



DEPARTMENT: SOUTH AFRICAN POLICE SERVICE [ ]

REPUBLIC OF SOUTH AFRICA

Private Bag X254, Pretoria, 0001, Tel: 012 - 841 7459, Facsimile: 012 - 841 7071  
117 Crosswell Road, Silverton, Pretoria

The Manager

Reference no:

19/1/9/1/725B(22)

Date:

2022/10/07

Enquiries:

CAPT MAAKE

Tel no:

012-841 7190

Fax no:

Email: maakemT@saps.gov.za

Sir / Madam

REQUIRED BY THE SOUTH AFRICAN POLICE SERVICE

CLOSING TIME AND DATE FOR BIDS IS 11:00 on the date as specified in the document: 2022-11-18

The Department of the South African Police Service requires the item(s)/service as described per attached bid invitation, and you are requested to complete the bidding documents and to submit it in accordance with the under-mentioned stipulations:

- : The conditions contained in the attached annexures apply.
- : The bid must be submitted in a sealed envelope with the name and address of the bidder with the bid number closing date indicated on the envelope. The cover or envelope must not contain documents relating to any bid other than that shown on the cover or envelope.
- : **Bids submitted per mail must be sent per registered mail. The Bid must still reach this office before the closing date and time. Failure to do so will invalidate the bid.**
- : The bid will be valid for a period of 90 days after the closing date.
- : The attached forms/annexures, if completed in detail and returned, will form part of your bid.

You are advised to acquaint yourself with the contents of the attached General Conditions of Contract.

It will be expected of the successful bidder to sign the formal contract at this office within seven (07) days after he/she has been informed to this effect.

Yours faithfully

LIEUTENANT GENERAL  
DIVISIONAL COMMISSIONER: SUPPLY CHAIN MANAGEMENT  
MI FANI

**SOUTH AFRICAN POLICE SERVICE  
SUPPLY CHAIN MANAGEMENT (SCM)**



**BID Number: 19/1/9/1/72 TB(22)**

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION  
MANAGER/ PROFESSIONAL ARCHITECT AS A LEAD  
CONSULTANT FOR THE PROVISION OF FULL MULTI-  
DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN  
ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING,  
ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY  
SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT  
FOR MARITE POLICE STATION: MPUMALANGA PROVINCE**

**NAME of BIDDER:** \_\_\_\_\_

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**TENDERING PROCEDURES:**

**BID 19/1/9/1/72 TB(22)**

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION  
MANAGER/ PROFESSIONAL ARCHITECT AS A LEAD  
CONSULTANT FOR THE PROVISION OF FULL MULTI-  
DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN  
ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING,  
ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY  
SURVEYING AND COSTRUCTION HEALTH AND SAFETY  
AGENT FOR MARITE POLICE STATION: MPUMALANGA  
PROVINCE**

**NAME of BIDDER:** \_\_\_\_\_

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## PS1.1: NOTICE AND INVITATION TO TENDER

### THE SOUTH AFRICAN POLICE SERVICE INVITES TENDERS FOR:

Project title:	APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/ PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR MARITE POLICE STATION: MPUMALANGA PROVINCE
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Tender no:	19/1/9/1/72 TB(22)		
Advertising date:	2022-10-07	Closing date:	2022-11-18
Closing time:	11:00	Validity period:	90 days

Only bidders who are responsive to the following responsiveness criteria are eligible to submit bids:

<input checked="" type="checkbox"/>	One of the Directors must be a registered Professional Construction Project Manager or a Professional Architect in terms of the :  <input type="checkbox"/> Project and Construction Act, 2000 (Act no 48 of 2000). <input type="checkbox"/> Architectural Profession Act, 2000 (Act 44 of 2000).  (Proof of valid registration must be provided)
<input checked="" type="checkbox"/>	Bid offer must be properly received on the bid closing date and time specified on the invitation, fully completed and signed in ink.
<input checked="" type="checkbox"/>	Submission of applicable Resolution by the Legal Entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture
<input checked="" type="checkbox"/>	Submission of other compulsory returnable schedules / documents as per List of returnable documents <ul style="list-style-type: none"> <li>• Schedule of proposed Sub-contractors</li> <li>• Capacity of tenderer</li> <li>• Preference Point Claim Form (SBD 6.1)</li> <li>• Declaration of Interest (SBD 4)</li> <li>• Form of offer and Acceptance</li> <li>• Terms of Reference</li> </ul>
<input checked="" type="checkbox"/>	Submission of the Compulsory Clarification Meeting Certificate as proof of attendance at the compulsory clarification meeting.
<input checked="" type="checkbox"/>	Prospective bidders must be registered on the Central Suppliers Database (CSD) of National Treasury prior to the award of any bid. Bidders must ensure that they are compliant in all respects up until the publication of the result. The SAPS will verify the tax compliance status of bidders during the evaluation of this bid and should the status be found "not favourable", your bid will be disqualified.
<input checked="" type="checkbox"/>	The SAPS reserves the right to negotiate with the shortlisted bidders prior to award and with the successful bidder(s) post award.
<input checked="" type="checkbox"/>	In addition to the general conditions of contract, pre-qualification criteria attached for compliance. Documentary proof to be provided.
<input checked="" type="checkbox"/>	Pre-Qualification Criteria: (Phase 1) PS2.1.6
<input checked="" type="checkbox"/>	Only tenders that obtain a minimum Functionality score of 60% and above, will be considered and further evaluated in terms of price and preference (PS2.1.5) (Phase 2)

#### Evaluation

This tender will be evaluated according to the preferential procurement model in the PPPFA: *(Tick applicable preference point scoring system)*

<input checked="" type="checkbox"/> 80/20 Preference point scoring system	<input type="checkbox"/> 90/10 Preference point scoring system
<input checked="" type="checkbox"/> Functionality	

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**Phase 1 (Mandatory requirements)**

Evaluation of mandatory requirements.

Only bids that comply with mandatory requirements will move to the next phase

**Phase 2 (Functionality)**

Functionality will be scored in terms of the Preferential Procurement Regulations 2017

Only bids that score the minimum points as outlined in the functionality criteria will be evaluated further.

**Phase 3 (Price and Preference points)**

Price (80 points) and preference (20 points) will be calculated in terms of the Preferential Procurement Regulations 2017

The bid will be awarded to the responsive bid that scored the highest in points unless objective, justifiable reasons exist to do otherwise

Preference point will be allocated in terms of the B-BBEE status received by a measured entity bases on its overall performance using the relevant scorecard contained in the Codes of Good Practise on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment act (Act53 of 2003)

Points will be awarded to a bidder for attaining the B-BBEE status level of Contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

**COLLECTION OF TENDER DOCUMENTS:**

- Tender documents may be collected during working hours (08:00 to 15:30) at the following address.

**SA Police Service: Supply Chain Management,  
117 Cresswell Rd,  
Silverton,  
Pretoria**

- Tender documents may be downloaded from the SAPS website:

<https://www.saps.gov.za/services/bids.php>

- A compulsory clarification meeting will take place:

On **2022-10-28 at 11:00** at the **SAPS Mpumalanga Provincial SCM, Second Floor, 12 Jones Street, Nelspruit**

Directions can be obtained from **Col Keetile on 071 320 0654**

**ENQUIRIES RELATED TO TENDER DOCUMENTS MAY BE ADDRESSED TO:**

<b>Acquisition Manager:</b>	<b>CAPTAIN MAAKE MT</b>	<b>Telephone no:</b>	<b>012 841 7190</b>
<b>E-mail:</b>	<b>maakemt@saps.gov.za</b>		

**DEPOSIT / RETURN OF TENDER DOCUMENTS:**

**Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.**

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the **Tender Data** document.

All tenders must be submitted on the **official** forms – (not to be re-typed)

<p><b>TENDER DOCUMENTS MAY BE POSTED TO:</b></p> <p>THE SECTION HEAD: BID MANAGEMENT SUPPLY CHAIN MANAGEMENT SOUTH AFRICAN POLICE SERVICE PRIVATE BAG X 254</p> <p><i>Pretoria</i></p> <p><i>0001</i></p> <p>ATTENTION: <b>BID MANAGEMENT SECTION: (Capt Paul)</b></p>	OR	<p><b>DEPOSITED IN THE TENDER BOX AT:</b></p> <p><b>SAPS: Supply Chain Management</b></p> <p><b>117 Cresswell Road</b></p> <p><b>Silverton</b></p> <p><b>0127</b></p>
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**COMPILED BY:**

<b>CAPTAIN MAAKE MT</b>		<b>2022-09-30</b>
Name of Acquisition Official	Signature	Date

## PS1.2: TENDER DATA

Project title:	APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/ PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR MARITE POLICE STATION: MPUMALANGA PROVINCE
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Tender no:	19/1/9/1/72 TB(22)	Closing date:	2022-11-18
Closing time:	11:00	Validity period:	90 days

Clause number:	
	<p>The conditions of the bid are the general Conditions of Contract as contained in the Standard Professional Services Contract issued by CIDB (CIDB document number 1015 second edition) – obtainable from <a href="http://222.cidb.org.za">222.cidb.org.za</a>. as well as Standard Conditions of Tender as contained in Annex F of the CIDB Standard for Uniformity in Construction Procurement as per Government Notice No. 751 published in Government Gazette No. 27831 of 22 July 2005 and as amended from time to time. (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>)</p> <p>The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked "F" in the above mentioned Standard Conditions of Tender.</p>
<b>F.1.1</b>	The employer is the Government of the Republic of South Africa in its Department of the South African Police Service.
<b>F.1.2</b>	<p>For this contract the single volume approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings for a single volume approach as contained in table 6 of the CIDB's "Standard for Uniformity in Construction Procurement."</p> <p>The list of Returnable Documents identifies which of the documents a bidder must complete when submitting a tender offer. The bidder must submit his tender/ bid offer by completing the Returnable Documents including the fully priced Activity Schedule / Bills of Quantities, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the single volume procurement document back to the Department bound up as it was when it was received.</p> <p>The single volume procurement document issued by the employer comprises the following:</p> <p><b>TENDER</b>  <b>Part PS1: Tendering procedures</b>          PS1.1 - Tender notice and invitation to tender          PS1.2 - Tender data          PS2.1.5 - Functionality Score Sheet          PS2.1.6 – Pre-Qualification Criteria</p> <p><b>Part PS2: Returnable documents</b>          PS2.1- List of returnable documents</p> <p><b>CONTRACT</b>  <b>Part C1: Agreements and contract data</b>          C1.1 - Form of offer and acceptance          C1.2 - Contract data</p> <p><b>Part C2: Pricing Instructions</b>          C2.1. – Pricing Instructions</p> <p><b>Part C3: Terms of Reference</b>          C3.1 – Terms of Reference</p>

Tender no: 19/1/9/1/72 TB(22)

F.1.4	The Employer's agent is:	
	Name:	T TLOLANE/ V NOQOBO
	Capacity:	<i>Departmental Project Manager</i>
	Address:	<i>SAPS Expert Services De Havilland Crescent, Persequor Park, Pretoria</i>
	Tel:	012 349 6059
	Cell phone no	082 301 7805
	E-mail:	Noqobovuyokazi@saps.gov.za
F1.5.2	Insert the following: ".....tender/ bid offers, <u>save for all tenders being non-responsive</u> , re-issue a tender covering ....."	
F.2.1	For eligibility refer to Notice and Invitation to Tender PS1.1	
F.3.11	A contract will only be entered into with a tenderer who has in his employ management and supervisory staff satisfying the requirements of the scope of work for labour intensive competencies for supervisory and management staff. - <b>Applicable</b>	
	One of the Directors must be a registered Professional Construction Project Manager or a Professional Architect in terms of the : Bidders who are registered professionals, registered in terms of the: <input type="checkbox"/> Project and Construction Act, 2000 (Act no 48 of 2000). <input type="checkbox"/> Architectural Profession Act, 2000 (Act 44 of 2000).  (Proof of valid registration must be provided)	
F.2.7	For particulars regarding a pre-bid clarification meeting, see Notice and Invitation to Tender PS1.1	
F.2.12	Alternative tender offer permitted:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
F.2.13.5	The Employer's address for delivery of tender/ bid offers and identification details to be shown on each tender/ bid offer package are as per Notice and Invitation to Tender PS1.1	
F.2.13.6 F.3.5	A two-envelope procedure will not be followed.	
F.2.15	The closing time for submission of tender/ bid offers is as per Notice and Invitation to Tender PS1.1	
F.2.16	The tender/ bid offer validity period is as per Notice and Invitation to Tender PS1.1	
F.2.19	Access shall be provided for inspections, tests and analysis as may be required by the Employer.	
F.2.22	Not a requirement.	
F.3.4.1 F.3.4.2	The location for opening of the tender/ bid offers, immediately after the closing time thereof shall be at: <b><i>Bid Management, 117 Cresswell rd. Silverton, 0127.</i></b>	
F.3.11.1	The procedure for the evaluation of responsive tenders is: <b><i>Evaluation method 2</i></b>	

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F.3.11	<p><b>Scoring Financial Offer:</b></p> <p>Tender offers will be scored using the following formula:</p> <p>A maximum of 80 points is allocated for price on the following basis:</p> <p><b>80/20</b></p> $Ps = 80 \left( 1 - \frac{Pt - P \min}{P \min} \right)$ <p>Where</p> <p>Ps = Points scored for comparative price of bid under consideration</p> <p>Pt = Comparative price of bid under consideration</p> <p>Pmin = Comparative price of lowest acceptable bid</p> <p><b>Scoring of Functionality:</b></p> <p>Functionality will be scored in terms of the score sheet for functionality. Only Bidders that score the minimum points of 60 out of a hundred will be evaluated on price and preference.</p>
F.3.13.1	<p>Tender/ bid offers will only be accepted if:</p> <p>(a) the tenderer/ bidder or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the public sector; and</p> <p>(b) the tenderer / bidder has not:</p> <p>i) abused the Employer's Supply Chain Management System; or</p> <p>ii) Failed to perform on any previous contract and has been given a written notice to this effect.</p>
F.3.18	<p>Provide to the successful tenderer/ bidder one copy of the signed contract document.</p>

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**PREQUALIFICATION CRITERIA:**

**BID 19/1/9/1/72 TB(22)**

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/  
PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE  
PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL  
CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND  
STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL  
ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION  
HEALTH AND SAFETY AGENT FOR MARITE POLICE STATION:  
MPUMALANGA PROVINCE**

**NAME of BIDDER:** \_\_\_\_\_

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## PREQUALIFICATION CRITERIA

**Tenders will only be considered for acceptance if**  
(i.e. will only be regarded as responsive if):

1. The tendering Service Provider (Lead Consultant) is either:

- Architectural Practice which is owned and controlled by registered professional architects by at least a percentage determined by the South African Council for the Architectural Profession (SACAP), in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Architectural Professions Act, 2000 (Act no 44 of 2000), and who will hereafter be referred to as **registered principals** of the practice

or

- Construction Project Management Practice which is owned and controlled by registered professional Construction Project Manager by at least a percentage determined by the South African Council for the Project and Council Management Professions (SACPCMP) in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Construction and Project Management Profession Act, 2000 (Act no 48 of 2000), and who will hereafter be referred to as **registered principals** of the practice

In the event of any legal entity, as meant above, being a listed public Company on the stock exchange, the percentages related to ownership and control referred to are to be made relevant to persons duly appointed as Directors of such entity.

2. The information, required in respect of item 1 above must also be provided for each of the **seven (7)** sub consultant disciplines required in the multidisciplinary team namely:

- Construction Project Management or Architectural disciplines  
(whichever is not the lead consultant)
- Quantity Surveying disciplines
- Electrical Engineering disciplines
- Mechanical Engineering disciplines
- Structural Engineering disciplines
- Civil Engineering disciplines
- Construction Health and Safety Agent disciplines

or

A multidisciplinary professional practice, that consists of multiple disciplines listed above operating under the fulltime supervision of a registered professionals, and which is owned and controlled by registered professionals by at least a percentage determined by any of the relevant professional Councils for cases pertaining to multi-disciplinary practices/business undertakings, in their respective Codes of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the:

- Architectural Professions Act, 2000 (Act no 44 of 2000),
- Engineering Profession Act, 2000 (Act no 46 of 2000),
- Construction and Project Management Profession Act, 2000 (Act no 48 of 2000) and/or
- Quantity Surveying Profession Act, 2000 (Act no 49 of 2000),

and who will hereafter be referred to as registered principals

3. Copies of certificates or other documentation clearly proving current professional registration with the relevant council, including registration numbers, of all the registered principals mentioned in items 1 & 2 above are included with the tender as part of the returnable documentation. In the event of any legal entity, as meant above, being a private Company with shareholding, the same information/documentation as for registered principals must be provided with the tender, in respect of all Directors formally appointed to manage the business undertaking. Sole Proprietors, Partners in Partnerships, and Members of Close Corporations are principals as defined in items 1 & 2 above and information/documentation in respect of such persons must be provided as described;
4. At least one registered professional principal from the Lead consultant practice as outline in item 1 above and each of the multidisciplinary practices outlined in item 2 above should be included in the tender of the tendering Service Provider, as one of the project team members to be involved in the project within the relevant discipline as per the functionality criteria returnable documents.

**Note: Any tender not complying with all four of the above-mentioned stipulations, numbered from 1 to 4 above, will be regarded as non-responsive and will therefore not be considered for further evaluation.**

**FUNCTIONALITY CRITERIA:**

**BID 19/1/9/1/72 TB(22)**

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/  
PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE  
PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL  
CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND  
STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL  
ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION  
HEALTH AND SAFETY AGENT FOR MARITE POLICE STATION:  
MPUMALANGA PROVINCE**

**NAME of BIDDER:** \_\_\_\_\_



**1. TENDER / BID FUNCTIONALITY CRITERIA:**

**Note 1:** Functionality shall be used to establish minimum requirements (60%) where after bids will be evaluated solely on the basis of price.

<b>1. TENDERER/BIDDER WORK EXPERIENCE:</b>				
The Tenderer/ Bidder to provide references and supporting documents (i.e. appointment letters and/or completion certificates) for previous projects of a comparable nature and value undertaken and successfully completed during the past ten (10) years.				
	Sub Criteria	Sub-Criteria Point Allocation	Maximum points	Weight factor:
<b>1.1 PROJECT MANAGEMENT</b>	5 or more Projects	4	4	32
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.2 ARCHITECTURAL</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.3 STRUCTURAL ENGINEERING</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.4 CIVIL ENGINEERING</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.5 QUANTITY SURVEYOR</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.6 ELECTRICAL ENGINEER</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.7 MECHANICAL ENGINEER</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		
<b>1.8 CONSTRUCTION HEALTH &amp; SAFETY AGENT</b>	5 or more Projects	4	4	
	3 - 4 projects	2		
	1 -2 projects	1		
	No information provided	0		

**2. KEY PERSONNEL:**

Attach CV's of key Staff with experience, qualifications and copies of professional registrations recognized by the relevant South African Statutory Bodies

All foreign qualifications should be attached with SAQA certificate of evaluation as part of your submission. (South African Qualifications Authority certification- SAQA)

	Sub-Criteria	Sub-Criteria Point Allocation	Maximum points	Weight factor:
<b>2.1 PROJECT MANAGEMENT: (1 No.)</b>				
One (1) Professional Construction Project Manager Registered with SACPCMP	5 years or more experience post	5	5	
	4 years' experience post registration	4		
	3 years' experience post registration	3		
	< 3 years' experience post registration	0		
No information provided		0	0	
<b>2.2 ARCHITECTURAL: (3 No.)</b>				
One (1) Professional Architect	8 years or more experience post	6	6	
	7 years' experience post registration	5		
	6 years' experience post registration	4		
	<6 years' experience post registration	0		
One (1) Professional Architect	5 years or more experience post	3	3	
	4 years' experience post registration	2		
	3 years' experience post registration	1		
	< 3 years' experience post registration	0		
One (1) Technologist or higher - with more than 2 years' experience post qualification	2 years or more experience post qualification	1	1	
	<2 years' experience post qualification	0		
No information provided		0	0	
<b>2.3 QUANTITY SURVEYING (2 No.)</b>				
One (1) Professional Quantity Surveyor	5 years or more experience post	5	5	
	4 years' experience post registration	4		
	3 years or more experience post	3		
	< 3 years' experience post registration	0		
One (1) Candidate Quantity Surveyor or higher	3 years or more experience post	2	2	
	<3 years' experience post qualification	0		
No information provided		0	0	
<b>2.4 STRUCTURAL ENGINEERING (3 No.)</b>				
One (1) Professional Structural Engineer	5 years or more experience post	5	5	
	4 years' experience post registration	4		
	3 years' experience post registration	3		
	<3 years' experience post registration	0		
One (1) Structural Engineering Technologists or higher	3 years or more experience post	3	3	
	2 years' experience post qualification	2		
	<2 years' experience post qualification	0		
One (1) Technician (Structural Engineering) or higher with more than 2 years' experience post	2 years or more experience post qualification	1	1	
	<2 years' experience post qualification	0		
No information provided		0	0	
<b>2.5 CIVIL ENGINEERING (3 No.)</b>				
One (1) Professional Civil Engineer	5 years or more experience post	5	5	
	4 years' experience post registration	4		
	3 years' experience post registration	3		
	<3 years' experience post registration	0		
One (1) Civil Engineering Technologist or higher	3 years or more experience post	3	3	
	2 years' experience post qualification	2		
	<2 years' experience post qualification	0		
One (1) Technician (Civil Engineering) or higher with more than 2 years' experience post	2 years or more experience post qualification	1	1	
	<2 years' experience post qualification	0		
No information provided		0	0	
<b>2.6 ELECTRICAL ENGINEERING (3 No.)</b>				
One (1) Professional Electrical Engineer	5 years or more experience post	5	5	
	4 years' experience post registration	4		
	3 years' experience post registration	3		
	<3 years' experience post registration	0		
One (1) Electrical Engineer Technologist or higher	3 years or more experience post	3	3	
	2 years' experience post qualification	2		
	<2 years' experience post qualification	0		
One (1) Technician (Electrical Engineering) or higher with more than 2 years' experience post	2 years or more experience post qualification	1	1	
	<2 years' experience post qualification	0		
No information provided		0	0	

	Sub-Criteria	Sub-Criteria Point Allocation	Maximum points
<b>2.7 MECHANICAL ENGINEERING (3 No.)</b>			
One (1) Professional Mechanical Engineer	5 years or more experience post	5	5
	4 years' experience post registration	4	
	3 years' experience post registration	3	
	<3 years' experience post registration	0	
One (1) Mechanical Engineer Technologist or higher	3 years or more experience post	3	3
	2 years' experience post qualification	2	
	<2 years' experience post qualification	0	
One (1) Technician (Mechanical Engineering) or higher with more than 2 years' experience post	2 years or more experience post qualification	1	1
	<2 years' experience post qualification	0	
No information provided		0	0
<b>2.8 CONSTRUCTION HEALTH AND SAFETY AGENT (1 No.)</b>			
One (1) Professional Construction Health & Safety Agent Registered with SACPCMP	5 years or more experience post	5	5
	4 years' experience post registration	4	
	3 years' experience post registration	3	
	<3 years' experience post registration	0	
No information provided		0	0
<b>3. LOCALITY:</b>			
<b>Tenderer/bidder is required to submit:</b>			
• Proof of Business Physical Address for where the project will be undertaken			
Sub Criteria	Sub-Criteria Point Allocation	Maximum points	Weight factor:
Business physical address within the same Province as the project	5	5	5
Business physical address outside the province within which the project lies	3		
No submission of any of the above	0		
<b>Total</b>			<b>100</b>
(Weight will be multiplied by the scores allocated during the evaluation process to arrive at the total functionality points)			
<b>Minimum functionality score to qualify for further evaluation:</b>			<b>60%</b>



**RETURNABLE DOCUMENTS:**

**BID 19/1/9/1/72 TB(22)**

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/  
PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE  
PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL  
CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND  
STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL  
ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH  
AND SAFETY AGENT FOR MARITE POLICE STATION: MPUMALANGA  
PROVINCE**

**NAME of BIDDER:** \_\_\_\_\_

## PS2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

### 1. Returnable schedules required for tender evaluation purposes

- Resolution of Board of Directors (PS2.1.1) (NB!!)
- Schedule of proposed Sub-contractors (PS2.1.3)
- Capacity of Tenderer / Bidder (PS2.1.4)
- Record of Addenda to Tender Documents (PS2.1.7)
- Declaration of Interest (SBD 4)
- Preference Points Claim Form (SBD 6.1)
- Compulsory Clarification Meeting Certificate (PS2.1.9) (NB!!)
- Proof CSD Registration
- CIPC document

### 2. Other documents required only for tender evaluation purposes

- Registration Certificates, as required, issued by the relevant Registration Boards (in terms of the applicable Act).
- B-BBEE status certificate (certified copy) or other applicable documentation.

### 3. Other documents that will be incorporated into the contract

- Form of Offer and Acceptance (C1.1)
- Contract Data (C1.2)
- Pricing Instructions (C2)
- Terms of Reference (C3)

**All the above-mentioned documents and schedules are compulsory. Failure to submit these documents, fully completed and with the necessary documentary proof may result in the tender being rejected.**

## PS2.1.1: RESOLUTION OF BOARD OF DIRECTORS

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

\_\_\_\_\_

*(legally correct full name and registration number, if applicable, of the Enterprise)*

Held at \_\_\_\_\_ *(place)*

On \_\_\_\_\_ *(date)*

**RESOLVED that:**

- The Enterprise submits a Bid / Tender to the South African Police Service in respect of the following project:

\_\_\_\_\_

*(project description as per Bid / Tender Document)*

Bid / Tender Number: \_\_\_\_\_ *(Bid / Tender Number as per Bid / Tender Document)*

- \*Mr/Mrs/Ms: \_\_\_\_\_

in \*his/her Capacity as: \_\_\_\_\_ *(Position in the Enterprise)*

**and who will sign as follows: :** \_\_\_\_\_

be, and is hereby, authorized to sign the Bid / Tender, and any and all other documents and/or correspondence in connection with and relating to the Bid / Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid / Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			

*Note:*

- \* Delete which is not applicable
- NB. This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise**
- Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page

**ENTERPRISE STAMP**

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**PS2.1.3: SCHEDULE OF PROPOSED SUBCONSULTANTS**

<b>Project title:</b>	APPOINTMENT OF A PROFESSIONAL CONSTRUCTION MANAGER/ PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR MARITE POLICE STATION: MPUMALANGA PROVINCE
<b>Tender no:</b>	19/1/9/1/72 TB(22)

We notify you that it is our intention to employ the following Subcontractors for work in this contract.

	Name and address of proposed Sub-consultant	BBBEE STATUS	Nature and extent of work with an indication of the % of the value that will be sub-contracted
1			
2			
3			
4			
5			
6			
7			
8			

<b>Name of representative</b>	<b>Signature</b>	<b>Capacity</b>	<b>Date</b>

<b>Name of organisation:</b>	
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**2. PARTICULARS OF COMMITMENTS WHICH THE TENDERER/ BIDDER HAS PREVIOUSLY COMPLETED AND PRESENTLY ENGAGED WITH:**

**2.1. Current projects:**

Project	Place (town)	Reference / Contact person	Contact Tel. No.	Contract amount responsible for	Contract period	Date of commencement	Scheduled date of completion
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							

2.2. Previous projects:

Project	Place (town)	Reference / Contact person	Contact Tel. No.	Contract amount responsible for	Contract period	Date of commencement	Scheduled date of completion	Actual date of completion
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Name of Tenderer/ Bidder	Signature
	Date

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Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".  
 For Internal & External Use  
 Effective date Jan. 2009

## 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 interest<sup>1</sup> 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

<sup>1</sup> 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.



with any person who is employed by the procuring institution? YES/NO

2.2.1 If so, furnish particulars:

.....  
.....

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 consortium<sup>2</sup> 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

<sup>2</sup> 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.

**SBD4**

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.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

T.2.1.5 (SBD 6.1)

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

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

1.2

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or
- b) Either the 80/20 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
<b>PRICE</b>	<b>80</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	<b>20</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

## 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

## 3. POINTS AWARDED FOR PRICE

### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

**80/20**

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

## 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

**5. BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 20 points)  
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

**7. SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

**(Tick applicable box)**

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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7.1.1 If yes, indicate:

i) What total percentage of the contract will be subcontracted? .....%

**Proof of BBBEE status of sub-contractors should be submitted with the bid.**

	Name and address of Subcontractor and B-BBEE status level	Extent of work, amount and % of the total tender value subcontracted to this Subcontractor.  (Copy of subcontracting arrangements MUST be attached!!)	Subcontractor is an EME or QSE and is located in the province of the project?  Yes / No
1	B-BBEE status level:	Extend of work:  R  %	
2	B-BBEE status level:	Extend of work:  R  %	
3	B-BBEE status level:	Extend of work:  R  %	
4	B-BBEE status level:	Extend of work:  R  %	

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