



an agency of the
Department of Sport, Arts and Culture

RFQ:24986

QUOTATION DESCRIPTION	DEPART.	CONTACT PERSON	COMPULSORY BRIEFING SESSION	CLOSING DATE
Request for quotation: WATERPROOFING AT LILLIESLEAF FARM	FINANCE	SCM Tel: 012 336 4029 Email: lerato@freedompark.co.za Technical: Mr D Ramogayane Tel:012 336 4198	07 February 2024 Venue Address: Liliesleaf Farm 7 George Avenue, Rivonia, Sandton,2128 Time: 09:00am	09 February 2024 Time: @10h00am

ALL QUOTATIONS TO BE DELIVERED AT THE TENDER BOX, 2ND FLOOR ADMIN BUILDING

ADDRESS: FREEDOM PARK ADMIN BUILDING CNR KOCH & 7th AVENUE, SALVOKOP, PRETORIA

INDEX

NO	DETAILS	DOCUMENT
	LIST OF RETURNABLE DOCUMENTS THAT SHOULD FORM PART OF QUOTATION DOCUMENT (NEATLY ATTACHED AS ANNEXURES)	
1	Tax Clearance Certificate or Unique Pin	
2	Proof or supporting documents for points claim on specific goal - SBD6.1	
3	Tax compliant CSD Report	
4	Comprehensive proposal or Quotation that respond to Freedom Park Request (quotation validity must be 90 days)	
5	BBBEE Registration Certificate.	
ALL PRICES MUST BE VAT INCLUSIVE		

SPECIFICATIONS

Request for quotation for a service provider to conduct waterproofing of the existing flat roof over the Admin Building and Site Wide at the Lilies Leaf Museum

1. SCOPE OF WORK

The scope of work is as follows;

- Cut and repair damaged existing waterproofing membrane on flat roof by patching with similar waterproofing membrane.
- Installation of new cat ladder to manufacture's design
- General Torch-on maintenance

2. BIDDERS TO TAKE NOTE:

- All repairs' activities will be based on standard national building regulations.
- A compulsory site visit/briefing will be conducted by the client and it is expected that bidders send experienced personnel to this briefing session
- The successful bidder must have competent and experienced site supervision personnel that have been involved in similar work previously.
- The successful bidder will be required to make available as part of the bidder's site management, all key personnel whose curriculum vitae (CV's) have been used to claim functionality points under the Technical Evaluation Criteria

3. SPECIFICATIONS

- This will be a once off service.
- Warranty of works needs to be addressed in proposal.
- Companies will be required to provide own tools and plant for the execution of the work, the storage of such will be the responsibility of the contractor.
- The bidder must be registered with the Contractors Industry Development Board (CIDB) in the General Building (1GB) category and (Minimum, 1SN PE)
- If a prospective bidder is compliant to specific ISO standards, proof of such certification needs to be provided, e.g., Management System standards (ISO 9001, ISO 14001), Occupational Health and Safety Management standard (ISO 18001 / OHSAS 18001), etc. (This is however a non-mandatory requirement). Further membership of any other technical governing bodies or applicable Institutes may be provided.
- It is the bidder's responsibility to send experienced personnel to attend the compulsory site briefing so that they familiarize themselves with the scope of work before submitting a quotation.
- The quantities are re-measurable on site after the work is done and before payments/claims are processed.

4. CONTRACT DATA

The Conditions of Contract to be used is the JBCC Minor Works Agreement (Edition 5.2 of May 2018) published by the Joint Building Contracts Committee.

Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011-3154140), Master Builders Association (011-205-9000; 057-3526269) South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (051-4474909; 011-4860684; 053-8312003;)

The successful bidder contractor will be required to purchase the above contract document within 5 days of receipt of award/appointment letter

5. THE SECURITIES TO BE PROVIDED BY THE CONTRACTOR ARE:

- 10% retention on the claim up to a maximum of 10% of the contract value, this will be the construction guarantee. This retention will be released 6 months after practical project completion date on condition that the client did not have to fix any defects within that period.

6. CONTRACT PERIOD

- Time allowed to reach completion is 1 months from date of Site Handover.
- Failure to complete the project within the above completion period will attract a penalty of R1500 per day.

7. EVALUATION CRITERIA TO BE USED IN THIS RFQ

7.1 The evaluation will be carried out in two phases

7.1.1 The first phase of the evaluation will be on technical evaluation. The technical evaluation will consist of 100 Points

Take note: A supplier who fails to obtain less than 75% in the functionality phase shall be excluded from the next phase of evaluation

7.1.2 The second phase will be on Preference Point system (80/20)

8. TECHNICAL EVALUATION CRITERIA

A supplier who fails to obtain less than 75% in the functionality phase shall be excluded from the next phase of evaluation)

Evaluation Criteria	Weight	Total Points
<p>Experience of similar projects</p> <ul style="list-style-type: none"> - Tenderers has no previous experience. Tenderers has not included verifiable references of previous projects [0 points] - Tenderer has limited experience (less than 3 projects) and has included verifiable references of all previous projects [15 points] - Tenderer has adequate experience (more than 3 projects) and has included verifiable references of all previous projects [30 points] 	5 points per project / maximum of 30 points	30
<p>Method Statement</p> <ul style="list-style-type: none"> - Tenderer has not provided a method statement. Tenderer has provided a method statement that does not address the relevant activities covered by the scope of the works [0 points] - Tenderer has provided a method statement that addresses the relevant activities covered by the scope of the works [10 points] 	maximum of 10 points	10
<p>Construction Programme</p> <ul style="list-style-type: none"> - Tenderer has not provided a construction programme. Tenderer has provided a construction programme that does not address the breakdown of activities, time frames, mile stones, deliverables and relevant to the scope of the works [0 points] - Tenderer has provided an implementable programme which addresses the breakdown of activities, time frames, mile stones, deliverables and relevant to the scope of the works [15 points] 	maximum of 15 points	15
<p>Contractors Safety Plan</p> <ul style="list-style-type: none"> - Tenderer has not provided a safety plan. Tenderer has provided a safety plan that does not address the safety issues specific to the Lilies Leaf as a tourist destination [0 points] - Tenderer has provided a safety plan. safety issues specific to the Lilies Leaf as a tourist destination [15 points] 	maximum of 15 points	15
<p>Key Personnel and Curriculum Vitae (CV) Site Agent [maximum of 10 points]</p> <ul style="list-style-type: none"> - Provided CV with no previous experience [0 points] - Provided CV with up to 3 years' experience [3 points] and with a minimum of National Diploma qualifications in Civil Eng relevant qualification or e.g NQF 5 [5 points] - Provided CV with more than 3 years' experience [5 points] and with a National Diploma: Civil Eng or relevant qualification e.g. NQF level 5 [5 points] 	maximum of 30 points	30

Evaluation Criteria	Weight	Total Points
<p>General Foreman [[maximum of 10 points]</p> <ul style="list-style-type: none"> - Provided CV with no previous experience [0 points] - Provided CV with up to 3 years’ experience [3 points]and with a minimum of National Diploma qualifications in Civil Eng relevant qualification or e.g NQF 5 [5 points] - Provided CV with more than 3 years’ experience [5 points] and with a National Diploma: Civil Eng or relevant qualification e.g. NQF level 5 [5 points] <p>Safety Agent [[maximum of 10 points]</p> <ul style="list-style-type: none"> - Provided CV with no previous experience [0 points] - Provided CV with up to 3 years’ experience [3 points]and with a minimum of Health and Safety related qualifications and valid professional registration with SACPCMP as a health and safety officer [5 points] - Provided CV with more than 3 years’ experience [5 points] and with minimum of Health and Safety related qualifications and valid professional registration with SACPCMP as a health and safety officer [5 points] 		
TOTAL POINTS	100	

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
100% Black owned		8		
51% -99% Black owned		4		
100% women owned		6		
51% -99% women owned		4		
100% youth owned		5		
51% -99% youth owned		2		
2% Owned by Persons with Disabilities		1		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;

- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p> <p>SURNAME AND NAME:</p> <p>.....</p> <p>DATE:</p> <p>.....</p> <p>...</p> <p>ADDRESS:</p> <p>.....</p> <p>...</p>
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BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder