

SBD1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE)					
BID NUMBER:	Q10835- 2024	CLOSING DATE:	20 September 2024	CLOSING TIME:	11:00
DESCRIPTION	THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) REQUIRES A THATCHING CONTRACTOR FOR THATCHING MAINTENANCE AND REPAIRS, SERVICING OF LIGHTNING MASTS, AND APPLYING FIRE RETARDANTS ON THE THATCHED ROOFS AT THE LOWVELD NATIONAL BOTANICAL GARDEN IN MBOMBELA, FOR A FIVE YEAR PERIOD.				
NON-COMPULSORY SITE BRIEFING: This is a non-compulsory					
Submission of proposals: proposals must be emailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms. Zozi at S.Zozi@sanbi.org.za .					
Please state the Bid number as the reference number on the subject line when responding to the RFQ.					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Siphokazi Zozi		CONTACT PERSON	Mr . Carona Mathipa	
TELEPHONE NUMBER	012 843 5292		TELEPHONE NUMBER	013 752 5531	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	S.Zozi@sanbi.org.za		E-MAIL ADDRESS	C.Mathipa@sanbi.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	[TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

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PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
 (Proof of authority must be submitted e.g. company resolution)

DATE:

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BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in submitting the
 accompanying bid, do hereby make the following statements that I certify to be true
 and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

² 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.

- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE
 GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN**

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RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

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2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

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3.2.1. POINTS AWARDED FOR PRICE

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

$$P_S = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } P_S = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. Categories of persons historically disadvantaged by unfair discrimination on the basis of race. 100% black ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	10	
2. Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. 100 % female ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	10	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company

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- ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a
 - (e)
 - (f) fraudulent basis, be restricted 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
 - (g) forward the matter for criminal prosecution, if deemed necessary

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

**REQUEST FOR QUOTATION
TERMS OF REFERENCE: Q10835- 2024**

THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE REQUIRES A THATCHING CONTRACTOR FOR THATCHING MAINTENANCE AND REPAIRS, SERVICING OF LIGHTNING MASTS, AND APPLYING FIRE RETARDANTS ON THE THATCHED ROOFS AT THE LOWVELD NATIONAL BOTANICAL GARDEN FOR A FIVE YEAR PERIOD.

1. Background and Discussion

Lowveld NBG is in need of reliable and qualified service provider who is going to attend to all the thatch roofs works, maintenance and repairs. The service provider is expected to be responsible for servicing of lightning masts that provide protection to the thatched roof against lightning and the application of fire retardants on thatched roofs at the Lowveld NBG.

Lowveld NBG is one of the oldest garden managed by SANBI and this means most of our building around the garden are made of thatch and requires constant maintenance and repairs.

A service providers will be appointed under this contract on a quotation basis when services, maintenance, repair or replacement of thatched roofs is required. Thatched maintenance services contractors with the relevant required skills, experience and empowerment profiles will be invited to submit proposals to SANBI, for consideration of appointment on a five-year contract.

We therefore require an advertisement to appoint a service provider to do thatch roof maintenance and repairs service whenever the need arise on a five year maintenance agreement at the Lowveld NBG.

The purpose of this tender is to procure a contractor for maintenance and repairs, servicing of lightning masts and applying fire retardants on the roofs at the Lowveld NBG, Mbombela, for a 5 year period.

The aim of this Terms of Reference is to ensure that all service providers invited to tender, submit proposals based on the same understanding of the project.

2. Invitation to Quote

Quotations are invited from service providers for the maintenance and repairs, servicing of lightning masts and applying fire retardants on the roofs at the Lowveld National Botanical Garden (LNBG), Mbombela.

The procurement process will be co-ordinated by SANBI's Supply Chain Management (SCM) section at the following address:

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SCM Manager
South African National Biodiversity Institute (SANBI)
Private Bag X101
Silverton
0184

3. Scope of Works

The services to be provided under this contract include, inter alia:

- Inspection of roofs on specified buildings as per the below table
- Removal and replacement of portions of thatched roofs
- Brushing / combing of thatch roofs
- Brushing / combing and addition of thatching to portions of thatched roofs
- Patching of thatch roofs
- Repairing / replacing of roof ridges and nok where needed
- Tensioning of twines
- Thatching where needed
- Painting of nok where needed
- Securing of bolts of roof structure where needed
- Application of fire retardant material (provide compliance certificate)
- Servicing of lightning masts (provide compliance certificate)
- Respond to emergency repairs call out where needed.

4. Response time

The service providers shall be expected to respond and provide SANBI with quotation of work to be done within 72 hours of receipt of a call, emergencies included. This response time is non-negotiable.

5. Billing

Call out fee rates will be fixed for duration of twelve months **VAT inclusive**; after 12 months the service providers need to indicate yearly escalation rate and include these for the projected year two and year three, four and five of the contract period.

Description	Cost (Year 1)	Cost (Year 2)	Cost (Year 3)	Cost (Year 4)	Cost (Year 5)
Call out fee (normal hours 07h30-17h00)	R	R	R	R	R
Labour rate per hour	R	R	R	R	R

NB. The Service provider will be expected to do the assessment during the call out, thereafter, a quotation for the work to be done be sent to SANBI for approval and authorization prior commencement of the works.

6. Evaluation process

The evaluation process will be based on the price and Specific goals of those bids that meet the minimum threshold for functionality. By Preferential Procurement Regulations, 2022 about the Preferential Procurement Policy Framework Act (No. 5 of 2000).

6.1. Specific goals

	Objective goals	Targeted score	Bidders score
a	Categories of persons historically disadvantaged by unfair discrimination on the basis of race. 100% black ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	10	
b	Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. 100 % female ownership (Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)	10	

Sufficient information must be provided to allow the evaluation panel to score bids against all these criteria. Failure to do so may result in the disqualification of bids.

6.2. Evaluation Criteria

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Evaluation of proposals will be done according to the following criteria (all relevant information should be provided):

FUNCTIONALITY CRITERIA																
ID	CRITERIA	POINTS														
1	Implementation method and project plan or programme - Method to be followed in delivering this project - Weekly plan/programme with milestones	20 (10) (10)														
2	Contractor's Experience Four positive reference letters regarding work of similar scope and scale completed in last five years <table><tr><th>Sub-Criteria</th><th>Points</th></tr><tr><td>No submission</td><td>0</td></tr><tr><td>One reference letter</td><td>5</td></tr><tr><td>Two reference letters</td><td>10</td></tr><tr><td>Three reference letters</td><td>15</td></tr><tr><td>Four reference letters or more</td><td>20</td></tr></table>	Sub-Criteria	Points	No submission	0	One reference letter	5	Two reference letters	10	Three reference letters	15	Four reference letters or more	20	45 (20)		
	Sub-Criteria	Points														
No submission	0															
One reference letter	5															
Two reference letters	10															
Three reference letters	15															
Four reference letters or more	20															
	List of at least five other similar projects with appointment letters, completion certificates and telephonic references indicating work of similar value completed in the last ten years <table><tr><th>Sub-Criteria</th><th>Points</th></tr><tr><td>No submission</td><td>0</td></tr><tr><td>One Project</td><td>5</td></tr><tr><td>Two Projects</td><td>10</td></tr><tr><td>Three Projects</td><td>15</td></tr><tr><td>Four Projects</td><td>20</td></tr><tr><td>Five Projects</td><td>25</td></tr></table>	Sub-Criteria	Points	No submission	0	One Project	5	Two Projects	10	Three Projects	15	Four Projects	20	Five Projects	25	 (25)
Sub-Criteria	Points															
No submission	0															
One Project	5															
Two Projects	10															
Three Projects	15															
Four Projects	20															
Five Projects	25															

3	Contractor's Resources – Personnel and Plant		35													
	Proposed personnel:															
	- CVs for proposed key personnel indicating: - Previous work experience of similar projects - Total number of years' working experience in construction - Individual experience on similar work in last five years - Certified copies of Qualifications relevant to building/construction or other recognised building/construction training courses completed															
		(35)														
<table><tr><th>Sub-Criteria</th><th>Points</th></tr><tr><td>CV with 0 to 1 years' experience</td><td>0</td></tr><tr><td>CV with 2 to 3 years' experience, with Grade 12.</td><td>7</td></tr><tr><td>CV with 4 to 5 years' experience, with Grade 12 and National Certificate in Construction Management or equivalent qualification</td><td>14</td></tr><tr><td>CV with 6 to 7 years' experience, with Grade 12 and Diploma in Construction Management or equivalent qualification.</td><td>21</td></tr><tr><td>CV 8 to 9 years' experience, with Grade 12 and Degree in Construction Management or equivalent qualification.</td><td>28</td></tr><tr><td>CV with 10 years' experience, with Postgraduate qualification in Construction Management or equivalent qualification.</td><td>35</td></tr></table>			Sub-Criteria	Points	CV with 0 to 1 years' experience	0	CV with 2 to 3 years' experience, with Grade 12.	7	CV with 4 to 5 years' experience, with Grade 12 and National Certificate in Construction Management or equivalent qualification	14	CV with 6 to 7 years' experience, with Grade 12 and Diploma in Construction Management or equivalent qualification.	21	CV 8 to 9 years' experience, with Grade 12 and Degree in Construction Management or equivalent qualification.	28	CV with 10 years' experience, with Postgraduate qualification in Construction Management or equivalent qualification.	35
Sub-Criteria	Points															
CV with 0 to 1 years' experience	0															
CV with 2 to 3 years' experience, with Grade 12.	7															
CV with 4 to 5 years' experience, with Grade 12 and National Certificate in Construction Management or equivalent qualification	14															
CV with 6 to 7 years' experience, with Grade 12 and Diploma in Construction Management or equivalent qualification.	21															
CV 8 to 9 years' experience, with Grade 12 and Degree in Construction Management or equivalent qualification.	28															
CV with 10 years' experience, with Postgraduate qualification in Construction Management or equivalent qualification.	35															
TOTAL		100														

Service providers who fail to score a minimum of 70 points out of a possible 100 points on functionality criteria will not be eligible for further consideration.

Sufficient information must be provided to allow the evaluation panel to score bids against all these criteria. Failure to do so may result in the disqualification of bids.

7. Mandatory requirement documentation:

- SBD forms (SBD 1, 4, 6 ad 1). The Standard Bidding Forms (included in the bid documentation) must be completed and submitted with this proposal.
- A current copy of the Central Suppliers Database (CSD) registration report or registration number must be provided.

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- Service providers with one or more employees are required by law to contribute to the Compensation Fund. A valid letter of good standing certificate with COIDA is required. The certificate should be issued by the Department of Labour or letter of intent.
- Proof of Public Liability Insurance.
- Any effort by a Bidder to influence the bid evaluation, bid comparisons or bid award decisions in any matter, may result in rejection of the bid concerned. SANBI shall reject a submission if the Bidder has committed a proven corrupt or fraudulent act, or any other improper conduct in bidding for any other work.
- SANBI may disregard any submission if that Bidder, or any of its directors.
- Quotations must include cost breakdown of all the specifications and the price must be VAT inclusive.

8. No Briefing Session

Bidders are encouraged to direct all technical and bidding procedure enquiries to the email address below.

Department: Supply Chain Management
Email: S.SCM-Quotations@sanbi.org.za
Cc: S.Zozi@sanbi.org.za
Cut-off date for enquiries: **19 September 2024 at 12:00**

9. Nature of appointment and contractual arrangement

Appointment:

- Contract duration: Five (5) years.

10. Closing date for quotations

The closing date for submission of responses is **20 September 2024** at 11:00.

Submissions should be e-mailed to S.SCM-Quotations@sanbi.org.za with a copy to and Ms. Zozi at s.zozi@sanbi.org.za.

For further information, contact Carona Mathipa on 013 752 8880 or email C.Mathipa@sanbi.org.za

PLEASE NOTE: Emailed applications must not be more than 8MB.

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