

RFQ - RFQ FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC



City of Johannesburg
Johannesburg Development Agency

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www.joburg.org.za

INVITATION TO BID

REQUEST FOR FORMAL WRITTEN PRICED QUOTATIONS
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ADVERT DATE: 25 October 2023

BRIEFING MEETING: N/A

CLOSING DATE: 24 November 2023

CLOSING TIME: 12H00

BID DESCRIPTION: RFP - RFP FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC

BID NUMBER: JDA /ADS / GEO_003

BID DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:
Offices of the Johannesburg Development Agency, 3 Helen Joseph Street, The Bus Factory, Newtown, Johannesburg, 2000

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition below)

¹*MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Procurement
Contact Person: Yandisa Dinga

E-mail: ydinga@jda.org.za

ANY REQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Department: Project Manager
Contact Person: Thembelihle Mogapi

E-mail: tmogapi@jda.org.za

PLEASE NOTE: TENDERS MUST BE SUBMITTED ON THE TENDER DOCUMENTATION ISSUED. TENDER DOCUMENTATION MUST NOT BE REPRODUCED OR REARRANGED. ANY ADDITIONAL INFORMATION MUST BE SUBMITTED AS A SEPARATE ATTACHMENT TO THE TENDER DOCUMENT FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED

OFFER

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED)

BID / RFQ NUMBER.....

BID / RFQ DESCRIPTION

NAME OF BIDDER.....

POSTAL ADDRESS.....

STREET ADDRESS.....

TELEPHONE NUMBER CODE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER

VAT REGISTRATION NUMBER

CSD SUPPLIER NUMBER.....

COMPANY REGISTRATION NUMBER.....

TAX VERIFICATION PIN.....

TOTAL BID PRICE inclusive Value Added Tax

TOTAL BID PRICE in words

.....

..... inclusive Value Added Tax

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED

DATE

THE TENDER OFFER VALIDITY PERIOD IS NINETY (90) DAYS.

FAILURE TO COMPLETE THE OFFER PAGE IN FULL WILL RESULT TO SUCH A BIDDER BEING DISQUALIFIED.

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The following conditions will apply:

- A valid Tax Pin from SARS must be submitted.
- An original and valid BBBEE status level verification certificate or a certified copy thereof must be submitted.
- An EME must submit a sworn affidavit confirming the following:
 - Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- A copy of the bidder's current municipal account in the name of the bidder or alternatively in the names of the directors / partners of the bidding entity must be submitted.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be exclusive of VAT.
- If the price quoted is above R 30 000 (inclusive of VAT), the quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Framework of 2017 (Act No. 5 of 2000).

Failure to comply with these conditions may invalidate your offer.

To all Stake Holders

RE: The channels of reporting fraudulent and Corrupt Activities

The City of Johannesburg has a **zero-tolerance approach to Fraud, Theft, Corruption, Maladministration, and Collusion** by suppliers with employees.

To reinforce this commitment, more channels have been added to report any Fraudulent and Corrupt activities.

Instances of corporate fraud and misconduct remain a constant threat to service delivery. The City of Johannesburg took a resolution to adopt strategic interventions aimed at combatting fraud and corruption.

The City took a decision to centralize the reporting of fraudulent and corrupt activities through the establishment of an independent fraud hotline which is managed by independent service providers.

All people doing business with the Johannesburg Development Agency are encouraged to report any corrupt or illegal practice.

Employees are encouraged to report fraud, waste or other concerns suggestive of dishonest or illegal activities.

Anyone can report fraudulent and corrupt activities through one of the following channels:

- Toll free number.....0800 002 587
- Toll free Fax0800 007 788
- SMS (charged @ R1.50).....32840
- Email Address:.....anticorruption@tip-offs.com
- Web site:.....www.tip-off.com
- Free post:.....Free post, KNZ 138, Umhlanga, 4320



Let's join hands to take up the Fight against Fraud and Corruption in our society.

1. OVERVIEW

The Johannesburg Development Agency is a City of Johannesburg owned entity and plays a critical role as an area-based agency and implementing agent for the implementation of capital expenditure for multiple City departments.

2. BACKGROUND

The City of Johannesburg Health Department has appointed the Johannesburg Development Agency (JDA) to assist with the planning, design, and implementation of its capex programme. This programme seeks to implement capital projects aimed at improving primary health care of existing and new facilities in line with the national health core standards.

South Hills Clinic is one of the facilities prioritized by the health department for planning in the current financial year.

In realising the objectives as outlined, the JDA therefore requires professional services in address of the scope of services as may be required for planning, design, and implementation of this facility.

3. PURPOSE OF THE RFQ

The purpose of this RFQ is to appoint a professional geotechnical investigation service provider to assist mainly with geotechnical investigations for the development of the clinic facility, to assist with the planning, design and approval by other City entities and departments for the development and implementation.

4. EXTENT OF THE WORKS

The extent of the works will inter alia include public environment upgrade with the following elements:

- Administration wing with Managers Office, Filing system.
- Waiting area
- Consulting Rooms
- Chronic wing
- Mother & Child wing
- Emergency wing
- Medical equipment room
- Parking Area
- Medical waste room
- Linen Room
- Storage room
- Boardroom
- Kitchen
- Canteen
- Ablution Facilities with showers and change rooms
- Civil services
- Clear Vu Fencing
- Garden
- Backup generator room
- Aircons

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- Artwork

5. LOCATION

The location of proposed South Hills Clinic is erven 270 and 271 in Moffat View Extension 6, along Kinahan Road and Theunissen Street.



Figure 1: Moffat view Map

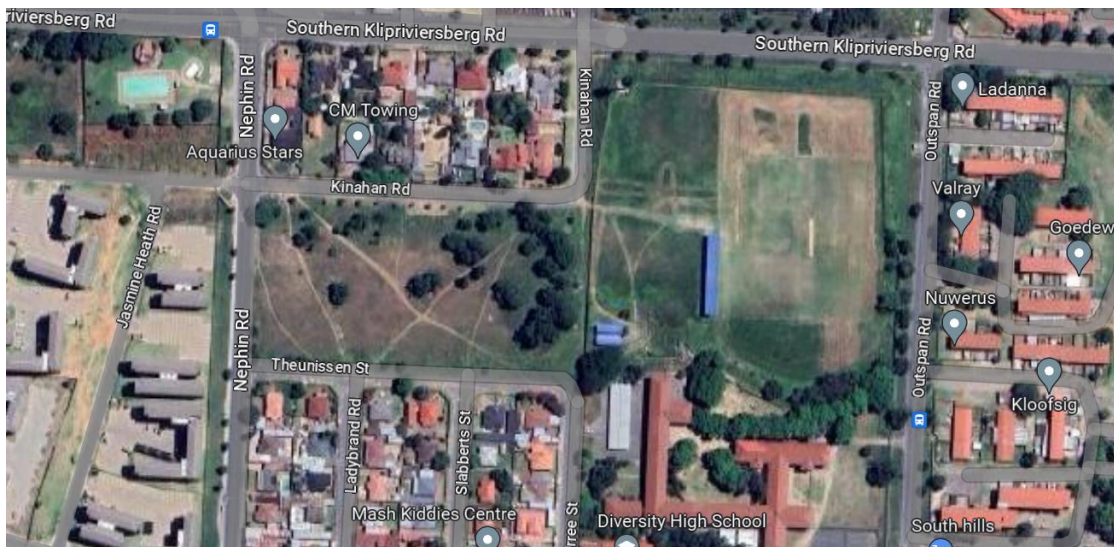


Figure 2: South Hills Clinic development site

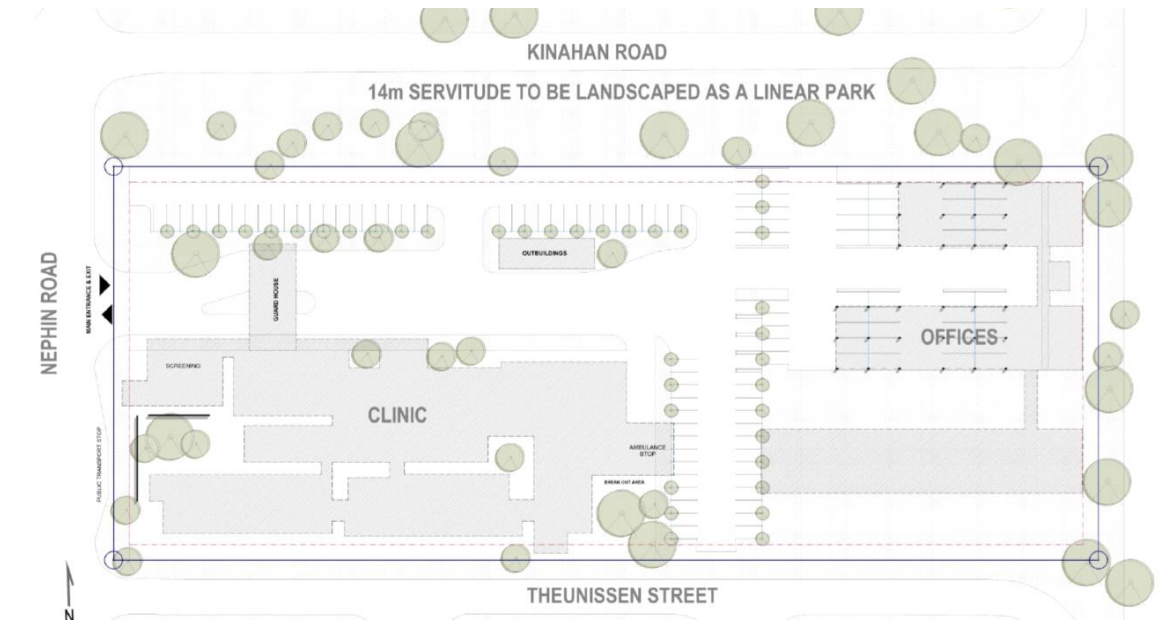


Figure 3: Site Development Plan

6. STATUS QUO

There is no existing building on site.

7. SCOPE OF WORKS

The Scope of Works includes, the planning, design and implementation of health facilities.

7.1 THE DETAILED GEOTECHNICAL ENGINEERING INVESTIGATION WILL BE CARRIED OUT AS PER THE FOLLOWING SCOPE OF WORKS:

7.1.1 Desktop Study

The desktop study shall include the review and assessment of existing information as indicated below but not limited to:

- (a) Existing reference reports
- (b) Geological Maps, etc

7.1.2 Field Investigation

The investigation shall include the following but not limited to:

- a) Evaluation of material from test pits to include:
 - Soil Profiles and trial pit logs and interpretation.
 - Test pits to be done on a grid that covers the entire investigated interest site area.
 - Test pits must be to a minimum depth of 1.5 metres or to the maximum reach of the TLB arm or to refusal.

- A minimum of five (5) boreholes to be drilled to a minimum depth of 5m around the building proposed for both Clinic and office building with Standard Penetration Tests (SPTs) taken at this site.
- Test results and interpretation
- Foundation Indicators
- Sieve analysis per identified layer
- Ground slope stability, collapse potential, swell tests.
- Excavatability of ground
- Potential expansiveness
- Geohydrology conditions
- Fill Suitability, Expansiveness, and Erodibility
- The type of foundation system must be recommended in the report.
- Bearing capacity at the foundation strata with the permissible settlement

All field investigation shall be undertaken under strict supervision of a Professionally Registered Geotechnical Engineer.

7.1.3 Dolomite study, Investigations, Analysis and Recommendations

NB: (Only if required)

- Check if the area is in the area underlined by dolomite on the City's dolomite map (Desktop study), to confirm if dolomite investigation will be required.
- Determine soil Classification or level of dolomite for development potential.
- A minimum of five (5) boreholes to be drilled to a minimum depth of 5m and approximately 28m deep to reach hard rock, around the building proposed for both Clinic and office building with Standard Penetration Tests (SPTs) taken at at this site.
- Precautionary measures and foundation recommendations.

7.2 GEOTECHNICAL REPORT

7.2.1 Report Content

Based on the investigation as illustrated above and the soil classification parameters, the report shall discuss the assessment of the following geotechnical characteristics but not limited to:

- i. Existing geotechnical (e.g. surface and subsurface) conditions of the site.
- ii. Laboratory test samples of the existing site surface should be taken at the intervals specified.
- iii. Subsurface (substrata) exploration logs, location of exploration points, soil bearing capacity, etc. and recommendations.
- iv. Conducting all field and laboratory tests for determining the strength and compressibility characteristics of the soil.
- v. Geophysical exploration, if necessary.
- vi. Slope and rock stability evaluation, protection measures.
- vii. Preparation of drawings and charts.
- viii. Analysis of the results of the tests.
- ix. Groundwater conditions

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x. Soil Classification.

The Geotechnical Investigation Report shall be signed by a Professionally Registered Geotechnical Engineer.

8. TIMEFRAMES

- A detailed programme for investigations and submission of a report must be included in the quotation.

9. DELIVERABLES

9.1 Project Inception Report, outlining key tasks and schedule of works program.

- (1 week post kick-off meeting)

9.2 Investigations

9.3 Laboratory tests

9.4 Report with recommendations

10. PROFESSIONAL COMPETENCIES AND EXPERIENCE REQUIRED

It is expected that service provider will have the following qualifications and experience:

The Geotechnical Engineering Consultant is required to be registered or familiar with acts and code of conduct of an appropriate professional body (i.e. ECSA / Council of Geoscience), and to have the relevant professional accreditation (i.e. registered as Pr. Eng or Pr. Tech Eng./Pr. Sci. Nat), skills, experience and capacity to deliver the scope of work within the required time frame.

The Geotechnical Engineering Consultant will be responsible for the surveys, tests and assessments of the identified site that will assist the civil / structural engineer with the design.

The Professional Team criteria are further outlined in the evaluation table, which will be used in the technical evaluation of bids received for this RFQ.

11. PRICING INSTRUCTIONS

Service Providers must submit their fee proposals to render the scope of services as outlined above..

It is important to note the following:

- The table to follow must be completed and submitted together with the Offer Page. A price must be submitted for each item listed in the table.**
- No hourly rates will be accepted.**
- Failing to price as required will result in the tender being disqualified.**
- For every tangible deliverable, two hard copies and one electronic copy must be issued, the cost of which must be included in the offer price.
- Please also be reminded as per the original tender for the panel of Engineering service providers that:

4.1.1.4. Standard disbursements such as typing, drawings, reproduction, copying, and binding of documents, telephonic/electronic and facsimile communications, and courier should be accrued by a service provider. Additional disbursements must have the prior written agreement of the JDA, unless specifically contained in an agreed IPW / RFP

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4.1.1.5. No disbursement costs (such as local travel and accommodation) should be accrued by a service provider without prior written agreement of the JDA, unless specifically contained in by an agreed IPW / RFP

Tenderers are to replicate the table below and submit as part of their detailed fee proposal and the total fee for the full scope of services must be carried to the “Offer” page. The detailed fee proposal must indicate the fee scales used and the method of calculation used to determine the fee including any discounts applied if applicable. Failure to (i) replicate the table and (ii) carry the total to the offer page will result in the tender being disqualified for non-compliance. Fees based on an hourly rate will NOT be accepted.

12. PRICING SCHEDULES

No	Description	Unit of Measure	Quantity	Unit Price	Total Amount
1	Liaison with Client and other Authorities	Sum	1		R
2	Desktop Study	Sum	1		R
3	Services detection survey service	Sum	1		R
4	Field Investigations and Analysis inclusive of the use of equipment required	Sum	1		R
5	Dolomite study, Investigations, Analysis and Recommendations inclusive of the equipment required. NB: (Only if required)	Sum	1		R
6	Laboratory Testing	Sum	1		R
7	Presentation of Report on investigations, testing, analysis and recommendations	Sum	1		R
	Sub - Total Sum of Fees – Excluding Vat				
	Vat @ 15%				
	Sub - Total Sum of Fees – Inclusive of VAT – To be carried to offer page				R

- **Tenderers must ensure that the final TOTAL FEE is correctly calculated and carried to the “Offer” page. The value recorded on the offer page will be regarded as the tendered amount to render Geotech services for South Hills Clinic.**

RFQ - RFQ FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC**COPY OF ADVERT**

Tender Notice and Invitation to Tender

BID DESCRIPTION: RFQ - FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC**BID NUMBER: JDA /ADS / GEO_003**

The JDA is requesting proposals from experienced companies to render professional consulting services consisting of geotechnical investigations specialists required for the site development and preparation of the **SOUTH HILLS CLINIC** for a 36 period.

Queries relating to procurement matters may be addressed to Yandisa Dinga at e-mail: ydinga@jda.org.za

Technical queries or queries relating to the project may be addressed to Ms. Thembelihle Mogapi e-mail: tmogapi@jda.org.za

Documents may be downloaded from 25th of October 2023 as follows: www.jda.org.za as well as on www.etenders.gov.za. Tenders must only be submitted on the tender documentation that is downloaded from the stipulated websites. The retyping of the tender document is not permitted.

ADVERT DATE: 25 October 2023

NON-COMPULSORY CLARIFICATION: DATE: N/A

CLOSING DATE: 24 November 2023

CLOSING TIME: 12H00

Tenders must only be submitted on the tender documentation that is issued. The retyping of the tender document is not permitted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

The JDA's selection of qualifying tenders will be at the JDA's sole discretion and will be final. The JDA does not bind itself to accept any particular tender. Correspondence will be entered into with the successful tenderer.

"WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE, USING THE ANTI-FRAUD HOTLINE NUMBER: 0800 002 587"

11. PRESENTATION OF QUOTATIONS

Submissions should be in the form of quotations priced as required allowing the JDA to make a sound and fair evaluation. The resubmission should be accompanied by the below information and documents and should **use the same item numbers as below** for the required sections.

The following information must be clearly spelt out:

- 11.1 A copy of the tenderer's municipal rates account which is not older than three months in the name of the tenderer or alternatively in the names of the Directors / Partners of the tendering entity. Copies of lease agreements or accounts from a lessor will NOT be accepted.
- 11.2 A copy of a valid Tax pin Compliant Letter from SARS.
- 11.3 An original and valid BBBEE status levels verification certificate or a certified copy thereof, substantiating the bidding entities BBBEE rating. Only certificates issued by verification agencies accredited by the South African Accreditation System (SANAS), or by registered auditors approved by the Independent Regulatory Board of Auditors (IRBA) will be accepted.

An EME must submit a sworn affidavit confirming the following:

- Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- 11.4 Bidders are required to submit detailed quotations based on the required deliverables [item 3] defined in rand terms. Applicants are to illustrate the fee proposal linked to deliverables. All disbursements, etc. are to be included in the quotations. Applicants must ensure that the **TOTAL FEE IS CORRECTLY CALCULATED AND TRANSFERRED TO THE OFFER PAGE.**
 - 11.5 The attached forms A to F as annexures, must be scrutinized, completed, signed and submitted together with your quotation.

12. ASSESSMENT CRITERIA

Submissions will be evaluated on the criteria to follow:

- Compliance
- Technical Competence
- Price and Empowerment

12.1 Compliance

Bidders will be disqualified for:

- If any of its directors are listed on the register of defaulters;
- In the case of a bidder who during the last five years has failed to perform satisfactorily on previous contracts with the JDA or any other organ of state after written notice was given to

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that bidder that performance was unsatisfactory;

- Bidders who did not complete, in full, the tender offer page (i.e. priced, all registration numbers provided and signed);
- Bidders whose tender document has been completed in pencil;
- Bidders whose document has been faxed or e-mailed;
- Bidders whose tender document has been received after the closing time;
- Bidders whose tender document has not been deposited in the tender box at the time of closing;
- Bidders who fail to price as required i.e. as stipulated in item 4 herein;
- Bidders who did not comply with any other requirement as set out in the tender specifications;
- Bidders who failed to attend the compulsory tender briefing session if it was applicable;
- Bidders who have any directors in the employment of the state.
- Bidders who are not registered with the National Central Supplier Database.

The pricing schedule, included as part of this document, must be completed and submitted together with your proposal. In addition to the pricing schedule, the bidder is expected to provide a detailed cost breakdown for the various project activities.

12.2 Technical Competence

The technical assessment is based on the criteria set-out below namely:

- (A) Key returnable documents,
- (B) Key Personnel experience and track record as a Town Planner,
- (C) Company experience on completed similar projects by the company,
- (D) Contactable reference letters in the client's letter head as proof on what is mentioned on item no above for experience of the company.

Tenderers will have to submit compliant documents and score a minimum number of points in the technical evaluation in order to be considered further in the evaluation process.

The technical assessment is based on the criteria set-out below, failure to attach or submit the said documents will result in your submission being set aside.

The technical assessment is based on the criteria set-out below namely:

- key returnable documents (As stated above)
- key personnel as described above in item 2
- the experience of the company (i.e. GEOTECH Services) and
- Contactable references (i.e. GEOTECH Services).

The Geotechnical Engineer will be required to score a minimum of 77 points (70%) [out of a possible 110] in order to be considered for price.

Total points 110 and the Minimum points required is 77 points which translates to (70%)

NO.	A. KEY RETURNABLE DOCUMENTS			Points	
1	Valid BBBEE status level certificate			0	
2	Company registration documents			0	
3	Valid Tax pin document from SARS			0	
4	Current municipal rates and account for the directors / a signed lease agreement			0	
5	2 Years stamped audited financial statements			0	
6	Certified copies of identity documents for the directors			0	
7	Annexure A – G completed in full and signed			0	
B - KEY PERSONNEL EXPERIENCE		TOTAL POINTS	CRITERIA	DESCRIPTION OF CRITERIA	POINTS
Key Personnel Experience and Track record on Geotechnical Investigations Detailed CVs indicating track record of the proposed key team members are required.		60	Project Lead: Registered with the ECSA or South African Council for Geoscience.	Proof of registration to be submitted.	20
			Project Lead: A minimum qualification of a B-Tech or bachelor's degree in Geotechnical Engineering / Geologist.	Certified proof of qualification must be provided to obtain the points	20
			Project Lead: Experience of 10 years or more in Geotechnical Studies.	Bidders must attach detailed CVs as proof and must show projects, roles played and period. If any information is not contained in the CV or Annexure G then zero points will be awarded. <ul style="list-style-type: none"> CV's provided must be as per the resources recorded on the organogram 	20

			<ul style="list-style-type: none"> CV's must clearly show similar project experience. CV's must clearly show the role executed by the resource on said similar projects. <p>CV's must clearly show the values of said similar projects executed</p>	
C- COMPANY EXPERIENCE	TOTAL POINTS	CRITEIA	DESCRIPTION OF CRITERIA	POINTS
Company experience and Contactable References Geotechnical Studies experience on similar proposed scope of works.	Each project equals 10 points. 50	Five Projects Completed	Points will only be allocated on related projects as listed on reference letters. Project information contained elsewhere in the tender submission will not be considered. References must be on the client's letterhead or on a document stamped by the client and must confirm the project description, services rendered and values to obtain the points.	50
		Four Projects Completed		40
		Three Projects Completed		30
		Two Projects Completed		20
		One Projects Completed		10

The Geotechnical Engineer will be required to score a minimum of 70 points (70%) [out of a possible 110] in order to be considered for price and preference.

13. PRICE AND EMPOWERMENT

The Preference Point System will be applied as follows:

- 80 points are assigned to price
- Up to 20 points are assigned to BBBEE status per the table under item 6

The total preference points for a tender are calculated with the formula

$$PP = P_s + P_{bee} \text{ Where}$$

PP is the total number of preference points scored by the tenderer.

P_s is the points scored for the comparative price of the tenderer, and
 P_{bee} is the number of points awarded to the tenderer based on his certified B-BBEE status level.

Formula for scoring tender price.

The following formula will be used to calculate the points for price.

$$P_s = X \left[1 - \frac{(P_t - P_{min})}{P_{min}} \right]$$

Where

P_s = Points scored for comparative price of tender under consideration

P_t = Comparative price of tender under consideration

P_{min} = Comparative price of lowest acceptable tender

X = **Points** assigned to price

Preference points shall be based on the Specific Goal as per below:

Table B1: Awards UP TO R50 mil (VAT Inclusive)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence
Race – people who are Black, Coloured or Indian (ownership)* More than 50% black ownership	5		<ul style="list-style-type: none"> • B-BBEE certificate or QSE/EME Affidavit; • Company Registration Certification • Certified Identification Documentation. • CSD report
Gender are women (ownership)* More than 50% women ownership	10		<ul style="list-style-type: none"> • Company Registration Certification • Certified Identification Documentation • CSD report
SMME (EME or QSE)	5		<ul style="list-style-type: none"> • BBBEE Certificate / Affidavit • CSD registration
Total Points	20		Failure to attach evidence will lead to scoring zero points

RISK TOLARENCE FRAMEWORK

The JDA has adopted a Risk Tolerance Framework (RTF) which directs the JDA to consider its risk exposure to contractors/Service Providers in terms of the number of contracts awarded to a single Contractor/service provider or the total value of contracts awarded to a single Contractor/service provider in a particular year.

In terms of the Risk Tolerance Framework, the JDA determine the risk exposure as excessive in instances where the value of the contracts for individual **Professional Service providers e.g. Project manager, Engineers, Quantity Surveyor and Consultants**) is either:

1. The greater of **R8 million** or four contracts/ projects in the current financial year or
2. The greater of **R12 million** or six contracts/projects over two financial years (current year and previous financial year).

And

For **multi-disciplinary professional teams** in instances where the value of the contracts awarded is (e.g. more than one discipline being provided by the same bidder) is either:

1. The greater of **R12 million** or six contracts/ projects in the current financial year or
2. The greater of **R20 million** or nine contracts/projects over two financial years (current year and previous financial year)

A risk analysis shall be undertaken on the bidder with the highest number of points obtained, to determine whether the tenderer does not exceed the JDA's risk framework criteria as stated above, in other words whether it falls within the ambit of the Risk Tolerance Framework as acceptable. JDA reserves the right to award a contract to a bidder who has exceeded the threshold as stated above.

Over and above the number of projects and values, bidders will be further evaluated on commercial risks which will include but not limited to the following: Financial capability to undertake the project such as capital required to implement the project in line with CIDB s, poor performance on previous projects, available resources for the project, unduly high or unduly low tendered rates, significant arithmetical errors and omissions in the tender offer.

The above may impact the outcome of the evaluation

JDA reserves the right to award a contract to a bidder who has exceeded the threshold as stated above.

Shortlisted bidders may be requested to attend interviews should there be a need for clarity

Unsuccessful bidders will have the opportunity to query the award within 07 calendar days after regret letters have been issued to the unsuccessful bidder(s).

Bidders are to note that JDA does not bind itself to accept the lowest priced bid

14. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

The words “**RFQ - FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC**” must be written / typed clearly on the envelope.

The envelope must be deposited in the tender box at the **Johannesburg Development Agency, Ground Floor, The Bus Factory, 3 Helen Joseph Street (formerly known as President) and Newtown** only between the hours of 08H00 and 16H00.

The RFQ closes at 12h00 on the 24th November 2023.

NO LATE / E-MAILED/ TELEPHONIC / FAXED / POSTAL TENDERS WILL BE ACCEPTED OR CONSIDERED.

The Johannesburg Development Agency’s selection of qualifying tenders shall be in the Johannesburg Development Agency’s sole discretion and shall be final. The Johannesburg Development Agency does not bind itself to accept any particular Tender and no correspondence will be entered into.

Queries can be addressed in writing to:

Procurement:

Yandisa Dinga

E-mail: ydinga@jda.org.za

Technical:

Thembelihle Mogapi

E-mail: tmogapi@jda.org.za

ANNEXURE A: BUSINESS DECLARATION

Tender/RFQ Number:

Tender/RFQ Description:

Name of Company:

Contact Person:

Postal Address:

.....

Physical Address:

.....

Telephone Number:

Fax Number:

Cell Number:

E-mail Address:

Company/enterprise Income

Tax Reference Number :

(Insert personal income tax number if a one person business and personal income tax numbers of all partners if a partnership)

VAT Registration Number:

Company Registration Number:

1. Type of firm

- Partnership
- One person business/sole trader
- Close corporation
- Public company
- Private company

(Tick one box)

2. Principal business activities

.....
.....
.....

3. Total number of years company has been in business:

4. Detail all trade associations/professional bodies in which you have membership

.....
.....
.....

5. Did the firm exist under a previous name?

- Yes
- No

(Tick one box)

If yes, what was its previous name?

.....

6. How many permanent staff members are employed by the firm:

Full Time :

Part Time :

7. In the case of a firm which renders services for different disciplines, how many permanent staff members are employed by the firm in the discipline for which you are tendering:

Full Time :

Part Time :

BANK :

BRANCH :

BRANCH CODE :

ACCOUNT NUMBER :

ACCOUNT HOLDER :

TYPE OF ACCOUNT :

CONTACT PERSON :

CONTACT NUMBER :

PLEASE INCLUDE ORIGINAL SIGNED AND STAMPED LETTER FROM THE BANK CONFIRMING THE COMPANY'S BANKING DETAILS, PHOTOSTAT COPIES AND LETTERS BEARING ELECTRONIC SIGNATURES WILL NOT BE ACCEPTABLE.

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the company, affirms that the information furnished in response to this request for proposal is true and correct:

SIGNATURE :

NAME IN FULL :

CAPACITY :

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

COMPANY STAMP

ANNEXURE B: DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.

- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name:

3.2 Identity Number:

3.3 Position occupied in the company (director, trustees, shareholder**)

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state* **YES / NO**

If yes, furnish particulars

.....
.....

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

If yes, furnish particulars

.....
.....

3.10 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders or stakeholders of this company have any interest in any other related companies or businesses whether or not they are bidding for this contract? **YES / NO**

If yes, furnish particulars

.....
.....

4. Full details of directors / trustees / members / shareholders.

ANNEXURE C: DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors 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)? (To access this Register enter the National Treasury’s website, www.treasury.gov.za, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		

Item	Question	Yes	No
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

.....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

***** Organ of State means-**

- ◆ a) a national or provincial department;
- ◆ b) a municipality;
- ◆ c) a constitutional institution defined in the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- ◆ d) Parliament;
- ◆ e) a provincial legislature;
- ◆ f) any other institution or category of institutions included in the definition of “organ of state” in section 239 of the Constitution and recognised by the [Minister](#) by notice in the *Government Gazette* as an institution or category of institutions to which [this Act](#) applies

.....
Signature
(of person authorised to sign on behalf of the organisation)

.....
Position

.....
Name of Bidder

.....
Date



City of Johannesburg
Johannesburg Development Agency

No 3 Helen Joseph Street
The Bus Factory
Newtown
Johannesburg, 2000

PO Box 61877
Marshalltown
2107

Tel +27(0) 11 688 7851 (O)
Fax +27(0) 11 688 7899/63
E-mail: info@jda.org.za

www.jda.org.za
www.joburg.org.za

ANNEXURE E: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

RFQ - FOR THE PROVISION OF GEOTECHNICAL ENGINEERING SERVICES FOR SOUTH HILLS CLINIC

in response to the invitation for the bid made by:

Johannesburg Development Agency

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:

_____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between

partners in a joint venture or consortium will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE F: DECLARATION ON STATE OF MUNICIPAL ACCOUNTS

A Any bid will be rejected if:
Any municipal rates and taxes or municipal service charges owed by the bidder or any of the directors to the municipality or a municipal entity, or to any other municipality or municipal entity, are in arrears for more than three months.

B Bid Information

- i. Name of bidder:
- ii. Registration Number:
- iii. Municipality where business is situated
- iv. Municipal account number for rates:
- v. Municipal account number for water and electricity:
- vi. Names of all directors, their ID numbers and municipal account number.
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.

C Documents to be attached.

- i. A copy of municipal account mentioned in B (iv) & (v) (Not older than 3 months)
- ii. A copy of municipal accounts of all directors mentioned in B(vi) (Not older than 3 months)
- iii. Proof of directors

I/We declare that the abovementioned information is true and correct and that the following documents are attached to this form:

.....
.....

Signature

Date

ANNEXURE G: ORGANOGRAM

The tenderer shall list below the key personnel proposed for this project in the discipline and designation being tendered for.

DESIGNATION	NAME AND NATIONALITY	SUMMARY OF QUALIFICATIONS & EXPERIENCE

NOTE: Detailed Curriculum Vitae (CV's) of the above proposed candidates must be provided. Said CV's MUST indicate the name and description of the project, role played in the project, project value, and the start and end dates of the project. In addition proof of relevant qualifications and of memberships to relevant professional associations must also be provided for the above proposed candidates.

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 as a claim form for preference points for specific goals.

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

1. 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
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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 90/10 preference point system.
- b) Either the 90/10 or 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	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	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.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & \mathbf{or} & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \mathbf{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. 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:

4.2. 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—

- (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
- (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.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Business owned by 51% or more - Black People	N/A	5	N/A	
Business owned by 51% or more — Women	N/A	10	N/A	
SMMEs – QSE or EME	N/A	5	N/A	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:
DATE:
ADDRESS:

