



**Request for Quotation (RFQ) for the provision of professional civil engineering consulting services to the CSIR**

**RFQ No. 5457/23/04/2019**

Date of issue	Wednesday, 10 April 2019
Compulsory briefing session and site inspection	Monday, 15th of April 2019 Venue: CSIR Pretoria Campus Building 20- Baobab Time: 14:00
Closing Date and Time	Tuesday, 23 April 2019 at 16:30
Contact details	For submission of quotations or any other enquiries: Email <a href="mailto:tender@csir.co.za">tender@csir.co.za</a> ( <b>Please use RFQ No. as subject reference</b> )

## 1 INVITATION FOR QUOTATION

Quotations are hereby invited from Professional Civil Engineers experienced in bund wall design and construction with proven track record to provide a full civil engineering services (stage 1 to stage 6) to the CSIR.

## 2 QUOTATION REQUIREMENTS

Quotations are hereby invited from Professional Civil Engineers experienced in bund wall design and construction with proven track record to provide a full civil engineering services (stage 1 to stage 6) to the CSIR.

The scope of work includes but not limited to the following:

- Bund wall design

- Design development
- Tender documentation and procurement
- Construction
- Close-out

The professional engineering fees will be based on the latest engineering gazetted tariff of fees.

**Additional Requirements:**

- The company or lead professional engineer must have experience in bund wall designing and construction.
- The lead engineer or project manager must be registered with the Engineering Council of South Africa (ECSA). Please submit proof of certification.
- Please provide organogram of project team indicating the different roles.
- The service provider must submit at least 3 testimonial letters for similar work done in the last 10 years. The letters must include telephone numbers and email address of the referees. (Similar= professional engineering services related to the designing / construction of bund walls)
- The supplier must provide proof of indemnity insurance
- The supplier must submit quotation on official company letterhead.

### **3 PRE-QUALIFICATION CRITERIA TO ADVANCE CERTAIN GROUPS**

- 3.1 Only Exempted Micro Enterprises (EMEs) and Qualifying Small Enterprises (QSEs) that are B-BBEE Level 1 and 2, will be considered. A valid certified copy of a B-BBEE Certificate or letter of exemption must be submitted to be considered for this tender.

### **4 EVALUATION CRITERIA**

- 4.1 Selection of suppliers will be based on the 80/20 preference point system.
- 4.2 Provide a B-BBEE Certificate, or letter of exemption indicating the B-BBEE Status level.
- 4.3 No B-BBEE status will equal zero points.

- 4.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use [www.csd.gov.za](http://www.csd.gov.za) to register.
- 4.5 No order will be issued or no contract will be signed without a valid CSD number.
- 4.6 Elimination Criteria:  
Suppliers will be eliminated under the following conditions:
- Late submission of Quotes
  - Submission at wrong location or incorrect email address (***Please submit electronically to tender@csir.co.za***)
  - Non-submission of at least a minimum of three (3) testimonial letters on similar work done
  - If the supplier does not meet the prequalification criteria to advance certain groups
  - Non-submission of ECSA **certificate**
  - Non-submission of indemnity insurance certification
  - Non-submission of organogram
  - Non-attendance of compulsory briefing session

## 5 PRICING QUOTATION

- 5.1 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. Pricing should be based on gazetted tariff of fees.
- 5.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 5.3 Payment will be according to the CSIR Payment Terms and Conditions.

**The price should be firm and inclusive of disbursements and all services required to complete the project.**

## 6 SUB-CONTRACTING

- 6.1 A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer 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 tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 6.2 A tenderer 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.
- 6.3 If the tender intends to sub-contract, they must indicate the value of the work in Rands to be sub-contracted in relation to the total tendered amount. The supplier must also indicate the name(s) of the company / contractor.
- 6.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.
- 6.5 In case of proposal from a joint venture, the following must be submitted together with the proposal/Quotation:
- 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.

## 7 OTHER TERMS AND CONDITIONS

- 7.1 The supplier shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives.
- 7.2 Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.

**8 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. Note: This is not a Purchase Order.**