



Request for Proposals (RFP)

For the Provision of Construction Services for the Alterations at the CSIR Model Hall Roof in Stellenbosch

RFP No. 3234/26/10/2018

Date of Issue	Thursday, 04 October 2018	
Compulsory briefing session	Date: 12 October 2018 Venue: CSIR Model Hall Roof, Stellenbosch Time: 10:00 -11:00	
Closing Date	26 October 2018	
Tender submission location	Tender box, CSIR Main Reception, 10 Jan Celliers Road, Stellenbosch Central	
Enquiries	Strategic Procurement Unit	E-mail: tender@csir.co.za
CSIR business hours	08h00 – 16h30	
Category	Building Construction	

TABLE OF CONTENTS

SECTION A – TECHNICAL INFORMATION	4
1 INTRODUCTION	4
2 BACKGROUND	4
3 INVITATION FOR PROPOSAL	4
4 PROPOSAL SPECIFICATION	4
5 ELIMINATION CRITERIA	6
6 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION	7
SECTION B – TERMS AND CONDITIONS	7
7 VENUE FOR PROPOSAL SUBMISSION	7
8 TENDER PROGRAMME	7
9 SUBMISSION OF PROPOSALS	7
10 DEADLINE FOR SUBMISSION	8
11 AWARDING OF TENDERS	8
12 EVALUATION PROCESS	8
13 PRICING PROPOSAL	9
14 VALIDITY PERIOD OF PROPOSAL	10
15 APPOINTMENT OF SERVICE PROVIDER	10
16 ENQUIRIES AND CONTACT WITH THE CSIR	10
17 MEDIUM OF COMMUNICATION	11
18 COST OF PROPOSAL	11
19 CORRECTNESS OF RESPONSES	11
20 VERIFICATION OF DOCUMENTS	11
21 SUB-CONTRACTING	12
22 ENGAGEMENT OF CONSULTANTS	12
23 TRAVEL EXPENSES	12
24 ADDITIONAL TERMS AND CONDITIONS	13
25 CSIR RESERVES THE RIGHT TO	13
26 DISCLAIMER	14
RETURNABLE CHECKLIST	15
27 SCHEDULE OF THE BIDDER'S EXPERIENCE & CIDB RATING	16
28 PERFORMANCE ON PAST PROJECTS	18
29 METHOD STATEMENT	19
30 PRELIMINARY PROGRAMME	20
31 FINANCIAL RATING	21

32	PRICING INSTRUCTIONS TO BIDDERS & BILLS OF QUANTITIES	22
	DECLARATION BY BIDDER	38
	ANNEXURE A – EVALUATION CRITERIA	39
	ANNEXURE B – STANDARD FLASHING PROFILES	42
	ANNEXURE C – DRAWINGS	44

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 roof of the CSIR Model Hall in Stellenbosch requires a major structural alteration. The roof covering was originally replaced a couple of years ago. The specification of both the insulation and type of roofing material is however not able to safely span the existing 2,6m purlin spacing, especially during high wind load conditions. Whilst walking on the roof, a sense of unease becomes apparent as the live load deflections exceed the serviceability limits. The roof covering is deemed unsafe, and installing additional purlins and replacing the roof covering with a more secure alternative is proposed.

3 INVITATION FOR PROPOSAL

Proposals are hereby invited from CIDB registered service providers for the Structural alterations of the CSIR Model Hall Roof in Stellenbosch.

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:

- A mock-up test replacement sample (approximate 22m x 7.8m area) to be done for approval prior to ordering bulk material.
- Site establishment, contractual requirements, quality control, labour, supervision and testing as required.
- Safe and careful removal of existing sheeting, flashing, roof vents and insulation boards (Lambda boards)
- Safe temporary storage of insulation boards on the existing roof. Safe storage of roof vents for later modification and reinstallation. Temporary storage and removal (if and as required) of sheeting and flashing.
- Installation of new 175x75x20x3.5mm galvanized CFLC purlins (7.87m long, except on the gable ends where they are 8.8m long, dimensions to be confirmed on site) using Lindapter brackets, to existing rafters between existing purlins. All holes pre-drilled as per approved shop drawings.
- Painting of new purlins (prior to installation) to match existing purlins.
- Installation of 12mm dia. sag rods to new and existing purlins at mid span, with **pre-drilling for new purlins** and drilling on site **for existing purlins**, and fixing with nuts **and turnbuckles as per detail**.
- Supply and installation of top-hat brackets, over purlins, as supports for the reinstallation of the insulation boards
- Modification as required and reinstallation of insulation boards between new and existing purlins using the aforementioned top-hats.
- Installation of new **0.53** Widek 762 sheeting with aluminium zinc 200 coating
- Installation of 5 new 70mm dia. RWDPs **with drop boxes** at current gutter joint leaks as per layout drawing. Connecting the new downpipes to the existing downpipes at roof level using a new 70mm dia. horizontal U-PVC member.
- Modification (as required) and reinstallation of roof vents (Whirlybirds).
- Installation of all required flashing, sealants and waterproofing.
- Possible re-use of removed sheeting on other existing buildings (to be confirmed by Client and Engineer).

4 FUNCTIONAL EVALUATION CRITERIA

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

	Evaluation criteria	Weighted score
1	Experience of the firm Experience of the firm with respect to specific aspects of the project / comparable projects	30
2	Performance on past projects Bidders to attach Reference letters from previous clients	30
3	Proposed Methodology (Approach paper which responds to the proposed Scope of Work and outlines proposed approach / methodology)	15
4	Preliminary Construction Programme	15
5	Financial Rating	10
	TOTAL	100

Note: Past projects submitted to substantiate the bidder's experience should ideally be located in the Western Cape 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; and
- Non-attendance of the compulsory briefing session / site inspection.

5.2 **Mandatory requirements that will be considered**

- Valid CIDB registration certificate, Level 5GB or higher grading designation
- Proof of registration and Compliance with COIDA act
- Original completed Bill of Quantities

6 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION

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;
- 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:

- CSIR Main Reception Area (in the **Tender box**) at the following address
Council for Scientific and Industrial Research (CSIR)
10 Jan Celliers Road
Stellenbosch

8 TENDER PROGRAMME

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

- Issue of tender documents: 04 October 2018
- Compulsory briefing session / site inspection etc. 12 October 2018
- Last date for submission of queries: 18 October 2018
- Closing / submission Date: 26 October 2018
- Estimated contract duration: 8 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.: 3234/26/10/2018.**

PART 2: Pricing Proposal, B-BBEE and other Mandatory Documentation:

RFP No.: 3234/26/10/2018.

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 **Friday, 26 October 2018** 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. Preference will be given to steel Contractors who are able to undertake the sheeting and roofing works internally. Based on the results of the evaluation process and upon successful negotiations, the CSIR will approve the awarding of the contract to successful bidders.

A two-phase evaluation process will be followed.

- The first phase includes evaluation of **elimination** and **functionality criteria**,
- 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 six (6) 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: 3234/26/10/2018 – For the Provision of Construction Services for the Alterations at the CSIR Model Hall Roof in Stellenbosch***" 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 TRAVEL EXPENSES

- 23.1 All travel expenses for the CSIR's account, be it directly via the CSIR's travel agent or indirectly via re-imburements, must be in line with the CSIR's travel policy. The following will apply:
- 23.1.1 Only economy class tickets will be used.
- 23.1.2 A maximum of R1300 per night for accommodation, dinner, breakfast and parking will be allowed.
- 23.1.3 No car rentals of more than a Group B will be accommodated.

24 ADDITIONAL TERMS AND CONDITIONS

- 24.1 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.
- 24.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 24.3 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
- 24.4 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.
- 24.5 Failure to comply with any of the terms and conditions as set out in this document will invalidate the Proposal.
- 24.6 ***SANS 1200 will be referred to for any assessment of contractor's claims***

25 CSIR RESERVES THE RIGHT TO

- 25.1 Extend the closing date;
- 25.2 Verify any information contained in a proposal;
- 25.3 Request documentary proof regarding any tendering issue;
- 25.4 Give preference to locally manufactured goods;
- 25.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 25.6 Award this RFP as a whole or in part;
- 25.7 Cancel or withdraw this RFP as a whole or in part.

26 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:

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

PART A: TECHNICAL RETURNABLES

These are returnable schedules required for Tender Evaluation Purposes only

27 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.

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

28 PERFORMANCE ON PAST PROJECTS

The bidder shall attach hereto Reference Letters from previous clients where extensive roof structural work and sheeting or re-sheeting 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 **Western Cape region** would be considered for evaluation so that site visits to verify workmanship can be done.

SIGNATURE:

DATE:

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

29 METHOD STATEMENT

The Bidder to attach hereto a Method Statement.

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

DATE:

30 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.

Date of Practical Completion: 30 August 2019

Note: The programme must be based on the completion time as specified in the Contract Data. No other completion time that may be indicated on this programme will be regarded as an alternative offer, unless it is supported by a detailed statement to that effect, all as specified in the Tender Data.

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

DATE:

31 FINANCIAL RATING

The bidder shall attach an original letter from their Banker's indicating the Banks' rating on the bidder's business trading account.

SIGNATURE:

DATE:

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

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 Engineer's 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 Principal Agent 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 by the Principal Agent for reasons which the Principal Agent 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.

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

<u>BILL OF QUANTITIES</u>		
SUMMARY OF SECTIONS		
	DESCRIPTION	AMOUNT R
	SCHEDULE A: PRELIMINARY AND GENERAL	
	SCHEDULE B: SITE PREPERATION	
	SCHEDULE C: STRUCTURAL STEELWORK	
	SCHEDULE D: INSULATION	
	SCHEDULE E: ROOF SHEETING	
	SCHEDULE F: CORROSION PROTECTION	
	SCHEDULE G: FLASHING AND ROOF VENTS	
	Sub Total (ex VAT)	
-	10% Contingency	
-	Total (ex VAT)	
-	15% VAT	
	TOTAL CARRIED TO TENDER FORM	

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE A: PRELIMINARY AND GENERAL

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
A	SABS	PRELIMINARY AND GENERAL				
A1	8.3	FIXED-CHARGE AND VALUE- RELATED ITEMS				
A1.1	8.3.1	Contractual Requirements, including all insurance	Sum	1		
	8.3.2	Establish facilities on Site:				
A1.2	8.3.2.1	a) Facilities for Engineer (SABS 1200 AB)	Sum	1		
	8.3.2.2	b) Facilities for Contractor	Sum	1		
A1.6		Offices and storage sheds	Sum	1		
A1.9		Ablution and latrine facilities	Sum	1		
A1.10		Tools and equipment	Sum	1		
A1.11		Water supplies, electric power and communications.	Sum	1		
A1.13		Scaffolding for easy access for duration of works. This includes all erection, dismantling and shifting as required. It also includes the supply and erection of an access stair for inspection	Sum	1		
A1.14		Plant	Sum	1		
A1.16	PSA 8.11	Compliance to the OHS Act including all site programmes, inductions etc. Full-time in-house safety officer with monthly external audits	Sum	1		
A1.17	PSA 8.11	Compliance to the NEMA Act and Tenders Environmental Management Plan	Sum	1		
A1.18	PSA 8.12	Compliance to the Quality Control Management Plan	Sum	1		
Total Carried Forward						

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE A: PRELIMINARY AND GENERAL

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
Brought Forward						
A1.20	8.3.3	Other fixed-charge obligations (Specify)	Sum	1		
A1.21		Allowance for a cradle lift in order to hoist materials to the top of the roof as is required.	Sum	1		
A1.22		Fall protection where required - including roof edges and on scaffolding	Sum	1		
A1.23	8.3.4	Remove Engineer's and Contractor's Site establishment on completion	Sum	1		
A2	8.4	TIME-RELATED ITEMS				
A2.1	8.4.1	Contractual Requirements	month	8		
	8.4.2	Operate and maintain facilities on the Site:				
	8.4.2.1	a) Facilities for Engineer for duration of construction	month	8		
	8.4.2.2	b) Facilities for Contractor for duration of construction, except where otherwise stated	month	8		
A2.6		Offices and storage sheds	month	8		
A2.9		Ablution and latrine facilities	month	8		
A2.10		Tools and equipment	month	8		
A2.11		Water supplies, electrical power and communications	month	8		
A2.11		Protective tarpaulin where required	month	8		
A2.13		Access	month	8		
A2.14		Plant	month	8		
A2.15	8.4.3	Supervision and company overhead costs for duration of contract	month	8		
A2.16	PSA 8.11	Compliance to the OHS Act including all site programmes, inductions etc.	month	8		
A2.17	PSA 8.11	Compliance to the NEMA Act and Tenders Environmental Management Plan	month	8		
Total Carried Forward						

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE A: PRELIMINARY AND GENERAL

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
Brought Forward						
A2.18	PSA 8.12	Compliance to the Quality Control Management Plan	month	8		
A2.19	8.4.4	Company and head office overhead costs	month	8		
A2.20		Delivery vehicle (with trailer if required) used to transport 11m roof sheets to site as required	month	8		
A2.21	8.4.5	Other time-related obligations (Specify)	month	8		
TESTING						
A6						
A6.1	PSA 8.9	Testing of materials by Engineer (additional to that specified in the SABS)	Prov Sum	1	10 000.00	10 000.00
A6.3		Testing of fixing screws, materials and samples on site as ordered by the Engineer	Prov Sum	1	10 000.00	10 000.00
Total Carried Forward						

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE A: PRELIMINARY AND GENERAL

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
Brought Forward						
A7	8.7	DAYWORKS				
A7.1		Labour Supply labour including all costs				
A7.1.1		Site Foreman	h	10		Rate Only
A7.1.2		Skilled	h	10		Rate Only
A7.1.3		Semi-Skilled	h	20		Rate Only
A7.1.4		Unskilled	h	40		Rate Only
A7.2	8.7	Plant				
		Supply plant, including operator, fuel and other costs (No grinding on roof)				
A7.2.1		Mobile crane with adequate reach as needed on site	h	20		Rate Only
A7.2.6		Bakkie: min 1 ton	h	20		Rate Only
A7.2.7		Tip truck: min 10 ton	h	20		Rate Only
A7.2.8		Compressor including tools and hoses (7m ³ /min)	h	20		Rate Only
A8	8.8	TEMPORARY WORKS				
A8.1	PSA 8.15	Temporary scaffolding for removal of material from roof safely as required	Sum	1		Rate Only
Total Carried Forward To Summary: Schedule A						

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE B: SITE PREPERATION

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
B1		SITE PREPERATION				
B1.1		Remove existing sheeting, flashing and roof vents (Whirlybirds) utilizing a phased approach, based on approved programme with client. This includes the temporary storage (if required) and disposal of all sheeting and flashing. This also includes the storage of all roof vents (Whirlybirds) for later reinstallation. Contractor to provide method statement for approval.	m ²	12 200		
B1.2		Removal and stockpiling (on the existing roof) of insulation boards (Lambda board) for later modification and reinstallation. Precaution must be taken to ensure that insulation is handled with care. Contractor to provide method statement for approval	m ²	12 200		
		*Note: Contractors will be expected to adopt a phased approach for this project, carrying out full repair on an area between 300m² and 500m² for each phase.				
Total Carried Forward To Summary: Schedule B						0.00

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE C: STRUCTURAL STEELWORK

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
C12	SABS 1200H	STRUCTURAL STEELWORK				
C12.1	8.3.1	Supply, fabrication, transportation and erection of steelwork including packer plates, sheeting, screws, nuts, bolts etc. to SABS 1431 Grade 350WA. Sheeting to comply with SANS 10237: 2008. Sheeting installation to comply with LYSAGHT Roofing & Walling Installation Manual 2017.				
C12.1.1 - A		Lindapter brackets for the fixing of new purlins to existing steel rafters, including galvanized stiffener plate (400x60x12mm) and required fixings (refer to specification and drawing 33273.00-201-01) - materials only	No	620		
C12.1.1 - B		Installation cost - labour only	No	620		
C12.1.2 - A		New 175x75x20x3, 5mm galvanized CFLC purlins - each 7.87m long with pre-drilled holes for Lindapter fixings and sag rods (dimensions to be confirmed on site). Shop drawings to be issued for approval before ordering bulk material - materials only	m	3 900		
C12.1.2 - B		New 175x75x20x3,5mm galvanized CFLC purlins - each 8.8m long (dimensions to be confirmed on site) for gable ends - materials only	m	565		
C12.1.2 - C		Installation cost (@1.3m c/c between existing purlins) - labour only	m	4 465		
C12.1.3 - A		12mm dia. sag rods, each 1.35m long. Pre-galvanized with threaded ends - materials only	m	1 600		
C12.1.3 - B		M12 nuts used to connect sag rods - materials only	No	2 600		
C12.1.3 - C		M12 galvanized turnbuckles to tension sag-rods	No	100		
C12.1.3 - D		Installation cost, as per drawing 33273.00-201-01 & 02 (including the required drilling of holes in purlins and channels) - labour and tools costs required to drill 14mm holes in existing purlins and install rods	m	1 600		
Total Carried Forward To Summary: Schedule C						0.00

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. Bvi / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE D: INSULATION

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
D1		INSULATION				
D1.1 - A		Supply and installation of top hat elements bent from 250mm wide x 0.5mm thick galvanized plate, installed over purlin to support insulation boards	m	8 800		
D1.1 - B		Reinstallation of insulation boards (Lambdaboard) perpendicular to existing layout, between purlins, on hanger brackets between purlins (mock-up sample to be approved by engineer)	m ²	12 000		
D1.1 - C		Allowance for the cutting of insulation boards as required, in the case where item D1.1 - B is found to be unfeasible. Cutting will be carried out on the existing roof using a straight-edge and blade as required. No grinding will be permitted	m	1 400		
D1.1 - D		Reinstall insulation boards (Lambda board) between new and existing purlins in the case where item D1.1 - B is found to be unfeasible.	m ²	12 000		Rate only
Total Carried Forward To Summary: Schedule D						0.00

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE E: ROOF SHEETING

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
E1		ROOF SHEETING				
E1.1 - A		New 0,53 Widek 762 sheeting (aluminium zinc 200 coating) 11m lengths to be delivered by crane to above existing roof and fixed to the structure (Engineer to approve storage layout). The separate 11m sheets are to be lapped over the central purlin and 2 rows of Butyl insulation tape used for waterproofing - material only	m ²	12 250		
E1.1 - B		Installation - Screw fixing to new and existing purlins. Contractor to ensure that no fixing via existing holes in purlins be done by offsetting sheeting approx. 50mm (to be confirmed on site) - labour only Note: Contractor will be required to carry out repair on an initial section (one bay) of the roof for inspection and approval before the remainder of the work continues and before bulk of the materials are ordered	m ²	12 250		
E1.3		Gutter modifications and waterproofing:				
E1.2 - A		Installation of new U-PVC RWDP 70mm dia. with drop boxes at leaking gutter joint locations (see layout drawing and confirm on-site). Connected to existing RWDP at roof level with 4.0m horizontal 70mm dia. pipe, with bends where necessary. Dimensions to be confirmed on site - materials only	No	5		
E1.2 - B		Installation cost - labour only - for working at height on scaffold tower	No	5		
Total Carried Forward To Summary: Schedule E						0.00

CSIR MODEL HALL ROOF, STELLENBOSCH

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01

BILL OF QUANTITIES

SCHEDULE F: CORROSION PROTECTION

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
F		CORROSION PROTECTION				
F1.1	8.3.13	Corrosion protection: New purlins to be from pre-galvanized material, and painted with an approved paint treatment (cleaner, primer and 2 coats enamel) to match existing steel purlins (to be confirmed)	m ²	2 800		
F1.2		Cold galvanized treatment (Galvpatch or similar approved) to existing rusted purlins as per instruction from the engineer, as per product specification.	m ²	10		
Total Carried Forward To Summary: Schedule F						0.00

CONTRACT NO. BVI / 33273.00 / CSIR MODEL HALL ROOF / 2018 / 01
BILL OF QUANTITIES

SCHEDULE G: FLASHING AND ROOF VENTS

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT R
G1	PSA 8.10	FLASHING AND ROOF VENTS				
G1.1		Aluminium ridge flashing (code PTR, see Annexure B Standard Flashing Profiles, 0.8mm thick)	m	285		
G1.2		Aluminium eaves flashing (code ECF, see Annexure B Standard Flashing Profiles, 0.8mm thick)	m	448		
G1.3		Aluminium barge board capping on gables (code ECF, see Annexure B Standard Flashing Profiles, 0.8mm thick)	m	168		
G1.4		Polyclosures	m	448		
G1.5		ROOF VENTS				
	G1.5.1 - A	Reinstall roof vents (Whirlybirds) with alterations as required	no	54		
	G1.5.1 - B	Installation of a new slope mounted ventilators with 500mm throat (allowance only).	m	60		Rate Only
	G1.5.2	Installation of new steel (Chromadek) roof vents (Whirlybirds) to match existing (allowance made)	no	7		
	G1.5.3	Sub-frames for vents (Whirlybirds)	no	54		
	G1.5.4	Flashing for roof vents (Whirlybirds) from roof apex	no	54		
G1.6		Screws - 65mm Class 4 LV5 screws with plastic cap (lead time item) for sheeting installation: every second crest at internal purlins and channels, every crest at roof edges (ridge, eaves and gable). This also includes 19mm aluminium bonded washer	no	72 000		
G1.7		Sealants and adhesives as required	Sum	1		
G1.7		Installation of 300mm wide Alucushion strip over top hats, fixed with double sided tape to limit thermal bridge at purlins (refer to details)	m	8 800		
Total Carried Forward To Summary: Schedule G						0.00

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

WITNESSES	
1
2
DATE:	

ANNEXURE A – EVALUATION CRITERIA

EXPERIENCE OF THE FIRM (30%)

	EXPERIENCE OF THE FIRM
Poor (score 40)	Has completed less than 3 similar projects
Satisfactory (score 70)	Completed between 3 to 5 similar projects or using subcontract expertise
Good (score 90)	Completed between 6 and 10 similar projects using in house expertise
Very good (score 100)	More than 10 years' experience on similar projects, using in house expertise

PERFORMANCE ON PAST PROJECTS (REFERENCES) (30%)

	PERFORMANCE ON PAST PROJECTS (REFERENCES)
Poor (score 40)	Poorly rating from clients and professional teams. Tenderer has abandoned projects in the past. Projects terminated due to non-performance. Poor record for health and safety and labour relations.
Satisfactory (score 70)	Satisfactory Rating rated by clients and professional teams. Projects completed win no cost and time overruns with Satisfactory workmanship. Good record for health and safety and labour relations.
Good (score 90)	Good rating from clients and professional teams. Projects completed win no cost and time overruns with good workmanship. Good record for health and safety.
Excellent (score 100)	Excellent rating from clients and professional teams. Projects completed on time and on budget with excellent workmanship. Excellent record for health and safety.

PROPOSED METHODOLOGY - METHOD STATEMENT / TECHNICAL APPROACH (15%)

	Technical approach
Poor (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. The quality plan is too generic.
Satisfactory (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.
Good (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.
Very good (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 (15%)

	Preliminary Construction Programme
Poor (score 40)	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.
Satisfactory (score 70)	All key activities are included in the activity schedule, but are not sufficiently detailed. There are minor inconsistencies between timing and project deliverables.
Good (score 90)	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.
Very good (score 100)	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.

FINANCIAL RATING (10%)

	Bank Rating
Poor (score 40)	D or Less
Satisfactory (score 70)	C Rating
Good (score 90)	B Rating
Very good (score 100)	A Rating

ANNEXURE B – STANDARD FLASHING PROFILES

Standard Flashings IBR, Corrugated & Widek Profiles		
<p>SIDEWALL FLASHING</p> <p>SWF 305mm girth</p>	<p>HEADWALL FLASHING</p> <p>HWF 305mm girth</p>	<p>BARGE/APEX FLASHING</p> <p>BB/AF 305mm girth</p>
<p>PLAIN TOP RIDGE/HIP CAPPING</p> <p>PTR/PTH 460mm girth</p>	<p>PLAIN TOP VALLEY</p> <p>PTV 460mm girth</p>	<p>GULL WING VALLEY</p> <p>GWV 460mm girth (dmns to suit)</p>
<p>ROLL TOP RIDGE/HIP CAPPING</p> <p>RTR/RTH 460mm girth</p>	<p>ROLL TOP VALLEY</p> <p>RTV 460mm girth</p>	<p>COUNTER FLASHING</p> <p>CF 110mm girth</p>
<p>EXT. CORNER/GABLE FLASHING</p> <p>ECF 460mm girth</p>	<p>INTERNAL CORNER FLASHING</p> <p>ICF 460mm girth</p>	<p>GUTTER FLASHING</p> <p>GF 300mm girth</p>
<p>APRON FLASHING</p> <p>APF 460mm girth</p>	<p>DRIP FLASHING- IBR</p> <p>IDF 300mm girth</p>	<p>DRIP FLASHING- CORRUGATED</p> <p>CDF 230mm girth</p>

ANNEXURE C – DRAWINGS