



KZN HUMAN SETTLEMENTS

INVITATION FOR PROPOSALS

ZNB17/2017/18HSE - APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO UNDERTAKE BUILDING MAINTENANCE AND ROOF REPAIR WORK FOR THE KZN DEPARTMENT OF HUMAN SETTLEMENTS ON A ROTATIONAL BASIS FOR A PERIOD OF 2 YEARS

BID NUMBER	ZNB17/2017/18HSE
CLOSING DATE	24 OCTOBER 2018@ 11H00
BID BOX NO.	18 SITUATED IN THE FOYER, 12TH FLOOR, DEPARTMENT OF HUMAN SETTLEMENTS, EAGLE BUILDING, 353 – 363 DR PIXELY KASEME STREET, DURBAN, 4001)
COMPULSORY BRIEFING SESSION DATE	15 OCTOBER
BRIEFING SESSION TIME	11H00
BRIEFING SESSION VENUE	ILEMBE BOARDROOM, DEPARTMENT OF WORKS, SAPPER AVENUE, 455A KING CETSHWAYO HIGHWAY (FORMER JAN SMUT HIGHWAY) MAYVILLE, DURBAN
TECHNICAL ENQUIRIES	MR W. NIEMACK 031 319 3698 / 082 376 2115
BID ENQUIRIES	MS R. GAFOOR / MS K. MTHEMBU / MR S. BIYASE / MR J. MNQONDO - 031 336 5142 / 5166 / 5165 / 5164 - razia.gafoor@kzndhs.gov.za / khanyi.zondi@kzndhs.gov.za / siphesihle.biyase@kzndhs.gov.za / Jabulani.mnqondo@kzndhs.gov.za

The KZN Department of Human Settlements hereby invites proposals from suitably qualified and experienced service providers with the requisite capacity for placement on the Departmental Database of service providers that will provide maintenance and roofs repair services to the Department on a rotational basis for a period of 2 YEARS.

Documents are available at no cost from www.etenders.gov.za or alternatively use this link <http://www.etenders.gov.za/content/appointment-panel-service-providers-undertake-building-maintenance-and-roof-repair-work-kzn> . **No documents will be issued by the Department.**

The bidder or a person who is directly employed by the bidder and is suitably qualified and experienced to comprehend the implications of the work involved must represent the bidder at the compulsory briefing session.

Bidders must furnish original bid documents at the briefing session venue as section J will be endorsed by the Department's official.

The proposal, inter alia, to incorporate the services which are stipulated in the attached Bills of Quantities, refer to Section Q page 45.

Service Providers must comply with legislative and governmental policy requirements and be registered with CIDB 1 - 2 GB (Copy of proof of registration must be attached to Bid Document). Past performance and documented track-record will be considered

This bid is limited to bidders who will meet the following pre-qualification criteria (in terms of Preferential Procurement Regulations, 2017):

- (a) a bidder having a minimum B-BBEE status level 1; and / or,
- (b) an EME or QSE; and / or,
- (c) a bidder subcontracting a minimum of 30% to-
 - (i) an EME or QSE which is at least 51% owned by black people; and / or,
 - (ii) an EME or QSE which is at least 51% owned by black people who are youth; and / or,
 - (iii) an EME or QSE which is at least 51% owned by black people who are women; and / or,
 - (iv) an EME or QSE which is at least 51% owned by black people with disabilities; and / or,
 - (v) an EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships; and / or,
 - (vi) a cooperative which is at least 51% owned by black people; and / or,
 - (vii) an EME or QSE which is at least 51% owned by black people who are military veterans; and / or,
 - (viii) an EME or QSE.

Note: A bid that fails to meet any pre-qualifying criteria stipulated above will not be considered.

THE BID WILL BE EVALUATED IN TWO STAGES AS FOLLOWS:

STAGE 1 – ELIGIBILITY CRITERIA

IN ADDITION TO ALL REQUIREMENTS, A PROPOSAL / COMPREHENSIVE COMPANY PROFILE MUST BE ATTACHED DETAILING ALL INFORMATION REQUIRED AS PER STAGE 1 OF EVALUATION CRITERIA. FOR THE PROGRESSION TO STAGE 2, SERVICE PROVIDERS MUST SCORE A MINIMUM OF 50% OF TOTAL POINTS AND PROPOSAL / PROFILE MUST HAVE TRACEABLE REFERENCES WITH A PROVEN TRACK RECORD. DOCUMENTARY PROOF OF COMPLETED CONTRACTS MUST BE ATTACHED

Key aspect of Eligibility	Basis for points allocation	Score	Max Points
Methodology & Project Plan	Proposed Methodology (Describe the ability to meet deadlines; especially on a short-time frame, and give examples of how past tight deadlines have been met).	Good	19 – 30
	Acceptable (in terms of the above)	Fair	13 – 18
	Not an effective plan	Poor	0 – 12
Experience	Three references of similar work undertaken – List names, addresses, contact details of three organizations for which work has been accomplished and briefly describe the type of service provided for them	Good	19 – 30
	Acceptable (in terms of above)	Fair	13 – 18
	Lacks appropriate, applicable and relevant experience (in terms of above)	Poor	0 – 12

Human Resources and Financial Capacity	Human Resources to be used in completing the Project Successfully. (Attach CV and qualifications of the team). 3 month latest bank statement The DOHS reserves the right to inspect and validate the above.	Good	13 – 20
	Acceptable (in terms of above)	Fair	9 – 12
	Does not have appropriate and adequate resources and equipment to execute the required service.	Poor	0 – 8
Risk Management	Display understanding of risks involved in field of work.	Good	13 – 20
	Acceptable (in terms of above)	Fair	9 – 12
	Lacks display of risk and mitigation strategies (in terms of above)	Poor	0 – 8
TOTAL			100

STAGE 2 – 80/20 PREFERENCE POINTS SYSTEM

The 80/20 Preference Points System will be utilized. In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0