



human settlements

Department:
Human Settlements
PROVINCE OF KWAZULU-NATAL

INVITATION FOR PROPOSALS

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO RENDER TOPOGRAPHIC SURVEYING SERVICES FOR THE KZN DEPARTMENT OF HUMAN SETTLEMENTS FOR A PERIOD OF 5 YEARS, ON A ROTATIONAL BASIS AS AND WHEN THE NEED ARISES

BID NUMBER	ZNB26/2017/18HSE
CLOSING DATE	13 MARCH 2018 @ 11H00
BID BOX NO.	17 (SITUATED AT 12TH FLOOR FOYER, EAGLE BUILDING, 353-363 DR PIXELY KA SEME STREET, DURBAN)
COMPULSORY BRIEFING SESSION DATE	21 FEBRUARY 2018 – <u>NO DOCUMENT WILL BE ISSUED ON OR AFTER BRIEFING SESSION DAY</u>
BRIEFING SESSION TIME	11H00
BRIEFING SESSION VENUE	LECTURE HALL, DEPARTMENT OF WORKS, SAPPER AVENUE, 455A KING CETSHWAYO HIGHWAY (FORMER JAN SMUT HIGHWAY) MAYVILLE, DURBAN
TECHNICAL ENQUIRIES	MR V. GUMEDE: 031 319 5169
BID ENQUIRIES	MR. S. MTHEMBU 031 336 5169/ MRS R. GAFOOR 031 336 5142

The KZN Department of Human Settlements hereby invites proposals from suitably qualified Topographic Surveying companies with the requisite capacity for placement on the Departmental Database of Topographic Surveyors to undertake human settlements projects and / or any stage/ milestone activity required in the KZN Department of Human Settlements.

Bid documents can be downloaded from E-tenders Publication Portal (www.e-tenders.gov.za) from 09 February 2018 to 21 February 2018.

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 successful applicant will be required to enter into an Agreement with the Department of Human Settlements. The applicant must comply with legislative requirements, hence must register with the respective professional bodies and covered by the professional indemnity.

The proposal, inter alia, to incorporate the following aspects

SCOPE OF WORK

The successful applicant will be required to enter into an Agreement with the Department of Human Settlements. The applicant must comply with legislative requirements, hence must register with the respective professional bodies and covered by the professional indemnity.

The Province has a huge housing backlog which is growing at such a fast rate resulting in an increase in the number of slums which are very unhygienic and unhealthy to live in thus putting serious pressure on the department to fast track delivery.

The department is faced with a serious lack of built environment professionals to fast track the various legally mandated activities that must take place in any housing development, e.g. Geotechnical investigation, surveying, design of infrastructure, plan drawing, etc.

The Province is constantly prone to natural disasters (heavy storms/ gale-force winds, fire etc.) and beneficiaries affected by such disasters and cannot be assisted immediately due to the Supply Chain Management requirements at both Municipal and the Departmental level.

A number of projects in the province are blocked and come to a total standstill due to service providers going bankrupt, lack of bulk infrastructure, etc.

SCOPE OF WORK

- To provide a detail topographic plan of the site depicting all necessary detail and data in digital format for township design purpose;
- Establish and accurately fix survey stations to be used for the future setting out of the township;
- Prepare detailed topographic survey contour that will assist during the design stages of the township;
- Site setting up for all construction work prior to construction as per the approved designs levels;
- Verifying/confirming the final levels to ensure that they have been constructed to the required design levels;
- Consolidation of all work done on site for the “as built” information.
- Prepare and produce the “as built” information drawings confirming the accuracy of the approved designs.

PROFESSIONAL COMPETENCY REQUIRED

Service Providers must comply with legislative and governmental policy requirements and be registered with the National Treasury's Central Suppliers Database and South African Council of Professional and Technical Surveyors as a Professional in terms of Geomatics Professions Act, 2013 (Act No. 19 of 2013).

EVALUATION CRITERIA

THE BID WILL BE EVALUATED IN TWO STAGES AS FOLLOWS:

STAGE 1 – ELIGIBILITY CRITERIA

IN ADDITION TO ALL REQUIREMENTS A 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 60% OF TOTAL POINTS AND 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	Points Allocation
Methodology	Define a clear and unambiguous strategy in executing the service	Good	19 - 30
	Acceptable (in terms of above).	Fair	13 – 18
	Lacks the appropriate level of experience (in terms of above).	Poor	0 – 12
Relevant Experience	Experience is relevant and applicable to the related field. Good track record and a list of traceable references. Displays appropriate, applicable and relevant skills on previous similar assignments.	Good	19 - 30
	Acceptable (in terms of above).	Fair	13 – 18
	Lacks appropriate, applicable and relevant skills (in terms of above).	Poor	0 – 12
Stakeholders and Resources Organogram	Clearly indicates stakeholders and resources organogram.	Good	13 – 20
	Organogram is acceptable.	Fair	9 – 12
	Organogram lacks clarity.	Poor	0 – 8
Financial Capacity	Clearly indicates that the service provider possesses the required Financial Capacity to successfully undertake this service. Past two year audited financial statements	Good	10 – 15
	Acceptable Financial Capacity	Fair	7 – 9
	Lacks Financial Capacity	Poor	0 – 6
Risk Management	Display an understanding of the risks involved in the field of work and devise mitigation strategies.	Good	4 -5
	Acceptable display of risk and mitigation strategies	Fair	3
	Lacks display of risk and mitigation strategies	Poor	0 – 2
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

**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:
MR V. GUMEDE: 031 319 3620/ 0827714665**