



**the dtic**

Department:  
Trade, Industry and Competition  
REPUBLIC OF SOUTH AFRICA

## PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PREQUALIFICATION TO UPGRADE OF DTIC CAMPUS					
BID NUMBER:	<b>RAINPROP RFP No. REP 003/2024</b>	CLOSING DATE:	<b>31 October 2024</b>	CLOSING TIME:	<b>11:00 AM</b>
DESCRIPTION	<b>TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM, TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)</b>				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
<b>RAINPROP (RF) Pty Ltd 77 MEINTJIES STREET, BLOCK B GROUND FLOOR, THE DTIC CAMPUS, SUNNYSIDE, PRETORIA</b>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
CONTACT PERSON	<b>Sisonke Ngqasa</b>		CONTACT PERSON	<b>Khaya Ncwana</b>	
TELEPHONE NUMBER	<b>012 440 6900</b>		TELEPHONE NUMBER	<b>012 440 6900</b>	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:sisonke@rainprop.co.za">sisonke@rainprop.co.za</a>		E-MAIL ADDRESS	<a href="mailto:khaya@rainprop.co.za">khaya@rainprop.co.za</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE STATUS PIN:		<b>OR</b>	CSD NUMBER :	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs &amp; QSEs) MUST BE</b>					

<b>SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS / SERVICES / WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER FOREIGN SUPPLIERS QUESTIONNAIRE BELOW]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>			
IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE BIDDER HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>			

## PART B

### TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b></p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.5 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>2.6 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."</p> <p>2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS OR COMPANIES LISTED ON THE NATIONAL TREASURY DATABASE OF TENDER DEFAULTERS OR DATABASE OF RESTRICTED SUPPLIERS</p>

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g., company resolution)

.....

DATE:

.....

## INVITATION TO TENDER

<b>Short description of requirements:</b>	<b>TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM, TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)</b>
<b>Tender Number:</b>	RAINPROP RFP No. REP 003/2024
<b>Tender Validity Period:</b>	180 Calendar Days
<b>Tender Documents available from:</b>	e-Tender publication portal of National Treasury or GPG e-tender portal <a href="https://www.etenders.gov.za">https://www.etenders.gov.za</a> OR <a href="http://e-tenders.gauteng.gov.za">http://e-tenders.gauteng.gov.za</a>
<b>Price of Tender documents:</b>	Bid documents must be downloaded and printed on the e-Tender portal at bidder's cost.
<b>Closing Date:</b>	<b>31 October 2024</b>
<b>Closing Time:</b>	<b>11:00am</b>
<b>Address for submission of tenders:</b>	77 Meintjies Street, Block B Ground Floor, the DTIC Campus, Sunnyside, Pretoria
<b>Evaluation Steps:</b>	1) Mandatory and Administration requirements 2) Functionality
<b>Pre-bid meeting:</b>	Details of the <b>compulsory</b> Pre-bid meeting is indicated below:  Pre – bid meeting will be held on 14 <sup>th</sup> October 2024 10:00 am. Pre – bid meeting will be a virtual meeting via MS Teams link. Meeting ID: 331 960 623 310 Passcode: c356HX
<b>MANDATORY / COMPULSORY ADMINISTRATIVE REQUIREMENTS</b> (Failure to submit / meet or comply with the following requirements constitute automatic disqualification of tender offer)	Only Tenderers having a Valid CIDB Grade of <b>8ME</b> will be considered for Evaluation. (CRS Numbers must be provided) or Confirmation Letter from CIDB confirming that the bidder's application for the required CIDB grade is being considered [However, should the bidder's application not be approved at the time of evaluation the bidder will be disqualified.]  Submission of completed and signed SBD forms (SBD 1 and SBD 4)  Submission of signed Joint Venture agreement or Consortia agreement in case of Joint Venture or Consortium (Signed by all parties)  Submission of COIDA certificate (letter of good standing)
<b>ADMINISTRATIVE COMPLIANCE THAT WILL BE APPLICABLE TO THIS PROCUREMENT</b>	
Submission of the proof of registration with CSD (CSD registration number (MAAA number or CSD registration report)	
Submission of a Tax Compliance Status PIN that will grant a third-party access to the bidder's Tax Compliance Status.	

<p><b>Applicable Functionality Criteria:</b> Failure to meet the prescribed minimum functionality of 70 points will result in automatic disqualification:</p>	<p>The Rainprop invites tenderers for a pre-qualification tender to replace the existing HVAC system for the entire campus with a new system.</p> <p>This tender has been divided into two stages, namely technical / functionality assessment and the pricing stage. The evaluation for this pre-qualification stage will only focus on technical capability / functionality. The pricing will follow for bidders who prequalified for the second stage. Only bidders who have met the minimum technical requirements will be offered an opportunity to progress to the second stage.</p> <p><b>Successful pre-qualified tenderers will be invited to submit priced tenders thereafter whereby they will be evaluated on price, preference and financial viability and other technical criteria that may be deemed necessary.</b></p> <p>This tender will be evaluated against functionality to short list tenderers for commercial evaluation to be undertaken separately and only tenderers that obtain the required minimum score indicated in the Tender documents will be added to shortlist for Request for Proposal (RFP).</p> <p><b>Bidders must obtain a minimum of 70 points to be prequalified Total Functionality: 100 points.</b></p>	
	<b>FUNCTIONALITY CRITERIA</b>	
	<b>Functionality Criteria</b>	<b>Weighting Factor</b>
	Company Experience	55
	Key Staff	35
Health and Safety	10	

<b>Special Conditions of Contract:</b>	Not Applicable

<b>Technical Enquiries:</b>	Khaya Ncwana <a href="mailto:khaya@rainprop.co.za">khaya@rainprop.co.za</a>
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<b>General Enquiries:</b>	Sisonke Ngqasa <a href="mailto:sisonke@rainprop.co.za">sisonke@rainprop.co.za</a>
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<b><u>Note to tenderers:</u></b>	
This tender is subject to :	
<ul style="list-style-type: none"> <li>• <b>JBCC Principal Building Contract (Edition 6.2),</b></li> <li>• <b>Special Conditions of Contract (PPP),</b></li> <li>• <b>General Condition of Contract,</b></li> <li>• <b>Preferential Procurement Policy Framework Act no 5 of 2000 and its Regulations of 2022.</b></li> <li>• <b>Nominated subcontract to the main contractor</b></li> </ul>	

**TENDER: RAINPROP REP 003/2024**

**PROCUREMENT DOCUMENTS**

**FOR**

**TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM,  
TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

**ISSUED BY:**

Rainprop (RF) Pty Ltd  
77 Meintjies Street,  
Block B Ground Floor,  
the DTIC Campus,  
Sunnyside, Pretoria

File: \_\_\_\_\_

**OCTOBER 2024**

Name of tendering entity: .....

CIDB Registration Number: .....

**TENDER: RAINPROP REP 003/2024**

**TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM,  
TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

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## **TENDER: RAINPROP REP 003/2024**

### **TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM, TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

#### **PURPOSE**

The purpose of this document is to provide the Terms of Reference for the invitation of a reliable contractor for CIDB Grade 8 ME or higher to quote for the project **“Technical Pre-Qualification for replacement of the dtic campus HVAC system, Travenna, Sunnyside Pretoria (8ME or higher).”**

The purpose of the tender is to evaluate tenderers only on functional and financial criteria.

Those tenderers who score 70 points or more based on criteria on page 05 on this document, will be included in the shortlist for the Request for Proposal submission. Maximum of one contractor is anticipated to be appointed at the conclusion of the process.

This project entails the refurbishment of **the dtic** campus as per the PPP agreement and the relevant baseline reports per discipline. All requirements, as set out in the PPPA and baseline reports, will have to be met and implemented in the refurbishment and design of the campus as a minimum requirement.

The buildings that form part of the project include:  
Buildings A, B, C, D, E, and F, SSC building, including all basement areas

The scope of works will include for:  
Supply and install of HVAC equipment for the following, but is not limited to:

- VRF COOLING UNITS
- FLOORS VAV REPLACEMENT
- BMS RECONFIGURATION
- BASEMENT VENTILATION
- SPLIT SYSTEM REPLACEMENT
- PATCH ROOM SPLIT UNITS

#### **BACKGROUND**

- The Department of Trade, Industry, and Competition (the dtic) Campus is located at Sunnyside Campus Pretoria and comprises buildings as detailed and shown in the aerial photograph below.
- The dtic campus was built and is maintained under a Public Private Partnership with the following major stakeholders:



- The Department of Trade, Industry, and Competition (**the dtic**)
- Rainprop RF (Pty) Ltd as the Concessionaire
- Broll Property Group (Pty) Ltd – Facilities Management division as the Concessionaire Agent

The project will be implemented under the PPP agreement, for the dtic. The areas where the projects will be executed are located in Blocks as indicated on the below Campus Layout excluding Block G. Bidders must take note that the campus is a “live environment”.



### **Part T1.1 Tender Notice and Invitation to Tender**

Rainprop (RF) Pty Ltd invites tenders for mechanical engineering construction works on a pre-qualification basis, with no guarantee of any quantum of work. The objective is to have a readily available pool of contractors which can be called upon to tender for works to refurbish and upgrade the DTIC Campus. The successful tenderer will be appointed for works anticipated to commence in March 2025 and conclude by November 2026. CIDB Contractor Grading: 8ME or higher.

The successful bidder who gets appointed for this execution of these works (anticipated to exceed R 30 million) must sub-contract 30% or the works to companies which are from CIDB Level 1 to 7.

The physical address for submission of tender documents is:

RainProp (RF) Pty Ltd  
 77 Meintjies Street,  
 Block B Ground Floor,  
 the DTIC Campus,  
 Sunnyside, Pretoria

Tender documents will only be available on e-Tender publication portal of National Treasury (<https://www.etenders.gov.za>) or GPG e-tender portal (<http://e-tenders.gauteng.gov.za>)

Bidders must download and print tender documents at their own cost.

Tender documents will be available as per the invitation to tender.

A compulsory virtual pre-bid meeting with representatives of the Employer will take place as per the invitation to tender.

The closing time and date for receipt of tenders is as per the invitation to tender.

**Public opening of bids will occur immediately after the closing of the bids. Closing registers will be uploaded on the e-tender portal within 10 working days after the closing of bids.**

**Enquiries:**

Technical:

Khaya Ncwana

[khaya@rainprop.co.za](mailto:khaya@rainprop.co.za)

General

Sisonke Ngqasa

[sisonke@rainprop.co.za](mailto:sisonke@rainprop.co.za)

**TENDER: RAINPROP REP 003/2024**

**TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM,  
TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

**PART T1.2. TENDER DATA**

**1. GENERAL**

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Construction Procurement of August 2019 and as amended from time to time. (See [www.cidb.org.za](http://www.cidb.org.za)).

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender.

Each item of Tender Data given below is cross-referenced to the relevant clause in the Standard Conditions of Tender.

**2. TENDER DATA APPLICABLE TO THIS TENDER**

**C.1.1 The Employer for this Contract is:**

Rainprop (RF) Pty Ltd

**C.1.2 Tender Documents:**

The tender documentation consists of the following:

(a) **This Tender Document:**

**THE TENDER**

**T1: Tendering Procedures**

T1.1: Tender Notice and Invitation to Tender  
T1.2: Tender Data

**T2: Returnable Documents**

T2.1: List of Returnable Documents  
T2.2: Returnable schedules and forms

**THE CONTRACT**

**Part 1: Agreements and Contract Data (Not Applicable)**

C1.2: Contract Data

#### **C.1.4 The Employer's agent is:**

The duties of the Principal Agent shall be fulfilled by Delta Built Environment Consultants. (represented by Mr Mario Burger or designated successor)

#### **C.2.1 Eligibility**

Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a 8ME or higher class of construction work, are eligible to have their tenders evaluated.

Joint ventures are eligible to submit tenders provided that:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation in the ME class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status.
3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a ME class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.

#### **C.2.9 Insurance**

Third Party General Liability will be required by the tenderer due to the nature of the project.

#### **C.2.10 Pricing the tender offer**

Bidders are not required to price this tender document.  
Pricing will be undertaken for bidders pre-qualify and will be provided with detailed Bill of Quantities during Request for Proposal stage.

#### **C.2.12 Alternative tenders**

Alternative tender offers from tenderers will not be considered.

#### **C.2.13 Submitting a tender offer**

C2.13.3 Parts of each tender offer communicated shall be submitted as an original. No copies are required.

C2.13.5 Sealed original tender documents must be submitted by no later than the closing date and time stipulated in the invitation to tender.

C2.13.6 A two-envelope procedure will not be required.

C2.15 The address for delivery and the closing time is stated in the invitation to tender.

Telegraphic, telephonic, telex, facsimile or electronic tender offers will not be accepted

### C.2.16 Tender offer validity

C2.16.1 The tender offer validity period is 180 calendar days from the closing time for submission of tenders.

### C2.23 Certificates

All certificates and other documents to be submitted by the tenderer are stated in Part T2.1 - List of Returnable Documents

### C3.4 Opening of tender submissions

Public opening of bids will occur immediately after the closing of the bids. Closing registers will be uploaded on the e-tender portal within 10 working days after the closing of bids.

### C3.13 Evaluation of Tender Offers

Tenders will be evaluated for functionality and bidders must meet a minimum functionality threshold of 70 points. Tenderers scoring less than 70 points will be disqualified. The functionality criteria and maximum score in respect of each of the criteria are as follows:

The projects described below must be HVAC related projects with the value of works being allocated to HVAC on the project by the tenderer.

Quality criteria	Sub criteria	Points	Maximum number of points
<b>1. Company Experience</b>	<b>Demonstrate a proven capacity and capability to complete works of similar nature.</b>		<b>55</b>
	5 or more HVAC projects with signed Appointment Letter and signed Completion Certificates/ Take over Certificate, with a minimum value of R100 million or above per project. Each letter dated 01 January 2010 or later.	55	
	4 HVAC projects with signed Appointment Letter and signed Completion Certificates/ Take over Certificate, with a minimum value of R100 million or above per project Each letter dated 01 January 2010 or later.	40	
	3 HVAC projects with signed Appointment Letter and signed Completion Certificates/ Take over Certificate, with a minimum value of R100 million or above per project. Each letter dated 01 January 2010 or later.	21	
	2 HVAC projects with signed Appointment Letter and signed Completion Certificates/ Take over Certificate, with a minimum value of R100 million or above per project. Each letter dated 01 January 2010 or later.	14	
	1 HVAC project with signed Appointment Letter and signed Completion Certificates/ Take over Certificate, with a minimum value of R100 million or above per project. Each letter dated 01 January 2010 or later.	7	
	The tenderer / bidder failed to address the question	0	

	and meet the minimum requirements for this section.		
	<b>Note: Submission of completion certificate without corresponding appointment letter or submission of appointment letter without corresponding completion certificate will not be considered for scoring purposes. Points will be forfeited.</b>		
<b>2. Key Staff</b>	Key staff (assigned personnel) in relation to the scope of infrastructure construction works. Attach CV's, copies of qualifications and professional registration (PR). All foreign qualifications must be SAQA (South African Qualifications Authority) accredited.		
	<b>Key Staff refers to the following:</b>		
	1. 1 x Mechanical engineer – Mechanical engineer with a BSc/BEng Degree in mechanical engineering. Professionally registered with ECSA with an active PR number.		
	<b>Mechanical Engineer (10 points)</b>		
	10 or more years experience post Qualification	10	
	7 up to 8 years or more experience post Qualification	8	
	5 up to 7 years or more experience post Qualification	6	
	3 Up to 5 years or more experience post Qualification	4	
	1 up to 3 years or more experience post Qualification	2	
	Less than 1-year experience post Qualification	0	
	2. 1 x full time resident engineer (mechanical) with a B tech/ Degree in related Studies and also Registration and Good Standing with the Engineering Council of South Africa (ECSA)		
	<b>Full time Resident Engineer (6 points)</b>		
	10 years or more experience post Qualification	6	
	7 up to 8 years or more experience post Qualification	5	
	5 up to 7 years or more experience post Qualification	3	
	3 Up to 5 years or more experience post Qualification	2	
	1 up to 3 years or more experience post Qualification	1	
	Less than 1-year experience post Qualification	0	
	3. Quality assurance (QA) engineer		
	<b>QA (5 points)</b>		
	10 years or more experience post Qualification	5	
	7 up to 8 years or more experience post Qualification	4	
	5 up to 7 years or more experience post Qualification	3	
	3 Up to 5 years or more experience post Qualification	2	

	1 up to 3 years or more experience post Qualification	1	
	Less than 1-year experience	0	
	4. 1 x Construction Health and Safety Manager/ Agent – with a Diploma or Higher and also Registration with the South African Council for the Project and Construction Management Profession (SACPCMP)		
	<b>Professional Construction Health &amp; Safety Agent/ Manager (5 points)</b>		
	10 years or more experience post Qualification	5	
	7 up to 8 years or more experience post Qualification	3	
	5 up to 7 years or more experience post Qualification	2	
	3 Up to 5 years or more experience post Qualification	2	
	1 up to 3 years or more experience post Qualification	1	
	Less than 1- years or more experience post qualification.	0	
	5. Contracts manager with a BSc/Btech in construction management or relevant engineering degree		
	<b>Contracts Manager (9 points)</b>		
	10 years or more experience post Qualification	9	
	7 up to 8 years or more experience post Qualification	7	
	5 up to 7 years or more experience post Qualification	5	
	3 Up to 5 years or more experience post Qualification	3	
	1 up to 3 years or more experience post Qualification	1	
	Less than 1-year experience post Qualification.	0	
	<b>Note:</b> - <b>Failure to submit all the key staff will lead to disqualification</b>		
<b>3. Health and Safety</b>	1. Policy, organization and management involvement		<b>10</b>
	<ul style="list-style-type: none"> <li>• Provide a copy of company SHE Policy?</li> <li>• Provide company organogram indicating all legal appointments that will be made if successful?</li> <li>• Provide proof of registration and good standing with the Compensation Fund or licensed insurer as contemplated in Compensation for Occupational Injuries and Diseases Act (COIDA)</li> </ul>	2	
	2. Training	2	
	<ul style="list-style-type: none"> <li>• Provide proof of health and safety related training provided such as training analysis, Certificates, Job Specific Training or Induction Training program?</li> </ul>		
	3. Health and Safety Plan	2	

	<ul style="list-style-type: none"> <li>• Provide a project specific health and safety plan .</li> <li>• Health and safety plan to include the following minimum criteria? <ul style="list-style-type: none"> <li>○ Define health and safety responsibilities for different levels of employees i.e management, supervisors, employees</li> <li>○ Document health and safety risks and hazards relevant to the project works.</li> <li>○ Document how health and safety risks and hazards for the contract/project will be identified and mitigated?</li> <li>○ Document how Safe Working Procedures (SWP/SOP) will be developed and how employees will be trained on such SWP's?</li> <li>○ Document how health and safety training will be conducted?</li> <li>○ Document how inspections and audits will be conducted?</li> <li>○ Document how health and safety communication will be conducted i.e daily safety talks, toolbox talks, incident recalls, safety performance etc</li> <li>○ Document how health and safety representatives will be appointed and health and safety committees where applicable?</li> <li>○ Document how occurrences/incidents will be recorded, reported and investigated?</li> <li>○ Document how Personal Protective Equipment (PPE) will be selected, approved and training of employees on their use?</li> <li>○ Document how emergency plans will be developed and training of employees on such plans?</li> <li>○ Fatigue management and Fit for duty processes i.e substance abuse testing and how to deal with positive results, fatigue management addressed?</li> </ul> </li> </ul>		
	4. Selection, Procurement and Management of Subcontractors	2	
	<ul style="list-style-type: none"> <li>• Procedure showing how subcontractors will be assessed to ensure that they are capable of performing the work safely and how they will be managed to ensure compliance to safety requirements?</li> </ul>		
	5. Fall Protection	2	
	<ul style="list-style-type: none"> <li>• Provide a fall protection plan to demonstrate that all work at fall risk position will be undertaken under competent supervision, carried out by employees who are trained and medically fit?</li> <li>• Does your fall protection plan include rescue plan, risk assessment, inspection, testing and maintenance of fall protection equipment?</li> </ul>		
<b>Note: Bidders to score minimum of 70 points for short listing for 2<sup>nd</sup> round RFP tender.</b>			



**TENDER: RAINPROP REP 003/2024**

**TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM,  
TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

**T2.1 List of Returnable Documents**

The tenderer must complete and return the following documents with its tender:

**1. Returnable documents / schedules required for tender purposes**

- (i) Certificate of Authority of an entity
- (ii) Compulsory Enterprise Questionnaire
- (iii) Proof of registration with the Construction Industry Development Board (CIDB)
- (iv) Copy of the Workmen's Compensation Registration Certificate (or proof of payment of contributions in terms of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993)
- (v) Schedule of the Tenderer's Experience
- (vi) Schedule of Key Personnel
- (vii) Curriculum Vitae format of key personnel
- (viii) Tax Compliance Status PIN that will grant a third-party access to the bidder's Tax Compliance Status
- (ix) SBD 1
- (x) SBD 4
- (xi) Schedule for classification of works

**2. The offer portion of the C1.1**

**3. C1.2 Contract Data**

**A- CERTIFICATE OF AUTHORITY OF AN ENTITY**

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

(I) Company	(II) Close Corporation	(III) Partnership	(IV) Joint Venture	(V) Sole Proprietor

**(I) CERTIFICATE FOR COMPANY**

I ....., chairperson of the Board of Directors of ....., hereby confirm that by resolution of the Board (copy attached) taken on ..... 20.....,

Mr/Ms ....., acting in the capacity of ....., was authorised to sign all documents in connection with this tender and any contract resulting from it on behalf of the company.

**Signature of Chairman:** .....

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters .....

**Date:** .....

**(II) CERTIFICATE FOR CLOSE CORPORATION**

We, the undersigned, being the key members in the business trading as .....  
 .....  
 hereby authorises Mr/Ms. ....  
 acting in the capacity of .....  
 to sign all documents in connection with the tender for Contract No  
 ..... and any contract resulting from it on our behalf.

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters .....

2..... Name in Block Letters .....

**Date:** .....

NAME	ADDRESS	SIGNATURE	DATE

**Note:** *This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.*

**(III). CERTIFICATE FOR PARTNERSHIP**

We, the undersigned, being the key members in the business trading as .....  
.....  
hereby authorises Mr/Ms .....  
acting in the capacity of .....  
to sign all documents in connection with the tender for Contract No  
..... and any contract resulting from it on our behalf.

**Signature of Signatory:**.....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters .....

**Date:** .....

NAME	ADDRESS	SIGNATURE	DATE

**Note:** *This certificate is to be completed and signed by all of the key partners upon who rests the direction of the affairs of the Partnership as a whole.*

**(IV) CERTIFICATE FOR JOINT VENTURE**

We, the undersigned, being the key members in the business trading as .....  
 .....  
 hereby authorises Mr/Ms .....  
 acting in the capacity of .....  
 to sign all documents in connection with the tender for Contract No  
 ..... and any contract resulting from it on our behalf.

This authorization is evidenced by the attached power of attorney signed by legally authorized signatories of all the partners to the Joint Venture.

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME AND CAPACITY
Lead partner	.....	
	.....	
	.....	

**Note:** *This certificate is to be completed and signed by all of the key partners upon who rests the direction of the affairs of the Partnership as a whole.*

**V) CERTIFICATE FOR SOLE PROPRIETOR**

I....., hereby confirm that I am the sole owner of the  
business trading as: .....

**Signature of Sole owner:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

## B. COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, **separate** enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: CIDB registration number, if any:** .....

**Section 4: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 5: Particulars of companies and close corporations**

Company registration number .....

Close corporation number .....

Tax reference number .....

**Section 6: Record of service of the state**

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> a member of any municipal council</li> <li><input type="checkbox"/> a member of any provincial legislature</li> <li><input type="checkbox"/> a member of the National Assembly or the National Council of Province</li> <li><input type="checkbox"/> a member of the board of directors of any municipal entity</li> <li><input type="checkbox"/> an official of any municipality or municipal entity</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)</li> <li><input type="checkbox"/> a member of an accounting authority of any national or provincial public entity</li> <li><input type="checkbox"/> an employee of Parliament or a provincial legislature</li> </ul> |
|--|---|

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

\*insert separate page if necessary

**Section 7: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

\*insert separate page if necessary



The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed .....

Date .....

Name .....

Position .....

Enterprise  
name .....

**C. PROOF OF REGISTRATION WITH THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD (CIDB)**

**D. COPY OF WORKMENS' COMPENSATION REGISTRATION CERTIFICATE (OR PROOF OF PAYMENT  
OF CONTRIBUTIONS IN TERMS OF THE COMPENSATION FOR OCCUPATIONAL INJURIES AND  
DISEASES ACT NO. 130 OF 1993)**

*[Certified Copy of the Certificate or Proof of Payment thereof obtained from the Workmen's  
Compensation Commissioner to be inserted here]*

**E. SCHEDULE OF THE TENDERER'S EXPERIENCE**

The following is a statement of work of similar nature recently successfully executed by myself / ourselves

Employer: Contact Person and Telephone Number	Principal Agent: Contact Person and Telephone Number	Nature of Work	Value of Work (inclusive of VAT)	Date Completed

NB: Attach a separate sheet if above is insufficient

SIGNATURE: .....  
 (of person authorised to sign on behalf of the Tenderer)

DATE: .....

## F. SCHEDULE OF KEY PERSONNEL

The Tenderer shall list below the key personnel which he intends to utilize on the Works. The tenderer must attach the employee's CV and certified copies of the employees qualification and professional registration certificates (where applicable). All foreign qualifications must be SAQA (South African Qualifications Authority) accredited.

Each person/labourer of the contractor and or sub contractors must comply with the following (not required for pre-qualification but part of main contractor RFP):

- Criminal Record Check
- South African Citizenship
- Valid police clearance
- Each person will need to sign an NDA and declaration of secrecy
- Vetting process will need to be followed by each person that forms part of the contractors team

Category of Employee	Name	Qualification	Professional registration (where applicable)
<b>Mechanical Engineer</b>			
<b>Professional Health &amp; Safety Officer</b>			
<b>Quality assurance (QA) engineer</b>			
<b>Full time Resident Engineer</b>			
<b>Contracts Manager</b>			

SIGNATURE: .....  
*(of person authorised to sign on behalf of the Tenderer)*

DATE: .....

**G. CURRICULUM VITAE FORMAT OF KEY PERSONNEL**

<b>Name:</b>	<b>Date of birth:</b>
<b>Profession:</b>	<b>Nationality:</b>
<b>Qualifications:</b>	
<b>Professional Registration Number:</b>	
<b>Name of Employer (firm):</b>	
<b>Current position:</b>	<b>Years with firm:</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 person named in the schedule*

.....  
*Date*

**TAX CLEARANCE CERTIFICATE/ TAX COMPLIANCE STATUS PIN THAT WILL GRANT A THIRD-PARTY ACCESS TO THE BIDDER'S TAX COMPLIANCE STATUS.**



**the dtic**

Department:  
Trade, Industry and Competition  
REPUBLIC OF SOUTH AFRICA

**TENDER : RAINPROP REP 003/2024**

**TECHNICAL PREQUALIFICATION FOR REPLACEMENT OF the dtic CAMPUS HVAC SYSTEM, TRAVENNA, SUNNYSIDE PRETORIA (8ME OR HIGHER)**

**Part C1.2 Contract Data**

**Part one- Data provided by the Employer**

**The Data which will apply to all work under the Framework Contract is**

<b>Core clauses</b>	
	The conditions of this contract are the clauses of the Joint Building Contracts Committee (Edition 6.2)
	The Employer is the Rainprop RF (Pty) Ltd  Physical address:  77 Meintjies Street, Block B Ground Floor, the DTIC Campus, Sunnyside, Pretoria
	The Framework Information is contained in the tender advert
	The scope is as follows: <ul style="list-style-type: none"> <li>• VRF COOLING UNITS</li> <li>• FLOORS VAV REPLACEMENT</li> <li>• BMS RECONFIGURATION</li> <li>• BASEMENT VENTILATION</li> <li>• SPLIT SYSTEM REPLACEMENT</li> <li>• PATCH ROOM SPLIT UNITS</li> </ul> <p>The employer's objectives are to deliver public infrastructure using labour-intensive methods in accordance with the latest EPWP Guidelines issued by National Department of Public Works and Infrastructure.</p> <p>The classification of the work is reflected on Schedule N: Classification of Works</p>



	<p>The selection procedure is as follows:</p> <p>Tenderers will be evaluated based on criteria on page 05 of this document. Tenderers who score in excess of 70 points, will be invited to submit final offers based on financial and further technical criteria.</p>
	<p>The pricing procedure will be indicated in the instruction to submit a pricing, for a HVAC work package as part of the Main Contract refurbishment project</p>

**The Data which will apply to all Package Orders**

	<p>The Contract Data for the JBCC (Edition 6.2) will apply to the financial tender with sectional completion per building applicable.</p> <p><b>INSURANCES AND SECURITIES</b></p> <p><b>Clauses:</b></p> <ul style="list-style-type: none"> <li>• 8.0 Works risk</li> <li>• 9.0 Indemnities</li> <li>• 10.0 Insurances <ul style="list-style-type: none"> <li>○ Third party liability insurances applicable</li> </ul> </li> <li>• 11.0 Securities <ul style="list-style-type: none"> <li>○ Construction guarantees to be provided by the successful tenderer in the RFP process as a form of security.</li> </ul> </li> </ul> <p><b>EXECUTION</b></p> <ul style="list-style-type: none"> <li>• 14.0 Nominated subcontractors</li> <li>• 15.0 Selected subcontractors</li> <li>• 16.0 Direct contractors</li> </ul> <p><b>COMPLETION</b></p> <ul style="list-style-type: none"> <li>• 18.0 (Interim completion = n/s subcontract agreement)</li> <li>• 19.0 Practical completion</li> <li>• 20.0 Completion in sections <ul style="list-style-type: none"> <li>○ Project is sectional completion per block with completion dates per block</li> </ul> </li> <li>• 21.0 Defects liability period and final completion</li> <li>• 22.0 Latent defects liability period</li> </ul>
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	<ul style="list-style-type: none"><li>• 24.0 Penalty for late or non-completion<ul style="list-style-type: none"><li>◦ <i>(Penalty amount to be calculated according to estimated contract value)</i></li></ul></li></ul>
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# BIDDER'S DISCLOSURE

**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. BIDDER'S DECLARATION**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?

**YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
 .....

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

**YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

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<sup>2</sup> Joint Venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder