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0043

## ADDENDUM NO. 1

Effective Date : 27/02/2024

Revision : Rev. 0

Client	:	<b>Independent Development Trust</b>
Project	:	<b>Baviaanspoort Correctional Services: Kitchen Epoxy Floor Installation and Repairs</b>
Bid Number	:	<b>DCS07GP0003 – EPOXY FLOOR SUPPLIER</b>
Date	:	<b>27/02/2024</b>

### 1. INTRODUCTION OF FUNCTIONALITY POINTS

Bidders are advised to take cognisance of the decision made by the Bid Specification Committee following publication of the Bid, for the introduction of functionality points in the bid evaluation process.

Functionality is an evaluation step following mandatory requirements. Should a bidder submit all the mandatory documents, the bidder will then proceed to be evaluated further in the functionality step.

A bidder is required to reach a minimum of 70% (70 points) in the functionality step to be evaluated further to the last step i.e., 80/20 (Price / Specific Goals) the bidder is required to refer to the RFQ document for Price / Specific Goals distribution points.

Only competent bidders who have reached or exceeded the minimum functionality threshold of 70% (70 points) will be evaluated on an 80/20 (Price / Specific Goals) points, where functionality will be evaluated as follows:

<b>Criteria</b>	<b>Points Allocation</b>
1. Relevant experience on similar scale projects	40 points
2. Experience of key personnel	15 points
3. Quality Control Plan	25 points
4. Program Schedule	10 points
5. Proposed repair and epoxy products and Confirmation of Accredited Applicator	10 points
<b>Total</b>	<b><u>100 points</u></b>

**1. Relevant Experience in Similar construction projects (40 points): Please complete Table T2.1.1 attached to this Addendum**

**a) Sub criteria covers the number of Completed Projects of Similar Complexity (30 points)**

Points are allocated for previous relevant experience on completed project of similar kind and complexity. The similarity refers to projects of a similar kind and complexity relating to building works, epoxy installations, in the past 5 years or more.

In support tenderers are to complete the “**Relevant Experience in Similar construction projects**” returnable schedule and attach thereto copies of relevant completion certificates (completion letters/ certificates or letter from the client (client letter head) confirming completion of such a project).

**Evaluation points will be awarded in terms of the following tables with the Completion Certificates or Completion Letters as supporting documentation:**

<b>Number of construction projects of similar kind and complexity relating to building works, epoxy installations in the past 5 years</b>	<b>Number of points</b>
More than 3 similar projects successfully completed	30
3 similar projects successfully completed	20
2 similar projects successfully completed	10
1 similar project successfully completed	5
0 No supporting documentation for completed projects	0

**b) Sub criteria cover the Client References (10 points):**

Points are allocated for performance on previous projects executed in terms of the respective completed “Client Reference Letter” (see returnable schedules) for the projects listed on the abovementioned “**Relevant Project Experience in Similar construction projects**” returnable schedule.

Evaluation points will be awarded in terms of the following table: **Please use the attached template as client reference or attach relevant client letter on client letterhead.**

<b>Projects</b>	<b>Overall assessment by Client</b>			
	<b>Poor</b>	<b>Fair</b>	<b>Good</b>	<b>Very Good / Excellent</b>
Project A	0,5	1	2	3.34
Project B	0,5	1	2	3.33
Project C	0,5	1	2	3.33
Not Submitted	0	0	0	0
<b>Total number of points</b>	<b>1,5</b>	<b>3</b>	<b>6</b>	<b>10</b>

**2. Experience of key personnel (15 points):**

Points are allocated for certification/qualification and experience of allocated key personnel for the project under consideration. For each key personnel allocated to the project, the bidders shall submit the following: Curriculum Vitae together with certified proof of qualifications and years of experience within the built environment **(Please complete T2.1.2. A – C and attach certified proof of qualifications)**

Evaluation points will be awarded in terms of the following table:

**Qualifications / Certification & Years of Experience (Maximum score 15 Points)**

Category	Years of experience					
	Qualifications / Certification of epoxy installer/ Applicator	None	10 or above year	5 - 9 years	1 - 4 years	< 1 year
Company Director/ Construction Manager	2	0	3	2	1	0
Site Agent/ Site Agent	1	0	2	1.5	1	0
Artisan	1	0	1	0.5	0,2	0
Not submitted	0	0	0	0	0	0

**3. Quality Control Plan (25 points):**

Evaluation points will be awarded in terms of the following table:

The document must indicate knowledge of maintaining the quality requirements of the material used. The document must discuss quality Objectives, quality Assurance Procedures, Procedures for ensuring that quality standards are met throughout the project lifecycle, Quality Control Procedures, Procedures for monitoring and inspecting work to ensure compliance with quality standards, and Acceptance Criteria.

Category	Criteria	Points
Quality Control Plan	Excellent (very detailed and project related)	25
	Good QCP	20
	Moderate QCP	15
	Poor QCP	10
	No submission	0

**4. Program Schedule (10 points):**

10 Points will be allocated to bidders who submit a project related construction program.

The document must indicate the proposed project duration on site to allow the end-user to plan ahead. The bidder must indicate time it would take to implement and complete the project. Milestones to be included such as quality monitoring, completion, and project handover to the end-user and more.

Category	Criteria	Points
Program Schedule	Excellent (very detailed and project related)	10
	Good Project Schedule	7
	Moderate Project Schedule	5
	Poor Project Schedule	2
	No submission	0

**5. Proposed repair and epoxy products and Confirmation of Accredited Applicator (10 points):**

Category	Criteria	Points
Confirmation letter by the supplier with product and Applicator	Confirmation letter (More detailed letter with proposed epoxy product to be used in the project)	10
	Confirmation letter (not project related)	4
	No submission	0

**This Addendum must be attached to RFQ to be submitted (signed)**

This attached addendum document must be acknowledged and signed. This document must be included/attached after the acknowledgement in the RFQ document when submitting your completed RFQ document on **Friday, the 8<sup>th</sup> of March 2024 @ 12:00H**

For any enquiries, please feel free to contact our office using the e-mail addresses provided in the bid documents.

<b><u>CONFIRMATION OF RECEIPT OF ADDENDUM NO. 1</u></b>	
Name of tenderer: _____	
_____	_____
Signature of Bidder	Date

**T2.1.1 \_ EVALUATION SCHEDULE: COMPANY EXPERIENCE**

The Tenderer shall provide details of his/her relevant experience on construction projects relating to epoxy installations and on similar scale projects completed.

In support bidders are to complete the "Project Experience" schedule below and attach thereto copies of (a) Relevant Completion Certificates (practical completion, work completion & final completion or letter from the client (client letter head) confirming completion of such a project) and (b) client reference letter/s.

Failure to submit all the supporting documentation will result in not considering the applicable project for evaluation purposes.

PROJECT NAME	BRIEF PROJECT DESCRIPTION	PROJECT VALUE (Excl. VAT)	ORIGINAL CONTRACT PERIOD	START DATE	ACTUAL COMPLETION DATE
A.					
B.					
C.					

<b>D.</b>					
<b>E.</b>					

**T2.1.2. A\_ CV FOR CONTRACTOR COMPANY DIRECTOR / CONSTRUCTION  
MANAGER**

<b>Name:</b>		<b>Date of birth:</b>
<b>Profession:</b>		<b>Nationality:</b>
<b>Qualifications:</b>		
Professional Body:	Category of Registration:	Registration Number:
Professional Body:	Category of Registration:	Registration Number:
Professional Body:	Category of Registration:	Registration Number:
<b>Name of Employer (firm):</b>		
<b>Current position:</b>		<b>Years with firm:</b>
		<b>Years of Experience:</b>
<b><u>Employment Record:</u></b>		
<b><u>Experience Record Pertinent to Required Service:</u></b>		

**Certification:**

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications, and my experience.

.....  
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....  
DATE

.....  
INCUMBANT'S IDENTITY NUMBER

**T2.1.2. B\_ EVALUATION SCHEDULE: CV FOR SITE AGENT/ SITE MANAGER**



