colspan="2">Planned dates</th><th colspan="2">Actual dates</th></tr><tr><th>Start</th><th>End</th><th>Start</th><th>End</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>The Respondent should submit appointment letters and corresponding completion certificates as a means of verification per listed projects completed to support the listed highest value of project completed.</p> <p><u>Breakdown of Points:</u></p> <ul style="list-style-type: none">❖ Experience (10 points) <p>Number of relevant projects completed with appointment letters and completion certificates attached: One appointment letter and one corresponding completion certificate per project completed, points to be awarded per appointment letter together with corresponding completion certificate submitted.</p> <p>a) 2 projects = 2 points (Less than 2 project will be scored 0)</p> <p>b) 3 projects = 6 points</p> <p>c) 4 projects = 8 points</p> <p>d) 5 or more projects = 10 points</p>					Employer, contact person and contact details (telephone, email address, etc.)	Project Name and brief description of works	Contract value	Planned dates		Actual dates		Start	End	Start	End							
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Clause Number	Submission Data
	<p>❖ Value of Projects (10 points)</p> <p>Highest value of project completed in the Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure - <u>10 points.</u></p> <p>a) R1 million to below R3 million b) = 3 points R3 million to below R6 million c) = 4 points R6 million to below R10 million d) = 7 points R10 million and above = 10 points</p> <p>2. Expertise of key personnel allocated to project = 55 points.</p> <p>All personnel submitted by the Respondent cannot be changed without prior written approval from the employer.</p> <p>The qualification and experience of key personnel allocated to the project responsible for various functions, on behalf of the Service Provider, will be evaluated in relation to her/ his academic qualifications and experience on projects having scope of work relevant to this project as presented in the table below. For foreign qualifications, a SAQA certificate must be submitted.</p> <p>A CV of each of the key personnel should be submitted along with the Submission referring to this schedule.</p> <p>The CV of individuals will be used for evaluation of the each of the personnel for this section.</p> <p><u>Breakdown of Points:</u></p> <p>The scoring of the experience of key person (service management) will be as follows:</p> <ul style="list-style-type: none"> • Contracts Manager = 20, • Site Agent = 15, • General Foreman/Supervisor = 10, • Organisation Health and Safety Officer = 10, • Total 55 points <p>A. Contracts Manager (Total 20 points)</p> <p>Competency:</p> <ul style="list-style-type: none"> • Minimum Experience = 5 years • Minimum Qualification = National Diploma in Civil Engineering or Construction Management <p>Experience = 10 points</p> <p>Number of relevant years of experience post qualification.</p> <p>a) Below 5 years = 0 points b) 5 to below 7 years = 5 points c) 7 to below 10 years = 7 points d) 10 years and above = 10 points</p> <p>Qualifications = 10 points</p> <p>a) National Diploma in Civil Eng/Construction Management = 3 Points b) Degree or B Tech in Civil Eng/Construction Management = 5 points c) Honours Degree in Civil Eng/Construction Management = 10 points</p> <p>B. Site Agent – (Total 15 points)</p> <p>Competency;</p> <ul style="list-style-type: none"> • Minimum Experience = 5 years

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	<ul style="list-style-type: none"> Minimum Qualification = N4 certificate in civil engineering <p>Experience = 5 points</p> <p>Number of years of relevant experience post qualification.</p> <table border="0"> <tr> <td>a) Below 5 years</td> <td>= 0 points</td> </tr> <tr> <td>b) 5 to below 7 years</td> <td>= 3 points</td> </tr> <tr> <td>c) 7 to below 10 years</td> <td>= 4 points</td> </tr> <tr> <td>d) 10 years and above</td> <td>= 5 points</td> </tr> </table> <p>Qualifications = <u>10 points</u></p> <p>a) N4 certificate in civil engineering = 7 points b) Diploma in Civil Engineering or higher = 10 points</p> <p>C. Foreman/Supervisor – (Total 10 points)</p> <p>Competency;</p> <ul style="list-style-type: none"> Minimum Experience = 5 years Minimum Qualification = Matric or Std 10 or Grade 12 <p>Experience = 5 points</p> <p>Number of years of relevant experience post qualification</p> <table border="0"> <tr> <td>a) Below 5 years</td> <td>= 0 points</td> </tr> <tr> <td>b) 5 to below 7 years</td> <td>= 1 points</td> </tr> <tr> <td>c) 7 to below 10 years</td> <td>= 3 points</td> </tr> <tr> <td>d) 10 years and above</td> <td>= 5 points</td> </tr> </table> <p>Qualifications = <u>5 points</u></p> <table border="0"> <tr> <td>a) Matric or Std 10 or Grade 12</td> <td>= 2 points</td> </tr> <tr> <td>b) N4 certificate in civil engineering or higher</td> <td>= 5 points</td> </tr> </table> <p>D. OH&S Officer – (Total 10 points)</p> <p>Experience = 5 points</p> <p>Number of years of relevant years of experience post qualification</p> <table border="0"> <tr> <td>a) Below 5 years</td> <td>= 0 points</td> </tr> <tr> <td>b) 5 to below 7 years</td> <td>= 1 points</td> </tr> <tr> <td>c) 7 to below 10 years</td> <td>= 3 points</td> </tr> <tr> <td>d) 10 years and above</td> <td>= 5 points</td> </tr> </table> <p>Qualifications = <u>5 points</u></p> <table border="0"> <tr> <td>a) SAMTRAC or equivalent</td> <td>= 2 points</td> </tr> <tr> <td>b) Diploma / Degree in Health and Safety</td> <td>= 5 points</td> </tr> </table> <p>3. Plant and equipment – 25 points</p> <p><u>Breakdown of Points:</u></p> <table border="1"> <thead> <tr> <th rowspan="2">No</th> <th rowspan="2">Description</th> <th rowspan="2">Quantity required</th> <th colspan="3">Points</th> </tr> <tr> <th>Points Per Unit</th> <th>Total Points</th> <th>Hired</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Motor Grader minimum size 140 G</td> <td>1</td> <td>5</td> <td>5</td> <td></td> </tr> <tr> <td>2</td> <td>Tipper Trucks minimum 10m³</td> <td>2</td> <td>3</td> <td>6</td> <td></td> </tr> </tbody> </table>	a) Below 5 years	= 0 points	b) 5 to below 7 years	= 3 points	c) 7 to below 10 years	= 4 points	d) 10 years and above	= 5 points	a) Below 5 years	= 0 points	b) 5 to below 7 years	= 1 points	c) 7 to below 10 years	= 3 points	d) 10 years and above	= 5 points	a) Matric or Std 10 or Grade 12	= 2 points	b) N4 certificate in civil engineering or higher	= 5 points	a) Below 5 years	= 0 points	b) 5 to below 7 years	= 1 points	c) 7 to below 10 years	= 3 points	d) 10 years and above	= 5 points	a) SAMTRAC or equivalent	= 2 points	b) Diploma / Degree in Health and Safety	= 5 points	No	Description	Quantity required	Points			Points Per Unit	Total Points	Hired	1	Motor Grader minimum size 140 G	1	5	5		2	Tipper Trucks minimum 10m ³	2	3	6	
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	3	Single drum vibratory roller smooth 7 – 10 ton	1	4	4																			
	4	Water tanker minimum 10 kl	1	3	3																			
	5	Light Delivery Vehicle minimum 1 ton	1	4	4																			
	6	Tractor Loading Backhoe minimum 7 tons	1	3	3																			
<p>Any other equipment plant and equipment not mentioned above will be required during construction.</p> <p>Means of verification on Plant and Equipment;</p> <p>a) In case where plant is owned by the Respondent, Proof of ownership must be in the form of a license disc or certificate of ownership as per e-natis requirements in the name of the company or directors must be attached.</p> <p>b) In case where the plant is to be hired the Respondent, a letter from a Plant Hire Company addressed to the Respondent with reference to this project clearly indicating the list of plant to be hired must be attached.</p> <p>c) In case where the Respondent own part of the required plant and part will be hired, the Respondent must attach proof of ownership as per 1 above and plant hire letter as per 2 above accordingly.</p> <p>Note: No other proof of ownership will be considered</p> <p>❖ Functionality criteria – Level 2 – Grading designation 7CE to 9CE</p> <p>1. Experience of a Respondent - 20 POINTS.</p> <p>The experience of the company (as opposed to key staff members) for completed projects under the following works categories;</p> <p style="text-align: center;">Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure.</p> <p>The information shall be for completed projects within last 10 years only.</p> <p>Respondents should very briefly describe their experience in this regard, emphasizing the nature of the works and complexity. The description should be presented in tabular form as per the Template below and appended to this page.</p> <table border="1"> <thead> <tr> <th rowspan="2">Employer, contact person and contact details (telephone, email address, etc.)</th><th rowspan="2">Project Name and brief description of works</th><th rowspan="2">Contract value</th><th colspan="2">Planned dates</th><th colspan="2">Actual dates</th></tr> <tr> <th>Start</th><th>End</th><th>Start</th><th>End</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>The Respondent should submit appointment letters and corresponding completion certificates as a means of verification per listed projects completed to support the listed highest value of project completed.</p> <p>Breakdown of Points:</p> <p>❖ Experience (10 points)</p> <p>Number of relevant projects completed with appointment letters and completion certificates attached: One appointment letter and one corresponding completion certificate per project completed, points to be awarded per appointment letter together with corresponding completion certificate submitted.</p>							Employer, contact person and contact details (telephone, email address, etc.)	Project Name and brief description of works	Contract value	Planned dates		Actual dates		Start	End	Start	End							
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	<p>B. Site Agent – (Total 15 points)</p> <p>Competency;</p> <ul style="list-style-type: none"> • Minimum Experience = 6 years • Minimum Qualification = N4 certificate in civil engineering <p>Experience = 5 points</p> <p>Number of years of relevant experience post qualification.</p> <table> <tr> <td>a) Below 6 years</td><td>= 0 points</td></tr> <tr> <td>b) 7 to below 9 years</td><td>= 3 points</td></tr> <tr> <td>c) 10 to below 12 years</td><td>= 4 points</td></tr> <tr> <td>d) 13 years and above</td><td>= 5 points</td></tr> </table> <p>Qualifications = 10 points</p> <table> <tr> <td>c) N4 in civil engineering</td><td>= 7 points</td></tr> <tr> <td>d) Diploma in Civil Engineering or higher</td><td>= 10 points</td></tr> </table> <p>C. Foreman/Supervisor – (Total 10 points)</p> <p>Competency;</p> <ul style="list-style-type: none"> • Minimum Experience = 10 years • Minimum Qualification = Matric or Std 10 or Grade 12 <p>Experience = 5 points</p> <p>3.1 Number of years of relevant experience post qualification</p> <table> <tr> <td>a) Below 10 years</td><td>= 0 points</td></tr> <tr> <td>b) 10 to below 12 years</td><td>= 1 points</td></tr> <tr> <td>c) 13 to below 14 years</td><td>= 3 points</td></tr> <tr> <td>d) 15 years and above</td><td>= 5 points</td></tr> </table> <p>3.2 Qualifications = 5 points</p> <table> <tr> <td>a) Matric or Std 10 or Grade 12</td><td>= 2 points</td></tr> <tr> <td>b) N4 certificate in civil engineering or higher</td><td>= 5 points</td></tr> </table> <p>D. OH&S Officer – (Total 10 points)</p> <p>Experience = 5 points</p> <p>Number of years of relevant years of experience post qualification</p> <table> <tr> <td>a) Below 5 years</td><td>= 0 points</td></tr> <tr> <td>b) 5 to below 7 years</td><td>= 1 points</td></tr> <tr> <td>c) 7 to below 10 years</td><td>= 3 points</td></tr> <tr> <td>d) 10 years and above</td><td>= 5 points</td></tr> </table> <p>Qualifications = 5 points</p> <table> <tr> <td>a) SAMTRAC or equivalent</td><td>= 2 points</td></tr> <tr> <td>b) Diploma / Degree in Health and safety</td><td></td></tr> </table> <p>3. Plant and equipment – 25 points</p>	a) Below 6 years	= 0 points	b) 7 to below 9 years	= 3 points	c) 10 to below 12 years	= 4 points	d) 13 years and above	= 5 points	c) N4 in civil engineering	= 7 points	d) Diploma in Civil Engineering or higher	= 10 points	a) Below 10 years	= 0 points	b) 10 to below 12 years	= 1 points	c) 13 to below 14 years	= 3 points	d) 15 years and above	= 5 points	a) Matric or Std 10 or Grade 12	= 2 points	b) N4 certificate in civil engineering or higher	= 5 points	a) Below 5 years	= 0 points	b) 5 to below 7 years	= 1 points	c) 7 to below 10 years	= 3 points	d) 10 years and above	= 5 points	a) SAMTRAC or equivalent	= 2 points	b) Diploma / Degree in Health and safety	
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d) 15 years and above	= 5 points																																				
a) Matric or Std 10 or Grade 12	= 2 points																																				
b) N4 certificate in civil engineering or higher	= 5 points																																				
a) Below 5 years	= 0 points																																				
b) 5 to below 7 years	= 1 points																																				
c) 7 to below 10 years	= 3 points																																				
d) 10 years and above	= 5 points																																				
a) SAMTRAC or equivalent	= 2 points																																				
b) Diploma / Degree in Health and safety																																					

Clause Number	Submission Data
	<p>B-2 Preferred category of works.</p> <p>B-3 Company profile.</p> <p>B4. Schedules for Functionality</p> <p>B-4.1 Schedule 1: Experience of the Respondent: Schedule 2: Expertise of key personnel; Schedule 3: Plant and Equipment</p>
	<p>ADDITIONAL CONDITIONS</p> <p>The additional conditions of tare:</p> <p>a) Selection of Regions</p> <p>Respondents will be required to select two priority regions and additional three regions in Part E2: Returnable Documents. The employer may consider other three additional regions depending on the Respondent's capacity.</p> <p>In the event where there is no responsive tender for a specific region, a contract may be negotiated with successful Respondent' from other regions.</p> <p>b) Additional requirements for the competitive procedure</p> <p>First Round of Competitive bidding - Respondents shall, in terms of a competitive selection process evaluated against eligibility and functionality criteria. Respondents who pass functionality will be included in the panel for the period of 36 months without a guarantee of a quantum of work.</p> <p>Second Round of Competitive Bidding – Upon the completion of first round, the employer will issue project specific tender or Framework to successful Respondents listed in the panel for a specific region. This will be done on as and when required basis. The project specific tender or Framework will include:</p> <p>PART T1: TENDERING PROCEDURE PART T2 - RETURNABLE DOCUMENTS PART C1: AGREEMENTS AND CONTRACT DATA PART C2: PRICING DATA PART C3: SCOPE OF WORK</p> <p>Amongst others the employer will use the Project Specific Tender or Framework to check the status quo of the Respondent's capability since the first round of Tendering.</p>



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**CIDB STANDARD FOR UNIFORMITY IN CONSTRUCTION AND ENGINEERING
PROCUREMENT (AUGUST 2019)**

ANNEXURE D

**STANDARD CONDITIONS FOR THE CALLING FOR EXPRESSIONS OF
INTEREST**

D.1 General

D.1.1 Actions

D.1.1.1 The employer and each respondent submitting an expression of interest shall comply with these conditions for calling for expressions of interest. In their dealings with each other, they shall discharge their duties and obligations as set out in D.2 and D.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anti-competitive practices.

D.1.1.2 The employer and the respondent and all their agents and employees involved in the submission process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Respondents shall declare any potential conflict of interest in their submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note: 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

D.1.1.3 The respondent shall not make a submission without having a firm intention and the capacity to proceed with the next stage of the procurement process.

D.1.2 Supporting documents

The documents issued by the employer for the purpose of obtaining expressions of interest are listed in the submission data.

D.1.3 Interpretation

D.1.3.1 The submission data and additional requirements contained in the submission schedules that are included in the returnable documents are deemed to be part of these conditions for the calling for expressions of interest.

D.1.3.2 For the purposes of these conditions for the calling for expressions of interest, the following definitions apply:

- 1) **conflict of interest** means any situation in which:
 - a. someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially.
 - b. an individual or Respondent is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.
 - c. incompatibility or contradictory interests exist between an employee and the Respondent who employs that employee.

- 2) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and
- 3) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

D.1.4 Communication and employer's agent

Each communication between the employer and a respondent shall be to or from the employer's agent only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a respondent. The name and contact details of the employer's agent are stated in the submission data.

D.2 Respondent's obligations

D.2.1 Eligibility

Submit an expression of interest only if the respondent complies with the criteria stated in the submission data and the respondent, or any of his/her principals, is not under any restriction to do business with the employer.

D.2.2 Cost of submissions

Accept that the employer will not compensate the respondent for any costs incurred in the preparation and delivery of a submission.

D.2.3 Check documents

Check the submission documents on receipt, including pages within them, and notify the employer of any discrepancy or omission.

D.2.4 Acknowledge addenda

Acknowledge receipt of addenda to the submission documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the submission data, in order to take the addenda into account.

D.2.5 Clarification meeting

Attend the clarification meeting(s) at which respondents may familiarize themselves with the proposed work, services or supply (and location, etc.) and raise questions. Details of the meeting(s) are stated in the submission data.

D.2.6 Seek clarification

Request clarification of the submission documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the submission data.

D.2.7 Making a submission

D.2.7.1 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

D.2.7.2 Seal the original and each copy of the submission as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the submission data, as well as the respondent's name and contact address.

D.2.7.3 Accept that the employer shall not assume any responsibility for the misplacement or premature opening of the submission if the outer package is not sealed and marked as stated.

D.2.8 Information and data to be completed in all respects

Accept that submissions, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

D.2.9 Closing time

Ensure that the employer receives the submissions at the address specified in the submission data not later than the closing time stated in the submission data. Proof of posting shall not be accepted as proof of delivery. The employer shall not accept submissions submitted by telegraph, telex, facsimile or e-mail, unless stated otherwise in the submission data.

Accept that, if the employer extends the closing time stated in the submission data for any reason, the requirements of these conditions for expressions of interest apply equally to the extended deadline.

D.2.10 Clarification of submission

Provide clarification of a submission in response to a request to do so from the employer during the evaluation of submissions.

D.3 Employer's undertakings

D.3.1 Respond to clarification

Respond to a request for clarification received up to five (5) working days before the submission closing time stated in the submission data and notify all respondents who attended the clarification meetings, if any, of those responses.

D.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the submission documents to each respondent during the period from the date of the calling for expressions of interest until seven (7) working days before the closing time for submissions stated in the submission data. If, as a result, a respondent applies for an extension to the closing time stated in the submission data, the employer may grant such extension and, shall then notify it to all respondents.

D.3.3 Late submissions

Unless otherwise stated in the submission data, return submissions received after the closing time stated in the submission data, unopened, (unless it is necessary to open a submission to obtain a forwarding address), to the respondent concerned.

D.3.4 Opening of submissions

D.3.4.1 Record the name of each respondent whose submission is opened and acknowledge receipt of each submission.

D.3.4.2 Make available the names of the respondents that made submissions prior to the closing time for submissions to all interested persons upon request.

D.3.5 Non-disclosure

Not disclose to respondents, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of submissions until after the evaluation process is complete.

D.3.6 Grounds for rejection and disqualification

Determine whether there has been any effort by a respondent to influence the processing of submissions and instantly disqualify a respondent if it is established that he/she engaged in corrupt or fraudulent practices.

D.3.7 Test for responsiveness

Determine, on opening and before detailed evaluation, whether each submission received:

- a) meets the requirements of these conditions for the calling for expressions of interest;
- b) has all the substantive provisions properly and fully completed and signed, and
- c) is responsive to the other requirements of the call for expressions of interest.

D.3.8 Non-responsive submissions

Reject all non-responsive submissions.

D.3.9 Evaluation of responsive submissions

D.3.9.1 Appoint an evaluation panel of not less than three persons. Evaluate submissions using the evaluation criteria established in the submission data.

D.3.9.2 Notify the respondents of the outcome of the evaluation process within two (2) weeks of the evaluation report being accepted by the employer.

D.3.10 Provide written reasons for actions taken

Provide upon request written reasons to respondents for any action that is taken in applying these conditions, but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of respondents or might prejudice fair competition between respondents.



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E2 Returnable documents

E2.1 List of returnable documents

The Submission document must be returned in three sections which is clearly marked with coloured separators named as follows:

Section A: Bidder Information

A-1 For the evaluation process

- A1.1 Record of Addenda to Submission Documents
- A1.2 Proposed Amendments and Qualifications
- A1.3 Resolution for Signatory
- A1.4 Certificate of Joint Ventures
- A-1.5 Proof of CIDB Registration
- B-1 Preferred areas / regions of operation
- B-2 Preferred category of works.
- B-3 Company profile.
- B4. Schedules for Functionality
- B-4.1 Schedule 1: Experience of the Respondent
- B-4-2 Schedule 2: Expertise of key personnel;
- B-4-3 Schedule 3: Plant and Equipment

E 2.2 RETURNABLE DOCUMENTS REQUIRED FOR EVALUATION PURPOSES

A1.1 Record of Addenda to Submission Documents

We confirm that the following communications received from the Employer before the submission of this Submission offer, amending the Submission 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.

Signed

Date

Name

Position

Respondent

A1.2. Proposed amendments and qualifications

The Respondent should record any deviations or qualifications he may wish to make to the Submission documents in this Returnable Schedule. Alternatively, a Respondent may state such deviations and qualifications in a covering letter to his Submission and reference such letter in this schedule.

Page	Clause item	or	Proposal

Signed

Date

Name

Position

Respondent

A1.3 RESOLUTION FOR SIGNATORY

A: CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or on company letter head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on _____

Mr/Ms _____, whose signature appears below, has been duly authorised to

sign all documents in connection with the Submission for Contract No. and _____

any Contract which may arise there from on behalf of (Block Capitals) _____

SIGNED ON BEHALF OF THE COMPANY: _____

IN HIS/HER CAPACITY AS: _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

WITNESSES:

DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	

If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):

A1.4. CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be completed by joint ventures. 1. We, the undersigned, are submitting this Submission offer in Joint Venture and hereby authorise Mr/Ms, authorised signatory of the company, acting in the capacity of lead partner, to sign all documents in connection with the Submission offer and any contract resulting from it on our behalf.		
PROJECT TITLE	Establishment of a Panel of Contractors for the Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa	
PROJECT NUMBER	MISA/EOI/RSI/017/2023/24	
NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner:		Signature. Name Designation.....
..... .		Signature. Name Designation.....
..... .		Signature. Name Designation.....
..... .		Signature. Name Designation.....

F. M. M. M.

A1.5. VALID CIDB CERTIFICATE OF A RESPONDENT

(ATTACH HERE)

F. M. M. M.

B-1 Preferred areas/ regions of operation

Priority Regions

Tenderers are required to tick two boxes representing priority regions in the following table:

Region	Province	District municipality	Seats	Please tick to select two Priority Regions
1	Northern Cape	Namakwa District Municipality	Springbok	<input type="checkbox"/>
2	Northern Cape	Pixley ka Seme District Municipality ZF Mgcawu District Municipality Frances Baard District Municipality John Taolo Gaetsewe District Municipality	De Aar Upington Kimberley Kuruman	<input type="checkbox"/>
3	North West	Ngaka Modiri Molema District Municipality Dr Ruth Segomotsi Mompati District Municipality	Mafikeng Vryburg	<input type="checkbox"/>
4	North West	Bojanala Platinum District Municipality Dr Kenneth Kaunda District Municipality	Rustenburg Klerksdorp	<input type="checkbox"/>
5	Limpopo	Capricorn District Municipality Waterberg District Municipality	Polokwane Modimolle	<input type="checkbox"/>
6	Limpopo	Vhembe District Municipality	Thohoyandou	<input type="checkbox"/>
7	Limpopo	Mopani District Municipality Sekhukhune District Municipality	Giyani Groblersdal	<input type="checkbox"/>
8	Mpumalanga	Ehlanzeni District Municipality	Nelspruit	<input type="checkbox"/>
9	Mpumalanga	Gert Sibande District Municipality Nkangala District Municipality	Ermelo Middelburg	<input type="checkbox"/>
10	Gauteng	Sedibeng District Municipality West Rand District Municipality	Vereeniging Randfontein	<input type="checkbox"/>
11	Free state	Thabo Mofutsanyana District Municipality Fezile Dabi District Municipality	Phuthaditjhaba Sasolburg	<input type="checkbox"/>
12	Free state	Xhariep District Municipality Lejweleputswa District Municipality	Trompsburg Welkom	<input type="checkbox"/>
13	KwaZulu Natal	Ugu District Municipality uMgungundlovu District Municipality Harry Gwala District Municipality	Port Shepstone Pietermaritzburg Ixopo	<input type="checkbox"/>

Region	Province	District municipality	Seats	Please tick to select two Priority Regions
14	KwaZulu Natal	uThukela District Municipality uMzinyathi District Municipality Amajuba District Municipality iLembe District Municipality	Ladysmith Dundee Newcastle KwaDukuza	<input type="checkbox"/>
15	KwaZulu Natal	Zululand District Municipality uMkhanyakude District Municipality uThungulu District Municipality	Ulundi Mkuze Richards Bay	<input type="checkbox"/>
16	Eastern Cape	Cacadu District Municipality	Port Elizabeth	<input type="checkbox"/>
17	Eastern Cape	Amathole District Municipality Chris Hani District Municipality Joe Gqabi District Municipality	East London Queenstown Barkly East	<input type="checkbox"/>
18	Eastern Cape	OR Tambo District Municipality Alfred Nzo District Municipality	Mthatha Mount Ayliff	<input type="checkbox"/>
19	Western Cape	<u>Eden District Municipality</u> <u>Central Karoo District Municipality</u>	<u>George</u> <u>Beaufort West</u>	<input type="checkbox"/>
20	Western Cape	<u>West Coast District Municipality</u> <u>Cape Winelands District Municipality</u> <u>Overberg District Municipality</u>	<u>Moorreesburg</u> <u>Worcester</u> <u>Bredasdorp</u>	<input type="checkbox"/>

Additional Regions

Tenderers are required to tick three boxes representing additional regions in the following table:

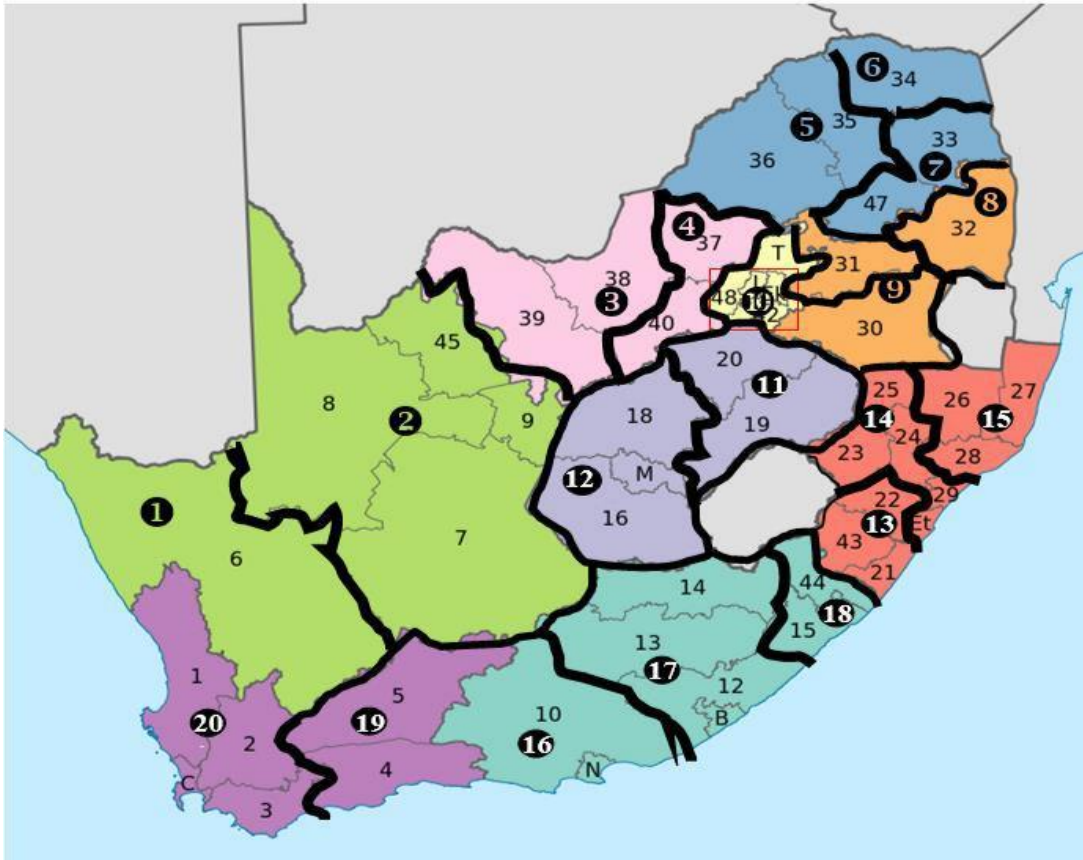
Region	Province	District municipality	Seats	Please tick to select three additional regions
1	Northern Cape	Namakwa District Municipality	Springbok	<input type="checkbox"/>
2	Northern Cape	Pixley ka Seme District Municipality ZF Mgcawu District Municipality Frances Baard District Municipality John Taolo Gaetsewe District Municipality	De Aar Upington Kimberley Kuruman	<input type="checkbox"/>
3	North West	Ngaka Modiri Molema District Municipality Dr Ruth Segomotsi Mompati District Municipality	Mafikeng Vryburg	<input type="checkbox"/>
4	North West	Bojanala Platinum District Municipality Dr Kenneth Kaunda District Municipality	Rustenburg Klerksdorp	<input type="checkbox"/>

Establishment of a Panel of Contractors for the Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa

Region	Province	District municipality	Seats	Please tick to select three additional regions
5	Limpopo	Capricorn District Municipality Waterberg District Municipality	Polokwane Modimolle	<input type="checkbox"/>
6	Limpopo	Vhembe District Municipality	Thohoyandou	<input type="checkbox"/>
7	Limpopo	Mopani District Municipality Sekhukhune District Municipality	Giyani Groblersdal	<input type="checkbox"/>
8	Mpumalanga	Ehlanzeni District Municipality	Nelspruit	<input type="checkbox"/>
9	Mpumalanga	Gert Sibande District Municipality Nkangala District Municipality	Ermelo Middelburg	<input type="checkbox"/>
10	Gauteng	Sedibeng District Municipality West Rand District Municipality	Vereeniging Randfontein	<input type="checkbox"/>
11	Free state	Thabo Mofutsanyana District Municipality Fezile Dabi District Municipality	Phuthaditjhaba Sasolburg	<input type="checkbox"/>
12	Free state	Xhariep District Municipality Lejweleputswa District Municipality	Trompsburg Welkom	<input type="checkbox"/>
13	KwaZulu Natal	Ugu District Municipality uMgungundlovu District Municipality Harry Gwala District Municipality	Port Shepstone Pietermaritzburg Ixopo	<input type="checkbox"/>
14	KwaZulu Natal	uThukela District Municipality uMzinyathi District Municipality Amajuba District Municipality iLembe District Municipality	Ladysmith Dundee Newcastle KwaDukuza	<input type="checkbox"/>
15	KwaZulu Natal	Zululand District Municipality uMkhanyakude District Municipality uThungulu District Municipality	Ulundi Mkuze Richards Bay	<input type="checkbox"/>
16	Eastern Cape	Cacadu District Municipality	Port Elizabeth	<input type="checkbox"/>
17	Eastern Cape	Amathole District Municipality Chris Hani District Municipality Joe Gqabi District Municipality	East London Queenstown Barkly East	<input type="checkbox"/>
18	Eastern Cape	OR Tambo District Municipality Alfred Nzo District Municipality	Mthatha Mount Ayliff	<input type="checkbox"/>
19	Western Cape	<u>Eden District Municipality</u> <u>Central Karoo District Municipality</u>	<u>George</u> <u>Beaufort West</u>	<input type="checkbox"/>
20	Western Cape	<u>West Coast District Municipality</u>	<u>Moorreesburg</u>	<input type="checkbox"/>

Region	Province	District municipality	Seats	Please tick to select three additional regions
		<u>Cape Winelands District Municipality</u>	<u>Worcester</u>	
		<u>Overberg District Municipality</u>	<u>Bredasdorp</u>	

Figure: Map showing regions



The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

B-2 Preferred category of works.

The Respondent must select category of works where they deem to have capacity and capability to providing works or services for.

Category of works	Please tick the relevant box		
	Very good	Good	Average
Construction of new Roads and Storm Water Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Upgrade and Refurbishment of existing Roads and Storm Water Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out Maintenance and/or Repairs of existing Roads and Stormwater Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule presented by the Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

B-3Company profile.

ATTACH COMPANY PROFILE

B-4 – FUNCTIONALITY SCHEDULES

Functionality will be scored in two levels as follows;

- ❖ Level 1 – Contractors with CIDB grading designation 3 CE to 6 CE
- ❖ Level 2 - Contractors with CIDB grading designation 7CE to 9 CE.

B-4-1 – SCHEDULE A - EXPERIENCE OF RESPONDENTS - 20 POINTS.

The experience of the company (as opposed to key staff members) for completed projects under the following works categories;

Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure.

The information shall be for completed projects within last **10 years** only.

Respondents should very briefly describe their experience in this regard, emphasizing the nature of the works and complexity. The description should be presented in tabular form as per the Template below and appended to this page.

Employer, contact person and contact details (telephone, email address, etc.)	Project Name and brief description of works	Contract value	Planned dates		Actual dates	
			Start	End	Start	End

The Respondent should submit appointment letters and corresponding completion certificates as a means of verification per listed projects completed to support the listed highest value of project completed.

Level 1 – Grading designation 3CE to 6CE

Breakdown of Points:

- ❖ **Experience (10 points)**

Number of relevant projects completed with appointment letters and completion certificates attached: One appointment letter and one corresponding completion certificate per project completed, points to be awarded per appointment letter together with corresponding completion certificate submitted.

- a) 2 projects = 2 points (Less than 2 project will be scored 0)
- b) 3 projects = 6 points
- c) 4 projects = 8 points
- d) 5 or more projects = 10 points

- ❖ **Value of Projects (10 points)**

Highest value of project completed in the Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure – **10 points.**

- a) R1 million to below R3 million = 3 points
- b) R3 million to below R6 million = 4 points
- c) R6 million to below R10 million = 7 points
- d) R10 million and above = 10 points



Level 2 – Grading designation 7CE to 9CE

Breakdown of Points:



Experience (10 points)

Number of relevant projects completed with appointment letters and completion certificates attached: One appointment letter and one corresponding completion certificate per project completed, points to be awarded per appointment letter together with corresponding completion certificate submitted.

- a) 2 projects = 2 points (Less than 2 project will be scored 0)
- b) 3 projects = 6 points
- c) 4 projects = 8 points
- d) 5 or more projects = 10 points



Value of Projects (10 points)

Highest value of project completed in the Construction, Rehabilitation, Refurbishment, Repair, Operation and Maintenance of Municipal Roads and Stormwater Infrastructure –
10 points.

- a) R20 million to below R60 million = 5 points
- b) R60 million to below R200 million = 7 points
- c) R200 million and above = 10 points

The undersigned, who warrants that s/he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

Name

Position

Enterprise name

B-4-2 – SCHEDULE B - EXPERTISE OF KEY PERSONNEL (RELEVANT QUALIFICATION AND EXPERIENCE OF STAFF ALLOCATED TO THE PROJECT (55 POINTS))

All personnel submitted by the Respondent cannot be changed without prior written approval from the employer.

The qualification and experience of key personnel allocated to the project responsible for various functions, on behalf of the Service Provider, will be evaluated in relation to her/ his academic and professional qualifications and experience on projects having scope of work relevant to this project as presented in the table below. For foreign qualifications, a SAQA certificate must be submitted.

A CV of each of the key personnel of no more than 3 pages should be submitted along with the Submission referring to this schedule.

The CV of individuals will be used for evaluation of the each of the personnel for this section.

Breakdown of Points:

The scoring of the experience of key person (service management) will be as follows:

- Contracts Manager = **20**,
- Site Agent = **15**,
- General Foreman/Supervisor = **10**,
- Organisation Health and Safety Officer = **10**,
- **Total 55 points**



Level 1 – Grading designation 3 CE to 9 CE.

A. Contracts Manager (Total 20 points)

- **Minimum Experience** = 5 years
- **Minimum Qualification** = National Diploma in Civil Engineering or Construction Management

Experience = 10 points

Number of relevant years of experience post qualification.

- a) Below 5 years = 0 points
- b) 5 to below 7 years = 5 points
- c) 7 to below 10 years = 7 points
- d) 10 years and above = 10 points

Qualifications = 10 points

- a) National Diploma in Civil Eng/Construction Management = 3 Points
- b) Degree or B Tech in Civil Eng/Construction Management = 5 points
- c) Honours Degree in Civil Eng/Construction Management = 10 points

B. Site Agent – (Total 15 points)

Competency;

- **Minimum Experience** = 5 years
- **Minimum Qualification** = N4 in civil engineering

Experience = 5 points

Number of years of relevant experience post qualification.

- | | |
|------------------------|------------|
| a) Below 5 years | = 0 points |
| b) 5 to below 7 years | = 3 points |
| c) 7 to below 10 years | = 4 points |
| d) 10 years and above | = 5 points |

Qualifications = 10 points

- | | |
|---|-------------|
| a) N4 in civil engineering | = 7 points |
| b) Diploma in Civil Engineering or higher | = 10 points |

C. Foreman/Supervisor – (Total 10 points)

Competency;

- **Minimum Experience** = 5 years
- **Minimum Qualification** = Matric or Std 10 or Grade 12

Experience = 5 points

Number of years of relevant experience post qualification

- | | |
|------------------------|------------|
| a) Below 5 years | = 0 points |
| b) 5 to below 7 years | = 1 points |
| c) 7 to below 10 years | = 3 points |
| d) 10 years and above | = 5 points |

Qualifications = 5 points

- | | |
|--|------------|
| a) Matric or Std 10 or Grade 12 | = 2 points |
| b) N4 certificate in civil engineering or higher | = 5 points |

D. OH&S Officer – (Total 10 points)

Experience = 5 points

Number of years of relevant years of experience post qualification

- | | |
|------------------------|------------|
| a) Below 5 years | = 0 points |
| b) 5 to below 7 years | = 1 points |
| c) 7 to below 10 years | = 3 points |
| d) 10 years and above | = 5 points |

Qualifications = 5 points

- | | |
|--|------------|
| a) SAMTRAC or equivalent | = 2 points |
| b) Diploma / Degree in Health and Safety | = 5 points |

❖ **Level 2 – Grading designation 7CE to 9 CE.**

A. Contracts Manager (Total 20 points)

Competency:

- **Minimum Experience** = 8 years
- **Minimum Qualification** = National Diploma in Civil Engineering or Construction Management

Experience = 10 points

Number of relevant years of experience post qualification in

- a) Below 8 years = 0 points
- b) 8 to below 10 years = 5 points
- c) 10 to below 12 years = 7 points
- d) 12 years and above = 10 points

Qualifications = 10 points

- a) National Diploma in Civil Eng/Construction Management = 3 Points
- b) Degree or B Tech in Civil Eng/Construction Management = 5 points
- c) Honours Degree in Civil Eng/Construction Management = 10 points

B. Site Agent – (Total 15 points)

Competency;

- **Minimum Experience** = 6 years
- **Minimum Qualification** = N4 in civil engineering

Experience = 5 points

Number of years of relevant experience post qualification.

- a) Below 6 years = 0 points
- b) 6 to below 9 years = 3 points
- c) 9 to below 12 years = 4 points
- d) 12 years and above = 5 points

Qualifications = 10 points

- a) N4 in civil engineering = 7 points
- b) Diploma in Civil Engineering or higher = 10 points

C. Foreman/Supervisor – (Total 10 points)

Competency;

- **Minimum Experience** = 10 years
- **Minimum Qualification** = Matric or Std 10 or Grade 12

Experience = 5 points

Number of years of relevant experience post qualification.

- a) Below 5 years = 0 points
- b) 5 to below 7 years = 1 points
- c) 7 to below 10 years = 3 points
- d) 10 years and above = 5 points

Qualifications = 5 points

- a) Matric or Std 10 or Grade 12 = 2 points
- b) N4 certificate in civil engineering or higher = 5 points

D. OH&S Officer – (Total 10 points)

Experience = 5 points

Number of years of relevant years of experience post qualification.

- a) Below 5 years = 0 points
- b) 5 to below 7 years = 1 points
- c) 7 to below 10 years = 3 points
- d) 10 years and above = 5 points

Qualifications = 5 points

- a) SAMTRAC or equivalent = 2 points
- b) Diploma / Degree in Health and Safety = 5 points

The undersigned, who warrants that s/he is duly authorised to do so on behalf of the enterprise, confirms that the content of the reference letter(s) presented by the Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed	_____	Date	_____
Name	_____	Position	_____
Enterprise name		_____	

B-4-3 – SCHEDULE C - PLANT AND EQUIPMENT (25 POINTS)



Level 1 – Grading designation 3 CE to 6 CE

Breakdown of Points:

Resources available to organisation including plants and equipment but not limited to:

No	Description	Quantity required	Points	
			Per Unit	Total Points
1	Motor Grader minimum size 140 G	1	5	5
2	Tipper Trucks minimum 10m ³	2	3	6
3	Single drum vibratory roller smooth 7 – 10 ton	1	4	4
4	Water tanker minimum 10 kl	1	3	3
5	Light Delivery Vehicle minimum 1 ton	1	4	4
6	Tractor Loading Backhoe minimum 7 tons	1	3	3

Any other equipment plant and equipment not mentioned above will be required during construction.



Level 2 – Grading designation 7CE to 9CE

Breakdown of points

Resources available to organisation including plants and equipment but not limited to:

No	Description	Quantity required	Points		
			Points Per Unit	Total Points	Hired
1	Motor Grader minimum size 140 G	2	2.5	5	
2	Tipper Trucks minimum 10m ³	6	1	6	
3	Single drum vibratory roller smooth 7 – 10 ton	2	2	4	
4	Water tanker minimum 10 kl	2	1.5	3	
5	Light Delivery Vehicle minimum 1 ton	4	1	4	
6	Tractor Loading Backhoe minimum 7 tons	2	1.5	3	

Means of verification on Plant and Equipment;

- In case where plant is owned by the Respondent**, Proof of ownership must be in the form of a license disc or certificate of ownership as per e-natis requirements in the name of the company or directors must be attached.
- In case where the plant is to be hired the Respondent**, a letter from a Plant Hire Company addressed to the Respondent with reference to this project clearly indicating the list of plant to be hired must be attached.
- In case where the Respondent own part of the required plant and part will be hired**, the Respondent must attach proof of ownership as per 1 above and plant hire letter as per 2 above accordingly.

Note: No other proof of ownership will be considered

A Submission scoring below 70 points in Quality will be considered as DISQUALIFIED for evaluation and will be discarded from any further evaluation.

The undersigned, who warrants that s/he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the Respondent are within my personal knowledge and are to the best of my knowledge both true and correct

Signed

Date

Name

Position

Enterprise name



cooperative governance

Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA



Municipal Infrastructure Support Agent (MISA)

Cooperative Governance & Traditional Affairs (CoGTA)

REPUBLIC OF SOUTH AFRICA

Reference no: MISA/E OI/RSI/017/2023/24

PART E3: INDICATIVE SCOPE OF WORK

E3.1 EMPLOYER'S OBJECTIVE

MISA's objective is to put in place a number of regional Panel of Contractors for a range of commonly encountered goods, services and works within Municipal Services Infrastructure to achieve a significant contribution to Cabinet's objectives relating to improvements in access to sustainable roads and stormwater services.

MISA planned to achieve the above by entering into an agreement with Panel of Contractors over a three-year term with potential contractors for,

Establishment of a Panel of Contractors for the Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa

on an as and when instructed basis, to secure the services of contractors capable of serving the emerging municipal needs for such services within all the regions.

The ultimate goal is to streamline the procurement of construction services from the open market to fulfil MISA's strategic objectives, while maintaining transparency, fairness and equitability in the procurement process.

E3.2 BACKGROUND

Slow supply chain management (SCM) practices underlie many challenges in slow project implementation, particularly in the more rural and remote municipalities. Efficient SCM practices which reduce costs, enable a rapid response to municipal service delivery needs and result in quality outcomes can contribute significantly to the improvement of reliable Roads and Storm water services in South Africa

E3.3 OVERVIEW OF THE WORKS

The overview of the works entails creation of Panel of Contractors with potential contractors which set out the terms and conditions under which specified works which include Construction, Refurbishment, Maintenance, Repair and Operation of Municipal Roads and Stormwater Infrastructure within the geographic regions in South Africa to all residents in South Africa.

E 3.4 EXTENT OF THE WORKS

The extent of scope of works includes but not limited to;

- Construction of new Roads and Storm Water Infrastructure
- Upgrade and Refurbishment of existing Roads and Storm Water Infrastructure
- Carry out Maintenance and/or Repairs of existing Roads and Stormwater Infrastructure

E 3.5 STANDARD PROJECT SPECIFICATIONS

The following specifications will also be applicable later when the need arise;

1. PROJECT SPECIFICATION
2. STANDARD AND VARIED SPECIFICATIONS
 1. Standard Specifications
 2. Amendments/Variations to the Standard Specifications
3. PARTICULAR SPECIFICATIONS
 1. Building Work and Trades
 2. Generic Labour-Intensive Specification (PLI)
 3. Occupational Health and Safety Specification including COVID 19
 4. Environmental Specification (PZ)

E 3.7 DELIVERABLES

When Successful to be on the panel, the Respondent will be expected amongst others to assist the employer to achieve the following deliverable at high level.

No	Category	Deliverable
1	Upgrade and Refurbishment of existing Roads and Storm Water Infrastructure	Completed upgraded and/or refurbishment Roads and Storm Water Infrastructure
2	Construction of new municipal Roads and Storm Water infrastructure	Completed and functional municipal Roads and Storm Water infrastructure
3	Maintenance and/or Repairs of existing Roads and Stormwater Infrastructure	Completed well Maintained and/or Repairs of existing Roads and Stormwater Infrastructure

E 3.5 Procurement strategy

The Employer intends entering into a pre-contract with a limited number of a contractors for the improvements of Municipality infrastructure facilities following a competitive selection process (qualified procedure).

The NEC3 Form of contracts with Bills of Quantities pricing strategy may be used by the employer.

At the later stage, The Respondent will be expected to ensure compliance to Construction Health and Safety is of utmost importance.

For work with a value above R30 million, where feasible, the main contractor will be expected to subcontract a minimum of 30% to any of the identified designated groups (local sub-contractors owned by any of the identified designated groups). The responsibility to identify, appoint, manage and pay sub-contractors rests with the main contractor. MISA may only assist where necessary.

The Panel list of contractors shall enable MISA to identify the B-BBEE Status level, EMEs or QSEs status, Capacity and capability, CIDB Grading Level. It will assist MISA to identify development opportunities for contractors.

MISA or Employer will give written instruction to the Respondents in the Panel to submit a quotation or Submission or call-off for a proposed works, – Submission (s) will give written acknowledgement of receipt of the quotation or tender or call-off.

The quotation or tender or call-off enquiry document will contain all the relevant forms, the scope of work, pricing schedule and related information describing and defining the works, including any additional contract information.

If a request for quotation or tender or call-off instruction is subject to a multi-source bidding process (i.e competing with other quotation or tender or call-off from other Respondents within the Panel), this will be stated in the quotation or tender or call-off from other Respondents within the Panel document. The Respondent(s) will prepare his/her quotation according to the format issued in with quotation or tender or call-off from other Respondents within the Panel.

The Respondents(s)'s rates and prices will be and apply as the maximum allowable rates and prices quoted for quotation or tender or call-off instruction under this Agreement.

E 3.5 Development procurement objectives and obligations

The employer's*development objectives are to promote broad based black economic empowerment in support of the economic transformation of South Africa.

***Clarification note:** In the context of infrastructure within the Republic of South Africa, **development objectives means**

“secondary objectives” as per SANS/ISO 1085-1” construction procurement-part 1: processes, methods and procedures” (South African Bureau of standards)

E 3.6 General requirements

The Respondent shall in Providing the Works observe all by-laws and associated regulations and industry norms established in relevant South African national standards published in terms of the Standards Act of 2008 or standards recommended by professional associations.

The Respondent shall only utilize in the provision of the services materials (substances that can be incorporated into the works), products (item manufactured or processed for incorporation into the works), components (products manufactured as distinct units to serve a specific function or functions) and assemblies (set of related components attached to each other) which are:

- a) fit for their intended purpose; and

- b) capable of fulfilling required functions under intended use conditions or when in use, with planned maintenance, under the influence of the environmental actions or a result of a self-ageing process for a period of time within industry accepted norms.



cooperative governance

Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA



MUNICIPAL INFRASTRUCTURE
SUPPORT AGENT

Municipal Infrastructure Support Agent (MISA)

Cooperative Governance & Traditional Affairs (CoGTA)

REPUBLIC OF SOUTH AFRICA

Reference no: MISAMISA/E OI/RSI/017/2023/24

PART E4: SITE INFORMATION

PART E4 – SITE INFORMATION

The geographic areas covered by the 48 district municipalities can be grouped into 20 regions as indicated in Figure 1 read together with Table 1 below.

Table 1: District municipality coverage within a region

Region	Province	District municipality	Seats
1	Northern Cape	Namakwa District Municipality	Springbok
2	Northern Cape	Pixley ka Seme District Municipality ZF Mgcawu District Municipality Frances Baard District Municipality John Taolo Gaetsewe District Municipality	De Aar Upington Kimberley Kuruman
3	North West	Ngaka Modiri Molema District Municipality Dr Ruth Segomotsi Mompati District Municipality	Mafikeng Vryburg
4	North West	Bojanala Platinum District Municipality Dr Kenneth Kaunda District Municipality	Rustenburg Klerksdorp
5	Limpopo	Capricorn District Municipality Waterberg District Municipality	Polokwane Modimolle
6	Limpopo	Vhembe District Municipality	Thohoyandou
7	Limpopo	Mopani District Municipality Sekhukhune District Municipality	Giyani Groblersdal
8	Mpumalanga	Ehlanzeni District Municipality	Nelspruit
9	Mpumalanga	Gert Sibande District Municipality Nkangala District Municipality	Ermelo Middelburg
10	Gauteng	Sedibeng District Municipality West Rand District Municipality	Vereeniging Randfontein
11	Free state	Thabo Mofutsanyana District Municipality Fezile Dabi District Municipality	Phuthaditjhaba Sasolburg
12	Free state	Xhariep District Municipality Lejweleputswa District Municipality	Trompsburg Welkom
13	KwaZulu Natal	Ugu District Municipality uMgungundlovu District Municipality Harry Gwala District Municipality	Port Shepstone Pietermaritzburg Ixopo

Region	Province	District municipality	Seats
14	KwaZulu Natal	uThukela District Municipality uMzinyathi District Municipality Amajuba District Municipality iLembe District Municipality	Ladysmith Dundee Newcastle KwaDukuza
15	KwaZulu Natal	Zululand District Municipality uMkhanyakude District Municipality uThungulu District Municipality	Ulundi Mkuze Richards Bay
16	Eastern Cape	Cacadu District Municipality	Port Elizabeth
17	Eastern Cape	Amathole District Municipality Chris Hani District Municipality Joe Gqabi District Municipality	East London Queenstown Barkly East
18	Eastern Cape	OR Tambo District Municipality Alfred Nzo District Municipality	Mthatha Mount Ayliff
19	Western Cape	<u>Eden District Municipality</u> <u>Central Karoo District Municipality</u>	<u>George</u> <u>Beaufort West</u>
20	Western Cape	<u>West Coast District Municipality</u> <u>Cape Winelands District Municipality</u> <u>Overberg District Municipality</u>	<u>Moorreesburg</u> <u>Worcester</u> <u>Bredasdorp</u>

Figure: Map showing regions

