

**Design, Documentation, Site Supervision of Sterkspruit Driving License Testing Centre**

**Tender Notice No: 170 2018 / 2019  
SENQU MUNICIPALITY.**

**SPECIFICATIONS AND INFORMATION**

**PROJECT DESCRIPTION: Design, Documentation, Site Supervision of Sterkspruit Driving License Testing Centre**

**PROJECT DESCRIPTION**

The project aims to construct a Grade A Vehicle Testing Station and internal roads. The works to be executed entails the following:

**Scope of Work**

The scope of work includes the following:

**3.1 A Traffic Station Facility which provides the following facilities.**

**3.1.1 Traffic Station House with the following Rooms:-**

- 1 x Chief Traffic Office
- 2 x Traffic Officer's Offices
- Male, Female and Disabled Staff Ablutions.
- Committee Room/Boardroom
- Store Room
- Male, Female and Disabled Ablutions for the visitors
- Kitchen
- Learner's License Class Room
- Reception Area
- Strong Room
- Staff Parking's
- Paved Internal roads
- Paved Vehicle impound

- Palisade fencing to be used to enclose the facility.

#### 1.1.2 Construction of a Paved Yard Test Ground (70Mx65m).

#### 3.1.3 Grade A VTS physical requirements as per National Road Traffic Acts, 1996 (ACT NO> 93 of 1996)

	GRADE A
1. Brake roller tester	10 000kg capacity
2. Examination pit	At least 18 metres, unless such station was registered before 1 February 2000, at least five metres
3. Area for checking rear-view field of vision	✓
4. Safe or strong room	✓
5. Hydraulic jack or play detector	10 000kg capacity
6. Wheel alignment equipment	10 000kg capacity
7. Kingpin and fifth wheel gauges	✓
8. Tyre tread depth gauge	✓
9. Vehicle height gauge	✓
10. Measuring tape	30m
11. Crow bar	✓
12. Plumb line	✓
13. Inspection lamp	✓
14. Straight edge	✓
15. Head lamp aim checking device/screen	✓
16. Wheel mass meter	✓
17. Suitable road test area	Turning area for 13.1 metre turning radius
18. Vernier gage	

#### 3.1.4 Weigh Bridge

-22m Multideck weigh bridge

### **DESCRIPTION OF THE SITE AND ACCESS**

#### **Access to site**

The site is easily accessible from Aliwal North to Sterkspruit through Herschel.

CONSTRUCTION STERKSPRUIT TESTING STATION	OF VEHICLE		
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## **DETAILS OF THE WORKS**

### **CONSTRUCTION AND MANAGEMENT REQUIREMENTS**

#### **General**

The Bidder is referred to ***SANS 1921: 2004 parts 1, 2 and 3: Construction and Management Requirements for Works Contracts***. These specifications shall be applicable to the contract under consideration and the bidder shall comply with all requirements relevant to the project.

The standard specifications on which this contract is based are:

SABS 1200 A 1986	:	General
SABS 1200 C 1980 (Amended 1982)	:	Site Clearance
SABS 1200 D 1989	:	Earthworks
SABS 1200 GA 1982	:	Concrete (Small Works)

(Note: "SABS" has been changed to "SANS"; the SABS 1200 specifications are due to be replaced in the foreseeable future by SANS 1200)

The following SANS specifications are also referred to in this document and the Contractor is advised to obtain them from Standards South Africa (a division of SABS) in Pretoria:

SANS 1921 – 1 (2004):	Construction and Management Requirements for Works Contracts Part 1: <i>General Engineering and Construction Works</i>
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### **SPECIFICATION REQUIREMENTS**

1. **Drawings** (*Read with SANS 1921 – 1: 2004 clauses 4.1.7*) The bidder must produce reduced drawings which will form part of the tender documents and shall be used for Construction purposes.
2. Design must include storm water drainage and the transfer thereof to acceptable disposal areas.
3. Electrical & IT works should be included in the tender documents.
4. A design methodology and design deliverables should be included in the tender document.
5. Payments to consultants must be specified at which stage and the amounts to be paid as per activity schedule.
6. Consultants must draw up and bind their own documents at their costs.
7. Site supervision must be a minimum of three days a week.
8. Site staff must be qualified in this field and have a minimum of three year experience.
9. Proof of registration as a professional consultant must accompany the tender document.
10. Estimated period must accompany the tender for the construction of the above (6 months).
11. Bidders are required to submit together with their bids a valid BBBEE status level verification certificate.
12. Bidders must visit the sites by themselves as per the drawings and co-ordinates supplied.
13. Bidders should include company previous experience with reference letters on similar projects completed, permanently employed Pr. Engineer or Pr. Technologist as per the organisation structure (copy to be submitted), full scope of works and prepare as built drawings

Designs must consider the following:-

14. Use of labour intensive method by employing SMME with CIDB 1 CE PE up to 2 CE PE.
15. The bill of quantity should include 30% SMME contract value.
16. Consultant to liaise with the ISD officer and ward councillor to identify beneficiaries to be formally trained on identified program that will have a positive impact on the beneficiaries.
17. Estimated maintenance period which will include long term consideration and climate
18. Cost estimate of construction
19. CSIR guidelines (Council Scientific Industrial Research)
20. The consultant will be expected to draw up the tender documents for Construction of Sterkspruit Driving License Testing Centre which will be approved by the client.
21. The consultant will supervise and ensure project management of the Works at all times, until completion.
22. Site meetings will be held monthly or as required by the client.
23. A PSC must be established with seating allowances for non- government attendees (4)
24. There will be a resident site engineer/representative at all times, until completion.

25. The consultant shall ensure maximum local labour use.
26. The consultant shall ensure final “as build’ drawings and Bill of Quantities.(Soft & Hard copy in editable version)
27. The consultant **will** be required to enter into a performance SLA with the municipality or the tender **will be considered non-responsive.**
28. The consultant will ensure all legislative requirements are met during the contract period (safety etc.).
29. Tender Price must be an all-inclusive lump sum price: i.e., Design, Tender documents, Contract administration, site supervision and be valid for 120 days.
30. Allowance of R20 000 must be added for PSC training and R 50 000 for accredited training which is included in the project business plan.
31. Providing technical expertise for motivation letter for the need for testing station to the Department of Transport

## **EVALUATION OF TENDER OFFERS**

The Bidders notice is drawn to the fact that the evaluation, adjudication and awarding of this Tender will be in terms of the Supply Chain Management Policy of SENQU Municipality and the Preferential Procurement Regulations of 2017.

SENQU Municipality will establish a Bid Evaluation Committee (BEC) whose responsibility it is to make recommendations to the Bid Adjudication Committee (BAC). The BEC will shortlist and evaluate the bid document in accordance with the criteria below and make recommendation to the BAC:

### **STAGE 1: PRE-COMPLIANCE**

Evaluation to be done and pre-qualified tenderer(s) go through for the technical functionality evaluation. Where some minor information is not provided, the SENQU Municipality supply chain may contact the responsible tenderer to submit within three (3) working days and failure to do so shall result in disqualification.

### **STAGE 2: FUNCTIONALITY CRITERIA:**

**The information submitted with each Bid will be evaluated against the criteria in the table below: Tenderers should make sure their proposals are adequate to be evaluated on all functionality criteria covered in the table below, and criteria for which no information was provided with the proposal will receive no points:**

#### **2.1. TECHNICAL / FUNCTIONALITY EVALUATION**

Potential service providers will have to achieve a minimum of **75 points out of 100** for their technical proposals before their financial proposals and B-BBEE status are evaluated. This is required so that there is a level of comfort that the potential service provider can deliver the project with the required professionalism and quality.

#### **2.2. SCORING PROCESS**

The Technical /Functional Evaluation Task Team will be established to determine the following:

- Whether or not the Bidder understood the project specifications.
- The adequacy of the project team
- bidders experience in consultancy work of similar projects (Traffic Stations)
- The quality of the methodology proposed.

No alteration of technical/functionality proposals will be permitted after the deadline for receipt of bids. Questions may be asked for clarification needed to evaluate their proposals, but bidders would not be permitted to change the substance or price of their bids after bid opening. Requests for clarification and the bidder's responses would be made in writing. No interviews will be conducted in this regard.

Functionality Criteria	Maximum Number of Points
<p>Company Experience in similar projects. A minimum of three projects to be scored as follows</p> <p>3 Projects 2 Projects 1 Project 0 project</p>	<p><b>30 Points</b></p> <p>30 Points 20 points 10 Points 0 Points</p>
<p>Expertise (Professionally registered Personnel)</p> <p>Team Leader: Professional Registered Engineer (Pr. Eng) / Professional Registered Technologist (Pr Tech Eng) must appear on CK document.</p> <p>Design Engineer( Civil) : Professional Registered Engineer (Pr. Eng) / Professional Registered Technologist (Pr Tech Eng)</p> <p>Design Engineer( Structural) : Professional Registered Engineer (Pr. Eng) / Professional Registered Technologist (Pr Tech Eng)</p> <p>Design Engineer( Mechanical) : Professional Registered Engineer (Pr. Eng) / Professional Registered Technologist (Pr Tech Eng)</p> <p>Design Engineer( Electrical) : Professional Registered Engineer (Pr. Eng) / Professional Registered Technologist (Pr Tech Eng)</p> <p>Architect : Professional Registered Architect</p> <p>Quantity Surveyor : Professional Registered Quantity Surveyor</p> <p>Resident Engineer : Engineer (Civil) or Technician Civil)</p> <p><b>Certified</b> copies of the professional registration certificates (ECSA) as well as certified copies of the qualifications must be submitted in-order to claim points in this regard. No points will be allocated for non-submission or uncertified copies of the certificates mentioned above.</p>	<p><b>35 Points</b></p> <p>5 points</p> <p>5 points</p> <p>5 Points</p> <p>5 Points</p> <p>5 Points</p> <p>5 points</p> <p>3 Points</p> <p>2 points</p>

<b>Labour Intensive Construction Experience</b>	<b>10 Points</b>
Design Engineer's registration LIC 7 registration	5 Points
Design Engineer's registration LIC 5 registration	5 Points
<b>Methodology and Project Understanding</b>	
Cash flow Projections	10 Points
Gantt Chart	15 Points
<b>Possible score for functionality</b>	<b>100</b>

### **STAGE 3: PRICE AND PREFERENCE EVALUATION**

<b>Price:</b>	<b>80</b>
<b>Preference Points:</b>	<b><u>20</u></b>
<b>Total points for Price and Preference:</b>	<b><u>100</u></b>

#### ***Scoring Preference Points***

*Preference points are scored by the tenderer in terms of their B-BBEE contribution level as per the DTI Codes of Good Practice, in accordance with the Preference Points Table below:*

#### ***Preference Points table for 80/20 points system:***

<b>B-BBEE Contributor</b>	<b>Status</b>	<b>Level</b>	<b>Number of Points</b>
1			20
2			18
3			14
4			10
5			8
6			6
7			4
8			2
Non-Compliant Contributor			0

Tenderers must submit their original and valid B-BBEE status level verification certificate from an accredited verification agency, or a certified copy thereof, substantiating their B-BBEE rating.



Failure to do so may result in the points for Preference not being awarded to the tenderer.

If the submitted Tender does not comply with the Tender conditions, the Tender may be rejected. If specifications are not met, the Tender may also be rejected. With regard to the above, certain actions or errors are unacceptable, and warrant **REJECTION OF THE TENDER**, for example:

- Certified or scanned copies of Tax Clearance Certificates. (**Only valid original tax clearance certificates** must be attached to the Tender document).
- Non submission of company registration certificates.

Pages that were to be completed being removed from the Tender document and have therefore not been submitted.

- Failure to fully complete form of offer.
- Scratching out without initialling next to the amended rates or information.
- Writing over / painting out rates / the use of Tippex or any erasable substance.
- Failure to attend compulsory briefing meetings
- The Tender has not been properly signed by a party having the authority to do so, according to the **Form “Authority for Signatory”**.
- No authority for signatory submitted.
- Particulars required in respect of the proposal have not been provided – non-compliance of Tender requirements and/or specifications.
- The Bidder's attempts to influence, or has in fact influenced the evaluation and/or awarding of the contract.
- The Proposal has been submitted after the relevant closing date and time.
- If any municipal rates and taxes or municipal service charges owed by that Bidder or any of its directors to the company, or to any other company or municipal entity, are in arrears for more than three months (90 days).
- If any Bidder who during the last five years has failed to perform satisfactorily on a previous contract with the company or any other organ of state after written notice was given to that Bidder that performance was unsatisfactory.
- Company must be registered with CESA

#### **Good standing with SA Revenue Services**

- Determine whether an original valid tax clearance has been submitted.
- To assist with the evaluation process of your bid we require your consent to check your SARS tax compliance via e-filing. Kindly attach SARS pin for SENQU Municipality to check TCC for tender purposes only.

If the Tender does not meet the requirements contained in the SENQU Municipality Supply Chain Policy, and the mentioned framework, it will be rejected and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation.