

**T1.1: TENDER NOTICE AND INVITATION THE GAUTENG PROVINCE, DEPARTMENT OF ROADS AND TRANSPORT REQUESTS INTERESTED TENDERERS TO BID FOR THE FOLLOWING TENDER**

We adhere to all relevant Acts including the Black Economic Empowerment Act No.53 of 2003, Preferential Procurement Policy Framework Act No.5 of 2000, Employment Equity act No. 55 of 1998

TENDER NO.	SERVICE	COMPULSORY SITE BRIEFING	CLOSING DATE
RFP: g-Fleet 01/01/2014	Professional consultancy services for architects, civil engineers and space planners required for detailed assessment, detail design tender documentation and site supervision in respect of G-Fleet Upgrade Project Phase II . Partitioning, Refurbishments and Office Space Planning Requirements.	Venue: g-Fleet Management 16 Boeing Road East Bedfordview  Date: 28 February 2014  Time: 10h00	14 March 2014 at 11:00am

Tenders shall be awarded on the basis of a principle that work shall be fairly or equitably distributed amongst contractors/entities that had not been awarded contracts previously.

In terms of Preferential Procurement Regulation of 2011 the 90/10 preference point system is applicable. Broad-Based Black Economic Empowerment (B-BBEE) requires that bidders submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof to substantiate their B-BBEE rating claims. Failure to submit such a certificate will result in the bidder not qualifying for preference points for B-BBEE. The bidders must submit verification certificates that are accredited by:-

- SANAS (South African National Accredited System)
- IRBA (Independent Regulatory Board of Auditors)

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

B-BBEE STATUS LEVEL OF CONTRIBUTOR	NUMBER OF POINTS (90/10 SYSTEMS)
1	10
2	9
3	8
4	5
5	4
6	3
7	2
8	1
<b>Non-compliant Contributor</b>	<b>0</b>

A trust, consortium or joint venture must obtain and submit a consolidated B-BBEE Status Level Verification Certificate with their bids. Failure to submit a consolidated B-BBEE Status Verification Certificate for the Consortium or Joint Venture will result in the entity not to be awarded points for B-BBEE.

**TENDER REQUIREMENTS:**

- Original Valid Tax Clearance, Company Registration,
- Certified ID copies of Company Members and Shareholders,
- Qualification and registration of the key personnel with professional for the assignment (ESCA, SACAP, SACQSP, etc)

**FUNCTIONALITY REQUIREMENTS:**

EVALUATING CRITERIA	SCORING CRITERIA	WEIGHT
<b>Competence and relevant experience of key personnel in design and partitioning and refurbishment of office space:</b>	Maximum 40 points per key personnel as follows: a) 10 years relevant experience: 40 points b) 5-9 years relevant experience: 30 points c) Less than 5 years relevant experience: 20 point d) No relevant experience: 0 points	<b>40</b>

<p><b>Understanding of the scope and giving a clear methodology of the given task as well as adequacy of the proposed work plan in responding to the TOR (detailed technical proposal):</b></p>	<p><b>a) Technical approach &amp; methodology: 15 points</b> The important issues are approached in an innovative and efficient way, indicating that the TENDERER has outstanding knowledge of state-of-the-art approaches. The approach paper details ways to improve the project outcomes and the quality of the outputs</p> <p><b>a) Detailed work plan:10 points</b> The decision points and the sequencing and timing of activities are very well defined, indicating that the TENDERER has optimized the use of resources. The work plan permits flexibility to accommodate contingencies.</p> <p><b>b) Quality management system: 5 points</b> Quality assurance certificate ISO 9001</p>	<p><b>30</b></p>
<p><b>Specific experience of the firm related to the assignments (submit proof and references):</b></p>	<p>a) Completed at least five assignments of detailed assessment, design tender documentation and site supervision in respect of Partitioning, Refurbishments and Office Space Planning Projects as Consultant : 30 points</p> <p>b) Completed at least three assignments of detailed assessment, design tender documentation and site supervision in respect of Partitioning, Refurbishments and Office Space Planning Projects as Consultant: 15 points</p> <p>c) Completed at least one assignments of detailed assessment, design tender documentation and site supervision in respect of Partitioning, Refurbishments and Office Space Planning Projects as Consultant: 5 points</p> <p>d) No detailed design, partitioning, refurbishment with regards to office space planning assignment as Consultant experience : 0 points</p>	<p><b>30</b></p>

**Bidders should note the following:**

- Functionality will be scored out of 100 and bidders who fail to meet the minimum threshold of 80 will not be considered for further evaluation.
- Bidders are requested to submit contactable references for verification
- The Entity/Department reserves the right to conduct site visits and interview officials whose CV's have been submitted for verification
- Bidders who are listed in the National Treasury register of defaulters will automatically be disqualified.
- All the attached SBD forms must be completed
- Submit J.V. agreement if applicable.

**The physical address for the collection of tender documents during working hours between 8:00 and 15:00 @ 16 Boeing Road East, Bedfordview, Linksfield on Monday 24 February 2014.**

**A compulsory site briefing session will be held on Monday, 28 February 2014 at 10:00 hours in 16 Boeing Road East, Bedfordview, Linksfield, Gauteng.**

A non-refundable tender deposit of R300.00 payable in cash or by bank guaranteed cheque made out in favour of the Entity, payable between 8:30 and 15:00 at the above address is required on collection of tender documents.

**One envelope system will be used.**

Technical Proposals and Financial Proposals shall be submitted sealed in **one plain envelope clearly marked Technical Proposal and Financial Proposal, clearly marked with the Bid No and Bid Description for each project tendered for**. The envelope shall be deposited in the tender Box in the foyer of the 16 Boeing Road Bedfordview, Johannesburg. Telegraphic, telephonic, telex, Facsimile and late tenders will not be accepted.

Queries relating to the issuing of these documents may be addressed to: Ms. Nancy Moloko: 011 372 8707 email to [Nancy.Moloko@gauteng.gov.za](mailto:Nancy.Moloko@gauteng.gov.za)

For technical queries contact Mr. Sishi Hlalanathi Tel: (011) 372 8600 or email: [Sishi.Hlalanathi@gauteng.gov.za](mailto:Sishi.Hlalanathi@gauteng.gov.za)

**Tenders to be deposited at the tender box in the foyer of the 16 Boeing Road East, Bedfordview, g-Fleet Management Building, Johannesburg not later than 11h00 on the closing date indicated above.**

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender data. The Department reserves the right to cancel/ not award this tender.