



## BID ADVERTISEMENT FORM

### Annexure A

Bid description

**APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER (PSP) FOR THE ESTABLISHMENT OF A NATIONAL PROGRAMME MANAGEMENT OFFICE (PMO) FOR A PERIOD OF THREE (3) YEARS**

The evaluation of the tender will be carried out in three (3) phases.

**PHASE ONE: MANDATORY REQUIREMENTS/DOCUMENTATION**

Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

(Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration. Use of correction fluid is prohibited.) Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed and signed in black ink, (All as per Standard Conditions of Tender).

1. Authority to Sign this Bid
2. Company Registration Documents (CIPC) or affidavit and a trade name if a Sole Proprietor
3. Notarised Joint Venture Agreement or Consortium Agreement where applicable
4. Professional registration of at least one director professionally registered with SACPCMP.
5. Valid professional Indemnity
6. Valid COIDA or Letter Good Standing with the Department of Labour (Sole Proprietor without employees are expected to submit from the DOL a **Tender Letter** for a Sole Proprietor)
7. SBD 1 Invitation to Bid fully completed
8. SBD 4 Declaration of Interest fully completed
9. SBD 6.1 PPPFA regulations claim form fully completed
10. Confirmation of addendum

In addition, bidders who falls under the following criterial will result in direct disqualification of the bid:

- i. If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- ii. The Tenderer or any of its directors/ partners/ members/ principals are listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004): Tenderer to provide a sworn affidavit confirming that they are not listed as a tender defaulter in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- iii. In the case of a Bidder, who during the last ten (10) years has been Terminated on Previous Contracts with the IDT shall result in disqualification of the bid.

A submission of the tender by the Tenderer in response to this invitation will be deemed to be acceptance of the IDT's Standard Conditions of Tender as contained in the CIDB Standard for Uniformity in Construction Procurement (2015) as published in Government Gazette No 38960, Board Notice 136 Government Gazette of 10 July 2015 (see [www.cidb.org.za](http://www.cidb.org.za)) as amended on August 2019.

**PHASE TWO: FUNCTIONALITY CRITERIA**

The functionality criteria and maximum score in respect of each of the criteria are as follows:



	<p><b>Criteria Points FUNCTIONALITY CRITERIA</b></p> <p><b>POINTS ALLOCATION</b></p> <table border="0"> <tr> <td>1. Methodology</td> <td style="text-align: right;">=20 Points</td> </tr> <tr> <td>2. Key Personnel Experience (60 Points)</td> <td></td> </tr> <tr> <td>    2.1 Resource 1: Programme Leader</td> <td style="text-align: right;">=20 Points</td> </tr> <tr> <td>    2.2 Resource 2: Programme Manager</td> <td style="text-align: right;">=10 Points</td> </tr> <tr> <td>    2.3 Resource 3: Financial Manager</td> <td style="text-align: right;">=10 Points</td> </tr> <tr> <td>    2.4 Resource 4: Monitoring &amp; Evaluation Manager</td> <td style="text-align: right;">=10 Points</td> </tr> <tr> <td>    2.5 Resource 5: Supply Chain Specialist</td> <td style="text-align: right;">=10 Points</td> </tr> <tr> <td>3. Company Experience (20 Points)</td> <td></td> </tr> <tr> <td>    3.2 Company Experience</td> <td style="text-align: right;">=20 Points</td> </tr> </table> <p><b>TOTAL</b> <span style="float: right;"><b>100 Points</b></span></p> <p><b>Minimum Score 70</b></p> <p><b>PHASE THREE: PRICE AND PREFERENTIAL POINT SYSTEM</b></p> <p>In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:</p> <p>In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—</p> <p>(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or</p> <p>(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.</p> <p><b>STAGE OF AWARD</b></p> <p>The following returnable documents shall be submitted together with the tender documents. Validity of this documentation will be verified at the time of award.</p> <ol style="list-style-type: none"> <li>1. Proof of Central Supplier Database (CSD) registration.</li> <li>2. Tax Compliance Letter with a unique pin</li> </ol>	1. Methodology	=20 Points	2. Key Personnel Experience (60 Points)		2.1 Resource 1: Programme Leader	=20 Points	2.2 Resource 2: Programme Manager	=10 Points	2.3 Resource 3: Financial Manager	=10 Points	2.4 Resource 4: Monitoring & Evaluation Manager	=10 Points	2.5 Resource 5: Supply Chain Specialist	=10 Points	3. Company Experience (20 Points)		3.2 Company Experience	=20 Points
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Bid number	<b>REF NO.: IDT-NATIONAL-PMO001</b>																		
Name of institution	Independent Development Trust (IDT)																		
The place where goods,	ALL PROVINCES IN SOUTH AFRICA																		



works or services are required													
Closing date and time	Date		2	4	0	8	2	0	2	3	Time		12:00pm
Contact details	Postal address								IDT Head Office Glenwood Office Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081				
	Physical address								IDT Head Office Glenwood Office Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081				
	Tel												
	Fax												
	email								Idt-PMO001@@idt.org.za				
	Contact person								William Kaipa				
Where bids can be collected	From 07 AUGUST 2023 <ul style="list-style-type: none"> <li>• Itender – <a href="http://www.i-tender.co.za">www.i-tender.co.za</a></li> <li>• Etender – <a href="http://www.etenders.gov.za">www.etenders.gov.za</a></li> <li>• IDT website - <a href="http://www.idt.org.za">www.idt.org.za</a></li> </ul>												
Where bids should be delivered	IDT Head Office Glenwood Office Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081												
Category (Goods/ Services)	Built-Environment Professional Services												
Sector	Construction												
Region	ALL PROVINCES												
Compulsory briefing session/site visit	Date								NOT APPLICABLE				
	Time												
	Venue												
	GPS												
	Notes												

