



BID ADVERTISEMENT FORM

Annexure A

Bid Description	<p>A CALL FOR A CONSORTIUM OF PROFESSIONAL SERVICE PROVIDERS FOR THE IMPLEMENTATION OF PHASE 1 (COMPLETION OF THE REMAINING 12 MONTHS OF THE FIRST 36 MONTHS CONTRACT) AND PHASE 2 (IMPLEMENTATION OF THE SECOND 36 MONTHS) FOR THE REPAIR AND MAINTENANCE OF INTEGRATED SECURITY SYSTEMS (ISS).</p> <p>On behalf of the Department of Correctional Services, the Independent Development Trust calls for a consortium of professional service providers consisting of an Electrical Engineer (As the lead consultant/Project Manager), a Mechanical Engineer, and an Occupational Health and Safety Officer to submit proposals for the implementation of phase 1 (completion of the remaining 12 months of the first 36 months contract) and phase 2 (implementation of the second 36 months) for the repair, and maintenance of integrated security systems (ISS) at various correctional services centres.</p> <p>Only professional service providers who are registered with their respective professional bodies and have at least one director of each company forming part of the consortium registered with the respective built environment council (i.e. ECSA, SACPCMP) as a Professional or Professional Technologist are eligible to submit a proposal. Proposals will be adjudicated in terms of the Mandatory Requirements and Functionality as follows:</p> <p>The evaluation of the tender will be carried out in three (3) phases;</p> <p>1. PHASE ONE:</p> <p>1.1. ADMINISTRATIVE REQUIREMENTS/ DOCUMENTATION The SBD forms must be submitted by ALL COMPANIES forming part of the consortium</p> <ol style="list-style-type: none"> Submission of fully completed and signed Invitation to Bid (SBD 1). Submission of fully completed and signed Bidder's Disclosure (SBD 4). Submission of fully completed and signed Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1). <p>1.2. MANDATORY COMPULSORY REQUIREMENTS/ DOCUMENTATION Only Tenderers who satisfy the following eligibility criteria are qualified to submit tenders: All companies forming part of the consortium should submit items (5, 7, 8, 9)</p> <ol style="list-style-type: none"> Authority to Sign a Bid. All companies under the consortium agreement to provide Company Registration Documents (CIPC) or affidavit and a trade name if a Sole Proprietor. Consortium Agreement Certified by a Commissioner of Oaths.
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7. Professional Registration: In the case of a **Consortium**, at least one **director of each company** forming part of the consortium, should be registered with the respective built environment council (i.e. ECSA, SACPCMP) as a Professional or Professional Technologist. (i.e. to be Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist). In the case of a **Multi-disciplinary** practice, only professional service providers, who also perform Electrical / Electronic and Mechanical engineering works; where at least one (1) director/shareholders members are registered and in good standing with their respective built environment councils are qualified as long as the multi-disciplinary practice can prove that the Electrical / Electronic and Mechanical division/section is managed and lead by a professional person registered with The Engineering Council of South Africa (ECSA) as a Professional Engineer or Professional Technologist.
8. Valid proof of Professional Indemnity Insurance cover to the minimum value of R 10 Million. In the case of a consortium, each company should have a valid Professional Indemnity Insurance (combined to the minimum value of R 10 Million). The PI should be from licensed Financial Service Providers (FSP). A letter of intention from a licensed FSP will not be accepted.
9. Valid COIDA or Letter of good standing with the Department of Labour from **all companies** forming part of the consortium. Not applicable to Sole proprietor companies. Sole proprietor companies to provide evidence of their company category, to demonstrate why they are exempted from COIDA.
10. Confirmation of Receipt of Addenda to Bid Documents.
11. Signed Priced Financial Offer.
12. Signed Form of Offer.
13. Attendance to the compulsory briefing meeting by at least one representative of a company forming part of the consortium.

Failure to submit any of the above documents/requirements shall result in disqualification of the bid. (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.) The tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed (in back ink or electronically), and signed by hand in black ink, (All as per Standard Conditions of Tender and as per the specific condition of this tender document)

- (i) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- (ii) If any of its Directors are listed on the Register of Defaulters shall result in disqualification of the bid.



2. PHASE TWO

FUNCTIONALITY CRITERIA

POINTS ALLOCATION

A. Experience of the company on similar projects not older than 10 years	25 Points
B. Quality of services based on Clients Reference Letter	15 Points
C. Qualifications, Experience and Competencies of the key assigned Personnel	48 Points
D. Methodology and Technical proposal for execution of the project	12 Points

TOTAL **100 Points**

3. PHASE THREE: PREFERENTIAL POINT SYSTEM

Only competent tenders who have reached or exceeded the minimum functionality threshold of 70% (70 points) will be evaluated on an 80/20 (Price / Specific Goals) points basis in terms of the Preferential Procurement Policy Framework Act of 2000, Preferential Procurement Regulation 2022.

3.1 Specific Goals

To claim and be awarded points bidders must submit an original or an original certified copy of the following source documents to be submitted with the Bid:

- Full Central Supplier Database Report

Since we will be dealing with a consortium, all companies must submit the abovementioned source documents to claim and be awarded points. Individual calculations will be made per company and the average of specific goals per company will be considered as the consortium's total awarded points.

The points related to the IDT Specific Goals will be allocated proportionally as per the table below:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TARGETED GROUP	
Women	6
Youth	6
People with Disabilities	4
Black People	4
Total points for Price and SPECIFIC GOALS	100



	<p>3.2 Pricing</p> <p>All bidders should note that The IDT has decided to cap fee discounts at 20% to manage the risk to a greater extent so that professionals appointed eliminate the risk of abandoning sites due to non-completion of services and the further risk of requesting more funds to finalize the projects. The risk associated with high discounts offered by Professional Service providers may result in poor delivery of service and non-compliance with services.</p> <p>If the bidder offers a fee discount of more than 20%, the bidder will be disqualified as part of the risk assessment.</p> <p>STAGE OF AWARD</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"> 1. Proof of Central Supplier Database (CSD) registration. 2. Valid Tax Compliance Letter with a unique pin. 											
Bid Number	DCS08WP1-ISS-MAINT-PSP											
Name of institution	Independent Development Trust (IDT)											
The place where goods, works or services are required	<p>The projects are situated in various locations as stipulated below:</p> <ol style="list-style-type: none"> 1. Embongweni Maximum Correctional Centre (Kokstad Management Area) 2. Kokstad Medium B Correctional Centre (Kokstad Management Area) 3. Napierville Medium A Correctional Centre (Pietermaritzburg Management Area) 4. Qalakabusha Correctional Centre (Empangeni Management Area) 5. Tswelopele Correctional Centre (Kimberly Management Area) 6. Standerton Correctional Centre (Standerton Management Area) 7. Gqeberha North End Correctional Centre (St Albans Management Area) 8. Tzaneen Correctional Centre (Tzaneen Management Area) 											
Closing date and time	<table border="1"> <tr> <td>Date</td><td>3</td><td>1</td><td>1</td><td>0</td><td>2</td><td>0</td><td>2</td><td>4</td><td>Time</td><td>14:00pm</td></tr> </table>	Date	3	1	1	0	2	0	2	4	Time	14:00pm
Date	3	1	1	0	2	0	2	4	Time	14:00pm		
Contact details	<table border="1"> <tr> <td>Postal address</td><td> <u>The IDT Head Office Regional Office:</u> IDT HEAD OFFICE Glenwood Office Park Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081 </td></tr> </table>	Postal address	<u>The IDT Head Office Regional Office:</u> IDT HEAD OFFICE Glenwood Office Park Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081									
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	Tel	
	Fax	
	email	DCS08tenders@idt.org.za
	Contact person	Mxolisi Mahlangu
Where bids can be collected	<ul style="list-style-type: none"> E Tender – www.etenders.gov.za IDT website - www.idt.org.za 	
Where bids should be delivered	<u>The IDT Head Office Regional Office:</u> IDT HEAD OFFICE Glenwood Office Park Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081	
Category (Goods/ Services)	Good & Services	
Sector	Construction	
Region	EC, KZN, LP, MP, & NC	
Compulsory briefing session/site visit	Date	11 th October 2024
	Time	10h00 AM.
	Venue	<u>The IDT Head Office Regional Office:</u> IDT HEAD OFFICE Glenwood Office Park Corn. Oberon & Sprite Ave. Faerie Glen, Pretoria 0081
	GPS	GPS Coordinates: -25.781230803008448, 28.290058048771268
	Notes	Tenderers must sign a compulsory attendance register. Attendance by key personnel is compulsory. To be eligible, in the case of a multidisciplinary company, the attendance of at least one representative is required. In the case of the consortium, the attendance of at least one representative of a company forming part of the consortium is compulsory. Addenda and additional documents, if any, will be issued only to tenderers appearing on the attendance register.