

UNIVEN CAMPUS WATER UPGRADE PHASE 2 (INCLUDING INSTALATION OF TANKS PER STUDENT RESIDENCE)

TENDER NO: IN/02/2023

T1.2: TENDER DATA

This standard is issued in terms of sections 4(f), 5(3)(c) and 5(4)(b) of the Construction Industry Development Board Act 38 of 2000 read with Regulation 24 of the Construction Industry Development Regulations, (as amended) issued in terms of section 33.

The Standard for Uniformity in Construction Procurement was first published in Board Notice 62 of 2004 in Government Gazette No 26427 of 9 June 2004. It was subsequently amended in Board Notice 67 of 2005 in Government Gazette No 27831 of 22 July 2005, Board Notice 99 of 2005 in Government Gazette No 28127 of 14 October 2005, Board Notice 93 of 2006 in Government Gazette No 29138 of 18 August 2006, Board Notice 9 of 2008 in Government Gazette No 30692 of 1 February 2008, Board Notice 11 of 2009 in Government Gazette No 31823 of 30 January 2009, Board Notice 86 of 2010 in Government Gazette No 33239 of 28 May 2010 and Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 and August 2019, Vol. 650 of 2019 in Government Gazette No 42622 of 08 August 2019 - See www.cidb.org.za.

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. In the interpretation of any ambiguity or inconsistency between the Tender Data and the Standard Conditions of Tender, the Tender Data shall have precedence.

Each item of Tender Data given below is cross-referenced to the relevant clause in the standard Conditions of Tender.

Clause number	Tender Data	
EMPLOYER C.1.1	The "Employer" for this Contract is: The UNIVERSITY OF VENDA.	
	The Employer's domicilium citandi et executandi (permanent physical business Address) is:	
	University of Venda, Main Administration Building, Mphephu drive, Thohoyandou, 0950. Email: univen.tenders@univen.ac.za	
	The Employer's address for communication relating to this project is: Main Administration Building, Mphephu drive, Thohoyandou, 0950.	
TENDER	<u> </u>	
C.1.2	TENDER Part T1: Tendering Procedures	
	Part T2: Returnable Documents	
	CONTRACT	
	Part C1: Agreements and Contract Data	
	Part C2: Pricing Data	
	Part C3: Scope of Work	



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	Part C4: Procurement Policy and House Rules	
	Part C5: Site Information	
	<u>DRAWINGS</u>	
	The book of drawings is attached at the back of this document.	
	The Tender document with the drawings shall be obtained from the Employer stated in the Tender notice, upon payment of the deposit stated.	
EMPLOYER'S AGENT	Communication and the Employer's agent is:	
<u>C1.4</u>	Any enquiry regarding this Tender invitation and specification shall be submitted in writing to with Tender number as reference or subject. Writing shall be in the English language	
C.1.5	The Employer's right to accept or reject any Tender offer	
	 The Employer reserves the right to award the Tender on the basis of Tenders submitted, or to negotiate a contract price with a particular Tender, alternatively to call for fresh Tenders. The successful Tenderer will be required to allow University personnel to carry out reference checks about his/her performance elsewhere before a tender is awarded. Univen discloses to Tenderers that all contracts shall have rotation of contracts amongst suppliers The Employer further reserves the rights to: Extend the closing date through the same medium of communication used for invitation 	
	$_{\odot}$ Extend Tender validity period before the expiry date of the original validity period. This will be	
	done in writing to all Tenderers.	
	○ Verify any information contained in the Tender proposal/submission	
	○ Request any further documentary proof regarding any declaration	
	o Award this Tender as a whole or in part	
	o Cancel or withdraw this Tender as a whole or in part at any time without giving rise to any	
	Obligation to be responsible for any loss or financial damage which may be incurred or suffered by any Tenderer	
	○ Reduce or increase the total quantity of items required in the Tender	
	∘ Reject incomplete Tenders; Tenders received late or conditional Tenders.	
	○ Reject tenders that are in default or found to be listed National list of defaulters.	
TENDERER'S OBLIGATIONS		
Eligibility C.2.1	Only those Tenderers who are registered with the CIDB or are capable of being so prior to the evaluation of submission, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with regulation 25 (1B) OR 25(7A) of the Construction Industry Development Regulations, for a 5 CE or Higher Class of construction work, are eligible to have their Tender evaluated.	
	Joint ventures are eligible to submit tenders provided that: 1. Every member of the joint venture is registered with the CIDB; 2. The lead partner has a contractor grading designation in the Grade 5 CE or Higher class of	



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	construction work; or not lower than one level below the required grading designation in the class of construction works under considerations and possess the required recognition status. 3. The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a Grade 5 CE or Higher class of construction work or value determined in accordance with regulation 25 (1B) OR 25(7A) of the Construction Industry Development Regulations.
Site Visit and Clarification Meeting C.2.7	Refer to the Tender notice
Insurance C.2.9	No insurance cover will be provided by the Employer
C.2.10	Pricing the Tender offer
	 (a) Value Added Tax The Valued Added Tax (VAT) rate shall be 15% or as otherwise provided for by legislation. The successful Tenderer shall be required to produce a VAT invoice that shall only be prepared once measurements and valuations for work done in terms of the contract offer have been agreed with the Employers agent and a certificate of payment issued. Payment of VAT to non-VAT vendors shall be processed from the month in which the Tenderer's liability with the South African Revenue Services is effective.
C.2.11	Alterations to document
	A Tender offer shall not be considered if alterations have been made to the forms of Tender data or contract data (unless such alterations have been duly authenticated by the Tenderer) or if any particulars required therein have not been completed in all respects.
	If the Tenderer considers that any of the Tender documents are deficient in any respect and require clarification, or if any words or figures are indistinct or ambiguous, or should Tenderers have any queries regarding this document they may contact by e-mail only to the Employer indicated in C1.1 above.
	Telephone discussions shall only be permitted in order to clarify written queries. No unauthorized alteration, addition or note entered by Tenderer in Tender documents shall modify the printed text.
Alternative Tender Offers C. 2.12	No alternative offers will be considered.
Submitting a Tender Offer C2.13	
C.2.13.1	Whole of the Works
	Tenderers shall offer to provide for the whole of the Works identified
C.2.13.2	Original Tender documents
	The original Tender document, issued to the Tenderer, shall be submitted in its entirety. No copies are required.
	All returnable documents clearly marked with the Project number and the name of the Tenderer must be in a separate file, clearly indexed and separated by marked sheets.



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C.2.13.5	Marking of Tender Submissions	
	The complete Tender documents shall be enclosed and sealed in a single envelope, marked: "TENDER NO: IN/02/2023: UNIVEN CAMPUS WATER UPGRADE PHASE 2 (INCLUDING INSTALATION OF TANKS PER STUDENT RESIDENCE)."	
	The Employer's address for delivery of Tender offers to be shown on each tender submission package is the Tender box located at:	
	University of Venda: Main Entrance Gate, Mphephu drive, Thohoyandou, 0950.	
C.2.13.6	Two envelope system	
	A two-envelope procedure will not be followed	
C.2.15	Closing Time	
	The closing time for submission of Tender Offers is as stated on the Tender notice. No late, faxed or telephonic Tenders will be accepted.	
	No tender will be considered after the closing date and time.	
C.2.16	Tender offer validity	
	The Tender Offer validity period is 120 (One hundred and twenty days) days from the closing time for submission of Tenders.	
C.2.18.1	Provide other Material	
	Upon request by the Employer, the Tender shall promptly supply any other material that has a bearing on the tender offer, the Tenderer's commercial position (including, where applicable, notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the Employer for the purpose of a full and fair assessment. Should the Tenderer not provide the information or material called for, by the time for submission stated in the Employer's request, the Employer will regard the tender offer as being non-responsive.	
C.2.19	Inspections, tests and analysis	
	Access shall be provided for inspections and testing by personnel acting on behalf of the Employer.	
C.2.22	Return of Tender documents	
	Not applicable.	
C.2.23	<u>Certificates</u>	
	The Tenderer is required to submit with his Tender a valid Tax pin Certificate issued by the South African Revenue Services ("SARS"), certifying that the Tenderer's taxes are in order. This must be submitted with the Tender in order to be considered. The tenderer must also submit with the Tender a letter of good standing from Compensation Commissioner or FEMA and any other documents mentioned in these Tender data.	
EMPLOYER'S UNDERTAKING		
C.3.1	Respond to clarification	



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	Enquiries shall only be entertained until 5 working days before the closing date of the tender.			
Opening of Tender Submissions C.3.4	Properly sealed Tenders shall be addressed and hand delivered as stated in the Tender advert. Due to Covid 19 regulation there will be no opening of tender to public. Tender opening registers will be uploaded on the Univen website www.univen.ac.za after the closing date the tender.			
C.3.5	Two-envelope system			
	The two-envelope system will not apply to this Tender			
Arithmetical Errors	Delete paragraphs (b) and (c) of C.3.9.1 and replace with:			
C.3.9.1	b) If bills of quantities (or schedule of quantities or schedule of rates) apply and there is an error in the line-item total resulting from the product of the unit rate and the quantity, the line-item total shall govern, and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.			
	c) Where there is an error in addition, either as a result of other corrections required by this checking process or in the Tenderer's addition of prices, such error will be corrected by the Employer in determining the Contract Price.			
	d) The Contract Price for the completed Contract shall be computed from the actual quantities of authorized work done and compliant with the Contract Data, valued at rates contracted against the respective items in the bill of quantities, schedule of Quantities or schedule of rates and shall include such authorized Provisional Sums and items of extra work as have become payable in terms of the Contract Data.			
C.3.11	Evaluation of Tender Offers			
	Tenders will be evaluated on quality, price and preference It is important that the relevant information is included to enable the Tender to be evaluated in accordance with the procedure outlined below. All information must be submitted in a separate file. Tampering with the original Tender document will render the Tender non-responsive. Failure to comply with the requirements will result in the Tender being disqualified.			
	The Tender evaluation will be conducted as follows:			
	1(a) First (Administrative/ Mandatory Requirements) Tenderers will be checked for compliance with Tender conditions and administrative responsiveness. Non-compliance with any of the requirements will render the Tender non- responsive and it will not be carried forward to the next stage. (refer to 2(a) in the Page that follows).			
	1(b) Second (Functionality) The Tenderer's experience, staffing and methodology will be evaluated. Each Tender will be assessed and awarded points for Functionality. Failure to achieve 70 percent out of the 100 percent for Functionality will render the tender non-responsive.			
	Only Tenderers that score the specified minimum number of percentage points for Functionality will be deemed to be acceptable and carried forward to the next stage. The rest will be disqualified. The points for functionality will not be carried forward to the remainder of the evaluation. (refer to 2(b) in the page that follows).			
	1(c) Third			



Clause number	Tender Data
	Points will be calculated for price on the relevant prices in accordance with the preference point system, 80/20. (refer to 2(c) in the page that follows).

1(d) Fourth

Points for BBBEE will be awarded in accordance with the status level of contribution. refer to 2(d) in the page that follows).

1(e) Final

The Tenderer will be awarded to the short-listed Tenderer who has scored the highest points for price, Quality/Functionality and BBBEE status. However, the highest Tenderer would not necessarily have to be appointed by Univen and Univen as such reserves the right to appoint any or no one at all. Refer to (2e) in the page that follows)

2(a) Compliance with Tender Conditions and other Requirements

The Tenderer will be checked to ensure that they comply with the Tender Conditions and all other requirements of the project document. In particular, the following Mandatory documentation must be included in the Tender:

- Record of Addenda to tender documents (If Applicable)
- o Compulsory Supplier Questionnaire Contractors
- o Certificate of Authority for Signature (Board Resolution letter or Proxy letter)
- Certified Copies of Qualifications, ID and CVs of Key Personnel (Contracts Manager, Site Agent, General Foreman and Health and Safety Officer) not older than three (03) Months
- Proposed Amendments and Qualifications (Where Applicable)
- Signed Joint Venture Agreement (Where applicable)
- Copy of proof of registration with the Construction Industry Development Board (CIDB)
- Certified Company Registration documents and Identity documents of Owners / Directors / Members / Shareholders (Certified Copies not be older than three (03) months
- Audited Annual Financial Statements not older than three years If the company is required by law to be audited or independently reviewed If the company is not required by law to be audited, please provide us with a letter from a registered accountant stating that you are not required to be audited and the reasons thereof.
- Bank rating letter signed by the bank
- Valid Tax Clearance Certificate and Pin issued by the South African Revenue Services
- Copy of COIDA (Compensation for Occupational İnjuries and Diseases) registration certificate, e.g., Letter of Good Standing
- o Preference claim form in terms of preferential procurement regulation (SBD6.1)
- o Contractor's Health and Safety Declaration
- o Proof of Valid Certificate for Purchasing the Tender Document
- o Signed declaration of interest (Conflict of Interest)
- o Initial all pages of tender document
- Complete and sign all relevant pages

Failure to comply with the Tender Conditions or to supply the necessary information at Tender closure <u>WILL</u> result in the Tender being rejected. Non submission of any of the forms listed above will result in the Tender being rejected as non-responsive.

2(b) Second Stage in Evaluation: Quality or Functionality: Points System

A brief description of the scoring system is given below. A tabulated score sheet which will be used in the evaluation is as shown below.

The tenderer must be able to demonstrate that he understands the project and the various tasks required. Innovative solutions will be viewed favorably. For a definition of all terms, refer to Scope of Works. Tenderers' submissions will be evaluated based on compliance with the following criteria to



Clause number **Tender Data** determine the responsiveness to the Tender requirements: I. Organogram and CV's for key personnel II. Project Programme, indicating the work to be done, how it will be executed and managed. It is a requirement that the same personnel provided during tender stage be provided during construction. Where the identified personnel are no longer in the employ of the tenderer, University of Venda reserves the right to request personnel with similar experience or more. In case of failure to provide, University of Venda reserves the right to terminate the contract. III. Capability statement of the company with regard to this type of work in general, and the specifications of this Tender in particular. Provide project descriptions of similar completed projects, highlighting similarities between the completed projects and the specifications of this project. Highlight experience with similar projects in South Africa for similar Water authorities in the past 5 years. Provide contact details of employers for these projects. Points will be awarded for each project completed that is at least one grading lower than the CIDB grading called for this project. Only reference letter in the letter head of the institution providing reference will be accepted. IV. Plant and equipment: Indicate own and hired equipment, clearly indicating equipment to be used specifically for this project. It is important that the tenderer provides information as requested as this information will be used for functionality in which a minimum of 70 percent must be scored to move to the next stage of evaluation. The scoring will be according to the table below: **Company Experience** (Positive reference (Testimonial) letters in the letter head of the institution concern i.e., the Employer need to be attached for functionality points scoring, otherwise no points will be allocated). Project value: Number of projects executed Maximum number of points Less than R 1 000 000.00 1 or more Equal or over R 1 000 000, 00 but less than 5 1 R 2 000 000.00 2 10 3 or more 15 Equal or over R 2 000 000, 00 but less than 15 R 3 000 000.00 2 or more 20 Equal or over R 3 000 000, 00 but less than 1 or more 20 R 4 000 000.00 Equal or over R 4 000 000. 00 but less than 25 1 or more R 5 000 000.00 Over R 5 000 000.00 1 or more 30 **SUB TOTAL** 30 Management and Key Staff **Previous Experience** Maximum number of CV's with Contactable reference must be attached as sources of Evidence otherwise no points evaluation points will be allocated) **Contracts Manager** Less than 10 Yrs. relevant Exp. 0 Equal or more than 10 Yrs, but less than 15 Yrs, relevant Exp. 5 Equal or more than 15 Yrs. relevant Exp. 10 **Construction Manager** Less than 5 Yrs. relevant Exp. 0



use number	Tender Data		
	Equal or more than 5 Yrs. but less than 10 Yr	s. relevant Exp.	5
	Equal or more than 10 Yrs. relevant Exp.		10
	Key Personnel Qualifications (Certified copies of Professional registration older than Three Months must be attached as a points will be allocated)		Maximum number of points
	Contracts Manager		
	No relevant Qualification nor Professionally R	legistered	0
	National Diploma in Civil Engineering with no	professional registration	2
	National Diploma in Civil Engineering with pro	ofessional registration (Pr. Techni)	5
	BTech/B.Sc./BEng in Civil Engineering or Hig	her with no professional registration	10
	BTech/B.Sc./BEng in Civil Engineering or Hig Pr. Eng.)	her with professional registration (Pr. Tech/	15
	Construction Manager		
	No relevant Qualification		0
	Technical Certificate (N6 Electrical/Mechanical	al Engineering)	5
	National Diploma in Civil Engineering or Higher with no professional registration		10
	National Diploma in Civil Engineering with professional registration (Pr. Techni)		15
		SUB TOTAL	50
	Available Plant (Registration documents of Plant or Letter of intent to rent out relevant Plant from a reputable Plant Hire Company)	Number of Relevant plant available	Maximum number of points
	1. TLB (x1)	Less than 1 relevant plant available	0
	2. Excavator (x1)	1 to 4 relevant plant Available	4
	3. Vibratory Roller (x1)	5 to 6 relevant plant Available	8
	4. Dumpy level (x1)	7 and above relevant plant available	10
	5. Concrete Mixer (x2)	Note: Half a point will be allocated for	
	6. 10m³ tipper Truck (x2)	each plant indicated a leased	
		SUB TOTAL	10
	Programme of Works		Maximum number of points
	Rational with relevant activities with clear Milestones		5
	Cashflow projections follow a typical Construction Project		5
		SUB TOTAL	10
		TOTAL	100

2(c) Fourth Stage in Evaluation: Price

The following must be completed in full

- * The pricing schedules
- * The form of offer. No alterations, subtractions or additions may be made to the items in the pricing schedule. All items must be priced or calculated.

A total of 80 points will be awarded to the Tender with the lowest balanced price. The other Tenderers will be awarded points based on the ratio of the price under consideration to the lowest



Clause number	Tender Data
	price.
$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min} \right)$	
	where
	Ps = Points scored for comparative price of Tender under consideration
	Pt = Comparative price of Tender under consideration
İ	P _{min} = Comparative price of lowest acceptable Tender

2(d) Fifth Stage in Evaluation: BBBEE (Ph)

The Tenderers will then be evaluated in terms of the Construction industry scorecard and the PPPFA regulation 40553 issued on 20 January 2017 with the values of Ph indicated as the number of points shown below.

FOR BEE EVALUATION: Kindly complete and sign the SBD.6.1 and attach ORIGINAL or CERTIFIED BBBEE certificates or the sworn affidavit.

B-BBEE Status Level of Contributor	Number of points (80/20 system)
Contributor	(60/20 System)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Tenderers shall provide a certified copy of their B-BBEE certificate to facilitate evaluation (Certificate copies of consolidated B-BBEE certificate in case of JV).

2(e) Final Stage in Evaluation: Calculation of Final Total Points (Financial offer, Quality and Preference)

The final score or final total points for each tender will be calculated by adding the scores from the calculations using the formula below.

$$W_m = W_3 \times (1+(S-S_m))$$

 S_m

where

W₃ = the number of tender evaluation points for quality and financial offer and equals 80
 S = the sum of score for quality and financial offer of the submission under consideration
 S_m = sum of the score for quality and financial offer of the submission scoring the highest number of points

Formula for combining quality and financial offer

$$T_{EV} = N_{FO} + N_{P}$$



Clause number	Tender Data	
	where N_{FO} = the number of tender evaluation points awarded for the financial offer N_{P} = is the number of tender evaluation points awarded for preferences claimed	
ACCEPTANCE OF TENDER OFFER C.3.13 Tender offers will only be accepted on condition that: a) Tenderers have met all Tender conditions and administrative responsiveness requ		
	 (Refer Clause C3.11 2(a).) b) tenderer has obtained at least sixty (70) percentage points for Functionality. (refer to Clause C3.11. 2(b)) c) Parties to the Contract (i.e. Employer and the tenderer) agreeing on mutually acceptable contractual terms and conditions failure which the Employer reserves the right to appoint an alternative tender. 	
PROVIDE COPIES OF THE CONTRACT DOCUMENT C.3.17	The number of paper copies of the signed Contract to be provided by the Employer to the successful Tender is one	
FTM Special No.1 SMME's:	It is a requirement of this contract that participation in the contract must be granted to local SMME companies . Local is defined as "having their head office within the Limpopo Province boundaries Starting from Thulamela, followed by Vhembe District Municipality and the Provincial". A SMME company should be a registered company, but not necessarily be registered with CIDB, although it is preferred. The minimum target for participation is fifteen percent (15%) of the total contract value. This can be achieved through either one or more sub-contractors.	
FTM Special No.2 Labour Content:	The minimum Labour content for this project shall be 10% OF THE CONTRACT VALUE.	

I/We acknowledge that I/we am/are fully acquainted with the contents of the Condition of Tender and that I/we accept the conditions in all respects.

I/We further confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our Tender; that the amount(s) and rate(s) quoted cover all the work item(s) specified in the Tender documents and that the amount(s) and rate(s) cover all my/our obligations under resulting Contract and that I/we accept that any mistakes regarding amount(s) and calculations will be at my/our risk.

I/We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from acceptance of my/our Tender and that I/we elect domicilium citandi executandi in the Republic at:

Company Name				
Date	Signature(s) of Tenderer(s)			

NB - If one person is authorized to sign the Tender on behalf of a company or partnership a written authority to do so must accompany the Tender.