



REQUEST FOR QUOTATION FORM

To:	ALL PROSPECTIVE SERVICE PROVIDERS
Project Name:	Assessment, Evaluation and Costing of Boschberg Tourism Hub
Requestor:	Cacadu Development Agency
QUOTATION NO.	08/2022-2023
NOTICE NO.	08 of 2022-2023
Site Clarification Meeting (Compulsory):	13 April 2023 at 12:00 (meet up point is BCRM Town Hall), then proceed to Pallet Street, Somerset East
Quotation to be Delivered by:	28 April 2023 at 12:00

SPECIFICATION OF ORDER

BACKGROUND

The Cacadu Development Agency (CDA) is a municipal owned entity whose mandate is to facilitate socio-economic development in the Sarah Baartman District area with a clear vision of inclusive growth.

Boschberg Tourism Hub is located in Somerset East, Blue Crane Route Municipality within Sarah Baartman District Municipality. The Hub consists of seven buildings, these buildings were operational until vandalized after some time.

CDA is looking to appoint a suitable service provider who is well informed of the National Building Regulations and the South African Building Standards.

SCOPE OF WORK

In response to this RFQ, the professional service provider will be expected to undertake the following activities and tasks:

Task 1: Conduct full assessment of all 7 buildings of the hub (state/condition)

Task 2: Detailed costing of each building.

TECHNICAL REQUIREMENTS

- CSD registration
- Authority of signatory
- Minimum 3 years experience in Building Construction Management and Quantity Surveying (completion certificate or reference letter)
- Experience in condition assessment minimum of two similar jobs (Reference letter)

PROPOSED APPROACH AND DELIVERABLES

Service providers are advised to ensure that the assessments are as detailed and comprehensive as possible, as this will assist in the evaluation process.

PROJECT BUDGET AND PRICING

Quotations must remain valid for 90 days after the submission date.

The preferred service provider shall be appointed on the basis that the submitted quotation shall be within the final project budget.

CONFLICT OF INTEREST

CDA expects the bidders to observe the highest standards of ethics during the execution of this contract and reserves the right to terminate the contract at any stage if it is determined that these standards have been or may become compromised.

It should be noted that the agency will request verbal and / or written inputs on an ad hoc basis, as and when required, but it is envisaged that these inputs will be essential to an extent where implementation of project is finally completed.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

CDA reserves the right not to accept the lowest or any quotation and no reason to the acceptance or rejection of quotation will be furnished.

EVALUATION

Quotations will be evaluated in terms of the **80/20** preferential point system, i.e. 80 for price and 20 for specific goals as stated in MBD 6.1 below.

Bids should be submitted via Email to formalquotes@cacadudevelopment.co.za (subject reference clearly stated as **"QUOTATION NO: 08/2022-2023, ASSESSMENT OF BOSCHBERG TOURISM HUB before 12h00 noon on Friday, 28 April 2023.**

For further enquiries related to the Request for Quotations, please contact the N. Gomba on (041) 508 7070 / E-mail: ngomba@cacadudevelopment.co.za.

All service providers are required to register on the Central Supplier Database (CSD). Information on the CSD is available on the CSD website: www.csd.gov.za

The only or lowest quotation submitted shall not necessarily be accepted.

CDA reserves the right not to make an appointment.

APPROVED: 

CHIEF EXECUTIVE OFFICER (CDA)

DATE: 05.04.2023

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
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 of bidder or his or her representative:

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):

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**

3.8.1 If yes, furnish particulars.

.....

¹MSCM 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.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

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

3.9.1 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

3.10.1 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

3.11.1 If yes, furnish particulars

.....
.....

1

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

3.12.1 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

3.13.1 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 business whether or not they are bidding for this contract. YES / NO

3.14.1 If yes, furnish particulars:

.....
.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT
REGULATIONS 2022**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOAL, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) HDI

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
HDI	20
Total points for Price and Specific goal must not exceed	100

1.5 Failure on the part of a bidder to submit supporting evidence for a specific goal, will be interpreted to mean that preference points for specific goal are not claimed.

2.

DEFINITIONS

1. **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
2. **“prices”** includes all applicable taxes less all unconditional discounts;
3. **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. **POINTS AWARDED FOR PRICE**

3.1 **THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

80/20 or **90/10**

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

4. **POINTS AWARDED FOR SPECIFIC GOAL POINTS**

- 4.1 Specific goal points will be awarded in accordance with the table below:

SPECIFIC GOAL/S	Requirement	Number of points (80/20 system)
HDI	Criteria	20
Race	100 % Previously Disadvantaged	10
	51% - 99% Previously Disadvantaged	08
	25 % - 50% Previously Disadvantaged	05
Women	100% Owned	05
	51% - 99% Owned	03
	25% - 50% Owned	01
Disability	51% - 100% Owned	03
	25% - 50% Owned	01
Youth	51% - 100% Owned	02
	25% - 50% Owned	01

5. BID DECLARATION

5.1 Bidders who claim points in respect OF THE SPECIFIC GOAL must submit the following supporting documents/alternative.

- a) Those bidders who qualify to claim points as an HDI based on Race must submit, a certified copy of an Identity Document (certification must not be older than 3 months) and a CSD report.
- b) Those bidders who qualify to claim points as an HDI based on Gender must submit, a certified copy of an Identity Document (certification must not be older than 3 months) and a CSD report.
- c) Those bidders who qualify to claim points as an HDI based on Disability must submit, a Medical Certificate from a registered Medical Doctor certifying such.
- d) Those bidders who qualify to claim points as an HDI based on Youth; the ID number will be used to verify whether they are between ages 18 – 35

6. SUB-CONTRACTING

6.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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6.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The specific goal supporting evidence of the sub-contractor.....

7. DECLARATION WITH REGARD TO COMPANY/FIRM

7.1 Name of company/firm:.....

7.2 VAT registration number:.....

7.3 Company registration number:.....

7.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

7.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

7.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

<p>WITNESSES</p> <p>1.</p> <p>2.</p>
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<p>..... SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS</p> <p>.....</p> <p>.....</p>

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT
REGULATIONS 2022**

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NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOAL, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

8. GENERAL CONDITIONS

8.1 The following preference point systems are applicable to all bids:

- 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).

8.2

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

8.3 Points for this bid shall be awarded for:

- (c) Price; and
- (d) HDI

8.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
HDI	20
Total points for Price and Specific goal must not exceed	100

8.5 Failure on the part of a bidder to submit supporting evidence for a specific goal, will be interpreted to mean that preference points for specific goal are not claimed.

SPECIFIC GOAL/S	Requirement	Number of points (80/20 system)
HDI	Criteria	20
Race	100 % Previously Disadvantaged	10
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	25% - 50% Previously Disadvantaged	05
Women	100% Owned	05
	51% - 99% Owned	03
	25% - 50% Owned	01
Disability	51% - 100% Owned	03
	25% - 50% Owned	01
Youth	51% - 100% Owned	02
	25% - 50% Owned	01

12. BID DECLARATION

12.1 Bidders who claim points in respect OF THE SPECIFIC GOAL must submit the following supporting documents/alternative.

- e) Those bidders who qualify to claim points as an HDI based on Race must submit, a certified copy of an Identity Document (certification must not be older than 3 months) and a CSD report.
- f) Those bidders who qualify to claim points as an HDI based on Gender must submit, a certified copy of an Identity Document (certification must not be older than 3 months) and a CSD report.
- g) Those bidders who qualify to claim points as an HDI based on Disability must submit, a Medical Certificate from a registered Medical Doctor certifying such.
- h) Those bidders who qualify to claim points as an HDI based on Youth; the ID number will be used to verify whether they are between ages 18 – 35

13. SUB-CONTRACTING

13.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

13.1.1 If yes, indicate:

- iv) What percentage of the contract will be subcontracted.....%
- v) The name of the sub-contractor.....
- vi) The specific goal supporting evidence of the sub-contractor.....

14. DECLARATION WITH REGARD TO COMPANY/FIRM

14.1 Name of company/firm:.....

14.2 VAT registration number:.....

14.3 Company registration number:.....

14.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

14.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

14.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

WITNESSES	
3.
4.

.....	
SIGNATURE(S) OF BIDDERS(S)	
DATE:
ADDRESS

3.1
 2 PRICING SCHEDULE – FIRM PRICES
 (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....	Bid
Number.....	
Closing Time	Closing Date

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

Item	Quantity	Description	Price (R) Excl. Vat
Task 1	7	Conduct full assessment of all buildings of the hub (state/condition)	
Task 2	7	Detailed costing of each building.	
TOTAL PRICE EXCL. VAT			
VAT @ 15%			
TOTAL PRICE INCL.VAT			

**** (ALL APPLICABLE TAXES INCLUDED)**

- Required by:
.....
- At:
.....
- Brand and Model
.....
- Country of Origin
.....
- Does the offer comply with the specification(s)?
*YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
.....
*Delivery: Firm/Not firm
- Delivery basis
.....

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable