



No.33 Cnr. Market & De Wet Street, eMkhondo
P.O. Box 23
eMkhondo
2380
Date: 29 November 2023

ADDENDUM-01_ MKHO17/2023/24

Herewith please find Tender Addendum which forms an integral part of the tender MKHO17/2023/24 which seeks to address and give clarification to the following:

- *In relation to the above contract MKHO17/2023/24, under "Page 5" identified an error, CIDB is not a requirement but CSD, the word CIDB is removed.*
- Pages from 59 – 62 are replaced with the pages attached herewith this Addendum.

All other terms and conditions remain unchanged.

Regards,

Mr. S.W Nkosi
Acting Municipal Manager
Mkhondo Local Municipality

Acknowledgment of Addendum:

I / we hereby acknowledge receipt of the Tender Addendum No.01 for Contract:

" APPOINTMENT OF A PANEL OF PROFESSIONAL SERVICE PROVIDERS (CIVIL ENGINEERING CONSULTANTS) FOR A PERIOD OF THIRTY-SIX (36) MONTHS ON AN AD-HOC BASIS"

SIGNATURE: _____

DATE: _____

ON BEHALF OF (TENDERER): _____

PART C2

C2.1 EVALUATION CRITERIA

Proposals documents will be evaluated in three phases. The evaluation criteria for the assessment of the proposals will be on mandatory returnable documents, functionality and financial aspects.

In the first phase:

Bids will be evaluated on mandatory returnable documents as listed and required in the document.

In the second phase:

Proposals will be evaluated according to the functionality criteria indicated apart from those laid down in the preferential procurement regulations, 2022 pertaining to the preferential procurement policy framework Act 5 of 2000. Bidders are expected to score a minimum of **75%** to be ACCEPTED:

QUALITY / FUNCTIONALITY EVALUATION OF THE PROPOSALS:

EVALUATION CRITERIA:

Criteria	Guidelines for criteria application	Points Scorable	Max.Points	Verification method
Experience of the Bidder: Bidder to submit proof of completed projects in the past five years to a minimum value of R3.5 Million Bidder to submit proof of Appointment with completion certificates	<ul style="list-style-type: none"> - Relevant Experience In five or more Large Scale Civil Projects above R3.5 million completed in the past 5 years - Relevant Experience In four Large Scale Civil Projects above R3.5 million completed in the past 5 years - Relevant Experience In three Large Scale Civil Projects above R3.5 million completed in the past 5 years - Relevant Experience In two Large Scale Civil Projects above R3.5 million completed in the past 5 years - Relevant Experience In one Large Scale Civil Projects above R3.5 million completed in the past 5 years - No submission 	40 30 20 10 5 0	40	Appointment letters and Completion Certificates
EMPLOYEES RELEVANT QUALIFICATION & EXPERIENCE: Qualification and experience with professional registrations	- Project Manager- Project management diploma and BSc/BEng/B.Tech and minimum of 10 years 'experience	8	25	Certified Copy of Qualification, Professional registration and Curriculum Vitae to be attached
	- Engineer- BSc/BEng/B.Tech and minimum of 10 years' experience	7		
	- Technologist- B.Tech degree plus minimum of 5 years' experience	5		
	- Resident Engineer- B.Tech/Diploma with 5 years' experience	3		
	- Technician –National Diploma plus minimum of 5years' experience	2		
Entity's Average Annual Turnover: To be verified through Submitted Annual Audited Financial Statements of Bidder	<ul style="list-style-type: none"> - Bidder with Average Annual Turnover between R10 Million and R15 Million. - Bidder with Average Annual Turnover between R5 Million and R10 Million - Bidder with Average Annual Turnover of less than R5 Million 	15 10 5	15	Submitted Latest Annual Audited Financial Statements of Bidder

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Valid Registration of Key Personnel (Project Manager) with ECSA	<ul style="list-style-type: none"> - Registered for 10 or more years with ECSA - Registered for 6 – 9 years with ECSA - Registered for 3 – 5 years with ECSA - Registered for 1 – 2 years with ECSA 	10 8 5 2	10	Valid Certified Copies of Key Personnel's (Project Manager) ECSA Registration
Method / Approach Statement and Approach (relevant to any civil project- maximum 5 pages) The method statement must include the following sub-headings: Approach Method, Time Frames, Activities, Administration, Quality Management, Health and Safety	<ul style="list-style-type: none"> - A clear and concise Generic Method statement and approach for all the requirements in a civil engineering project (e.g Road construction, sewer reticulation, e.t.c); that is a detailed programme illustrating sequence of the works - Acceptable method statement. Only provided limited information - No submission 	10 5 0	10	Brief (5 Pages Maximum) and programme
TOTAL			100 POINTS	

Bidder must score a minimum of 75% score on average to be valid for further evaluation

PART C2.2 SCOPE OF WORK / SPECIFICATION

BACKGROUND

Mkhondo Local Municipality, located in the Gert Sibande District Municipality, have prioritized infrastructural development to ensure service delivery. The municipality have a constitutional mandate to ensure the provision of services to the community of eMkhondo in a sustainable manner which will also create work opportunities for its needy residents. The consultant must be able to support the municipality in an IDP and Budget process in terms of Infrastructure projects and provide all appropriate skills for development of the municipality.

OBJECTIVE

The overall objective of the project is to prepare master plans, engineering studies, detail designs, drawings, specifications and present reliable cost estimate of the projects as and when is required for a period of 3 years.

SCOPE OF WORK

The scope of the works to be undertaken by the consultancy firm includes the following:

- Site survey and development inception project reports
- Master plans and engineering studies or investigations
- Detailed design specifications for appropriate project.
- Ensure compliance with all regulation and legislation of construction.
- Detailed cost estimate, and rate analysis where necessary
- Provide Competent personnel for given project preferable registered with professional affiliation or Regulatory body (i.e ECSA)
- Issue certificate of works, as built drawings, manuals and close out reports

It shall also be the responsibility of the consultancy firm to:

- Provide competent construction monitoring personnel on site should it be a necessity
- Carry out inspection or physical verification of the site for assessing the scope of work; and
- Ensure quality control by conducting all necessary tests to determine the design parameters

KEY PERSONNEL

The consultancy firm shall engage the following key personnel whose CV and experience shall be evaluated, form part of support staff to carry out services

- Team Leader/ Project Manager
- Civil Engineer
- Civil technologist or technician
- Resident Engineer

The key personnel shall meet the following minimum eligibility requirements: -

- **Team Leader / Project Manager**
 - Must have successfully managed civil construction projects, 10 years of experience in construction project management
 - Must have minimum BSc /B.Eng/B.Tech Civil Engineering
 - Must have a Project Management Diploma or Degree
 - Must have team leader and good communication skills
 - Must be Registered as professional with ECSA as per the Engineering Profession **Act**, 46 of 2000
- **Civil Engineer**
 - Must have successfully designed civil construction projects, 10 years of experience in construction project management
 - Must have minimum BSc /B.Eng/B.Tech in Civil Engineering.
 - Must be Registered as professional with ECSA as per the Engineering Profession **Act**, 46 of 2000
- **Civil technologist or technician**
 - Must have successfully designed civil construction projects and at least 5 years of experience in construction project management
 - Must have minimum BSc /B.Eng/B.Tech in Civil Engineering.
 - Must be Registered as professional with ECSA as per the Engineering Profession **Act**, 46 of 2000
- **Resident Engineer**
 - Must have successfully monitored civil construction projects, and 5 years of experience in construction project management
 - Must have minimum BSc /B.Eng/B.Tech/National Diploma in Civil Engineering
 - Must be Registered as professional with ECSA as per the Engineering Profession **Act**, 46 of 2000

REQUIREMENTS

General requirements

- Registered company (certified copies of company registration certificate)
- Must be Registered with South African Revenue service (SARS)
- The company must be in good standing with the department of labour (DOL). A copy of letter for good standing must be attached
- No bidder or any of its directors must be listed on the register for tender defaulters in terms of section 29 of prevention and combating of corrupt activities Act (No. 12 of 2004), if so the bid will be disqualified
- At least fifty percent (50%) of the shareholding must be for a registered professional in engineering
- Curriculum Vitae (C.V) of all key employees, certified ID copy, years of experience, and other relevant information to demonstrate competency must have attached to the proposal.