



## Request for Proposals (RFP)

### For the Provision of Construction Services for the Water network upgrade at the CSIR campus in Pretoria

**RFP No. 3353/17/02/2020**

Date of Issue	20 January 2020	
Compulsory briefing session	Date: 28 January 2020 Venue: CSIR East gate reception area, Pretoria Time: 10:00 -11:00	
Closing Date	17 February 2020	
Tender submission location	Tender box, CSIR Main Reception, Gate 3 ( North Gate)	
Enquiries	Strategic Procurement Unit	E-mail: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>
CSIR business hours	08h00 – 16h30	
Category	Building Construction	

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## SECTION A – TECHNICAL INFORMATION

### 1 INTRODUCTION

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR's main site is in Pretoria while it is represented in other provinces of South Africa through regional offices.

### 2 BACKGROUND

The CSIR's main water reticulation network is mainly asbestos pipes. The network is aged, susceptible to damage and water leaks. The project entails the replacement of the existing asbestos pipe with PVC (polyvinyl chloride). **The existing asbestos pipe will not be removed it will remain intact underground.**

### 3 INVITATION FOR PROPOSAL

Proposals are hereby invited from CIDB registered contractors for the replacement of the asbestos pipes at the CSIR campus in Pretoria.

### 4 PROPOSAL SPECIFICATION

All proposals are to be submitted in the format specified in this enquiry. However, bidders are welcome to submit additional / alternative proposals over and above the originally specified format.

#### **The Scope of work is as follows:**

The Scope of Work is as is stated in the attached Bill of Quantities. This includes, but is not limited to, the following:

- Hand excavation to expose the existing services and prevent damage
- Hand excavation, levelling, laying of 100mm bedding sand & compaction
- Installation of 110mm PVC water main pipes.
- Testing and connecting to the existing water network

## FUNCTIONAL EVALUATION CRITERIA

4.1 The evaluation of the functional / technical detail of the proposal will be based on the following criteria:

	<b>Evaluation criteria</b>	<b>Weighted score</b>
1	<b>Experience of the firm</b> Experience of the firm with respect to specific aspects of the project / comparable projects	40
2	<b>Performance on past projects</b> Bidders to attach Reference letters from previous clients	30
3	<b>Proposed Methodology</b> (Approach paper which responds to the proposed Scope of Work and outlines proposed approach / methodology)	20
4	<b>Preliminary Construction Programme</b>	10
	<b>TOTAL</b>	<b>100</b>

Note: Past projects used to substantiate the bidder's experience must be located in the Gauteng region so that site visits to verify the quality of the bidder's workmanship is viable.

4.2 Proposals with functionality / technical points of less than the pre-determined minimum overall percentage of 70% will be eliminated from further evaluation.

4.3 Refer to Annexure A for the scoring sheet that will be used to evaluate functionality.

## 5 ELIMINATION CRITERIA

5.1 Proposals will be eliminated under the following conditions:

- Submission after the deadline;
- Proposals submitted at incorrect location;
- Non Compliance with a stipulated minimum threshold for local production and content as per National Treasury Designated Sectors Circular Number 1 of 2019/2020 will not be considered; and
- Non-attendance of the compulsory briefing session / site inspection.

5.2 **Mandatory requirements that will be considered**

- Valid CIDB registration certificate, Level 2CE or 2GB or higher grading designation
- Proof of registration and Compliance with COID act
- Original completed Bill of Quantities

## **6 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE (CSD) REGISTRATION & B-BBEE CERTIFICATE**

Before any negotiations with the winning bidder commence, the winning bidder shall be required to:

- be registered on National Treasury's Central Supplier Database (CSD). Registrations can be completed online at: [www.csd.gov.za](http://www.csd.gov.za);
- provide their CSD registration number to the CSIR; and
- provide the CSIR with a certified copy of their B-BBEE certificate. If no certificate can be provided, no points will be scored during the evaluation process. (RSA suppliers only)

## SECTION B – TERMS AND CONDITIONS

### 7 VENUE FOR PROPOSAL SUBMISSION

All proposals must be submitted at:

Tender box, CSIR Main Reception, Gate 3 (North Gate)

### 8 TENDER PROGRAMME

The tender program, as currently envisaged, incorporates the following key dates:

- Issue of tender documents: 20 January 2020
- Compulsory briefing session / site inspection etc.: 28 January 2020
- Last date for submission of queries: 10 February 2020
- Closing / submission Date: 17 February 2020
- Estimated contract duration (in months) 6 months

### 9 SUBMISSION OF PROPOSALS

9.1 All proposals are to be sealed. No open proposals will be accepted.

9.2 All proposals are to be clearly marked with the RFP number and the name of the bidder on the outside of the main package. Proposals must consist of two parts, each of which is placed in a separate sealed package clearly marked:

**PART 1:** Technical Proposal: **RFP No.: 3353/17/02/2020.**

**PART 2:** Pricing Proposal, B-BBEE and other Mandatory Documentation:  
**RFP No.: 3353/17/02/2020.**

9.3 Proposals submitted by companies must be signed by a person or persons duly authorised.

9.4 The CSIR will award the contract to qualified bidder(s) whose proposal is determined to be the most advantageous to the CSIR, taking into consideration the technical (functional) solution, price and B-BBEE.

### 10 DEADLINE FOR SUBMISSION

Proposals shall be submitted at the address mentioned above no later than the closing date of **Monday, 17 February 2020** during CSIR's business hours. The CSIR business hours are between 08h00 and 16h30.

Where a proposal is not received by the CSIR by the due date and stipulated place, it will be regarded as a late tender. Late tenders will not be considered.

## 11 AWARDING OF TENDERS

11.1 Awarding of tenders will be published on the National Treasury e-tender portal or the CSIR's tender website. No regret letters will be sent out.

## 12 EVALUATION PROCESS

### 12.1 Evaluation of proposals

All proposals will be evaluated by an evaluation team for functionality, price and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, the CSIR will approve the awarding of the contract to the successful bidder.

A two-phase evaluation process will be followed.

- The first phase includes evaluation of **elimination; functionality criteria and local content**
- The second phase includes the evaluation of **price** and **B-BBEE** status.

Pricing Proposals will only be considered after functionality phase has been adjudicated and accepted. Only proposals that achieved the specified minimum qualification scores for functionality will be evaluated further using the preference points system.

### 12.2 Preference points system

*The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status.*

## 13 PRICING PROPOSAL

13.1 The Pricing Proposal must be cross-referenced to the sections in the Technical Proposal. Any options offered must be clearly labelled. Separate pricing must be provided for each option offered to ensure that pricing comparisons are clear and unambiguous.

13.2 The price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.



13.3 The price should include additional cost elements such as freight, insurance until acceptance, duty where applicable.

13.4 Only firm prices\* will be accepted during the tender validity period. Non-firm prices\*\* (including prices subject to rates of exchange variations) will not be considered.

*\*Firm price is the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax which, in terms of a law or regulation is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;*

*\*\*Non-firm price is all prices other than "firm" prices.*

13.5 Payment will be according to the CSIR Payment Terms and Conditions.

#### **14 VALIDITY PERIOD OF PROPOSAL**

Each **proposal** shall be valid for a minimum period of three (3) months calculated from the closing date.

#### **15 APPOINTMENT OF SERVICE PROVIDER**

15.1 The contract will be awarded to the bidder who scores the highest total number of points during the evaluation process, except where the law permits otherwise.

15.2 Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement, CSIR reserves the right to appoint an alternative supplier.

15.3 Awarding of contracts will be announced on the National Treasury website and no regret letters will be sent to unsuccessful bidders.

#### **16 ENQUIRIES AND CONTACT WITH THE CSIR**

Any enquiry regarding this RFP shall be submitted in writing to CSIR at tender@csir.co.za with ***"RFP No: 3353/17/02/2020 – For the Provision of Construction Services for the Water network upgrade at the CSIR campus in Pretoria"*** as the subject.

Any other contact with CSIR personnel involved in this tender is not permitted during the RFP process other than as required through existing service arrangements or as requested by the CSIR as part of the RFP process.

## 17 MEDIUM OF COMMUNICATION

All documentation submitted in response to this RFP must be in English.

## 18 COST OF PROPOSAL

Bidders are expected to fully acquaint themselves with the conditions, requirements and specifications of this RFP before submitting proposals. Each bidder assumes all risks for resource commitment and expenses, direct or indirect, of proposal preparation and participation throughout the RFP process. The CSIR is not responsible directly or indirectly for any costs incurred by bidders.

## 19 CORRECTNESS OF RESPONSES

- 19.1 The bidder must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFP. The prices and rates quoted must cover all obligations under any resulting contract.
- 19.2 The bidder accepts that any mistakes regarding prices and calculations will be at their own risk.

## 20 VERIFICATION OF DOCUMENTS

- 20.1 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by the CSIR in regard to anything arising from the fact that pages are missing or duplicated.
- 20.2 *One hard copy and one electronic copy (CD or USB memory key)* of each proposal must be submitted. In the event of a contradiction between the submitted copies, the hard copy shall take precedence.
- 20.3 Pricing schedule and B-BBEE credentials should be submitted with the proposal, but as a separate document and no such information should be available in the technical proposal.
- 20.4 If a courier service company is being used for delivery of the proposal document, the RFP description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered to the tender box, by the stipulated due date.

## **21 SUB-CONTRACTING**

- 21.1 A bidder will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a bidder intends sub-contracting more than **25%** of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 21.2 A bidder awarded a contract may not sub-contract more than **25%** of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.

## **22 ENGAGEMENT OF CONSULTANTS**

The consultants will only be remunerated at the rates:

- 22.1 Determined in the "Guideline for fees", issued by the South African Institute of Chartered Accountants (SAICA); or
- 22.2 Set out in the "Guide on Hourly Fee Rates for Consultants", by the Department of Public Service and Administration (DPSA); or
- 22.3 Prescribed by the body - regulating the profession of the consultant

## **23 LOCAL CONTENT**

- 23.1 In the case of tenders issued for goods and/or services in a designated sector, such tenders must be advertised with the specific bidding condition that only bids that meet a stipulated minimum threshold of locally produced goods, services or works or locally manufactured goods will be considered. As such, a specific bidding condition may be included that only locally produced services, works or goods or locally manufactured goods with a stipulated minimum threshold for local production and content will be considered.
- 23.2 The guidelines and declarations should be used by tenderers when preparing a tender.
- 23.3 Tenderers must complete Declarations D and E, and consolidate the information on Declaration C. Annexures C, D and E must be submitted with the tender by the closing date and time as determined by the CSIR.
- 23.4 If the tender is successful, the tenderer must continuously update Declarations C, D and E with actual values for the duration of the contract

23.5 The SABS approved technical specification number SATS 1286:2011 and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)] are accessible to all potential bidders on the dti's official website [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.

## **24 TRAVEL EXPENSES**

24.1 All travel expenses for the CSIR's account, be it directly via the CSIR's travel agent or indirectly via re-imbursments, must be in line with the CSIR's travel policy. The following will apply:

24.1.1 Only economy class tickets will be used.

24.1.2 A maximum of R1300 per night for accommodation, dinner, breakfast and parking will be allowed.

24.1.3 No car rentals of more than a Group B will be accommodated.

## **25 ADDITIONAL TERMS AND CONDITIONS**

- 25.1 A bidder shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- 25.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 25.3 In case of proposal from a joint venture, the following must be submitted together with the proposal:
- Joint venture Agreement including split of work signed by both parties;
  - The original or certified copy of the B-BBEE certificate of the joint venture;
  - The Tax Clearance Certificate of each joint venture member;
  - Proof of ownership/shareholder certificates/copies; and
  - Company registration certificates
- 25.4 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
- 25.5 Failure to comply with any of the terms and conditions as set out in this document will invalidate the Proposal.

## **26 CSIR RESERVES THE RIGHT TO**

- 26.1 Extend the closing date;
- 26.2 Verify any information contained in a proposal;
- 26.3 Request documentary proof regarding any tendering issue;
- 26.4 Give preference to locally manufactured goods;
- 26.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 26.6 Award this RFP as a whole or in part;
- 26.7 Cancel or withdraw this RFP as a whole or in part.

## **27 DISCLAIMER**

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, bidders shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to bidder concerning the RFP, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the bidder or any other party in connection therewith.

**RETURNABLE CHECKLIST**

**NOTE:** The bidder is required to complete each and every schedule listed below to the best of his ability as the evaluation of tenders and the eventual contract will be based on the information provided by the bidder. Failure of a bidder to complete the schedules and forms to the satisfaction of the CSIR will inevitably prejudice the tender and may lead to rejection on the grounds that the tender is not responsive.

The bidder must complete the following returnable documents:

<b>RETURNABLE DOCUMENTS –</b>			
<b>PART A: TECHNICAL RETURNABLES</b>			
<b>Returnable Schedules required only for Tender Evaluation Purposes.</b>			
28	Schedule of the Bidder’s Experience		
29	Performance on Past Projects - Reference Letters		
30	Method Statement		
31	Preliminary Programme		
<b>PART B: PRICING PROPOSAL</b>			
<b>Returnable Schedules that will be incorporated into the Contract.</b>			
33	Pricing Proposal Form & Declaration by Bidder		
34	B-BBEE Certificate		
35	Bill of Quantities		

**PART A: TECHNICAL RETURNABLES**

These are returnable schedules required for Tender Evaluation Purposes only

**28 SCHEDULE OF THE BIDDER'S EXPERIENCE & CIDB RATING**

The bidder must list relevant projects completed in the last five years (minimum of three) and attach hereto their CIDB Certificate. **Projects to be considered must be similar in scope, cost and complexity.**

Firm: Contact Person and Telephone Number	Consulting Principal Agent / Engineer (where applicable): Contact Person and Telephone Number	Nature Of Work	Value of Work (Inclusive of Vat)	Date Completed

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Bidder \_\_\_\_\_



**29 PERFORMANCE ON PAST PROJECTS**

The bidder shall attach hereto Reference Letters from previous clients where installation civil engineering services or plumbing works projects have been undertaken successfully. Note that no letters of appointment or completion certificates will be accepted for this purpose as these do not sufficiently elaborate on principles such as workmanship and work ethic. Also note that only past projects located in the **Gauteng region** would be considered for evaluation so that site visits to verify workmanship can be conducted.

**No reference letters from other contractors will be accepted. Reference letter must be solely from clients or reputable client’s agents such architects, engineers, etc.**

SIGNATURE: .....

DATE:

*(of person authorised to sign on behalf of the Bidder)*

**30 METHOD STATEMENT**

The Bidder to attach hereto a Method Statement.

SIGNATURE: .....  
*(of person authorised to sign on behalf of the Bidder)*

DATE:

**31 PRELIMINARY PROGRAMME**

The Bidder shall attach a preliminary programme reflecting the proposed sequence of the various activities comprising the work for this Contract. The programme shall be in accordance with the scope of works and requirements of the Project Specifications and with all other aspects of the Tender.

SIGNATURE: .....  
(of person authorised to sign on behalf of the Bidder)

DATE:

## **PART B: PRICING PROPOSAL**

These are returnable schedules required for evaluation purpose, and will also be incorporated in the Contract.

### **32 PRICING INSTRUCTIONS TO BIDDERS & BILLS OF QUANTITIES**

The Bills of Quantities forms part of the Tender Document and must be read and used in conjunction with the Conditions of Tender, Conditions of Contract, Specification and Drawings.

A price and a unit rate must be filled in against each item in the Bills of Quantities. Items which are not priced will be accepted as being covered by the Bidder by other prices and unit rates in the Schedule of Quantities.

The unit rates and prices as tendered in the Bills of Quantities must cover all the Bidder's obligations under this Contract and must include full compensation for all provisional costs, temporary work, transport, labour, material, plant, equipment, housing and all matters and obligations of any nature necessary for the construction, completion and maintenance of the Works as well as for any loss or damage resulting from the nature of the work, weather conditions, floods, etc.

Tenders will be evaluated on the unit rates tendered for each item and not on the Tender price. In the case of arithmetic mistakes in the Bidder's tender the unit rates will be taken as correct and the Tender Amount accordingly adjusted.

The general description of the work and material which appears in the Specification will not be repeated in the Bills of Quantities.

Where a unit rate is required for an item in the Bills of Quantities and the Bidder fails to fill in the unit rate under the unit rate column but simply fills in a total amount under the amount column, this amount will not be valid and will not be included in the calculations for the corrected Tender amount.

The quantities in this Bills of Quantities are approximate and the CSIR does not undertake, explicitly or by implication that the actual quantity of work corresponds with the aforementioned quantities. The CSIR reserves the right to alter or omit any quantity or class of any section of the work.

The Contract Amount for the completed Contract will be calculated from the actual quantities of work done and will be valued by applying the unit rates tendered opposite every item in the Bills of Quantities.

#### **Scope of contract**

The description hereunder is a general guide only and the bidder is referred to the drawings for tender purposes. No liability will be accepted should the information provided be misconstrued.

### **Queries from bidder**

On no account should this document be used for placing orders for materials, the bidder does so at his own risk and shall not be reimbursed for additional costs so incurred.

### **Acquaintance with tender documents, regulations, etc.**

By submission of a tender, the bidder will be deemed to have acquainted himself fully with the tender documents, local authority requirements and by-laws, the standard specifications applicable, occupational health and safety regulations and all other aspects of the work envisaged in the documents prior to pricing and submission of this tender.

### **Arithmetical errors**

The CSIR reserves the right to correct arithmetical or other errors in the extension of rates and totals in the tender. The bidder will be informed of the effect of any corrections prior to the conclusion of the evaluation process.

### **Imbalance in tendered rates**

In the event of there being any rate or rates which are declared to be unacceptable for reasons which the Project Manager will indicate, the bidder will, in terms of rule 9, be requested to either:

- a) Justify and specify rate or rates, i.e. To give a financial breakdown on how such rate or rates were obtained or calculated;
- b) Consider amending and adjusting such rate or rates while retaining the tender sum derived under sub rule 10.a unchanged and fixed.

### **Provision for health and safety**

The bidder should make adequate provision in the tendered rates and prices in the bill of quantities to cover the cost of all resources, actions, training and all health and safety measures envisaged in the OHS 1993 construction regulations 2014.

### **Tenders**

The tender comprises, **this RFP document, the Returnable Schedules and the Bills of Quantities**, all of which shall be duly completed, signed and posted or delivered on or before the time and date to the address indicated on the Tender Form.

Where necessary, Bidders are requested to complete the above mentioned documentation in black ink and Bidders are to note that only plain paper photo static copies of the abovementioned documentation will be acceptable. Photo static copies of tenders or photo static copies of facsimiles which are lodged in the prescribed manner and in which the relevant forms and certificates are signed in black ink, after being copied, will be accepted as valid tenders.

A tender shall be considered incomplete if all of the abovementioned documentation is not submitted together with the tender, in which case such tender shall be liable for rejection.

**B-BBEE CERTIFICATE**

The bidder shall attach a certified copy of their B-BBEE Certificate or Affidavit.

If no certificate is provided, no points will be scored during the evaluation process. (RSA suppliers only)

SIGNATURE: .....

DATE:

*(of person authorised to sign on behalf of the Bidder)*

**PRICING PROPOSAL FORM**

**THE BIDDER IS TO COMPLETE AND SIGN THE TENDER FORM**

The Bidder, identified in the Offer signature block below, has examined the documents listed in the Tender Data as listed in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Bidder, deemed to be duly authorised, signing this part of this Form of Offer, the Bidder offers to perform all of the obligations and liabilities of the Contractor under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS**

.....  
 .....  
 ..... Rand (in words);      R ..... (in figures),  
 (firm)

This offer may be accepted by the CSIR by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Bidder before the end of the period of validity stated in the Tender Data, whereupon the Bidder becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

**Signature(s)** .....  
**Name(s)** .....  
**Capacity** .....  
**For the Bidder** .....  
**Name and signature of witness** .....  
**Date** .....

---

**DECLARATION BY BIDDER**

**Only bidders who completed the declaration below will be considered for evaluation.**

**RFP No:** .....

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in RFP No..... at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this proposal as the principal liable for the due fulfilment of this proposal.

I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT) .....  
CAPACITY .....  
SIGNATURE .....  
NAME OF FIRM .....  
DATE .....

<b>WITNESSES</b>	
1	.....
2	.....
DATE: .....	



## ANNEXURE A – EVALUATION CRITERIA

### EXPERIENCE OF THE FIRM (40%)

	EXPERIENCE OF THE FIRM
<b>Poor</b> (score 40)	Has completed less than 3 similar projects
<b>Satisfactory</b> (score 70)	Completed between 3 to 5 similar projects
<b>Good</b> (score 90)	Completed between 6 and 10 similar projects
<b>Very good</b> (score 100)	More than 10 years' experience on similar projects

### PERFORMANCE ON PAST PROJECTS (REFERENCES) (30%)

	PERFORMANCE ON PAST PROJECTS (REFERENCES)
(score 0)	No letters submitted
<b>Poor</b> (score 40)	Has submitted less than 3 reference letters for similar projects
<b>Satisfactory</b> (score 70)	Has submitted between 3 to 5 reference letters for similar projects
<b>Good</b> (score 90)	Has submitted between 6 to 10 reference letters for similar projects
<b>Excellent</b> (score 100)	Has submitted more than 10 reference letters for similar projects

**PROPOSED METHODOLOGY - METHOD STATEMENT / TECHNICAL APPROACH (20%)**

	<b>Technical approach</b>
(score 0)	Non submission
<b>Poor</b> (score 40)	The technical approach and/or methodology is poor / is unlikely to satisfy project objectives or requirements. The Tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project. The approach is generic and not tailored to address the specific project objectives and requirements. The approach does not adequately deal with the critical characteristics of the project.
<b>Satisfactory</b> (score 70)	The approach is specifically tailored to address the specific project objectives and requirements and is sufficiently flexible to accommodate changes that may occur during execution. The quality plan is specifically tailored to the critical characteristics of the project.
<b>Good</b> (score 90)	The approach is innovative and meets the required project objectives. Specific requirements for the project are outlined indicative understanding of the project specific requirements.
<b>Very good</b> (score 100)	Besides meeting the “good” rating, 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.

**PRELIMINARY CONSTRUCTION PROGRAMME (10%)**

	<b>Preliminary Construction Programme</b>
<b>(score 0)</b>	Non Submission of activity schedule
<b>Poor (score 40)</b>	The activity schedule omits important tasks or the timing of the activities and correlation among them are inconsistent with project deliverables. There is lack of clarity and logic in the sequencing.
<b>Satisfactory (score 70)</b>	All key activities are included in the activity schedule, but are not sufficiently detailed. There are minor inconsistencies between timing and project deliverables.
<b>Good (score 90)</b>	The work plan fits the project deliverables well; all important activities are indicated in the activity schedule and their timing and sequencing is appropriate and consistent with project objectives and requirements. There is a fair degree of detail that facilitates understanding of the proposed work plan.
<b>Very good (score 100)</b>	The work plan fits the project deliverables well; all important activities are indicated in the activity schedule 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.

**NB: The programme will be required in MS project and PDF format from the winning bidder.**



**ANNEXURE F – DRAWINGS**