



INVITATION FOR BIDS

APPOINTMENT OF SERVICE PROVIDERS TO BE ON A PANEL OF IMPLEMENTING AGENTS FOR THE KWAZULU NATAL DEPARTMENT OF HUMAN SETTLEMENTS FOR A PERIOD OF 36 MONTHS.

BID NUMBER ZNB55/2019/20HSE
CLOSING DATE 20 JUNE 2022 @ 11:00
BID BOX NO. 03 (SITUATED AT THE 12TH FLOOR, DEPARTMENT OF HUMAN SETTLEMENTS, EAGLE BUILDING, 353 – 363 DR PIXELY KASEME STREET, DURBAN, 4001)

BID DOCUMENTS Bid documents can be downloaded from www.kzndhs.gov.za (NO BID DOCUMENTS WILL BE ISSUED BY THE DEPARTMENT)

TECHNICAL ENQUIRIES MR. MVUZO YENGWA 033 845 2015 /
MR. JOHN FOLEY 033 845 2030

BID ENQUIRIES MRS R. GAFOOR 031 336 5142 / MR. J MNQONDO 031 336 5161 /
MR. S. MKHIZE 031 336 5241 / MR. S. BIYASE 031 336 5165/ MR.
V. MKHWANAZI 031 336 5420

The KZN Department of Human Settlements hereby invites bids from suitably qualified and experienced service providers for placement on the Departments Panel of Implementing Agents to undertake the implementation of housing projects within KwaZulu-Natal, to be utilized as and when required.

NO.	NAME OF PROJECT	BID NUMBER
1.	APPOINTMENT OF A PANEL OF IMPLEMENTING AGENTS TO UNDERTAKE THE IMPLEMENTATION OF HOUSING PROJECTS WITHIN KWAZULU-NATAL.	ZNB55/2019/20HSE

The successful applicants will be required to enter into an Agreement with the Department of Human Settlements. The applicant must comply with legislative requirements.

BACKGROUND

The Department responsible for the implementation of numerous Human Settlement interventions through a number of housing programmes and product typologies.

In an effort to stimulate housing, comply with legislative prescripts and provide additional capacity across KZN, the Department resolved to establish a panel of I/A's, with the necessary skills experience and resources to meet the identified requirements.

SCOPE OF WORK

Undertake all aspects of project implementation from inception to closeout, through the management and undertaking of the following key activities and outcomes.

1. **Project preparation:** Conceptualise and undertake the necessary activities to prove project viability, culminating in an application for the securing of subsidies and stage 1 funding.

2. **Stage 1 – Project Planning:** Undertake the necessary activities Planning studies and obtain all required approvals.
3. **Stage 2 – Servicing of Sites:** Undertake the necessary activities to achieve the servicing of sites, township establishment and opening the Township Register.
4. **Stage 3 & 4 – Conveyancing and Construction of Houses:** Undertake the necessary activities to achieve beneficiary approval, registration of individual title and construction of top structures.
5. **Closeout:** Formally collate all Admin, Legal, Financial and Technical Aspects, culminating in a comprehensive closeout report supporting a submission for MEC approval.

I/A's must display the following capacity:

1. Facilitation Skills
2. Capacity development and training expertise (participatory development)
3. Strong project management skills
4. Procurement skills (ability to negotiate, maximize resources)
5. Technical Expertise
6. Organisation development skills
7. Administrative and Financial Management experience / expertise
8. Understanding of health and safety prescripts relating to the construction industry.

Service Providers must comply with legislative policy requirements, be registered with the Central Suppliers Database. All professionals in the Professional Team should be registered with their respective Professional Councils.

TECHNICAL ENQUIRIES TO BE DIRECTED TO:

Mr. M. Yengwa – 033 845 2015 / Mr. J. O. Foley 033 845 2030

FUNCTIONALITY CRITERIA

THE BID WILL BE EVALUATED IN TWO STAGES AS FOLLOWS:

STAGE 1 – FUNCTIONALITY CRITERIA

A COMPREHENSIVE COMPANY PROFILE MUST BE ATTACHED DETAILING ALL INFORMATION REQUIRED AS PER FUNCTIONALITY CRITERIA. THE PROFILE MUST HAVE TRACEABLE REFERENCES WITH A PROVEN TRACK RECORD. DOCUMENTARY PROOF OF COMPLETED PROJECTS MUST BE ATTACHED. IN CASES WHERE THERE ARE TEAMS, DETAILED CURRICULUM VITAE OF ALL KEY PERSONNEL IS REQUIRED. A MINIMUM OF 60% IS REQUIRED IN ORDER TO QUALIFY.

Key aspect of Eligibility	Basis for points allocation	Score	Points Allocation
Methodology	Define a clear and unambiguous strategy of executing the project in terms of generic development and DoHS prescripts and financial modelling throughout the entire stages of the project cycle. <ul style="list-style-type: none"> ▪ Indicate a clear understanding of sequential steps and roles of professionals from project inception through to close out. 10 Points ▪ Indicate a clear understanding of the staged milestones and key outcomes prior to moving to next stage. 10 Points Include accepted practices, compliance with relevant regulatory bodies, and applicable by-laws and requirements of the Municipalities. (Access to Bulk Services Town Planning, Building, Land Survey and other relevant land development processes/ compliance) 10 Points	Good	19-30
	Methodology is acceptable, Outlined 2 of the above	Fair	13-18
	Methodology lacks clarity and flow, only covered 1 of the above points Did not outline any of the above points- 0 Points	Poor	0-12
Relevant Experience	Experience is relevant and applicable to the construction industry and housing development in general. Good track record and traceable references. Demonstrates due competency in Human Settlement projects, and specifically of projects of a similar nature Provide Reference Letters <ul style="list-style-type: none"> ▪ 5 and above reference letters and 5 and above years of experience -30 Points 	Good	19-30
	- Acceptable Provided between 3-4 reference letters and has 4 years of experience	Fair	13-18
	Lacks appropriate level of experience- Provided 0-2 reference letters and has 2 to 3 years' experience <ul style="list-style-type: none"> - Has 1 year experience with 1 reference letter -0 Points 	Poor	0-12

Stakeholders and Resources Organogram	Stakeholders Clearly indicate all relevant stakeholders in the implementation of housing programme (5 points)	Good	13-20
	Resource Organogram Detailed Organogram with curriculum vitae's detailing the duties and responsibilities of key personnel coupled with their experience (15 points)		
	Stakeholders and Resources Organogram is acceptable	Fair	9-12
	Lacks appropriate, applicable and relevant skills and resources (in terms of above)	Poor	0-8
Financial Capacity	<ul style="list-style-type: none"> • Provide proof of financial capacity to satisfactorily execute the required service, such should include the following: • Bank rating of the company indicating specific category. 	Good	20
	Category A=20 points		
	Category B=12 points	Fair	
	Category C=8 points	Poor	8
TOTAL			100

STAGE 2-PRICE-PROCUREMENT BY PROCUREMENT BASIS- PANEL