

REQUEST FOR PROPOSAL
(RFP)

REQUEST FOR QUOTATION (RFP) TITLE: WITS Multiple Residences Hot Water Upgrade Project	UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG (WITS)
RFP REFERENCE NUMBER	WSOPCBC_TO4
RFP ISSUE DATE	Sunday, 26 May 2024
RFP DOCUMENT AVAILABLE FOR DOWNLOAD DATE & TIME	Monday, 27 May 2024 at 14H00
COMPULSORY INTENT TO BID (ITB)	Monday, 3 June 2024 at 23H59
COMPULSORY SITE INSPECTION	Friday, 7 June 2024 at 11H00
RFP CLOSING DATE	Friday, 14 June 2024 at 23H59
DISTRIBUTION CHANNEL	The Sunday Times Wits Website
ISSUED BY:	Campus Planning and Development Department
CONTACT PERSON:	Jacobie Tollemache #Dept-tenders.cpd@wits.ac.za and copy admin.tenders@wits.ac.za



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T1.1 Tender Notice and Invitation to Tender

(i) Invitation

The Campus Planning and Development Department, which is part of the Systems and Operations Division of the University of the Witwatersrand, Johannesburg (“WITS”) (the *Client*) invites qualifying service providers (hereafter referred to as ‘The Tenderer’) to submit a Proposal in response to this Request for Proposal (hereafter referred to as ‘RFP’)

(ii) Contract Award:

The Client has elected the Contract [NEC4 Engineering & Construction Short Contract (ECSC4)] in line with the Procurement Policy WITS POLICY PR001 - as amended and amplified in Contract Data included under Part C1.2 - to be an appropriate form of Contract for the project.

The Tenderer will review the NEC4 Contract’s Standard Terms and Contract Data; and will be permitted to submit its reasonable qualifications (if applicable) for the Client’s consideration.

The selection for this RFP process will include criteria for price, quality and preference.

(iii) Overall Project / Contract Execution Model

Overall delivery and management of WITS’ capital work programme is aligned with the principles of an integrated project procurement and delivery management guidelines. The Tenderer’s attention is drawn to the University’s objective of seeking to establish proactive risk management and collaborative project delivery relationship between WITS and the appointed contractor.

(iv) Policies, Procedures and Regulatory Standards:

In general, WITS executes this tender process and incorporates tender conditions that are in accordance with the latest editions of SANS 10845-3 Standard Conditions of Tender.

SANS 10845-3 makes 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 provisions of SANS 10845-3.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies. Standard conditions for the calling for expressions of interest. As such, WITS prohibit anti-competitive practices and requires that all Tenderers submit a formal conflict of interest declaration. Tenderers can purchase electronic copies of the documents at the following links:

[SANS 10845-3:2022 \(Ed. 2.00\) \(sabs.co.za\)](https://sabs.co.za/sans-10845-3-2022-ed-2-00)

[SANS 10845-4:2022 \(Ed. 2.00\) \(sabs.co.za\)](https://sabs.co.za/sans-10845-4-2022-ed-2-00)

(v) Tender Terminology:

When considering the SANS, CIDB and NEC4 respective standard definitions, there is some discrepancy in the terminology. To clarify this, “*Client*” and “*Employer*” will be used interchangeably, having reference to the University of the Witwatersrand, Johannesburg (WITS). Similarly, ‘Works Information’ and/or ‘Scope of Works’ and ‘Scope’ will also be used interchangeably.

(vi) Further Definitions:

- For the purpose of this RFP document ‘University’ and ‘WITS’ shall mean: The University of Witwatersrand, Johannesburg, being the entity to which Services will be delivered;
- Tenderer and/or bidder shall refer interchangeably to the party receiving this RFP and submitting a Proposal;
- Project refers to the WITS Multiple Residence Hot Water Upgrade
- Proposal means the submission Tenderers will submit in response to this RFP, and any Annexures thereto.
- Contract means the NEC4 Engineering & Construction Short Contract (ECSC4) in line with the



Procurement Policy WITS POLICY PR001 - as amended and amplified in the Contract Data detailed in this RFP;

- Site means various properties where the University of the Witwatersrand is authorised to undertake infrastructure projects;
- Sourcing Process means the RFP process that the *Client* is embarking on to select and appoint capable service providers to deliver the scope;
- Contractor means the successful tender participant being awarded the ultimate Engineering & Construction Short Contract (ECSC4) for the project.

(vii) Compulsory Intent to Bid

All Tenderers must confirm their intent to bid for this RFP via email by **Monday, 3 June 2024 by 23H59** in order to be eligible to participate in this tender process. Please note the following instructions:

- Return an email with your intention to bid to:

Attention: Jacobie Tollemache

To: #Dept-tenders.cpd@wits.ac.za

Cc: admin.tenders@wits.ac.za

Please note that all correspondence and clarifications during the RFP period will **only** be communicated to Tenderers that confirmed their intention to bid within the prescribed time period, with the exception of the information session that will be available to all invited.

- Ensure the correct **contact details** are provided in your intent to submit a bid. This will ensure that correspondence during the RFP phase will be issued to the correct individual's / email address.

(viii) RFP Clarifications

- Should any part or parts of this RFP or the Sourcing Process described herein below require further explanation, or be ambiguous or contradictory, clarification prior to submission of your Proposal can be obtained in writing to the Tender Administrator.
- Email will be used for clarifications during the RFP period. The Tenderer shall, in all written correspondence, identify itself by the complete company name and RFP reference number.
- Telephonic clarifications are not officially acknowledged, and all clarifications or requests must be in writing to the designated email address referenced in the RFP document.
- Upon receipt of any request to clarify elements of the RFP, an email to clarify the points in question shall be issued by WITS to all Tenderers that submitted an Intent to Bid, provided that the clarification is not of a confidential nature, broadly applicable and justified.
- All RFP clarifications or addenda shall be issued formally to Tenderers by means of a Tender Bulletin unless the information is of a confidential nature.
- No Tenderer may communicate with any person connected with this document on any matter affecting this document between the initial date of issue of the document and the dispatch of the written notification of the selected Tenderers, except via the contact person listed above.

(ix) Compulsory Site Inspection

- WITS will host a Compulsory Site Inspection as detailed below for all Tenderers who submitted their intent to bid within the stipulated period.
- Participants will be requested to submit any clarifications questions before the site inspection session (details of which will be included in the invitation email), to ensure that answers are prepared to the most pertinent questions and addressed during the site inspection.
- Only Tenderers who have submitted an Intent to Bid by the stated deadline will be allowed to submit proposals for the RFP.



QUERIES PERTAINING TO THIS RFP CAN BE DIRECTED TO -			
Tender Administrator	Jacobie Tollemache	E-MAIL	To: #Dept-tenders.cpd@wits.ac.za Cc: admin.tenders@wits.ac.za
<p>The compulsory site inspection with representatives of WITS will take place at the College, Dalrymple and Sunnyside Residences on East Campus, 1 Jan Smuts Ave, Braamfontein, Johannesburg, 2017 on Friday, 7 June 2024, at 11H00.</p> <p>Information to the meeting will be communicated to all Tenderers who have submitted an Intent to Bid by the stated deadline.</p> <p>All participants shall be confirmed in an attendance register.</p>			

(i) **Sourcing Process**

WITS conduct business in a manner that encourages good supplier relations within an environment that promotes competition and is compliant with WITS’ policies and the law.

- The Tenders participating in this RFP are required to comply in all respects with the RFP instructions and requirements.
- The Tenderers’ Proposal will consist of a formal, binding bid relative to the project.
- The *Client* will evaluate and score each tender submission against pre-determined Evaluation Criteria to determine an award to the successful Tenderer.



T1.2 Tender Data

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The <i>Client</i> is the University of the Witwatersrand, Johannesburg, acting through its Campus Planning and Development Department.
3.2	The tender documents issued by the <i>Client</i> comprise the documents listed on the contents page.
3.3	The <i>Client's</i> agent is Jacobie Tollemache: #Dept-tenders.cpd@wits.ac.za & admin.tenders@wits.ac.za
3.4	The language for communication is English.
3.5.1	In addition, the <i>Client</i> reserves the right at any time to: <ul style="list-style-type: none"> • Request further information should the tenderer submit insufficient detail; • Contact any tenderer during the evaluation process, in order to clarify any information, without informing any other tenderer, • Award only a portion of the tender, • Award portions of the tender to more than one contractor, • Withdraw, defer, suspend, or reissue the tender in whole or in part at any time, • Share all information and findings with any other higher education entities worldwide, provided such information has not been marked as confidential, for benchmarking purposes, and, • Audit the awarded contracts from time to time. • The <i>Client</i> reserves the right to reject any or all bids received in response to this tender invitation without assigning any reason whatsoever. The <i>Client</i> also reserves the right to reject the lowest responsive bid if it is determined that such bid does not meet the requirements specified in the tender documents, or if it is deemed not to represent value for money. The <i>Client's</i> decision in this regard shall be final and binding, and no correspondence will be entered with bidders regarding the reasons for rejection. • The University reserves the right to exclude tenderers from consideration for this tender if they have a documented history of poor performance in past contracts or projects with the University. Poor performance may include but is not limited to failure to meet contractual obligations, substandard quality of work, or repeated breaches of terms and conditions. The decision to exclude a tenderer based on previous performance will be made at the discretion of the University.
3.6	The competitive negotiation procedure shall be applied.
4.1	Tender offers will only be accepted if the following eligibility criteria, pre-qualification criteria and the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated: <p>Procurement mandatory criteria is listed below:</p> <ol style="list-style-type: none"> a) The registration of intent to bid/interest is compulsory. b) Tenderers must ensure representation by one of their full-time employees at the compulsory site inspection. c) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; d) the tenderer has not: <ol style="list-style-type: none"> i. abused the <i>Client's</i> Supply Chain Management System; or



	<p>ii. failed to perform on any previous contract and has been given written notice to this effect or is due to be given such notice due to performance issues that have arisen.</p> <p>e) the tenderer has completed and signed Appendix A: Returnable Schedules & Documents Schedule 1: Signed Tender Submission and the Declaration of Interest by the Tenderer that there are no conflicts of interest which impact the tenderer’s ability to perform the contract in the best interests of the <i>Client</i> or potentially compromise the tender process.</p> <p>f) the tenderer has completed and signed Appendix A: Schedule 5: Compliance Schedule: Tenderers are required to indicate compliance or non-compliance with the requirement listed.</p> <p>g) the tenderer is not an unincorporated joint venture; and is registered in terms of the Companies Act, 2008 (Act 71 of 2008) or Close Corporation Act, 1984, (Act No. 69 of 1984) or, if a partnership, has in place a partnership agreement that enables the partnership to automatically continue to function in the event of a death or withdrawal of one of the partners;</p> <p>h) Company registration (CIPC /CK etc.) indicating the date of registration/incorporation, and a list of directors, partners, and members.</p> <p>i) the tenderer submits an Original Valid Tax Clearance PIN (In case venture/consortia partners, each partner must submit a tax clearance certificate) issued by the South African Revenue Services or has made arrangements to meet outstanding tax obligations;</p> <p>j) the tenderer to provide a VAT Registration Certificate.</p> <p>k) The tenderer to provide the latest signed 3 (three years) Annual Financial Statements in line with the Companies act.</p> <p>l) The tenderer must submit a current, valid B-BBEE certificate issued by a SANAS accredited verification agency unless the Tenderer is an exempted micro enterprise (EME) or a qualifying small enterprise (QSE), in which case the Tenderer may submit a sworn affidavit in accordance with the B-BBEE Act: Codes of Good Practice published in Government Gazette No. 36928. The University is only considering B-BBEE Levels insert.</p> <p>m) the tenderer to provide proof of the following insurance coverage: <ul style="list-style-type: none"> i. Public Liability with a minimum value of R 10 million per claim, with no limit to the number of claims with an annual aggregate of R 50 million. ii. General and commercial liability insurance which includes defective workmanship, public liability, cyber risk insurance, products and equipment liability, bodily injury and death, and property damage Public Liability with a minimum value of R 10 million per claim, with no limit to the number of claims with an annual aggregate of R 50 million. </p> <p>n) the tenderer to provide proof of bank rating and/or letter of good standing</p> <p>o) the tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;</p> <p>p) the tenderer to provide proof of local presence in the Greater Johannesburg area. Please provide Proof of head office (either a utility bill or lease agreement).</p> <p>Technical/Functional mandatory criteria are listed below:</p> <p>q) the tenderer must provide a minimum of three (3) Employer references where they have provided a similar requirement in the last 5 (five) years. The references must have similar or greater technical capacity and complexity to that of this Tender. For each, attach a Practical Completion Certificate or written testimonial/confirmation of completion from the client or Employer;</p> <p>r) Tenderers must complete Schedule 5: Contactable Client References in Appendix A</p> <p>s) Tenderers must provide the key personnel’s qualifications, certificates, and CV: <ul style="list-style-type: none"> a) Site Manager with relevant qualifications, certificates and experience. </p>
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	<p>b) Licensed Plumber with relevant qualifications, certificates and experience.</p> <p>t) Tenderers must provide the Project implementation plan, Key activities, timelines inclusive of operations and identify potential risk</p> <p>u) The Tenderer must provide their National Treasury Central Supplier Database registration number or proof of application.</p> <p>v) The tenderer must complete and sign the Form of Offer in the NEC4-ECSC contract.</p> <p>w) The Tenderer must complete the fee percentage in the NEC Contract</p>
4.7	<p>The compulsory site inspection with representatives of WITS will take place at College, Dalrymple and Sunnyside Residences on East Campus, 1 Jan Smuts Ave, Braamfontein, Johannesburg, 2017 on Friday, 7 June 2024, at 11H00</p> <p>The information to access the site will be communicated to all Tenderers that confirmed their intention to bid.</p> <p>All participants shall be confirmed in an attendance register.</p>
4.10	Tenderers are required to state the rates and currencies in South African Rands (ZAR).
4.11	An item against which no rate or price is entered by the Tenderer shall be considered to be covered by other rates or prices detailed in the tender offer.
4.12	No alternative offers will be accepted.
4.13.4	An officer or director of the tenderer who is legally authorised by the tenderer to enter into a binding agreement must sign the tender offer. WITS may request proof of the authorisation document at any time.
4.13.5	Only Electronic Submissions are allowed
4.15	<p>The Tenderer will be required to submit electronic proposals in strict accordance with WITS' Email Tender Submission Protocol & Terms and Conditions (Annexure 7) outlining the requirements from WITS. The Tenderer shall:</p> <ul style="list-style-type: none"> - Avoid emailing Submissions in the last sixty (60) minutes that the Invitation to Tender is open; - Tenderers must use the following identification format: [Number of Emails Sent Tender Reference Number Tender Short Description Tenderers Company Name]; - The University will only accept the following file extensions: .zip - Zip compressed file, .doc and .docx - Microsoft Word file, .pdf - PDF file, .xls - Microsoft Excel file and .mp4 - MPEG4 video file; - The University's server cannot accept emails containing zip files or attachments that exceed 20 MB. If the total size of the submission is in excess of 20 MB, Tenderers must separate the submission into parts less than 20 MB and note the number of emails sent accordingly. - Tenderers must ensure that all emails are sent with a read and delivery receipt request from an Outlook or Gmail server. - Email Proposal addressed to, with the following details in the covering mail:



4.13.5	<p>Attention: Jacobie Tollemache (Project Coordinator)</p> <p>E-Mail Addresses: To: #Dept-tenders.cpd@wits.ac.za</p> <p>Cc: admin.tenders@wits.ac.za,</p> <p>Subject Matter: Request for Proposal</p> <p>RFP Tender No: WSOPCBC_TO4</p> <p>RFP Tender Title: WITS Multiple Residences Hot Water Upgrade Project</p>
4.15	The closing time for submission of tender offers is on Friday, 14 June 2024 at 23:59 pm.
4.16	The tender offer validity period is One hundred and eighty (180) days.
4.22	All returnable documents, certificates and schedules must be current and valid and returned with the tender's offer submission.
5.1	The <i>Client</i> will respond to requests for clarification received up to three (3) working days before the tender closing time.
5.2	The <i>Client</i> shall issue addenda until three (3) working days before tender closing time.



5.11.5 The tender submissions will be evaluated in terms of Method 4: Financial offer, quality, and preferences. The price, quality and preference criteria and maximum score in respect of each of the criteria are as follows:

Financial Offer	60 Points
Comparative Financial Offer	60 Points
Quality	20 Points
Company Experience & Track Record	8 points
Key personnel experience & qualifications	8 Points
Project Implementation Plan	4 Points
Preference	20 Points
Tendering Company's B-BBEE Level	10 Points
Tendering Company is at least 51% Black owned.	10 Points
Total	100 Points



5.11.8

Wits Preferential Procurement Goals

WITS recognised the need to participate meaningfully in the socio-economic transformation of South Africa and has identified specific principles that will address business and wealth creation imperatives with its dedicated preferential procurement philosophy.

To this end, in addition to requirements in the RFP WITS will use the 80/20 preference points system. The allocation of the points will be as follows:

10 of 100 evaluation points (10%) to the below criterion yes/no criteria

B-BBEE status level of contributor	Number of preference points
	80/20 preference points system
Contract Value Threshold (Including VAT)	R30 000 to R50 million
Non-complaint contributor	0
Level 8 contributor	2
Level 7 contributor	4
Level 6 contributor	6
Level 5 contributor	8
Level 4 contributor	12
Level 3 contributor	14
Level 2 contributor	18
Level 1 contributor	20

A further 10 of 100 evaluation points (10%) to the following yes/no criterion:

- Tendering company is at least 51% Black owned



5.11.9	<p>Quality shall be scored by not less than three evaluators in accordance with the above criteria and Evaluation Schedules. The minimum score for quality evaluation is 70%, or 14 out of 20 evaluation points.</p> <p>The quality criteria and maximum score in respect of each of the criteria are as follows:</p>																																	
	<table border="1"> <thead> <tr> <th data-bbox="324 331 597 432">Quality criteria</th> <th data-bbox="597 331 1218 432">Sub criteria</th> <th data-bbox="1218 331 1476 432">Maximum number of points</th> </tr> </thead> <tbody> <tr> <td data-bbox="324 432 597 1140">Company Experience & Track Record</td> <td data-bbox="597 432 1218 1140"> <p>Tenderers to provide a minimum of three (3) Client references where they have provided for similar projects completed in the last 5 (five) years.</p> <p>The references must have similar or greater technical capacity and complexity to that of this Tender.</p> <p>The tender response must take all the below listed items into consideration:</p> <ul style="list-style-type: none"> - Project description (not just a title) - Project value overall budget (if available) including VAT @15% - Discipline specific fee value including VAT @ 15% - Project start date - Project completion date - Contactable Employer reference - Who were the key personnel assigned to this project and are they currently employed by the company. </td> <td data-bbox="1218 432 1476 1140">40</td> </tr> <tr> <td data-bbox="324 1140 597 1346">Scoring: Company Experience & Track Record</td> <td data-bbox="597 1140 1218 1188">Tenderer has completed at least five (5) or more similar projects</td> <td data-bbox="1218 1140 1476 1188">Excellent (Score 100)</td> </tr> <tr> <td data-bbox="324 1188 597 1239"></td> <td data-bbox="597 1188 1218 1239">Tenderer has completed at least four (4) similar projects</td> <td data-bbox="1218 1188 1476 1239">Good (Score 90)</td> </tr> <tr> <td data-bbox="324 1239 597 1289"></td> <td data-bbox="597 1239 1218 1289">Tenderer has completed at least three (3) similar projects</td> <td data-bbox="1218 1239 1476 1289">Satisfactory (Score 70)</td> </tr> <tr> <td data-bbox="324 1289 597 1346"></td> <td data-bbox="597 1289 1218 1346">Not applicable</td> <td data-bbox="1218 1289 1476 1346">Cannot Score (Score 0)</td> </tr> <tr> <td data-bbox="324 1346 597 1608">Project Team experience & competency</td> <td data-bbox="597 1346 1218 1608"> <p>CVs of project staff/key personnel must be provided. Proof of qualifications and years of relevant experience of proposed staff / key personnel is to be submitted with a Curriculum Vitae.</p> <ul style="list-style-type: none"> - Site Manager - Licensed Plumber <p>An organogram is to be provided indication the identified personnel</p> </td> <td data-bbox="1218 1346 1476 1608">30</td> </tr> <tr> <td data-bbox="324 1608 597 1869">Scoring: Team experience & competency</td> <td data-bbox="597 1608 1218 1682">Tenderers Key Personnel has >12 years of relevant qualifications and experience</td> <td data-bbox="1218 1608 1476 1682">Excellent (Score 100)</td> </tr> <tr> <td data-bbox="324 1682 597 1755"></td> <td data-bbox="597 1682 1218 1755">Tenderers Key Personnel has 9 - 12 years of relevant qualifications and experience</td> <td data-bbox="1218 1682 1476 1755">Good (Score 90)</td> </tr> <tr> <td data-bbox="324 1755 597 1829"></td> <td data-bbox="597 1755 1218 1829">Tenderers Key Personnel has 6 - 9 years of relevant qualifications and experience</td> <td data-bbox="1218 1755 1476 1829">Satisfactory (Score 70)</td> </tr> <tr> <td data-bbox="324 1829 597 1869"></td> <td data-bbox="597 1829 1218 1869">Tenderer has not submitted information</td> <td data-bbox="1218 1829 1476 1869">Cannot Score (Score 0)</td> </tr> </tbody> </table>	Quality criteria	Sub criteria	Maximum number of points	Company Experience & Track Record	<p>Tenderers to provide a minimum of three (3) Client references where they have provided for similar projects completed in the last 5 (five) years.</p> <p>The references must have similar or greater technical capacity and complexity to that of this Tender.</p> <p>The tender response must take all the below listed items into consideration:</p> <ul style="list-style-type: none"> - Project description (not just a title) - Project value overall budget (if available) including VAT @15% - Discipline specific fee value including VAT @ 15% - Project start date - Project completion date - Contactable Employer reference - Who were the key personnel assigned to this project and are they currently employed by the company. 	40	Scoring: Company Experience & Track Record	Tenderer has completed at least five (5) or more similar projects	Excellent (Score 100)		Tenderer has completed at least four (4) similar projects	Good (Score 90)		Tenderer has completed at least three (3) similar projects	Satisfactory (Score 70)		Not applicable	Cannot Score (Score 0)	Project Team experience & competency	<p>CVs of project staff/key personnel must be provided. 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Project Implementation Plan	<p>Programme developed in accordance with clause 31.1 of the NEC ECSC4 including the works method statement for each operation, and associated activity schedule indicating duration, key milestones and a risk assessment addressing identified project risks:</p> <ul style="list-style-type: none"> - Project implementation plan - Key activities - timelines inclusive of operations - identified potential risk 	30
Scoring: Project Implementation Plan	Tenderer submitted a programme containing all of the required criteria	Excellent (Score 100)
	Tenderer submitted a programme containing only three (3) of the criteria.	Good (Score 90)
	Tenderer submitted a programme containing only two (2) of the criteria.	Satisfactory (Score 70)
	Tenderer submitted a programme containing only one (1) of the criteria	Poor (Score 40)
	No Project Plan or programme submitted	Cannot Score (Score 0)
The maximum possible score for quality (Ms)		100
<p>Each evaluation criterion will be assessed in terms of five indicators – very good, good, satisfactory, poor and no response. Scores of 100, 90, 70,40, or 0 will be allocated to each response. The scores of each of the evaluators will be averaged, weighted, and then totalled to obtain the final score for quality.</p>		



	<p>COMPANY EXPERIENCE & TRACK RECORD</p> <p>TENDERER'S EXPERIENCE AND COMPETENCY</p> <p>The scoring of the respondent's experience will be as follows:</p> <p>Tenderers must provide a minimum of three (3) client references where they have provided a similar requirement in the last 5 (five) years. The references must have similar or greater technical capacity and complexity to that of this Tender. For each, attach a Completion Certificate or written testimonial/confirmation of completion from the client or Employer.</p> <p>The tender response must take all the below listed items into consideration:</p> <ul style="list-style-type: none"> - Project description (not just a title) - Project value overall budget (if available) including VAT @15% - Project start date - Project completion date - Contactable Employer reference - Who were the key personnel assigned to this project and are they currently employed by the company.
	<p>KEY PERSONNEL (EXPERIENCE & COMPETENCY)</p> <p>The capability and experience of the Tenderer's Team's staff/key personnel will be evaluated in relation to the scope of work from two (2) different points of view:</p> <ol style="list-style-type: none"> 1. General experience and qualifications, 2. Knowledge of issues which the Tenderer considers pertinent to the types of projects assignable under this contract. <p>An equal weighting will be applied to 1) and 2) above.</p> <p>The following Tender will be evaluated on the following key personnel:</p> <ol style="list-style-type: none"> 1. Site Manager 2. Licensed Plumber <p>The individual CVs should not be more than three (3) pages should be attached to this schedule. Each CV should be structured under the following headings:</p> <ol style="list-style-type: none"> 1. Personal particulars <ol style="list-style-type: none"> a. Name; b. date of birth; c. place(s) of tertiary education and dates associated therewith; d. professional awards; 2. Qualifications (degrees, diplomas, grades of membership of professional societies and professional registrations) 3. Certifications and trade tests 4. Name of current employer and position in enterprise 5. Overview of work experience (year, organisation, and position) 6. Outline recent assignments/experience that have a bearing on the scope of work; <p>Proof of qualifications, certifications, professional registrations, and memberships must be attached to this schedule.</p>



	<p>PROJECT IMPLEMENTATION PLAN</p> <p>The scoring of the respondent’s submitted implementation plan will be as follows:</p> <p>Each of the criteria will be evaluated as follows:</p> <p>The tenderer must submit a project-specific programme inclusive of the following:</p> <ul style="list-style-type: none"> ▪ Project implementation plan ▪ Key activities ▪ timelines inclusive of operations ▪ identified potential risk <p>*Maximum score points obtainable are as stated in the Scoring Criteria</p>
5.13	Tender offers will only be accepted if all requirements in 4.1 have been met.
5.15	Not applicable.
5.17.	The tender is to submit an electronic copy of the contract with their submission

Part T2: Returnable documents

Appendix A: Procurement Returnable Schedules | Declaration of Interest by the Tenderer

Annexure 1: Engineering and Construction Short Contract (ECSC4)

- Part C1.1 Form of Offer and Acceptance
- Part C1.2.2 The Contractor’s Contract Data

Annexure 2: Bill of Quantities

Points to be considered:

The Tenderer may be required to prepare, or contribute to, ad hoc reports on specific aspects of the project.

The Tenderer shall submit monthly cost reports to the *Client* showing expenditure in respect of both the Tenderers appointment and the construction contract together with the anticipated spend to the end of the project in question. Construction progress reports shall be submitted monthly to the *Client* in the agreed format.

Project Meetings:

Other than the attendance at at-least weekly site meetings once the construction commences, there are requirements for a monthly Professional Resource Teams (PRT) progress update meeting in respect of this project. The Tenderer shall however convene management meetings on an ad-hoc basis as and when necessary, and when called upon to do so by the *Client*. The Tenderer shall be represented at these meetings by at-least the key person and those associated with the project whose CV’s have been submitted with this tender.

Client’s Right to Recover Cost:

The *Client* reserves the right to recover, by way of a deduction from any amount due to the Service Provider, any additional cost which the *Client* incurs arising out of non-performance/negligence of the Service Provider, subject to the limitations of liability as per the conditions of contract.

Successful Tenderers:

Please note that this contract is non-committal, and the University retains full discretion to allocate tasks to successful Tenderers as deemed appropriate. This statement underscores the University’s prerogative to assign work in accordance with its strategic objectives and operational requirements, ensuring the most effective execution of the project.

