public works

Department:
Public Works
PROVINCE OF KWAZULU-NATAL

WIMS NUMBER : 075988

TENDER NO ZNTM : 01140W

DESCRIPTION OF SERVICE : THE APPOINTMENT OF A MULTI-DISCIPLINARY ENTITY TO PROVIDE PROFESSIONAL SERVICES FOR DEPARTMENT OF HEALTH: ST ANDREWS HOSPITAL: ASBESTOS ERADICATION AND ASSOCIATION ROOFING WORK.

DEPARTMENT OF PUBLIC WORKS
Private Bag X9153
Pietermaritzburg
3200

PLEASE NOTE THAT THIS BID IS SUBJECT TO TREASURY REGULATIONS 16A ISSUED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999, THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK AND THE GENERAL CONDITIONS OF CONTRACT PRESCRIBED BY PROVINCIAL TREASURY.

TABLE OF CONTENTS
DOCUMENTATION TO BE SUBMITTED WITH BID

SECTION		PAGE
Section A	Invitation to Bid	3-4
Section B	Special Instructions and Notice to Bidders	5
Section C	Registration on the Central Suppliers Database	6
Section D	Declaration that information on Central Suppliers database is up to date	7
Section E	Declaration of Interest	8 -10
Section F	Form of offer	11 - 13
Section G	Specification and Evaluation	14 - 24
Section H	Compulsory Briefing Session	25
Section I	Tax Compliance Status	26
Section J	Authority to Sign a Bid	27 - 30
Section K	' H F O D U D W L R Q R I % L y C B a i h U f i V a g e m e n t W r a c t i c e s S O	31 - 32
Section L	Certificate of Independent Bid Determination	33-35
Appendix A	Bid Proforma	36-42
Appendix B	Checklist of returnable documents	43-44
Appendix C	Contract data & Pricing data	
Appendix D	Departmental Standard Conditions of Appointment for Engineering, QS and Architect	

SECTION A

INVITATION TO BID

DESCRIPTION: THE APPOINTMENT OF A MULTI-DISCIPLINARY ENTITY TO PROVIDE PROFESSIONAL SERVICES FOR DEPARTMENT OF HEALTH: ST ANDREWS HOSPITAL: ASBESTOS ERADICATION AND ASSOCIATED ROOFING WORK.

WIMS NUMBER: 075988 **CLOSING DATE: 21 JULY 2021** **CLOSING TIME: 11H00AM**

BID DOCUMENT AMOUNT: N/A

COMPULSORY BRIEFING SESSION: NO

DATE: N/A

TIME: N/A

VENUE: N/A

The successful bidder will be required to fill in and sign a written Contract Form

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BID DOCUMENTS MAY BE POSTED TO

KZN DEPARTMENT OF PUBLIC WORKS

SOUTHERN REGIONAL OFFICE

10 PRINCE ALFRED STREET EXTENSION

PRIVATE BAG X 9153

PIETERMARITZBURG
3200

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally open 8 hours a day, 5 days a week (normal office hours)

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS ± (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER « « «

VAT REGISTRATION NUMBER «

SIGNATURE OF BIDDER « « « « « « « « « « « « « « « « « « «

SECTION B

SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF FORMS

PLEASE NOTE THAT THIS QUOTATION IS SUBJECT TO TREASURY REGULATIONS 16A ISSUED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999, THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK AND THE GENERAL CONDITIONS OF CONTRACT.

1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and visa versa and with words importing the masculine gender shall include the feminine and the neuter.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. Bid submitted must be complete in all respects.
5. The bid shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the bid documents.
6. Each bid shall be addressed in accordance with the directives in the bid documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the bid number and closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope. If this provision is not complied with, such bids may be rejected as being invalid.
7. All bids received in sealed envelopes with the relevant bid numbers on the envelopes are kept unopened in safe custody until the closing time of the bids. Where, however, a bid is received open, it shall be sealed. If it is received without a bid number on the envelope, it shall be opened, the bid number ascertained, the envelope sealed and the quotation number written on the envelope.
8. A specific box is provided for the receipt of quotations, and no bid found in any other box or elsewhere subsequent to the closing date and time of bid will be considered.
9. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
10. No bid submitted by telefax, telegraphic or other electronic means will be considered.
11. Bid documents must not be included in packages containing samples. Such bids may be rejected as being invalid.
12. Any alteration made by the bidder must be initialed.
13. Use of correcting fluid is prohibited
14. Bids will be opened in public as soon as practicable after the closing time of bid.
15. Where practical, prices are made public at the time of opening bids.
16. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.

SECTION C

REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE

1 In terms of the Public Finance Management Act (PFMA), 1999 (Act No 1of 1999) Section 38 (1) (a) (iii) and 51 (1) (iii) and Section 76 (4) of PFMA National Treasury developed a single platform, The Central Supplier Database (CSD) for the registration of prospective suppliers including the verification functionality of key supplier information.

2 Prospective suppliers will be able to self-register on the CSD website: www.csd.gov.za

3 Once the supplier information has been verified with external data sources by National Treasury a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated.

4 Suppliers can provide their CSD supplier number and unique security code to organs of state to view their verified CSD information.

SECTION D

DECLARATION THAT INFORMATION ON CENTRAL SUPPLIER DATABASE IS CORRECT AND UP TO DATE

(To be completed by bidder)

7+,6 ,6 72 &(57,)< 7+$7 , QDPH RI ELGGHU DXWKRULVHG UHSUHVHQWDWLV

«««« :+2 5(35(6(176 VWDWH QDPH RI ELGGHU ««««««

««« .....

AM AWARE OF THE CONTENTS OF THE CENTRAL SUPPLIER ¶6 DATABASE WITH RESPECT TO THE %,''(5¶6 '(7$,/6 $1' 5(*,675$7,21 INFORMATION, AND THAT THE SAID INFORMATION IS CORRECT AND UP TO DATE AS ON THE DATE OF SUBMITTING THIS QUOTATION/BID.

AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE FOR DISQUALIFICATION OF THIS QUOTATION/BID FROM THE BIDDING PROCESS, AND/OR POSSIBLE CANCELLATION OF THE CONTRACT THAT MAY BE AWARDED ON THE BASIS OF THIS BID.

« « « « « « « « « « « « « « « « « « «

NAME OF BIDDER

.....

SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE

DATE:.....

SECTION E

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state[1], or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

   - the bidder is employed by the state; and/or

   - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1)XOO 1DPH RI ELGGHU RU KLV RU KHU UHSUHVHQWDWLYH « « « « « « «

2.2 ,GHQWLW\ 1XPEHU « « « « « «

Name of person / directo U W U X V W H H V K D U H K R O G H U P H P E H U « « « « «

Name of state institution at which you or the person connected to the bidder is employed : « « « « « « « « « « « « « « «

Position occupied in the state institution: « « « « « « « « « « « « « « «

Any other particulars:
« « « « « « « « « « « « « « «

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:

« « « «

REGISTRATION ON THE PROFESSIONAL BODY / COUNCIL

1. It is the requirements either director of the company/ member of the company /company itself is registered under relevant Professional Body /Council in order to qualify for this service.
2. Attached copy of certificate / letter as proof of registration in the council, body association

_____

Professional Number

SECTION F

FORM OF OFFER AND ACCEPTANCE

Offer

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

WIMS: 075988: THE APPOINTMENT OF A MULTI-DISCIPLINARY ENTITY TO PROVIDE PROFESSIONAL SERVICES FOR DEPARTMENT OF HEALTH: ST ANDREW HOSPITAL: ASBESTOS ERADICATION AND ASSOCIATION ROOFING WORK.

The tenderer, identified in the offer signature block, has examined the documents listed in the Tender Data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for remuneration to be determined in accordance with the conditions of Contract identified in the Contract Data.

The offered price, inclusive of value added tax, is

5 « « « « « (in figures) «

« « « « « «

AND WHO IS:

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms « « «

part of this agreement. No amendments to or deviations from set documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any) from the Employer's agent, furnish the performance guarantee and any other guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect, if sent by registered post, 4 days from the date on which it was posted, if delivered by hand, on the day of delivery, provided that it has been delivered during ordinary business hours, or if sent by fax, the first business day following the day on which it was faxed. Unless the tenderer (now Service Provider) within seven working days of the date of such submission notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

For the Employer:

Name of signatory	Signature	Date

Name of Organisation:	Department of Public Works
Address of organisation:	

Witnessed by:

Name of witness	Signature	Date

SECTION G

SPECIFICATION AND EVALUATION

1. BACKGROUND

St Andrews hospital is a district hospital with 210 beds. The hospital is located in the Umuziwabantu Municipality in the Ugu health district.

ST Andrews hospital serves a predominantly rural population. About 21% of the head count are cross-border patients, mainly from the Eastern Cape. The majority of the patients are from the Harding suburbs (Ghost town, Zelia, Mazakhele, and Greenfields), and rural areas KwaMbotho, KwaJali, KwaMachi, KwaNyuswa, Umzimkhulu, Bhizana and Weza.

PURPOSE

The Department is to invite bids from a multidisciplinary entity who has the relevant qualifications and expertise to provide professional services at the St Andrews Hospital from stage 1-6 as per FIDPM.

2. SCOPE OF WORK

ST ANDREWS HOSPITAL BUIDLING WITH ASBERTOS ROOFING

No	Building Name	Total area per building
1	Covered walkway admin block	100
2	Walkway laboratory	40
3	Occupational Therapy	65
4	Workshop	294
5	Laundry	288
6	Nurses home	126
7	Occupational Health / Audiometry	180
8	Mortuary	180
9	Trauma & Crisis centre	126
10	Social Z R U N H U Z R P D Q ¶ V K H D O W K	180
11	Nurses Home entrance	24
12	Water pump house	12

3. QUALIFICATIONS AND EXPERIENCE

The multi-disciplinary entity is to provide a full team of the following experienced and skilled professional consultants

- Registered Professional Architect (Principal Consultant) ±PR ARCH.
- Registered Professional Structural Engineer ±PR ENG
- Registered Professional Quantity Surveyor ±PR QS
- Registered Professional Electrical Engineer ±PR ENG
- Registered Professional Mechanical Engineer ±PR ENG

The estimated construction cost is: R 3 946 565.25 incl VAT

The services required for the full rollout are inclusive of stages 1-6 in the following order:

‡ STAGE 1: Project Initiation and Briefing
‡ STAGE 2: Concept and Viability
‡ STAGE 3: Design Development
‡ STAGE 4: Documentation and Procurement
‡ STAGE 5: Construction Documentation and Management
‡ STAGE 6: Close-out

- **THE REQUESTED DISCIPLINES WILL PROVIDE THE SERVICES AS STATED BELOW NOT WITHSTANDING THE STANDARD SERVICES AS SET OUT IN THEIR RESPECTIVE GAZETTES:**

4.1 ARCHITECT (PRINCIPAL AGENT)

The scope of services is as per the gazetted scope of services for Professional Architects administered by the South African Council for Architectural Professions including but not limited to:

- Overall coordination of the project initiation, documentation, implementation and close-out as Principal Consultant.
- Principal Agent in terms of the Building Contract.
- Overall Assessment of the existing facility.
- Preliminary and Detailed Design with cognisance to compliance with construction regulations, IUSS and other applicable standards.
- Approvals of design by Health Infrastructure Approval Committee, Design Review Committee and Design Approval Committee
- Contract Documentation & Administration.
- Compilation of as-built information.
- The Architect / Principal Agent will be fully responsible and accountable for project compliance with the Infrastructure Delivery Management System throughout the project life-cycle.

4.2 QUANTITY SURVEYOR

The scope of services is as per the gazetted scope of services for Professional Quantity Surveyors administered by the South African Council for Quantity Surveying Professions including but not limited to:

- Preliminary and Detailed Cost Estimation
- Compilation of Bills of Quantities
- Tender Documentation and Risk Analysis of bids received
- Monthly valuations and preparation of payment certificates
- Cost Reports
- Variation Orders
- Final Account
- General Contract Administration

- The Quantity Surveyor will be obligated to comply with the Infrastructure Delivery Management System requirements throughout the project rollout when and as instructed by the Department of Public Works.

4.3 STRUCTURAL ENGINEER

The scope of services is as per the gazetted scope of services for Professional Engineers administered by the Engineering Council of South Africa including but not limited to:

- Assessment of the existing facility including its services (structural elements, domestic water & stormwater and sewer networks)
- Preliminary and Detailed Design with cognisance to compliance with construction regulations and other applicable standards
- The Structural Engineer will be required to take part in,
    - Contract Documentation
    - Contract Administration
    - Compilation of as-built information
    - Issuing of Certificates of Compliance
    - Other related Structural Engineering Services pertinent for the successful completion of this project
- The Structural Engineer will be obligated to comply with the Infrastructure Delivery Management System requirements throughout the project rollout when and as instructed by the Department of Public Works.

4.4 ELECTRICAL ENGINEER

- The role of an electrical engineer is to survey the site and manage the design and construction of electrical systems so that they comply with the necessary codes.
- His responsibilities include designing, testing, installing and maintaining electrical systems that transmit and generate power.
- At design stage, the electrical engineers typically needs the skills to work with computer models in order to have a better idea of what they should design. In addition, electrical engineers may be responsible for calculating the costs of electrical equipment i.e. generators and scheduling delivery dates from supplies.
- At the end of a project, the electrical engineer is responsible for making sure that all codes are met.
- He will be responsible for testing and commissioning all installed electrical equipment and produce As- built GUDZLQJV RI WKH EXLOGLQJ¶V ZLULQJ DQG SRZHU V X S S O \ I R U V X E P
- The electrical engineer must have an in-depth knowledge of building codes.

4.5 MECHANICAL ENGINEER

The scope of services is as per the gazetted scope of services for Professional Engineers administered by the Engineering Council of South Africa including but not limited to:

- Assessment of the existing facility including requirements for Heating, Ventilation and Air-conditioning
- Preliminary and Detailed Design with cognisance to compliance with construction regulations, IUSS and other applicable standards
- The Mechanical Engineer will also be responsible for the internal water reticulation in terms of assessment, design, management and close-out.
- The Mechanical Engineer will also be responsible for Fire Services (assess, design, management and close-out)
- The Mechanical Engineer will be responsible for coordination of mechanical services in the workshop
- The Mechanical Engineer will be required to take part in,
    - Contract Documentation
    - Contract Administration
    - Compilation of as-built information
    - Issuing of Certificates of Compliance
    - Other related Civil and Structural Engineering Services pertinent for the successful completion of this project

- The Mechanical Engineer will be obligated to comply with the Infrastructure Delivery Management System requirements throughout the project rollout when and as instructed by the Department of Public Works.

5. **The estimated total construction cost R26** 425 000.00project cost. For fee value structure allow the following percentages:

Discipline	% time with Documentation + % on site (considering the 12 Month Contract period)
Architect	100%
Quantity Surveyor	100%
Structural Engineer	30%
Electrical Engineer	25%
Mechanical Engineer	25%

5. 2 Costing

5.2.1 The relevant Fee Guidelines are as per the following table;

DISCIPLINE	GAZETTE APPLICABLE PER DISCIPLINE
Architectural	SACAP use rates as per Board Notice 122 of 2015
Engineering	ECSA use rates as per Gazette 34875 Board Notice 206 of 2011
Quantity Surveying	SACQSP use rates as per Gazette Notice 170 of 2015

5.2.2 Your bid is to be based upon the relevant Guideline for Tariff of Fees **(Para. ii)** as published annually for the respective Discipline Council, less percentage discount (discount percentage on the estimated fee value as above of the Works per discipline) you are proposing for all disciplines as per 5.2.1 above.

5.2.3 'LVEXUVHPHQWV DV SXEOLVKHG LQ WKH PRQWKO\ 1DWLRQDO Reimbursable ([SHQVHV´ VKDOO EH [illegible] regard, but maximum rate applicable shall be for vehicles up to 2150cc.

5.2.4 3OHDVH QRWH WKDW WRWDO ILQDO IHHV SD\DEOH ZLOO EH SXUSRVHV´ RQO\ RU ILHOGV RI discipline) - whichever may be applicable at the time.

5.2.5 You are requested to submit your bid using the specified **Basis of Appointment indicated herein above under Annexure G** on your company letterhead duly signed by the Registered Professional who will be dedicated to this project and is based at the office address where the project is intended to be awarded within five (5) working days.

6. CONDITIONS OF APPOINTMENT

6.1 The multi-disciplinary entity must have within their employment or display their ability to have access to all the professional consultants as listed in paragraph 5.2.1 above.

6.2 This can be submitted by way of an organogram with details of the Registered Professional who will be leading each discipline and detailed curriculum vitas of the proposed professional/s. Where a resource/professional is being out-sourced, a contract or agreement between both parties is to be submitted.

6.3 You will be expected to attend a minimum of 2 site meetings per month which only will be paid for, based on attendance during the construction process.

6.4 Consultants must submit all returnable documents as listed on Appendix B herein. Failure to submit all the requested documents could result in the quote not being considered

6.5 Your detailed organogram is to provide details of the various **Registered Professional Engineer (PR ENG), Registered Professional Architect (PR ARCH) and Registered Professional Quantity Surveyor (PR QS),** who will be dedicated to this project as well details of who will lead the team. Approval must be made in writing to the Department for any replacement of the designated professional/s.

6.6 Appointment will be as per Departmental Standard Conditions of Appointment for the respective Discipline (see the attached **Appendix C** and **Appendix D**)

6.7 The estimated project duration is 12 months

7. EVALUATION CRITERIA

7.1 The evaluation criteria will be in three phases:

7.1.1 Phase 1:

- Correctness of bid documents
- Compliance with bid regulations (registration with CSD, tax clearance certificate and other prescripts requirements)
- Registration on the relevant professional council as a Registered Professional

7.1.2 Phase 2:

- Meeting the minimum qualifying functionality score of 65 points as per criteria below:

- Meeting the minimum qualifying evaluation score of 65 % as per criteria below.

Evaluation criteria	Documentation to be provided	Points allocated
1.Tenderer to demonstrate their technical competency, human resource capacity and relevant experience in similar projects at the hospitals Organogram and Experience of Resources proposed for the project **(Total Points 60)**	1.1 Organogram that sets out the roles and responsibilities of each proposed team member: - Architect **(3 points per each consultant**) - Quantity Surveyor - Structural Engineer - Electrical - Mechanical 1.2 Schedule of experience on similar complex projects- reference letters for all work completed or current in past 3 years to be included. - minimum of 3 reference letters from the client (**4 point per letter)** - minimum 3 projects on a similar nature **(6 points per project)** 1.3 Detailed Curriculum Vitae of each proposed team member with a minimum of 3 years post graduate experience: - Architect - Quantity Surveyor - Structural Engineer - Electrical - Mechanical **(3 points per each CV)**	15 12 18 15
2.Methodology and Approach **(Total 30 points)**	2.1 Detailed method statement and programme to be submitted outlining the understanding of the project and DPW implementation process in accordance with the IDMS. - Project Gantt Chart from inception to project closeout stage as per FIDPM - OHS Management -Site documentation control, filing and archiving	 16 7 7
3. Transformation of emerging professional service providers (**total points 10)**	3.1 , Q O L Q H Z L W K W K H ' H S D U W P H social imperatives, D V X E P L V V L R Q R I strategic plan to transfer skills to the Department The plan is to also indicate how you are utilising emerging professional service providers within your company	10
	TOTAL POINTS	**100**