

## Request for Proposals (RFP)

### Engineering and Construction of Facilities to House Pilot Plant Equipment for the Biorefinery Industry Development Facility (BIDF)

#### RFP No. 3495.1/09/02/2022

Date Of Issue	Tuesday, 25 January 2022
Compulsory Briefing Session / Site Inspection	<p><u>Date:</u> Wednesday, 02 February 2022</p> <p><u>Time:</u> 11h00 to 13h00</p> <p><u>Venue:</u> Sharks Boardroom, CSIR Durban Campus, 359 KingGeorge V (5th) Avenue, Durban, 4000</p>
Closing Date	Wednesday, 09 February 2022 at 16h30
Enquiries and submission of proposals	<p>Strategic Procurement Unit</p> <p>E-mail: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a></p>
CSIR business hours	08h00 – 16h30
Category	Construction Services

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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 has a need to appoint a Contractor to provide Engineering, Construction, Installation and Commissioning of a facility to accommodate additional equipment at the Biorefinery Industry Development Facility (BIDF) in Durban (eThekweni). The additional equipment will be supplied by the *Employer* unless expressly stated in the Works.

### 3 INVITATION FOR PROPOSAL

Proposals are hereby invited from CIDB registered Contractors to provide Engineering, Construction, Installation and Commissioning at the CSIR BIDF Facility in Durban.

### 4 SCOPE OF WORK

The Contractor's Scope of Work is as follows:

- Detailed Engineering based on the basic engineering package to be provided information i.e., not deemed relied upon information supplied by the *Employer*.
- Procurement
- Construction
- Pre-Commissioning activities including:
  - MC (Mechanical Completion)
  - IC (Instrumentation Completion)
  - EC (Electrical Completion)
  - PC (Practical Completion)
  - RFC (Ready for commissioning)
  - Commissioning (Excluding introduction of product)

#### **4.1 Supporting documents issued with RFP.**

Documents enclosed on the RFP document.

- a) Annexure A – Bills of Quantities
- b) Annexure B – Equipment Supplied by client
- c) Annexure C – Equipment Layout
- d) Annexure D – Equipment information
- e) Annexure E - Q – Drawings and technical datasheets
- f) Annexure R – Scope of works and Technical Specifications
- g) Annexure S – NEC4 ECC Draft Contract
- h) Annexure T – Local Content Declaration form SBD 6.2
- i) Annexure U – Local Content declaration forms Annexes C, D, & E
- j) Annexure V – National Treasury Instruction Note on the Designation of Steel Products and Components.
- k) Annexure W – National Treasury Instruction Note on the Designation of Plastic Pipes.
- l) Annexure X – National Treasury Instruction Note on the Designation of Electrical Cables.
- m) Annexure Y – DtiC guidelines on completing Local Content declaration forms
- n) Annexure Z – Invitation to bid form SBD 1

#### **5 PROPOSAL SPECIFICATION**

All proposals are to be submitted in the format specified in this request.

Bidders are to submit responses in the format prescribed below. Failure to adhere to this may result in disqualification, and the tender may be deemed as non-responsive.

##### **5.1 Technical Proposal (Part A)**

The following must be submitted as part of the **technical** proposal:

- Covering letter on company letterhead
- Profile indicating the company's age, resources, and capability.

- Experience on similar projects in terms of providing similar construction EPC services executed between 2015 and 2021 – e.g., Project description, Name of client, Location, Year, Contract value, Name of Construction Manager, Status (completed / in progress)
- CV's indicating the experience of the key engineering resources and proposed Construction Manager for the construction stage of the project.
- Provide proof of CIDB registration of 5GB or 5ME and higher.
- The first programme complying with Clause 31.2 of the Engineering and Construction Contract, Option A: Priced Contract with Activity Schedule.

## 5.2 Financial Proposal (Part B)

The following must be submitted as part of the **financial** proposal:

- Cover Letter;
- Completed Offer, Contract Data part 2 and priced activity schedule which has been provided for the bidder's completion in the attached document T2.1 Tender Returnables.
- The pricing must be firm for 90 days and inclusive of all costs to render the required services
- Copy of valid B-BBEE certificate or valid sworn Affidavit; and
- CSD registration report (RSA suppliers only).

## 6 FUNCTIONAL EVALUATION CRITERIA

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

Functional Factor	Criteria Description	Weighting (%)
<b>Company Profile</b>	Profile indicating the: <ul style="list-style-type: none"> <li>• Age, Resources &amp; Capability</li> </ul>	20%
<b>Company Experience</b>	<ul style="list-style-type: none"> <li>• List of similar projects in terms of providing similar EPC services executed between 2015 – 2021 – e.g., Project Description, Name of Client, Location, Year, Contract Value, Name of Construction Manager, Status (Completed / In Progress)</li> <li>• NB – The list must be relevant to the project</li> </ul>	30%

<b>Project Plan &amp; Methodology</b>	<ul style="list-style-type: none"> <li>• Provide a detailed methodology in approaching a project of this nature or magnitude.</li> <li>• Provide a drafted detailed and specific project plan indicating all timelines (Engineering, Procurement, Construction). (Generic downloaded plan from the internet not allowed)</li> </ul>	30%
<b>CV's</b>	<ul style="list-style-type: none"> <li>• CV's clearly indicating the experience of the key resources and Construction Manager with at least more than 5 years' experience in managing similar work.</li> </ul>	20%
<b>TOTAL POINTS FOR FUNCTIONALITY</b>		<b>100%</b>

6.1 Proposals with functionality / technical points of less than the pre-determined minimum overall percentage of **70%** and a sub-minimum of **50%** for each individual criteria will be eliminated from further evaluation.

6.2 Refer to Appendix A for the scoring sheet that will be used to evaluate functionality.

## 7 ELIMINATION CRITERIA

Proposals will be eliminated under the following conditions:

- Submission after the deadline;
- Proposals submitted at incorrect location or email address (Bids must be submitted electronically at [tender@csir.co.za](mailto:tender@csir.co.za));
- Failure to submit valid proof of professional indemnity insurance of R 5 000 000-00 and Contractors All Risk Insurance of R 15 000 000-00.
- Failure to submit the Bidder's Declaration of Interest Form
- Failure to attend compulsory briefing session / site inspection
- If bidder does not provide proof of CIDB registration. It is estimated that the tenderers should have a CIDB contractor grading of 5GB or 5ME and higher.
- If the supplier fails to meet the Local Production and Content requirements and does not submit valid and signed local content Annexure C and SBD 6.2 declaration certificate for Local Production and Content.

## 8 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION

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

- be registered on the National Treasury's Central Supplier Database (CSD). Registrations can be completed online at: [www.csd.gov.za](http://www.csd.gov.za);
- provide proof of CIDB registration of 5GB or 5ME and higher;
- provide their CSD registration number to the CSIR; and
- provide the CSIR with a valid copy of their B-BBEE certificate or Affidavit. If no certificate can be provided, no points will be scored during the evaluation process. (RSA suppliers only).



## SECTION B – TERMS AND CONDITIONS

### 9 PROCEDURE FOR SUBMISSION OF PROPOSALS

- 9.1 All proposals must be submitted electronically to [tender@csir.co.za](mailto:tender@csir.co.za).
- 9.2 Respondents must use the RFP number as the subject reference number when submitting their bids.
- 9.3 The e-mail and file sizes should not exceed a total of 25MB per e-mail.
- 9.4 The naming/labeling syntax of files or documents must be short and simple (e.g., Product Catalogues).
- 9.5 All documents submitted electronically via e-mail must be clear and visible.
- 9.6 All proposals, documents, and late submissions after the due date will not be evaluated.
- 9.7 Documents submitted via cloud (i.e., dropbox, WeTransfer, Google Drive) will not be considered.

### **NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED**

### 10 TENDER PROGRAMME

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

- Issue of tender documents: Tuesday, 25 January 2022
- Briefing session / Site Inspection: Wednesday, 02 February 2022
- Closing / submission Date: Wednesday, 09 February 2022

### 11 COMPULSORY BRIEFING SESSION LOGISTICS

Please take note of the following Safety Protocols to follow when visiting the CSIR site for the site inspection:

#### **a. Prior to site visit**

- i) *Only a maximum of two delegates from each company/bidder will be allowed on site.*
  - ii) *All bidders/contractors must prior to visiting the CSIR site complete the online COVID-19 symptom screening questionnaire via the following link - <https://screen.csir.co.za/>*
- All bidders attending the compulsory briefing session must prior to the visit watch the CSIR Safety and Health video via the following link - <http://streaming.csir.co.za/View.aspx?id=9264~4v~6hmMEM7b> (Please view this video prior to visiting any of the CSIR sites).

- All bidders must watch the COVID-19 Visitor's induction video <https://www.youtube.com/watch?v=XD4NDvtO8ck> (Please view this video prior to visiting any of the CSIR sites).
- *Any special requests for Personal Protective Equipment relating to the area to be inspected must be stated upfront*

**b. Entrance to a CSIR site**

- i) *All bidders/delegates must wear a cloth face mask on entrance and at all times during the site inspection*
- ii) *The Covid-19 self-screening questionnaire must be completed on the morning of entry to the site and a screenshot of the result must be shown to Security.*
- iii) *All delegates will be subject to temperature screening at the gates using a non-contact temperature scanner and any person with a temperature of 38 C and above will not be allowed entry*

**c. Conduct during site visit**

- i) *All Covid-19 precautionary measures as explained in the videos and induction must be obeyed*
- ii) *Masks must be worn for the duration of the visit*
- iii) *Hand-sanitizer will be made available at the entry points to buildings and at the meeting venue*
- iv) *No pens, paper or other stationary will be distributed. Bidders need to bring their own pens, notepads, etc. to avoid sharing or passing of items*
- v) *Social distancing of at least 2m must be maintained at all times*
- vi) *Where items for inspection need to be handled, sanitizer must be used by the delegate prior to and after handling/touching the item*
- vii) *Depending on the available space at the inspection site, the number of delegates allowed at a specific may be limited to allow for social distancing*
- viii) *No refreshments will be served during the site inspection*

*NB: Should a delegate not feel well during an inspection they need to immediately alert the host and the Medical Assistance will be contacted for assistance*

## 12 SUBMISSION OF PROPOSALS

- 12.1 All proposals are to be submitted electronically to [tender@csir.co.za](mailto:tender@csir.co.za). No late proposals will be accepted.
- 12.2 Responses submitted by companies must be signed by a person or persons duly authorised.
- 12.3 All e-mailed proposal submissions are to be clearly subject-referenced with the RFP number. Proposals must consist of two parts, each of which must be sent in two separate e-mails with the following subject:
- PART 1:** Technical Proposal RFP No.: 3495.1/09/02/2022
  - PART 2:** Pricing Proposal RFP No.: 3495.1/09/02/2022
- 12.4 The CSIR will award the contract to qualified tenderer(s)' whose proposal is determined to be the most advantageous to the CSIR, taking into consideration the technical (functional) solution, price, and B-BBEE.
- 12.5 Proposals submitted must be in the following file formats:
- PDF

## 13 DEADLINE FOR SUBMISSION

Proposals shall be submitted at the e-mail address mentioned above no later than the closing date of **Wednesday, 09 February 2022**, 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 e-mail address, it will be regarded as a late submission. Late submissions will not be considered.

## 14 AWARDING OF TENDERS

- 14.1 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.

## **15 EVALUATION PROCESS**

### **15.1 Evaluation of proposals**

An evaluation team will evaluate all proposals 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 successful tenderer/s.

A two-phase evaluation process will be followed:

15.1.1 The first phase includes the evaluation of elimination, local content, and functionality criteria.

15.1.2 The second phase includes the evaluation of price and B-BBEE status.

Pricing Proposals will only be considered after the 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.

### **15.2 Preference points system**

The 80/20 preference point system will be used where 80 points will be dedicated to pricing and 20 points to B-BBEE status. If all tenders received are more than R50m, the proposal will be cancelled and re-issued.

## **16 PRICING PROPOSAL**

- 16.1** 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.
- 16.2** 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 indicated.
- 16.3** Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable.
- 16.4** 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.
- 16.5** Bidders must quote as per the pricing schedule.
- 16.6** Payment will be according to the CSIR Payment Terms and Conditions.

## **17 VALIDITY PERIOD OF PROPOSAL**

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

## **18 APPOINTMENT OF SERVICE PROVIDER**

- 18.1** The contract will be awarded to the tenderer who scores the highest total number of points during the evaluation process, except where the law permits otherwise.
- 18.2** 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.
- 18.3** Awarding of contracts will be announced on the National Treasury website, and no regret letters will be sent to unsuccessful bidders.

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

Any enquiry regarding this RFP shall be submitted in writing to CSIR at [tender@csir.co.za](mailto:tender@csir.co.za) with **RFP No: 3495.1/09/02/2022 – “Engineering and Construction of Facilities to House**

***Pilot Plant Equipment for the Biorefinery Industry Development Facility (BIDF)***

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.

**20 MEDIUM OF COMMUNICATION**

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

**21 COST OF PROPOSAL**

Tenderers 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 tenderers.

**22 CORRECTNESS OF RESPONSES**

**22.1** The tenderer 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.

**22.2** The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

**23 VERIFICATION OF DOCUMENTS**

**23.1** Tenderers should check the numbers of the pages to satisfy themselves that none are missing or duplicated. The CSIR will accept no liability concerning anything arising from the fact that pages are missing or duplicated.

**23.2** Only one electronic copy of the proposal (Technical and Financial) must be submitted via e-mail to [tender@csir.co.za](mailto:tender@csir.co.za). If the bidder sends more than one proposal, the first submission shall take precedence should it not have been recalled/withdrawn in writing by the bidder.

Pricing schedule and B-BBEE credentials should be submitted with the proposal, but as a separate e-mail and no such information should be available in the technical proposal.

## **24 CONSTRUCTION INDUSTRY DEVELOPMENT BOARD (CIDB)**

**24.1** Only those tenderers who are registered with the CIDB or are capable of being so prior to the closing date and time of this RFP submissions, with a grading of **5GB OR 5ME and higher** class of construction works, will be considered.

**24.2** Joint ventures are eligible to submit proposals provided that:

- Every member of the joint venture is registered with the CIDB;
- The lead partner has a contractor grading designation in the **5GB OR 5ME and higher** class of construction work; or not lower than one level below the required grading designation in the class of works construction works under consideration and possess the required recognition status;
- The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to **5GB OR 5ME and higher** class of construction work.

## **25 LOCAL CONTENT**

**25.1** Only locally manufactured designated goods and/or services from local raw material or input will be considered.

**25.2** If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorisation from the DTi should there be a need to import such raw material or input and;

**25.3** A copy of the authorisation letter must be submitted together with the bid document at the closing date and time of the RFP. For further information, bidders may contact the DTi at telephone 012 394 3717/1390.

**25.4** The guidelines and declarations that should be used by tenderers when preparing a tender are available on the DTi website. Guidance on the calculation of local content and manufacturing can be assessed on the DTi's official website – <http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/>

- 25.5** 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. If the tender is successful, the tenderer must continuously update Declarations C, D and E with actual values for the duration of the contract.
- 25.6** The Declaration Certificate for Local Production and Content (SBD 6.2) in addition to the above declarations must also be completed, duly signed, and submitted by the bidder at the closing date and time of the tender; and
- 25.7** The rates of exchange quoted by the bidder in paragraph 6.8 below of the declaration certificate will be verified for accuracy.
- 25.8** The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) AT 12:00 on the date of advertisement of bid.
- 25.9** Only the South African Bureau of Standards (SABS) approved technical specification number SANS 1286:2011 must be used to calculate local content.
- 25.10** Bidders must clearly indicate in their bids, the quantities of products to be supplied, and the level of local content for each product.
- 25.11** Applicable local production and content minimum thresholds for this tender are as per the table below:

<b>Tender Item No. as per BOQ</b>	<b>Designated Sector</b>	<b>Item, Product, or Service Description</b>	<b>Minimum Applicable Local Content Threshold</b>
C4.1 – 4.3	Steel Products	Profiled metal sheeting	100%
C2.1 -2.6	Steel Products	Metal sheet accessories	100%
C3.1 – 3.3	Steel Products	Steel roof construction	100%
C4.1 – 4.3	Steel Products	Painted mild steel collapsible balustrade, including 42mm diameter mild steel top handrail and 4mm steel cables.	100%
C4.1 – 4.3	Steel Products	Steel sliding doors	100%
C4.1 – 4.3	Steel Products	Mild steel doors	100%
C5.2 – 5.3	Steel Products	Partitioning: screws, bolts, nuts, etc.	100%
	Steel Products	Flush pans	100%
C7.1 – 7.4	Steel Products	Seamless epoxy coated aluminium gutters and rainwater downpipes fixed	100%



		to GMS rafter and face of inner wall and supported on steel roof structure to fall	
C7.12	Steel Products	Fire hose reel with 30m rubber hose, chromium plated stopcock, shut-off nozzle, wall bracket, nipples, flanges, etc to fix to water supply pipe. Complete.	100%
C7.13	Plastic Pipes	uPVC Class 16 pipes	100%
C7.14	Plastic Pipes	PVC Class 16 pipes for compression fittings	100%
E.2	Electrical Cables	LV Power Distribution Cables	100%

**All the sectors indicated below are designated at 100%:**

- Steel Products and Components
- Plastic Pipes
- Electrical Cables

**Bidders are to declare any or additional item part of the scope of works that falls within the above designated sectors on Local content Annexures C, D, and E.**

## **26 SUB-CONTRACTING**

**26.1** 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.

**26.2** 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.

## **27 ADDITIONAL TERMS AND CONDITIONS**

- 27.1** A tenderer 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.
- 27.2** Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 27.3** 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;
- 27.4** 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.
- 27.5** Failure to comply with any of the terms and conditions as set out in this document will invalidate the proposal.

## **28 CSIR RESERVES THE RIGHT TO**

- 28.1** Extend the closing date;
- 28.2** Verify any information contained in a proposal;
- 28.3** Request documentary proof regarding any tendering issue;
- 28.4** Give preference to locally manufactured goods;
- 28.5** Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 28.6** Award this RFP as a whole or in part;
- 28.7** Cancel or withdraw this RFP as a whole or in part.

## **29 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, tenderers 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 tenderer concerning the RFP, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith.

**DECLARATION BY TENDERER**

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

**RFP No: 3495.1/09/02/2022**

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. 3495.1/09/02/2022** 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 tenderer 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: .....	

**31 SCHEDULE OF BIDDER'S REFERENCE INFORMATION (NB- To be submitted with technical proposal)**

The bidder must provide details of the bidder's current experience in providing similar services.

Company Name	Contact Person and contact details (email and telephone number)	Nature Of Work (Description of service performed and extent of Bidder's responsibilities)	Value of contract (Inclusive of VAT)	Contract duration (Start and End Dates)

### 32 APPENDIX A: FUNCTIONAL EVALUATION CRITERIA SCORING SHEET

Functional Factor	Criteria Description	Weighting (%)	Scoring
<b>Company Profile</b>	Profile indicating the: <ul style="list-style-type: none"> <li>Age, Resources &amp; Capability</li> </ul>	20%	<ul style="list-style-type: none"> <li>0 to 2 Years – 0</li> <li>3 to 5 Years – 5</li> <li>6 to 10 Years – 7</li> <li>&gt;11 Years – 10</li> </ul>
<b>Company Experience</b>	<ul style="list-style-type: none"> <li>List of similar projects in terms of providing similar EPC services executed between 2015 – 2021 – e.g., Project Description, Name of Client, Location, Year, Contract Value, Name of Construction Manager, Status (Completed / In Progress)</li> <li>NB – The list must be relevant to the project</li> </ul>	30%	<ul style="list-style-type: none"> <li>No list of projects – 0</li> <li>2 to 3 list of relevant projects – 5</li> <li>4 to 5 list of relevant projects – 7</li> <li>6 or more relevant projects - 10</li> </ul>
<b>Project Plan &amp; Methodology</b>	<ul style="list-style-type: none"> <li>Provide a detailed methodology in approaching a project of this nature or magnitude.</li> <li>Provide a drafted detailed and specific project plan indicating all timelines (Engineering, Procurement, Construction). (Generic downloaded plan from the internet not allowed)</li> </ul>	30%	<ul style="list-style-type: none"> <li>No methodology and project plan submitted – 0</li> <li>Methodology that addressed the project requirement and project plan with submitted. Bidder can complete works with 5 months from appointment – 5</li> <li>Methodology that addressed the project requirement and project plan submitted. Bidder can complete works within 4 months from appointment – 7</li> <li>Methodology that addressed the project requirement and project plan submitted exceeds expectation of the CSIR. Bidder can complete works within 3 months from appointment - 10</li> </ul>
<b>CV's</b>	<ul style="list-style-type: none"> <li>CV's clearly indicating the experience of the key resources and Construction Manager with at least more than 5 years' experience in managing similar work.</li> <li>Provide organogram indicating the key resources proposed for the project</li> </ul>	20%	<ul style="list-style-type: none"> <li>0 to 4 Years – 0</li> <li>5 to 7 Years – 5</li> <li>8 – 9 Years – 7</li> <li>&gt; 10 Years - 10</li> </ul>
<b>TOTAL POINTS FOR FUNCTIONALITY</b>		<b>100%</b>	