



Glenwood Office Park Cnr. Oberon & Sprite Streets
Faerie Glen 0043
PO Box 73000, Lynnwood Ridge 0040
Tel: (012) 845 2000
www.idt.org.za

Ref: Contractor Appointment letter
Enquiries: Zanele
Madzidzela
Email: zanele@idt.org.za

T1.1 TENDER NOTICE AND INVITATION TO TENDER

EASTERN CAPE PROVINCE invites tenders for **REQUEST FOR PROPOSALS FOR A CONSORTIUM OR MULTI-DISCIPLINARY PROFESSIONAL SERVICES CONSISTING OF ARCHITECTS, QUANTITY SURVEYORS, CIVIL & STRUCTURAL ENGINEERS, ELECTRICAL, MECHANICAL, OCCUPATIONAL HEALTH AND SAFETY AGENTS AND SOCIAL FACILITATORS FROM STAGE 1 TO STAGE 6 OF THE ADDITIONAL OF EDUCATIONAL FACILITIES AT KING HINTSA TVET COLLEGE CAMPUSES IN THE EASTERN CAPE PROVINCE**

The Tender Document and Supporting Documents are attached on the tender invitation. IDT will email addendums and responses to any queries related to this tender via the IDT Procurement contact person below and only written correspondence will be accepted.

Queries may only be addressed to:

Procurement Contact Official

zanele@idt.org.za

The cut-off date for written tender enquiries is **five (5) working days** before the tender closing date.

Document will be available on the 24 July 2026 at 08h00. Bid documents with the necessary Terms of Reference may be downloaded at the IDT website www.idt.org.za

The closing time for receipt of tenders is **12h00 on 14 AUGUST 2026** at **Independent Development Trust, Unit 12 D, 1st Floor North Wing Building Beacon Bay Crossing Centre C/o N2 Bonza Bay Road Beacon Bay KuGompo City 5241** at the designated **Tender Box for TENDER NO; IDTECRFP/64/DOE/CTM/2026/27**

Tenders may only be submitted on the tender documentation that has been issued. Telegraphic, telephonic, telex, facsimile and late tenders will **not** be accepted. Tenderers should ensure that Bids are delivered timeously and to the correct address (reflected on the cover of this document). If the bid is late, or not submitted in the designated tender box, it will not be considered for evaluation.

Board of Trustees: Ms. Zimbini Hill (Chairperson), Prof. Raymond Nkado (Deputy Chairperson), Ms. Lerato Kumalo, Ms. Thobile Maloka, Dr. Deenadayalen Konar, Mr. Neil Jansen, Mr. Derek Naidoo, Ms. Sekadi Phayane-Shakhane, Ms. Bongekile Zulu, Mr. Matodzi Ratshimbilani, Prof. Stella Bvuma, Mr. Wayne Manthe

Acting Chief Executive Officer: Mr. Sfiso Nsibande
Trust Registration No: IT 669/91

Evaluation criteria

- **Stage 1:** Mandatory and administrative Requirements
- **Stage 2:** Functionality
- **Stage 3:** Price and Specific goals

STAGE 1: Mandatory Requirements

Mandatory Requirements/Documents:

- 1.6.1 Bidder must be registered on CSD if JV/Consortium all JV/Consortium members must be registered.
- 1.6.2 Invitation to Bid (SBD 1) Fully Completed and signed
- 1.6.3 Declaration of Interest (SBD 4) Fully Completed and signed
- 1.6.4 Preference Points Claim Form in terms of the Preferential Procurement (SBD 6.1) Fully completed and signed
- 1.6.5 Fully Completed Fee Proposal in line with the Pricing Instruction as indicated in the bid document
- 1.6.6 Consortium agreement for a consortium or Sub-Consultant agreement for sub-consultancy from each discipline or JV Agreement if it's a JV.
- 1.6.7 Completed Form of Offer which is fully signed and witnessed
- 1.6.8 Proof of Professional Indemnity of at least R 6 million, which will be adjusted to be aligned to be twice the value of the Professional fees on appointment. The PI should be from a licensed Financial Service Providers (FSP)". If the bidder is in a consortium, the Proof of professional indemnity of at least 2 million for each discipline excluding social facilitator.
- 1.6.9 Provide Proof of Professional Registration with the South African Council for Architectural Profession (SACAP) and CV (with copy of Qualifications) of person to be dedicated / designated to the project. The Architect will be the lead consultant and Principal Agent on the project.
- 1.6.10 Acknowledgement of Record of Addenda to bid document if applicable
- 1.6.11 Valid copy of a Letter of Good Standing (Workman's Compensation, COIDA) or FEM Letter of Good Standing; If a Joint Venture, then all partners must submit their own (COIDA) Registration Certificate.

The Professional team shall comprise of the following disciplines who must provide their qualifications and valid proof of registration with the relevant council as per the Council for Built Environment Act of 2000.

- Prof. Civil & Structural Engineer (ECSA)
- Prof. Quantity Surveyor (SACQSP)
- Prof. Architect (SACAP)
- Prof. Electrical
- Mechanical Engineers (ECSA)
- Prof. Occupational Health & Safety Agent (SACPCMP)
- Social Facilitator (Min Diploma or Degree in Social Sciences, Community Development, Development Studies, Public Administration, Social Work, or related field)

1.6.11 Duly signed Letter of Authority MUST be submitted authorising the individual to sign on behalf of the bidder if:

a) If there are more than one Owner/ Director / Shareholder / Member / Trustee etc. OR

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- b) If there is only one Director / Shareholder / Member / Trustee / Owner etc. and they are not the one completing the bid document.
- c) If it is consortium or joint venture, each party or company must submit letter of authority or letter of intent signed by all directors.

The Letter of Authority MUST be signed by all directors of the Bidder (or a signed Board Resolution authorising the signatory will be accepted).

The Bid Document must be completed / fill in using permanent black ink pen. Failure to comply will lead to disqualification.

FAILURE TO SUBMIT ANY OF THE ABOVE WILL LEAD TO DISQUALIFICATION

Stage 2 Functionality Criteria

Minimum pass rate for functionality is 49 points to be further evaluated for price and specific goals.

STAGE 2- CRITERIA FOR FUNCTIONALITY (BIDDER TO OBTAIN MINIMUM TRHESHOLD OF 49 POINTS TO BE FURTHER EVALUATED FOR PRICE AND SPECIFIC GOALS)			
CAPACITY			
HUMAN RESOURCES			
EXPERIENCE AND TRACK RECORD OF KEY PERSONS TO BE ENGAGED ON THE PROJECT			
Documents to be Submitted - Detailed break-down of the team or Completion of Annexure C and - CV's of the individual team members of the Key resource listed below with detailed reference names and contact numbers and the number of years' of experience required. - Copies of qualification that is relevant to the field. - Copies of the Professional Registration to the relevant professional council/body with registration numbers. Expired registration will lead to non-allocation of points. - If bidder is using a resource that is not currently working for the company, the bidder should submit Letter of Intent with CV to work for company.			
i)	Experience will be counted post professional registration. Professionally registered Architect (Pr. Arch) will score points as follows: Points will be awarded for years of post-registration experience 10 and more years of post-registration experience = 7 Points 5 to 9 years of post-registration experience = 4 Points 3 to 4 Years post registration = 2 Points - Less than three years of post-registration experience in architectural services = 0 points	35	
ii)			

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iii)	Professionally registered Quantity Surveyor (Pr. QS) will score points as follows: Points will be awarded for years of post-registration experience • 10 and more years of post-registration experience = 7 Points • 5 to 9 years of post-registration experience = 4 Points • 3 to 4 Years post registration = 2 Points • Less than three years of post-registration experience in architectural services = 0 points		
iv)	Professionally registered Civil & Structural Engineer (Pr. Tech/ Pr. Eng): Points will be awarded for years of post-registration experience • 10 and more years of post-registration experience in the field = 7 Points, • 5 to 9 years of experience in the field = 4 Points, • 3 to 4 Years post registration experience = 2 Points • Less than three years post-registration experience in structural engineering and the field = 0 points		
v)	Professionally registered Electrical & Mechanical Engineer (Pr. Tech/ Pr.Eng): Points will be awarded for years of post-registration experience • 10 and more years of post-registration experience in the field = 3 Points, • 5 to 9 years of experience in the field = 2 Points, • 3 to 4 years of experience in the field = 1 point • Less than three (3) years post of experience in the field = 0 points		
vi)	Professionally registered Mechanical (Pr Eng/Pr Tech): split Points will be awarded for years of post-registration experience • 10 and more years of post-registration experience in the field = 4 Points, • 5 to 9 years of experience in the field = 3 Points, • 3 to 4 years of experience in the field = 2 point • Less than three (3) years post of experience in the field = 0 points		
	Professionally registered Occupational Health and Safety Agent with SACPCMP: Points will be awarded for years of post-registration experience • 10 and more years of post-registration experience in the field = 3 Points,		

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	• 5 to 9 years of experience in the field = 2 Points, • 3 to 4 years of experience in the field = 1 point • Less than three (3) years post of experience in the field = 0 points Social Facilitator: (Min requirement is a Diploma or Degree in Development Studies, Social Sciences, Community Development, Public Administration, Social Work or related field) Points will be awarded for years of post-registration experience • 10 and more years of experience in the field = 3 Points, • 5 to 9 years of experience in the field = 2 Points, • 3 to 4 years of experience in the field = 1 point • Less than three (3) years post of experience in the field = 0 points		
COMPANY LOCATION AND EXPERIENCE			
	Proof of Physical Address which is FICA verified such as Copy of Utility Bill or Copy of Telephone Bill, or Tax Clearance Certificate, or Bank Statement, submitted by the bidder.		

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a	Company Experience of the Lead Consultant: - List of completed similar projects undertaken with reference to type of project (submit reference letter for each similar project completed up to a maximum of 5 reference letters). - Failure to submit the list of projects with reference letters will result in non-allocation of points. Reference letter should indicate the following - Signature of the client - Client's Letter head or Client Stamp - Company name, contact person, contact details (telephone number and email address) - Works carried out - Works have been completed satisfactorily	35	
i	More than 5 (five) similar projects with respective reference letters	35	
ii	5 (five) similar projects with respective reference letters	20	
iii	4 (four) similar projects with respective reference letters	15	
iv	3 (three) similar projects with respective reference	10	
v	Less than three (3) similar projects with respective reference letters	0	
Total Points			70

STAGE 3: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENE CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	90	80
SPECIFIC GOALS	10	20
TARGETED GROUP		
Women	3	6

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Youth	3	6
People with Disabilities	2	4
Black Male	2	4
Total points for Price and SPECIFIC GOALS	100	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

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