

# NATIONAL EDUCATION COLLABORATION TRUST (NECT)

Expression of Interest No.: NECT/2020/08/003

## Pre-qualification of Contractors in a List (Framework) for implementation of infrastructure programme for the National Education Collaboration Trust (NECT)

<b>Client</b>	DEPARTMENT OF BASIC EDUCATION
<b>Request for Proposal Number</b>	NECT/2020/08/003
<b>Closing date and time</b>	15 October 2020 at 11:00
<b>The Tenderer (Name)</b>	

This is an Expression of Interest; no General Conditions of Contract are issued but the JBCC Edition 5.0 July 2007 conditions will apply to task orders.

Responsive bidders will be registered on a prequalified list and will then be selected based on specific criteria at which time the contract data will be issued.

### Issued by:

<b>Client Name</b>	NATIONAL EDUCATION COLLABORATION TRUST (NECT)
<b>Client Address</b>	272 West Street, Block D Lakefield Office Park, Centurion

### Contacts

<b>SCM Contact Name</b>	Siphelele Zikhali
<b>Contact Number</b>	012 752 6200
<b>Technical Contact Name</b>	Albert Dikobe
<b>Contact Number</b>	012 752 6200

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# E1 Submission Procedures

## E1.1 Notice and invitation to submit an expression of interest

The National Education Collaboration Trust (NECT) hereby invites contractors having a minimum of CIDB Grade of 3GB or higher to participate in a pre-qualified list of contractors for a maximum period of three years. Tenderers are invited to submit an Expression of Interest (EOI) to the National Education Collaboration Trust.

Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal.

REFERENCE NO.	PROJECT NAME	COMPULSORY BRIEFING SESSION: PLACE, DATE & TIME	TENDER CLOSING DATE & TIME
NATIONAL EDUCATION COLLABORATION TRUST(NECT)	<b>Pre-qualification of Contractors in a List (Framework) for implementation of infrastructure programme for National Education Collaboration Trust (NECT)</b>	There will be no briefing session for this tender	<b>15 October 2020 at 11:00 at addresses:</b> a) Gauteng Province: NECT Head Office; Lakefield Office Park, Block D, 272 West Street; Centurion b) Limpopo Province: Mastec Institute, 3838 Zone 2, Seshego c) Eastern Cape: Office No.33, Cnr Pearce St and Chamberlain Road, Berea Mall, East London, 5241

The expression of interest document is available for download on the government e-tender portal and the NECT website.

Proposals should be submitted in clearly marked sealed envelopes indicating the relevant tender reference number and deposited in the tender box at the reception of NECT Office in the NECT address indicated above. The received bids will not be opened in public.

No briefing session will be held and all technical enquiries shall be directed to Albert Dikobe only in writing at [tenders@nect.org.za](mailto:tenders@nect.org.za) and supply chain enquiries to Mr. Sipehelele Zikhali at [tenders@nect.org.za](mailto:tenders@nect.org.za) within office hours on / or before 12/10/2020. All enquiries shall be responded to in writing within office hours on / or before 12/10/2020. All enquiry responses will be published on the NECT website.

## E1.2 Submission Data (Tender Requirements)

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in this part of the CIDB Standard Annexure D.

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest.

Each item of data given below is cross-referenced to the clause in the standard conditions of tender to which it mainly applies.

Clause Number	Submission Data
3.1	The employer is: National Education Collaboration Trust
3.2	<p>The tender documents issued by the employer comprises:</p> <p><b>E1: Submission procedures</b></p> <p>E1.1 Notice and invitation to submit an expression of interest E1.2 Submission data</p> <p><b>E2: Returnable documents</b></p> <p>E2.1 List of returnable documents E2.2 Submission schedules</p> <p><b>E3: Indicative scope of work</b></p> <p>E3 Indicative scope of work</p>
3.4	<p>The employer's agent is:</p> <p>Supply Chain Management (SCM) Name</p> <p>Client Address:</p> <p><b><u>Gauteng Province</u></b></p> <p><u>NECT Head Office</u></p> <p>272 West Street</p> <p>Block D, Lakefield Office Park</p> <p>Centurion</p> <p>Contact via the email at <a href="mailto:tenders@nects.org.za">tenders@nects.org.za</a></p>
3.4	The language for communications is English
4.1	<p>Only those respondents who satisfy the following eligibility criteria are eligible to submit proposals:</p> <p>Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with the employer.</p> <p>A tendering entity must at least have at any point in time, while accredited on the list, have a registered professional employed at senior management level or ownership level.</p> <p>1. The Employer will consider any request:</p>

Clause Number	Submission Data
	<ul style="list-style-type: none"> <li>a. to make a material change in the capabilities or formation of the tendering entity; or</li> <li>b. any other criteria which formed part of the requirements used to pre-qualify a tenderer to submit a tender offer in terms of a previous procurement process; and</li> </ul> <p>2. deny any such request if as a consequence</p> <ul style="list-style-type: none"> <li>a. an individual firm, or a Joint Venture as a whole, or any individual member of the Joint Venture fails to meet any of the collective or individual qualifying requirements;</li> <li>b. the new partners to a Joint Venture were not pre-qualified in the first instance, either as individual firms or as another Joint Venture; or</li> <li>c. in the opinion of the Employer, acceptance of the material change would compromise the outcome of the pre-qualification process.</li> </ul> <p>3. The tenderer is registered on the National Treasury Central Supplier Data Base (<a href="https://secure.csd.gov.za">https://secure.csd.gov.za</a>).</p> <p>4. The tendering entity has insurance cover issued by a reputable South African insurer:</p>
4.5	The arrangements for the compulsory clarification meeting are as stated in the Notice and invitation to submit an expression of interest (ref.: E1.1).
4.7	<p>The employer's address for delivery of tender offers are:</p> <ul style="list-style-type: none"> <li>a) <b>Gauteng Province:</b> NECT Head Office; Lakefield Office Park, Block D, 272 West Street; Centurion</li> <li>b) <b>Limpopo Province:</b> Mastec Institute, 3838 Zone 2, Seshego</li> <li>c) <b>Eastern Cape:</b> Office No.33, Cnr Pearce St and Chamberlain Road, Berea Mall, East London, 5241</li> </ul>
4.7	Tender offer shall be completed and signed in printed hard copy.
4.9	The closing time for submission of expressions of interest is as stated in the Notice and invitation to submit an expression of interest (ref. E1.1).
4.10	The tenderer will be prequalified according to its CIDB grading at the date of tender closure. Should the tenderer CIDB grading change, it must immediately notify the Client Representation of the new grading.
411	The list will be compiled in a on a first open first listed basis. Five tenderers will be selected from the list for any project or batch of projects in the relevant CIDB grading and from the province where the tenderer operates. These five tenderers will be invited to provide a quotation on a specific task. Based on a rotation mechanism, these 5 tenderers will drop to the bottom of the list.

## E2 Returnable documents

### E2.1 List of returnable documents

The tender document must be returned in three sections which is clearly marked with coloured separators named as follows:

#### **Section A: Bidder Information**

##### **A-1 For the tender evaluation**

A-1.1 Experience profile of the tenderer (Required for the tenderer to meet the requirements of Evaluation Schedule 2 provided in Sections 9 and 10 of the tender document).

A-1.2 Approach paper (Required for the tenderer to meet the requirements of Evaluation Schedule 3 provided in Section 9 and 10 of the tender document).

A-1.3 Experience profile (CV) of the key persons with certified copies of qualification for all the proposed key personnel. (Required for the tenderer to meet the requirements of Evaluation Schedule 1 provided in section 9 and 10 of the tender document).

##### **A-2 For the main Contractor:**

A-2.1 Certificate of registration (CIPC document).

A-2.2 In case of a joint venture/ consortium submission, a signed joint venture agreement must be submitted.

A-2.3 Tenderers must provide a valid SARS Tax pin for tax compliance verification

A-2.4 Schedule of Joint Venture Partners or Sub-Contractors.

A-2.5 Company profile.

A-2.6 Proof of Registration with CIDB (minimum CIDB Grading 3GB). (If not Valid and Active, the bidder will be disqualified)

A-2.7 Valid and Active of Proof of registration for Compensation and Occupational Injuries and Diseases Act (COIDA) (If not Valid and Active, the bidder will be disqualified)

##### **A-3 For each sub-Contractor or joint venture partner**

A-3.1 Certificate of registration (CIPC document).

A-3.2 Tenderers must provide a valid SARS Tax pin for tax compliance verification

A-3.3 Company profile.

A-3.4 Proof of Registration with CIDB. (If not Valid and Active, the bidder will be disqualified)

A-3.5 Valid and Active of Proof of registration for Compensation and Occupational Injuries and Diseases Act (COIDA) (If not Valid and Active, the bidder will be disqualified)

**Section B: Returnable schedules required for tender evaluation purposes**

The tenderer must complete the following returnable schedules as relevant, which are attached here with the tender documents.

- B-1 Record of Addenda to Tender Documents (Only one for the tender).
- B-2 Proposed amendments and qualifications (Only one for the tender).
- B-3 Certificate of authority for joint ventures.
- B-4 Preference Schedule: Broad Based Black Economic Empowerment Status (One for main Contractor and one for each Sub-Contractor or JV partner and a combined claim form for the tender).
- B-5 Proposed organisation and staffing.
- B-6 Key personnel schedule.
- B-7 Proposed key personnel's CV's
- B-8 Evaluation schedule 1: Relevant Project Experience.
- B-9 Evaluation schedule 2: Experience of the key person responsible for the management of the project and the project team.
- B-10 Evaluation schedule 3: Approach paper.
- B-11 Evaluation schedule 4: Detailed works programme or delivery schedule
- B-12 Eligibility criteria: Preferred area of operations
- B-13 National Treasury Central Supplier Database registration report.
- B-14 Compulsory Enterprise Questionnaire

## E2.2 Returnable schedules

### 1. Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed

Date

.....  
Name

.....  
Position

.....  
Tenderer



## 2. Certificate of Authority for Joint Ventures

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms . . .  
 . . . . ., authorised signatory of the company . . . . .  
 . . . . ., acting in the capacity of lead partner,  
 to sign all documents in connection with the tender offer and any contract resulting from it on our  
 behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner  .....		Signature. . . . . Name ..... Designation
.....		Signature. . . . . Name ..... Designation
.....		Signature. . . . . Name ..... Designation
.....		Signature. . . . . Name ..... Designation

### 3. CERTIFICATE OF AUTHORITY FOR SIGNATORY

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category, **and attach their Registration Certificates for Companies, Close Corporations and Partnerships, or Agreements and Powers of Attorney for Joint Ventures, or ID documents to the page provided at the end of this form.**

<b>(I) COMPANY</b>	<b>(II) CLOSE CORPORATION</b>	<b>(III) PARTNERSHIP</b>	<b>(IV) JOINT VENTURE</b>	<b>(V) SOLE PROPRIETOR</b>

#### **(I) (I) CERTIFICATE FOR COMPANY**

I, .....chairperson of the Board of Directors of ..... hereby confirm that by resolution of the Board (Copy attached) taken on..... 20....., Mr/Ms acting in the capacity of, was authorized to sign all documents in connection with the tender for Contract No..... and any contract resulting from it, on behalf of the company.

**Chairman:**

**As Witnesses:** 1. \_\_\_\_\_

2. \_\_\_\_\_

Date: \_\_\_\_\_

#### **(II) CERTIFICATE FOR CLOSE CORPORATION**

We, the undersigned, being the key members in the business trading as .....hereby authorize Mr./Ms ..... acting in the capacity of, to sign all documents in connection with the tender for Contract No and any contract resulting from it, on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

**Note : This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.**

**(III) CERTIFICATE FOR PARTNERSHIP**

We, the undersigned, being the key partners in the business trading as hereby authorize Mr./Ms.....acting in the capacity of ..... to sign all documents in connection with the tender for Contract No ..... and any contract resulting from it, on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

**Note : This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.**

**(IV) CERTIFICATE FOR JOINT VENTURE**

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize Mr/Ms ..... authorized signatory of the company, acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract No ..... and any contract resulting from it, on our behalf. This authorization is evidenced by the attached power of attorney signed by legally authorized signatories of all the partners to the Joint Venture.

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME AND CAPACITY

**Note : This certificate/Agreement is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.**

**(IV) CERTIFICATE FOR SOLE PROPRIETOR**

I, \_\_\_\_\_, hereby confirm that I am the sole owner of the business trading as \_\_\_\_\_

Signature of Sole owner: \_\_\_\_\_

As Witnesses:

1. \_\_\_\_\_
2. \_\_\_\_\_

#### 4. SBD 4: DECLARATION OF INTEREST

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

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

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

2.1 Full Name of bidder or his or her representative:  
.....

2.2 Identity Number:  
.....

2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):  
.....

2.4 Company Registration Number:  
.....

2.5 Tax Reference Number:  
.....

2.6 VAT Registration Number:  
.....

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

<sup>2</sup>"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder  
presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

.....

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

.....

Position occupied in the state institution:

.....

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:  
.....  
.....  
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:  
.....  
.....  
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.  
.....  
.....  
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.  
.....

.....  
 .....

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

2.11.1 If so, furnish particulars:  
 .....  
 .....  
 .....

**3 Full details of directors / trustees / members / shareholders.**

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number / Persal Number	Employee

**4 DECLARATION**

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  
 I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of bidder

## 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
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to **exceed/not exceed** R50 000 000 (all applicable taxes included) and therefore the ..... preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 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
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

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 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

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 (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	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 10 or 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"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

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

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
Black people	√	√
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		

Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
  - One person business/sole propriety
  - Close corporation
  - Company
  - (Pty) Limited
- [TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....  
.....  
.....

**8.6 COMPANY CLASSIFICATION**

- Manufacturer
  - Supplier
  - Professional service provider
  - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a

result of having to make less favourable arrangements due to such cancellation;

- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS</p>
--

## 6. SBD 8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

This Standard Bidding Document must form part of all bids invited.

It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

The bid of any bidder may be disregarded if that bidder, or any of its directors have-

- a. abused the institution's supply chain management system;
- b. committed fraud or any other improper conduct in relation to such system; or
- c. failed to perform on any previous contract.

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

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? <b>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</b>  The Database of Restricted Suppliers now resides on the National Treasury's website( <a href="http://www.treasury.gov.za">www.treasury.gov.za</a> ) and can be accessed by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4.1	If so, furnish particulars:
-------	-----------------------------

**CERTIFICATION**

I, THE UNDERSIGNED (FULL NAME).....  
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND  
 CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN  
 AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of Bidder

## 7. SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

**SBD 9**

• **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)

- (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
  9. 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.
  10. 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.

Signature	Date
Position	Name of Bidder

<sup>3</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.



## E2 Returnable documents

### E2.1 List of returnable documents

The tender document must be returned in three sections which is clearly marked with **coloured** separators named as follows:

CSD certificate of registration (CIPC document) or CSD Number

The tenderer must complete the following returnable schedules as relevant, which are attached here with the tender documents.

#### Evaluation schedule 1: Expertise of key personnel & CV's.

In the case of the Construction Contractor, the required skills for this project are as follows:

- 1) Project Manager/Contracts Manager
- 2) Safety Officer
- 3) Site Agent (Built Environment Qualification)

In the case of the Maintenance Contractor, the required skills for this project are as follows:

- 1) Project Manager/Contracts Manager
- 2) Site Agent (Built Environment Qualification)

#### Please Note:

1. The Respondent must complete the template provided in this document for **each personnel it intends to claim capacity for and that meets the criteria**. A **Certified copy** of the professional's qualifications must be attached to this Annexure.

#### Evaluation schedule 2: Relevant Project Experience.

Tenderers must submit max one-page description of at least three projects per specialisation area which one or more team members have undertaken that best display the skills needed for the project:

The description of each project must include the following information:

1. Essential introductory information:
  - 1.1. Name of project.
  - 1.2. Name of client.
  - 1.3. Contact details of client.
  - 1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
  - 1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).
2. A narrative of the project, no more than 10 lines, including:
  - 2.1. Role of client.
  - 2.2. Role of tenderer's team member(s).
  - 2.3. Role of other key participants.
  - 2.4. What the project set out to do, and how this intention changed (if it did) and why.
  - 2.5. Achievements of the project by completion date (or, if the project is not yet complete, achievements of the project to date).

2.6. Post-project benefits which can be attributed to the project (and on what grounds is it claimed that they can be so attributed).

Tenderers should bear in mind that their assertions about the project can be verified in a number of ways, including by contacting the references. NECT reserves the right to verify all information presented by the tenderer for the purposes of evaluation of “quality”.

### **Evaluation schedule 3: Approach paper.**

The approach paper must respond to the scope of work (ref: E3: Indicative Scope of work).

As the contents of a proposal give a clear first hand impression about the capability of the tenderer, the tenderer is expected to submit an organized well-written proposal (approach paper) using proper separators for each of the chapters and annexures (if there is any). The approach paper must contain at least the following:

**Table of Contents:** Listing of contents of the approach paper with page numbers and/ references to annexures (if any);

**Executive Summary:** A brief summary of the whole contents of the approach paper;

**Approach:** Detailed approach the tenderer feels best to deliver the intended services for the Project with identification of tasks, for each of the activities as have been foreseen in in ‘Part E3.1 Indicative Scope of work’, detailing at least the following:

1. A methodology for each task that will ensure completion of each project. This methodology must be limited to a maximum of 3 (A4 pages, Arial font size 11 and 1.15 spacing (e.g. Government Gazette Volume 582 or similar)
2. A detailed project work plan (at least to activity level three), on Microsoft Project and submit this with the methodology. The NECT will use the work plan to monitor the progress of the Contractor
3. The work plan must link resources to the activities and a resource schedule must be attached. The resources must be specified, using the pricing schedule
4. Project implementation Risks and Risk Management proposal
5. Quality control mechanism be adopted
6. Stakeholder management and reporting

The scoring of the approach paper will be as detailed hereunder:

Evaluating Point	Assessment Criteria	Maximum allocated point(s)
<b>Approach Paper</b>		<b><u>30 points</u></b>
Methodology to be adopted	Program knowledge, informative appropriateness of proposed approach and presentation	5 points
Project implementation schedule (Activity, task and sub-task wise)	Appropriateness of identified tasks, deliverables and milestones and timeliness	5 points
Staffing schedule with organogram for the proposed project team	Provided all key professionals and linked according to the job responsibilities	5 points
Project implementation Risks and Risk Management proposal	Adequacy of understanding of program risks and appropriateness of mitigation options	5 points
Quality control mechanism be adopted	Provision of qualified personnel, adequacy of process and appropriateness of proposed template	5 points
Stakeholder management and reporting	Explained explicitly and adequacy of process and appropriateness of proposed measures	5 points

**Preferred area of operation and sub-programme.**

**Eligibility schedule 2: Address of Agency/Branch.**

**Eligibility schedule 3: Key Skills.**

**8. The Key Personnel Schedule is as outlined in the Table below** *(Please indicate only the personnel required in the Evaluation Criteria)*

Name	Title/Position	Job description	Qualifications
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Signed on behalf of the tenderer		Date	
----------------------------------	--	------	--

## 9. EVALUATION CRITERIA: CONSTRUCTION CONTRACTORS

Bidders must achieve a minimum of 70 points of the functionality points to be considered for further evaluation.

Table 1: Evaluation Criteria for Construction Contractors

No	Activity	Weights
1	<p><b><u>Evaluation Schedule 1: Expertise of key personnel and CV's</u></b></p> <p>Experienced technical personnel with adequate experience as indicated below with CVs and certified qualifications attached</p> <p><b>1. Project/Contracts Manager:</b> .....(15)</p> <p>a. Experience in similar projects of 10 year or more.....15 points</p> <p>b. Experience in similar projects of 5 to 9 years.....10 points</p> <p>c. Experience in similar projects of 0 to 4 years.....5 points</p> <p><b>2. Safety Officer:</b> .....(10)</p> <p>a. Experience in similar projects of 10 year or more.....10 points</p> <p>b. Experience in similar projects of 5 to 9 years”.....6 points</p> <p>c. Experience in similar projects of 0 to 4 years.....3 points</p> <p><b>3. Site Agent: (Built Environment)</b>.....(5)</p> <p>a. Experience in similar projects of 10 year or more.....5 points</p> <p>b. Experience in similar projects of 5 to 9 years.....3 points</p> <p>c. Experience in similar projects of 0 to 4 years.....1 points</p> <p>All bidders must submit <b>CV's and qualifications</b>  <i>Note: Bidders will score maximum points only if they submit required documents for all three key persons</i></p>	30
2	<p><b><u>Evaluation schedule 2: Relevant Project Experience</u></b></p> <p>Proven track record on previous projects experience of similar nature and value. Completion certificates signed by previous clients must be attached.</p> <ul style="list-style-type: none"> <li>▪ 5 or more similar projects completed .....(30)</li> <li>▪ 4 similar projects completed.....(25)</li> <li>▪ 3 similar projects completed.....(20)</li> <li>▪ 2 similar projects completed.....(15)</li> <li>▪ 1 project completed.....(10)</li> </ul>	30
3	<p><b><u>Evaluation schedule 3: Approach Paper</u></b></p> <p>✓ Detailing proposed dry sanitation alternative technology and implementation plan</p> <p>✓ Detailing the proposed Water Borehole Drilling Process with implementation plan including resources, equipment, testing methods and construction.            (See Evaluation Schedule 3 for scoring Guidelines)</p>	30
4	<p><b><u>Evaluation schedule 4: Detailed works programme or delivery schedule</u></b></p> <ul style="list-style-type: none"> <li>▪ Full Programme or Gantt Chart indicating all milestones with timeframes.....(10)</li> <li>▪ Programme or Gantt Chart with incomplete milestones or sketchy timeframes....(5)</li> </ul>	10
	<b>Total</b>	<b>100</b>

## 10. EVALUATION CRITERIA: MAINTENANCE CONTRACTORS

Bidders must achieve a minimum of 70 points of the functionality points to be considered for further evaluation.

Table 2: Evaluation Criteria for Maintenance Contractors

No	Activity	Weights
1	<p><b><u>Evaluation Schedule 1: Expertise of key personnel and CV's</u></b></p> <p>Experienced technical personnel with adequate experience as indicated below with CVs and certified qualifications attached</p> <p><b>1. Project/Contracts Manager:</b> ..... (15)</p> <p>a) Experience in similar projects of 10 year or more.....15 points</p> <p>b) Experience in similar projects of 5 to 9 years.....10 points</p> <p>c) Experience in similar projects of 0 to 4 years.....5 points</p> <p><b>2. Site Agent: (Built Environment)</b> ..... (15)</p> <p>a) Experience in similar projects of 10 year or more.....15 points</p> <p>b) Experience in similar projects of 5 to 9 years.....10 points</p> <p>c) Experience in similar projects of 0 to 4 years.....5 points</p> <p>All bidders must submit <b>CV's and qualifications</b>  <i>Note: Bidders will score maximum points only if they submit required documents for all three key persons</i></p>	<b>30</b>
2	<p><b><u>Evaluation schedule 2: Relevant Project Experience</u></b></p> <p>Proven track record on previous projects experience of similar nature and value. Completion certificates signed by previous clients must be attached.</p> <ul style="list-style-type: none"> <li>▪ 5 or more similar projects completed .....(30)</li> <li>▪ 4 similar projects completed.....(25)</li> <li>▪ 3 similar projects completed.....(20)</li> <li>▪ 2 similar projects completed.....(15)</li> <li>▪ 1 project completed.....(10)</li> </ul>	<b>30</b>
3	<p><b><u>Evaluation schedule 3: Approach Paper</u></b></p> <p>✓ Detailing proposed dry sanitation alternative technology and implementation plan</p> <p>✓ Detailing the proposed Water Borehole Drilling Process with implementation plan including resources, equipment, testing methods and construction in existing boreholes.            (See Evaluation Schedule 3 for scoring Guidelines)</p>	<b>30</b>
4	<p><b><u>Evaluation schedule 4: Detailed works programme or delivery schedule</u></b></p> <ul style="list-style-type: none"> <li>▪ Full Programme or Gantt Chart indicating all milestones with timeframes.....(10)</li> <li>▪ Programme or Gantt Chart with incomplete milestones or sketchy timeframes....(5)</li> </ul>	<b>10</b>
	<b>Total</b>	<b>100</b>

## 11. Eligibility Schedule 2: Address of Agency/Branch

*The bidder/tenderer can make more copies of this page if required. Please note that residential area codes are important as electronic database searches will be conducted using this code. Please provide a number in the first column and continue numbering on consecutive pages. Number pages at the top as 1 of 10, 2 of 10 depending on the number of pages submitted.*

	<b>Branch Name:</b> <b>Principal Professional:</b> <b>E-mail Address:</b>	
	<b>Physical Address</b>  <b>Area Code:</b>	<b>Residential Address</b>  <b>Area Code:</b>
	<b>Branch Name:</b> <b>Principal Professional:</b> <b>E-mail Address:</b>	
	<b>Physical Address</b>  <b>Area Code:</b>	<b>Residential Address</b>  <b>Area Code:</b>
	<b>Branch Name:</b> <b>Principal Professional:</b> <b>E-mail Address:</b>	
	<b>Physical Address</b>  <b>Area Code:</b>	<b>Residential Address</b>  <b>Area Code:</b>

## 12. Eligibility Schedule 3: Key Skills

Prospective tenderers must select required options below for registration purposes. Tenderers may choose to register for one or both of the categories:

**Construction Contractor (Private companies)**

A. We confirm that we possess expertise in all specialist skills indicated in the table below for services required from the **Construction Contractor**:

Please tick to select	Construction Contractor-Key skills
<input type="checkbox"/>	MC 1. Project Manager
<input type="checkbox"/>	MC 2. Site Agent
<input type="checkbox"/>	MC 3. Safety Officer

**Maintenance Contractor (Private companies)**

B. We confirm that we possess expertise in all specialist skills indicated in the table below for services required from the **Maintenance Contractor**:

Please tick to select	Maintenance Contractor-Key skills
<input type="checkbox"/>	MC 1. Project Manager
<input type="checkbox"/>	MC 2. Site Agent

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

-----

-----

Name

Position

-----

-----

*Enterprise name*

-----



### 13. Compulsory Enterprise Questionnaire

<b>T2.1 : 1D : COMPULSORY ENTERPRISE QUESTIONNAIRE</b>																					
The following particulars must be furnished. In the case of a joint venture, <b>separate</b> enterprise questionnaires in respect of each partner must be completed and submitted.																					
<b>Section 1: Name of enterprise:</b> .....																					
<b>Section 2: VAT registration number, if any:</b> .....																					
<b>Section 3: CIDB registration number, if any:</b> .....																					
<b>Section 4: Particulars of sole proprietors and partners in partnerships</b>																					
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 40%;">Name*</th> <th style="width: 20%;">Identity number*</th> <th colspan="2" style="width: 40%;">Personal income tax number*</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p style="font-size: small; margin-top: 5px;">* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners</p>				Name*	Identity number*	Personal income tax number*															
Name*	Identity number*	Personal income tax number*																			
<b>Section 5: Particulars of companies and close corporations</b>																					
Company registration number .....																					
Close corporation number .....																					
Tax reference number .....																					
<b>Section 6: Record of service of the state</b>																					
Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:																					
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ol style="list-style-type: none"> <li>1. a member of any municipal council</li> <li>2. a member of any provincial legislature</li> <li>3. a member of the National Assembly or the National Council of Province</li> <li>5. a member of the board of directors of any municipal entity</li> <li>7. an official of any municipality or municipal entity</li> </ol> </td> <td style="width: 50%; vertical-align: top;"> <ol style="list-style-type: none"> <li>4. an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)</li> <li>6. a member of an accounting authority of any national or provincial public entity</li> <li>8. an employee of Parliament or a provincial legislature</li> </ol> </td> </tr> </table>				<ol style="list-style-type: none"> <li>1. a member of any municipal council</li> <li>2. a member of any provincial legislature</li> <li>3. a member of the National Assembly or the National Council of Province</li> <li>5. a member of the board of directors of any municipal entity</li> <li>7. an official of any municipality or municipal entity</li> </ol>	<ol style="list-style-type: none"> <li>4. an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)</li> <li>6. a member of an accounting authority of any national or provincial public entity</li> <li>8. an employee of Parliament or a provincial legislature</li> </ol>																
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<b>If any of the above boxes are marked, disclose the following:</b> (insert separate page if necessary)																					
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		current	Within last 12 months																		
<b>Section 7: Record of spouses, children and parents in the service of the state</b>																					
Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:																					

1. a member of any municipal council
2. a member of any provincial legislature
3. a member of the National Assembly or the National Council of Province
4. an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
5. a member of the board of directors of any municipal entity
6. a member of an accounting authority of any national or provincial public entity
7. an official of any municipality or municipal entity
8. an employee of Parliament or a provincial legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

\* Insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

9. authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
10. confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
11. confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
12. confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
13. confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

## **E3 Indicative scope of work**

### **E3.1 Contractor considerations**

#### **3.1 Background**

The Departments of Basic Education (DBE) has launched the Sanitation Appropriate for Education (SAFE) Initiative in 2018 in order to eradicate unsafe pit latrines in schools. The DBE and the NECT entered into a Memorandum of Agreement in May 2019 for the implementation of the SAFE Initiative.

The SAFE initiative aims to eradicate all pit latrines and other forms of unsafe and undignified school sanitation facilities. The focus will be on addressing the following:

- Schools without sanitation;
- Schools with pit toilets;
- Schools provided with sanitation but pit toilets not demolished;
- Sanitation not fit for purpose (age appropriate);
- Schools with insufficient sanitation.

#### **3.2 Description of the EOI**

As part of the SAFE programme, the DBE has identified schools in all 9 provinces of the republic of South Africa for eradication of unsafe pit latrines. The anticipated approach to eradicate unsafe pit latrines is as follows:

- Construction of new toilet facilities (and demolition of unsafe existing structures) using amongst others; Alternative Building Technology (ABT) or alternative building methods
- Condition Based Maintenance (CBM). Once the CBM has been completed, the general maintenance of compliant existing toilet facilities such as desludging, chemical treatment, honey sucking and the maintenance of the structures will be handed back to the relevant provinces.

Through this bid, the NECT seeks achieve the following:

#### **3.3 Pre-qualification of Construction Contractors: Construction of new Toilet Facilities**

The NECT will appoint prequalified contractors who have a minimum CIDB Grading of 3GB to a list of contractors to build identified toilet facilities using ABT and other methodologies. Methodologies used to build the structures shall contain dry sanitation substructure and top structure described in 3.3.1 and 3.3.2 below.

##### **3.3.1 Substructure**

The waste system of the substructure for the proposed toilet facilities must be dry sanitation and should have the following characteristics and capabilities:

- Must be compliant to the 'CSIR Guidelines for Human Settlement Planning and Design' for provision of dry sanitation particularly urine diversion systems (Chapter 10 of the Red Book)
- The system must be adaptable for possible future availability of piped water in the area;
- The system must pose minimum odour for the school environment;
- Low cost maintenance either through waste separation and/or chemical treatment coupled with acceptable periods (minimum 6 months) for desludging;
- The system must be precast to accommodate the minimum period required for installation in this programme; and

### **3.3.2 Top Structure or Superstructure**

The top structure for the proposed toilet facilities should have the following characteristics:

- Must be built using rapid construction method to accommodate the minimum period required for installation in this programme
- Must contain ventilation pipes for odour disposal (VIP Vent pipes)
- Must accommodate adequate storage tank for water rainwater tanks (non-portable) and basins for hygienic requirements
- Must cater for all learners including Grade R, staff and disabled

### **3.4 Pre-qualification of Maintenance Contractors: Maintenance of existing facilities that are compliant with DBE norms and in good condition**

Contractors with a minimum CIDB Grading 3GB will be sourced for maintaining existing toilet facilities in schools that do not require construction of new toilet facilities.

### **3.5 Scope of Services for Construction Contractors**

The required scope of services for contractors is indicated in subsections 3.5.1, 3.5.2 and 3.5.3 below:

#### **3.5.1 Programme Construction**

- Construction/installation rollout of identified technology to the client in line with the DBE Norms and Standards
- Manage socio-economic risks of the programme
- Completion, Closeout and Commissioning of completed toilet facilities for the client.

#### **3.5.2 Water Borehole Drilling Services**

- Borehole siting through the use of expert Hydrogeologists
- Drilling and equipping of the borehole
- Determination of the yield of the borehole
- Pumping and piping of the borehole

#### **3.5.3 Project Cost Management**

- Report progress to the client/client representative
- Make the necessary payments to subcontractor and suppliers.

### **3.6 Scope of Services for Maintenance Contractors**

The required scope of services for contractors is indicated in subsections 3.6.1, 3.6.2 and 3.6.3 below:

#### **3.6.1 Condition Based Maintenance**

- Refurbishment of existing toilet facilities that are in good condition and that are compliant with the DBE Norms and Standards
- Manage socio-economic risks of the programme
- Completion, Closeout of completed toilet facilities.

### **3.6.2 Water Borehole Drilling Services for existing boreholes**

- Determination of the yield of the borehole
- Assessment, equipping and refurbishment of existing boreholes

### **3.6.3 Project Cost Management**

- Report progress to the client/client representative
- Make the necessary payments to subcontractor and suppliers.