

# BID NO: PICPROP015/10/2019: PRE-QUALIFICATION FOR THE PRINCIPAL BUILDING CONTRACTOR FOR THE PROPOSED REDEVELOMENT OF GA-RANKUWA CITY SHOPPING CENTRE .

# GARANKUWA CITY , GA-RANKUWA UNIT 5, CORNER LUCAS MANGOPE AND MOLEFE MAKINTA HIGHWAY.

The Public Investment Corporation (PIC) acting on behalf of the Governmet Employees Pension Fund hereby extends an invitation to Principal Building contractors with a CIDB Level Grading 9GB and proven experience in the re-development and refurbishment of the existing shopping centre to qualify for the development.

Bidders are to meet the following minimum requirements to qualify for supplier database approval:

- Bidder must be at least 51% Black Owned
- Bidder must have minimum B-BBEE Level 1 up to 4
- Bidders must submit a Generic Construction SANAS Certificate and failure to submit will lead to automatic disqualification.
- SARS Pin submitted.

The PIC is open to consider bidders that form or already have an existing Joint Venture/Consortium agreement in place to achieve a Broad-Based Black Economic Empowerment Status Level. For Joint Venture/Consortium the following additional information will be required:

- A formal signed JV Agreement, indicating the leading company as well as the other company's role and responsibilities.
- Ownership and Executive Management information
- Skills transfer plan between the parties must be submitted.
- Consolidated generic Construction SANAS B-BBEE Certificate.

# CLOSING DATE FOR SUBMISSIONS OF TENDERS: Monday, 2<sup>nd</sup> December 2019, at exactly 11h00.

LATE SUBMISSIONS OR SUBMISSIONS HANDED IN AT ANY OTHER OFFICE THAN IS LISTED BELOW, WILL NOT BE ACCEPTED.

The completed tender document must be submitted in a sealed envelope in the Tender Box at the following address:

Public Investment Corporation No 1 Central Square Menlyn Maine Corner Aramist Avenue & Corobay Avenue Waterkloof Glen Extension 2, 0181

Tender documentation will be available for downloading from **Monday**, **4**<sup>th</sup> **November 2019** at the following website address: **www.pic.org.za** 

## **COMPULSORY TENDER BRIEFING SESSION**

A tender briefing session will be held on **Friday 8<sup>th</sup> Novembe at 12:00** on site at ga-rankuwa city. All bidders to gather at centre management office.

Note:

- Bidders are to familiarize themselves with the coordinates and be on time, doors will be closed strictly at 12:01.
- An attendance register will be signed during the tender briefing session;
- Respondents need to ensure that they are in possession of a full set of bid documents when attending the briefing session; and
- Respondents are requested to ensure that the person who would be authorised to complete the bid documents attend the briefing session.

ENQUIRIES TO BE SUBMITTED TO THE TENDER MANAGER: <a href="mailto:enquiries3@pic.gov.za">enquiries3@pic.gov.za</a>



# **Contractor Pre-Qualification**

for the

# Ga-Rankuwa City project

for

# Public Investment Corporation (PIC)

6 November 2019



Committed to serving our clients



# TABLE OF CONTENTS

1	COVER LETTER
2	INTRODUCTION TO PIC
3	PRE-QUALIFICATION INFORMATION AND INSTRUCTIONS
4	GENERAL COMPANY INFORMATION AND ORGANISATION GOVERNANCE
5	FINANCIAL INFORMATION14
6	EXPERIENCE AND CAPABILITY
7	HUMAN RESOURCES AND B-BBEE
8	COMMUNITY DEVELOPMENT AND MANAGEMENT
9	EVALUATION CRITERIA
10	MINIMUM AND ADMINISTRATIVE REQUIREMENTS19
11	FUNCTIONALITY
12	CONDITIONS
13	DECLARATION OF INTEREST
14	COMPANY INFORMATION
15	DECLARATION



# PART A



# **1 COVER LETTER**

Date: 4th November 2019

Dear Sir/Madam,

Public Investment Corporation would like to invite you to pre-qualify for the proposed Ga-Rankuwa City Project in Ga-Rankuwa, Pretoria. The project consists of an extension of approximately 22,000sqm and a refurbishment of the existing 37,000sqm. At completion the redevelopment of Ga-Rankuwa City will yield 54 723sqm GBA.

Potential contractors are required to undergo a pre-qualification process that is intended to provide PIC with adequate information in order to shortlist potential contractors to tender for the works. After this pre-qualification process a full Tender Document will be issued to the shortlisted companies.

As such, please find attached the Pre-Qualification Questionnaire (PQQ) for completion and return in accordance with the instructions within the document, no later than 2 December 2019 at 11h00.

The process involves the evaluation of the following:

- General Company Information and Organisation Governance
- Financial Information
- Experience and Capability
- > Targeted Procurement of Local Enterprise and Local Labour
- Proposed Team, CVs and Qualifications
- > B-BBEE

A document checklist has been provided below with all the requirements to be included along with your PQQ response. Please ensure that you pay close attention to this list and provide all required documents, as failure to do so may disqualify you from the process.

Checklist:

- 1. Pre-Qualification Questionnaire (PQQ)
- 2. Company Registration Certificate Section 2.2 (Appendix A)
- 3. Company Profile (Brochures, etc.) Section 2.10 (Appendix B)
- 4. Joint Venture Agreement (if applicable) Section 2.15 (Appendix C)
- Quality Management Policy / ISO Accreditation (and certificate where applicable) Section 2.16 (Appendix D)
- 6. Health, Safety and Environment Policy Section 2.17 (Appendix E)
- 7. Sustainability Policy Section 2.17 (Appendix F)
- 8. Latest VAT Certificate Section 3.2 (Appendix G)
- 9. Company or Group Structure Chart Section 3.4 (Appendix H)
- 10. Audited Financial Records (last 3 years) Section 3.6 (Appendix I)
- 11. Current Tax Clearance Certificate Section 3.8 (Appendix J)
- 12. CSD registration report Section 3.9 (Appendix K)



- 13. CIDB registration report or certificate Section 3.10 (Appendix L)
- 14. Applicable insurances and Workmen's Compensation Certificate Section 3.12 (Appendix M)
- 15. Experience and Capability Section 4.2 (Appendix N)
- Proposed team structure, CV's and Qualifications of proposed team members Section 4.3 (Appendix O)
- 17. Preliminary Construction Programme Section 4.6 (Appendix P)
- 18. Site Establishment Methodology Section 4.7 (Appendix Q)
- 19. Works Execution Methodology Section 4.8 (Appendix R)
- 20. South African National Accreditation System (SANAS) approved Generic construction B-BBEE Certificate or Exempted Micro Enterprises (EME) Certificate Section 5.3 (Appendix S)
- 21. Targeted Procurement (Local Content) Methodology) Section 6.1 (Appendix T)

Please complete and respond to the questions as this will assist us in evaluating the information.

Should you have any queries or require any clarifications, please email these to the following address; enquiries3@pic.gov.za

We look forward to receiving your pre-qualification responses.

Kind regards,

Public Investment Corporation

Procurement



# 2 INTRODUCTION TO PIC

Please refer to the following web address for a full introduction to PIC.

www.pic.gov.za



# PART B



# **3 PRE-QUALIFICATION INFORMATION AND INSTRUCTIONS**

The purpose of the pre-qualification process is to invite you to pre-qualify for a proposed Ga-Rankuwa City project in Ga-Rankuwa, Pretoria. The project consists of an extension of approximately 22,000sqm and a refurbishment of the existing 37,000sqm. At completion the redevelopment of Ga-Rankuwa City will yield 54,723sqm Gross Building Area (GBA).

Potential contractors are required to undergo a pre-qualification process that is designed to provide PIC with information to assist in the selection of potential contractors to tender for the works. The pre-qualification questionnaire (PQQ) responses will be evaluated in accordance with PIC's governance procedures. PIC intends that those who have adequately demonstrated that they have sufficient financial, economic, technical capacity, experience and ability to execute the project, be included in the tender process. The information requested will assist PIC in assessing each Contractor's capabilities and the more accurate the answers the better PIC will be able to match the Contractor's capabilities and PIC's needs to deliver this project.

The project will be executed in Phases while the shopping centre remains in operation, the anticipated start date for Phase 1 is February 2020 and Practical Completion for Phase 3 anticipated to be December 2021.

To assist PIC in evaluating the extent the submittals meet the pre-qualification requirements, all are required to duly complete the PQQ to ensure equitable consideration of all Questionnaires.

Responses to the PQQ will be used to inform decisions thus by responding fully to this questionnaire the Contractor warrants that:

- > Their responses to the questionnaire are true and accurate.
- If requested by PIC, the Contractor will provide further evidence and / or examples to support the responses given.
- > They will advise PIC on any material changes that occur during the vetting process or thereafter.
- ➢ Where evidence is required to be submitted with a response, Contractor's must ensure the same question reference is noted at the header of the document.
- > All information submitted will be considered confidential and will be treated accordingly.
- Completion of this questionnaire does not guarantee that PIC will shortlist a Contractor for the tender stage.

We kindly request that you complete the PQQ provided, in addition attach all relevant supporting documents in the specific sections (See Appendices A-N). Each page is to have a company stamp and the account manager's initials; if you do not have a company stamp all pages are to be signed in full.

Also provide the responses as follows:

- 1 x Original and 1 x Copy (bound/filed in A4, Part B each page to be stamped with official company stamp and initialled by an accountable Director) to be delivered at the PIC; the address is provided below;
- > 1 x soft copy in USB (not a CD).
- > The document must be fully index with a cover letter
- > All returnables to be clearly separated according to the marked appendices



Applicants are advised that they may be required to attend presentation, clarification and/or submit further information as and when requested.

#### **Non-Compulsory Briefing Session**

A non-compulsory briefing session will be held on Friday, 8 November 2019 at Ga-Rankuwa City at 12h00 (Bidders are to familiarize themselves with the location coordinates and/or address and advised be on time)

Bidders will be required to sign the attendance register on site. Bidders will not be allowed to sign for other contractors who did not attend the briefing.

#### Submission

Submissions are due on Monday, 2 December 2019 at 11h00.

Each submission is to be marked "Ga-Rankuwa City - CONTRACTOR'S RESPONSE TO PQQ"

Submission Address:	Public Investment Corporation (SOC)
	Menlyn Maine Central Square
	Corner Aramist Avenue and Corobay Avenue,
	Waterkloof Glen Extension 2
	Pretoria, South Africa
	0181

Note that the soft copy is <u>IN ADDITION</u> to the hard copy and as such both hard and soft copies are to be provided.

#### Scope of works

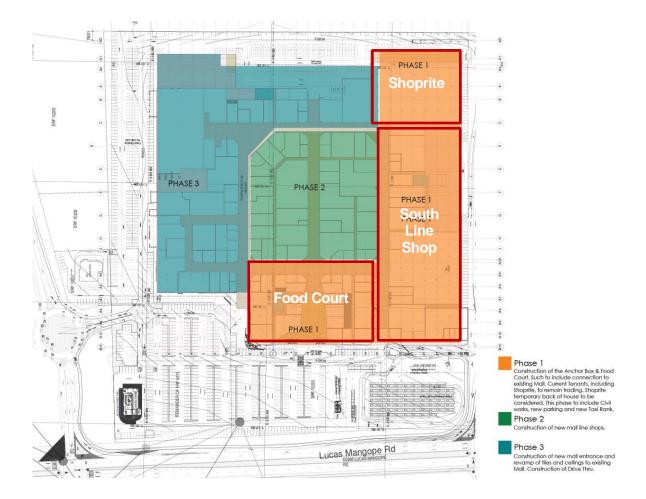
The scope of works entails sections of new build, extension and refurbishment. Considering that all construction activity will take place in a live public environment, key consideration is taken regarding restricted areas, circulation routes, access points and construction laydown areas. As such, the established programme for this contract employs a phased approach to the works with the possibility of overlapping and concurrent work. Temporary relocation of tenants and restricted trading time will be considered while the primary objective remains the successful delivery of the project. The anticipated scope of works includes but is not limited to the specified activities below.



- > Phase 1
  - Construction of Shoprite anchor box
  - Construction of South line shops
  - Construction of New food court
  - Construction of 2 x Drive-Thru shops
  - Construction of New Taxi Rank structures
- Phase 2
  - Relocate Shoprite to the newly completed space in Phase 1
  - Alterations to Existing shops
  - Tenant Fit for the newly constructed shops
  - External Works

#### > Phase 3

- Refurbishment of the remainder of the centre.
- Relocate remainder of the tenants into the relevant line shops.
- Tenant Fit-Outs.
- Finalisation of External Works.





#### **Property Location**

Address : Ga-Rankuwa City, GA Rankuwa Unit 5, ERF 10203, ERF 9114

: North of Pretoria, Gauteng Province



All bidders are required to familiarize themselves with the site and its surrounding. Bidders shall satisfy themselves with regards to the form, nature of the site, the quantities and nature of the work and any material necessary for the completion of the works. Bidders shall ensure a means of access to the site, the accommodation he may require and in general all bidders must acquaint himself/herself with any limitations or restrictions which may be imposed by local or other Authorities in regard access to site, or transport of materials to and from site and allow for any additional costs involved thereby.

#### **Key Milestones and Estimated Dates**

Section	Key Milestones	Estimated Start Date	Estimated Completion Date	Notes
1.1	Phase 1 – Sectional Handover of Shoprite Platform from Civil Contractor	17 April 2020		Platform by Civil Contractor. Only final layer works by Building Contractor.
1.2	Phase 1 – Sectional Handover of remaining Phase 1 building extension platforms	29 May 2019		Platform by Civil Contractor. Only final layer works by Building Contractor.
1.2	Phase 1	Upon Site Establishment	7 December 2020	To be ready for December 2020 trading.



2.1	Phase 2	Upon Completion of Phase 1	29 October 2021	To remain operational during construction of Phase 1. To be ready for December 2021 trading.
3	Phase 3	Can commence at any time subject to keeping majority of shops located in Phase 3 area operational	6 December 2021	Sectional works can be undertaken during Phases 1 and 2, subject to approval from client and tenants.

### **Document Control**

All document control and information management for the project is being done using BIM360 software. The tenderer to take note that they will be assigned BIM360 user licenses for the project and that basic training will be provided. The assigned user/s will be expected to swiftly master the software and operate it effectively during the project period. It should be noted that basic training and support will be made available to the successful contractor, however all related travel costs and additional advanced training will be for the tenderers cost.

# 4 GENERAL COMPANY INFORMATION AND ORGANISATION GOVERNANCE

This section aims to obtain your Company's general information to ensure we have the correct company information with regards to contact details and will ensure we have an understanding of your core business. Please complete this section in full and provide us with the necessary supporting documentation and certificates required.

Your Company profile will allow us to get a general idea of the Company's products and/or services, your target market and your values and corporate culture which will enable us to ascertain whether these aligned with PIC's values.

2.1	Registered Company Name / Trading as:	
2.2	Company Registration Certificate:	Include as Appendix A
2.3	Address of Registered Office:	
2.4	Name of person dealing with this questionnaire:	
2.5	Position within Company:	
2.6.1	Telephone:	
2.6.2	Mobile:	



# GENERAL COMPANY INFORMATION AND ORGANISATION GOVERNANCE (Continued)

2.7	Email address:			
2.8	Company website:			
2.9	Not used			
2.10	Main Activities / Discipline of Company (Provide Company Profile)		Include as Appendix B	,
2.11	State Additional Range of Products / Services Your Company Offers?			
			Regional Office:	Service:
		Eastern Cape		
		Free State		
		Gauteng		
		Kwa-Zulu Natal		
2.12	In which of the following Provinces do you provide your services?	Limpopo		
		Mpumalanga		
		Northern Cape		
		North-West		
		Western Cape		



# GENERAL COMPANY INFORMATION AND ORGANISATION GOVERNANCE (Continued)

	COMPANY STRUCTURE				
2.1	List any Affiliates or former Affiliates that any of the Directors have a vested interest in. Please include the following information: relationship of the Affiliate to the Company, principal address of the Affiliate, type of business engaged in, name of the Principals of the Affiliate.				
2.1	List the names, addresses and type of business or organisations for which any of the Principals of the Company are Principals.				
2.1	Joint Venture Agreement (if applicable): The contractor to provide a draft Joint Venture Agreement including proposed personnel CV's and Org Chat.	Include as Appendix C			
	MANAGE	EMENT SYSTEMS			
2.1	Quality Assurance – If applicable, please provide a copy of Company quality certification/statement accredited to ISO 9000, ISO 9001, ISO 9002 or other relevant accreditation.	Include as Appendix D			
2.1	Health, Safety and the Environment – Provide your Company's Health, Safety and the Environmental Sustainability policy. Please provide Health, Safety and Environmental Plan	Include as Appendix E & F			



# **5 FINANCIAL INFORMATION**

This section requires that Your Company provide us with financial information to enable us to ascertain your financial performance, condition and capability to undertake works of the scale and nature we aim to deliver and also through forecasting enable us to understand your future capability and performance.

Please fill in the table below and attach to it the last 3 years audited accounts for the Company, the copy documents from Insurance Brokers, Tax Certificate and a Bank Confirmation Letter as listed on the Document Checklist.

3.1	Who is the Director responsible for financial matters?				
3.2	Provide a VAT Registration Certificate and VAT number i	n box provided.	VAT number:		Include as Appendix G
		2016	(currency)	(va	alue)
	Turnover	2017			
		2018			
3.3		2016			
	Net Profit Before Tax	2017			
		2018			
	Pipeline Forecast	2019/2020			
3.4	Are you a member of a group of companies? If so, who i Group structure chart.	s the Parent Company? Provide a		Include as Appendix I	н
3.5	Will the Group or Parent Company provide a Parent Cor	npany Guarantee?	Ye	s 🗆 No	
3.6	Provide your audited financial records for the last 3 year	S.		Include as Appendix	I
3.7	Indicate whether your Company has been or is the subject proceeding or a subject to assignment for the benefits o		Ye	s 🗆 No	
3.8	Please provide Company tax clearance certificate.			Include as Appendix	J
3.9	Please provide CSD registration report			Include as Appendix I	К
3.10	Please provide CIDB registration report or certificate (Mi	n Grade 9 GB)		Include as Appendix	L
3.11	Please state, if any, historical or pending judgements again	inst you.			
3.12	Please provide a copy of the following, if applicable, inclu	uding details of the cover.			
5.12	Workmen's Compensation Certificate			nclude as Appendix N	M



# 6 EXPERIENCE AND CAPABILITY

This section requires that your Company provides the most recent and relevant project experience to highlight your Company's competence, capacity and capabilities through its personnel and sub-contractors or consultants. This will allow us to determine whether your Company is suited to be a delivery partner. Please complete this section and provide the required supporting documents.

4.1	Have you worked with PIC before on previous projects? If so, please provide contact and list of projects completed.	
	Provide evidence of your Company's capability of carrying out works or services, by way of reference to completed or live projects not older than 5 years and R300 million above, demonstrating the skills, efficiency, experience and reliability of your organisation. Specific reference to commercial projects.	Include as Appendix N
4.2	Provide the information against the items below:	
	· Client	
	Project location	
	· Project value	
	· Size (m²)	
	Project duration	
	Contract type	
	Procurement route	



# EXPERIENCE AND CAPABILITY (Continued)

4.	struc perso · F · C · S · C · S · S · F The trans	e provide your proposed ture and CV's of the ponnel: Project Director Contracts Manager Site Agent/Manager General Foreman Site Quantity Surveyor Health and Safety Officer tenderer is expecter sformation on the resource te key personnel.	following proj ed to demo	ect key		Include as Ap	opendix O
4.	State	e three (5) references ava	ilable with con	itact deta	ils:		
				Referen	ce		
Na	me:		Company:			Contact details:	
				Referen	ce		
Na	me:		Company:			Contact details:	
				Referen	ce		
Na	me:		Company:			Contact details:	
				Referen	ce		
Na	me:		Company:			Contact details:	
				Referen	ce		
Na	me:		Company:			Contact details:	
with	n Autoo	actor will be required to desk BIM 360 Document	Management	Software			
		ontractor commit to sence ment Management Train		sources fo	or BIM	Yes 🗆	No 🗆
		Preliminary Construction				Include a	as Appendix P
Prov	vide a S	Site Establishment Meth	odology:			Include a	is Appendix Q
Prov	vide W	orks Execution Methodo	ology:			Include a	as Appendix R



# 7 HUMAN RESOURCES AND B-BBEE

		PAYE (Direct):					
	Number of directly employed	Contract:					
5.1	employees:	Temporary:					
		Total:					
	% turnover spent on training:						
5.2	Please state staff development initiatives:						
5.3	Please provide your company's B- BBEE / SME certificate		Inc	lude as	Append	dix S	
	Is the Company an Empowering supplier?		Yes		No		
	Is the Company an EME / QSE / Generic?	EME 🗆		QSE		Generic	
	Is the Company >51% Black-owned?		Yes		No		
5.4	Is the Company >30% Black Women- owned?		Yes		No		
	What is your B-BBEE Management						
	Control %?						
	Control %? What is your B-BBEE Score/Level?						



# 8 COMMUNITY DEVELOPMENT AND MANAGEMENT

	The Contractor to demonstrate how they will manage the Development and Management of the Local Community as stipulated on <b>Annexure A</b>	
8.1	The Contractor to demonstrate the understanding of Community liaison and requirements.	
	The tenderer will be required to reserve a minimum of 30% of the tender sum exclusive of value added tax for the work to be executed by Local Enterprises and Labour.	
	The contractor will be required to make use of local labour. It is a requirement by the employer that all unskilled labour be recruited from the local areas of the vicinity of the works.	Include as Appendix T
	The contractor will demonstrate his effort to fulfil compliance with this requirement by providing a list of trades that will be subcontracted as part of the local participation under "Appendix U".	
	Please note local enterprises should have a Broad-Based Black Economic Empowerment (B-BBEE) Level 1-4. Preferably, the local enterprise should be a minimum of 51% Black Owned and Controlled or 35% Black Woman Owned and Controlled.	
	The tendered will be required to provide monthly reports for spent against the 30% Local participation.	

# 9 EVALUATION CRITERIA

- a. Phase I: Compliance with the minimum and administrative requirements
- b. Phase II: Functionality (Only companies who achieved the minimum qualifying 70% score will be evaluated in terms of the third phase).
- c. Phase III: Evaluation in terms of B-BBEE

(B-BBEE status level of contribution) preference point system will be utilised



# **10 MINIMUM AND ADMINISTRATIVE REQUIREMENTS**

# 10.1 Minimum Criteria

The following minimum criteria is to be met, if not automatic disqualification applies:

- > Bidder must have 51% Black Ownership.
- Bidder must have BBBEE Level 1-4.
- > Bidders to submit valid CIDB grading minimum of level 9 GB
- > A valid copy of Generic Construction B-BBEE certificate from a SANAS accredited verification agency.
- > Bidder to provide a SARS PIN in order for PIC to verify Tax Compliance.
- A formal signed Joint Venture agreement indicating the leading Company as well as the other company roles and responsibilities in case of Joint Venture
- > A consolidated BEE certificate in case of joint Venture
- Signed declaration of interest
- > Two year audited financial statement

The following documents must be included in the proposal:

- A joint venture formal signed agreement indicating the leading company as well as the other company roles and responsibilities where applicable
- Bidders are encouraged to register on the National Treasury's Central Supplier Database
- > Organigram and CVs of all personnel who will be working on the project
- Name, contact numbers and one or more (up to three) reference letters from clients for commercial property investment sales consultancy and / or brokering services undertaken in the past 36 months

## 10.2 Joint Ventures/ Consortiums (where applicable)

- Preference will be given to bidders who form or already have existing Joint Venture/Consortium agreements in place. The following information and documentation must be submitted:
- Joint Ventures will score as the Joint Venture throughout the tender as bids cannot be split between the Joint Venture and individual bids.
- > A consolidated BEE certificate in case of joint venture.
- All information stipulated under minimum and administrative requirements in the bid must be submitted by all parties involved in the Joint Ventures/Consortiums, including ownership and executive management information.
- > A percentage breakdown of the work allocation between the parties must be clearly indicated.
- A formal signed agreement indicating the leading company as well as the other company roles and responsibilities must be submitted.
- A skills transfer plan between the parties must be submitted.

# (The PIC Acting on behalf of the Government Pension Funds (GPF) reserves the right to disqualify any submissions should they be incomplete or inadequate.)



# 10.3 System to be followed for the evaluation of this Pre-Qualification.

### **Evaluation Criteria**

Selection of the proposals shall be based on the following pass/fail criteria for compliance and standing of the company. Proposals which do not comply with the requirements or fail to meet the administrative requirements will be disqualify:

- a. First Phase: Compliance with Administrative Requirements;
- b. Second Phase: Technical Competency Evaluation.
- c. Third Phase: B-BBEE

Bidders must achieve a minimum of 70% for the technical evaluation in order to be considered for the next phase.



# **11 FUNCTIONALITY**

Criteria	Requirements from service providers	Weighting
1. Company Experience	Track record demonstrating the successfully execution (initiation to completion) of Three (3) commercial projects with a minimum value of R300m including Three (3) relevant contactable references for each within the past Five (5) years.	20
2. Technical & Project Management Team	<ul> <li>The organogram of the proposed project team should comprise of the below key personnel including their CV's and qualifications.</li> <li>Project Director</li> <li>Contracts Manager</li> <li>Site Agent</li> <li>Quantity Surveyor</li> <li>Health and Safety Officer</li> <li>General Foremen</li> </ul>	20
3. Methodology	<ul> <li>Relevant methodology to this development detailing how the contractor plans to manage the construction works in a live environment (operational shopping centre). The methodology will be aligned to a detailed works programme indicating the sequencing and integration of the Three (3) project phases. A clear approach will include but not limited to the following:</li> <li>Protection of the public</li> <li>Protection of surrounding properties (buildings, vehicles etc.)</li> <li>Management of vehicle and pedestrian movement during construction</li> <li>Risk Management (Identification, Assessment and Mitigation)</li> </ul>	25
<ol> <li>Programme of works</li> </ol>	<ul> <li>The Contractor must demonstrate superior knowledge of project sequencing and linkages i.e. development of:</li> <li>Detailed Programme of Works</li> <li>Timeline of deliverables and milestones</li> <li>Programming tools (Gantt Chart, MS Projects, CCS, or similar software)</li> <li>Critical path activities</li> <li>A clear understanding of the Scope of Work per section</li> <li>A clear completion date of each stage of the trade bills and section of the works</li> </ul>	20
5. Local Participation	The Contractor must prepare a Local Participation Methodology, which should demonstrate the implementation of the 30% construction value on targeted local procurement spend as required. The methodology will include a tabulated trade/supplier list and allocated spend. As a minimum, the targeted procurement should prioritise the usage of local subcontractors; suppliers; labourers; equipment, etc.	15
Total		100
Minimum Threshold		70

Note:

The Tenderer is required to score points on each category above. Failure to submit any section/deliverable as indicated above will lead to automatic disqualification.



#### **B-BBEE Level**

Preference Procurement points system (B-BBEE status level of contribution) where the services required total more than R1million.

#### Broad Based Black Economic Empowerment Status Level Certificates

Bidders with annual total revenue of R10 million or less qualify as Exempted Micro Enterprises (EMEs) in terms of the Broad Based Black Economic Empowerment Act, and must submit a certificate issued by a registered auditor, accounting officer (as contemplated in section (60 (4) of the Close Corporation Act, 1984 or an accredited verification agency.

Bidders other than the Exempted Micro-Enterprises (EMEs) must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof issued by a SANAS accredited agency, substantiating their B-BBEE rating.

Points will also be awarded based to a bidder for attaining their B-BBEE status level of contributor in accordance with the table below:

B-BBEE Status Level of contributor	Number of 80/20
1	10
2	9
3	8
4	7
Non - compliant	0

#### Points to be allocated for Black Ownership

The following point system will be utilised to allocate an additional 10 or 5 points, in accordance with 80/20 preference point system, respectively for 51% or more Black Ownership:

Percentage	Black Ownership
Preference point system	80/20
Percentage %	5 Points Allocated
0-50	0
51-59	1
60-69	2
70-79	3
80-89	4
90-100	5



### Points to be allocated for Black Executive Management and Women & Disabled Ownership

The following point system will be utilised to allocate the additional 5 points in accordance with the 80/20 preference point system, respectively for Black Executive Management and Women & Disabled Ownership:

Percentage	Women & Disabled Ownership
Percentage %	2.5 Points
10-25	0.5
26-45	1
46-65	1.5
66-85	2
86-100	2.5

Percentage	Black Executive Management
Percentage %	2.5 Points
10-25	0.5
26-45	1
46-65	1.5
66-85	2
86-100	2.5



### Ownership:

Indicate percentage of Black Ownership\_\_\_\_\_%

List of Shareholders

Name	ID No	SA Citizen	Race	Gender	Share Holding %

List of Executive Management \_\_\_\_\_%

Indicate percentage Black Executive Management\_\_\_\_\_%

Name	ID No	SA Citizen	Race	Gender	Share Holding %



Points scored in terms of the 80/20 preference system will be added to the points scored for % black ownership and % of black Executive Management.

Points scored will be rounded off to the nearest 2 decimal places.

- a. The bidder who scored the highest point will be awarded the bid.
- b. In the event where two or more bidders scored equal points, the successful bidder must be the one scoring the highest preference points for B-BBEE.
- c. If two or more bidders have scored equal points including equal preference points for B-BBEE, the successful bidder must be the one scoring the highest for functionality.
- d. Should two or more bidders be equal in all respects, the award shall be decided by the drawing of lots.

# **12 CONDITIONS**

#### a. Shortlisting

PIC reserves the right to shortlist more than one service provider.

#### b. PIC Client's Auditors

The auditors have the right to audit the valuations performed by the service provider.

#### c. Non-Commitment

Public Investment Corporation (PIC) reserves the right to withdraw or amend these terms of reference by notice in writing to all parties who have received the terms of reference prior to the closing date.

The cost of preparing of bids will not be reimbursed.

#### d. Reasons for Rejection

- PIC reserves the right to reject bids that are not according to specification/Terms of Reference.
   Bidders must clearly indicate compliance or non-compliance with specification/Terms of Reference.
- ii. Bidders shall not contact PIC on any matter pertaining to their bid from the time the bids are closed to the time the bid has been adjudicated. Any effort by a bidder to influence the bid evaluation, bid comparisons or bid award decisions in any matter, may result in rejection of the bid concerned.
- iii. PIC shall reject a submission if the bidder has committed a proven corrupt or fraudulent act in competing for a particular contract.
- iv. PIC may disregard any submission if that bidder, or any of its directors:
  - Have abused the Supply Chain Management (SCM) system of any Government Department/ institution.
  - Have committed proven fraud or any other improper conduct in relation to such system.
  - > Have failed to perform on any previous contract and the proof thereof exists.



Is restricted from doing business with the public sector if such a supplier obtained preferences fraudulently or if such supplier failed to perform on a contract based on the specific goals.

#### e. Cancellation of Bid

PIC may prior to the shortlisting of a bid, cancel a bid if:

- j. Due to changed circumstances, there is no longer a need for the goods or services requested;
- ii. Funds are no longer available to cover the total envisaged expenditure;
- iii. No acceptable bids are received.

#### f. Receipt of Bids

Each bid shall be in writing using non -erasable ink and shall be submitted on the official document of Bid issued with the bid documents. The bid shall be submitted in a separate sealed envelope with the name and address of the bidder, the bid number and title, the bid box number (where applicable), and the closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope.

The onus shall be on the bidder to place the sealed envelope in the official marked locked bid box provided for this purpose, at the designated venue, not later than the closing date and time specified in the bid notice.

Where bids are submitted via courier services is the responsibility of the tenderer to ensure the courier service signs the submission register on the name of tenderer.

Documents submitted on time by bidders shall not be returned and shall remain the property of the Public Investment Corporation (PIC).

#### g. Late Bids

Bids received late shall not be considered. A bid will be considered late if arrived only one minute after 11:00am or any time thereafter. The tender box shall be locked at exactly 11:01am.

Bids received late shall be returned unopened. Bidders are therefore strongly advised to ensure that bids be despatched allowing enough time for any unforeseen events that may delay the delivery of the bid.

#### h. Presentations

PIC may require presentations from short-listed bidders as part of the bid process.

#### i. Service Level Agreement

The service level agreement will set out the administration processes, service levels and timelines.



# **13 DECLARATION OF INTEREST**

Please complete the following questionnaire:

- 1. Any legal person, including persons employed by the state1, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorized representative declare his/her position in relation to the evaluating/adjudicating authority where-
  - 1.1 the bidder is employed by the state; and/or
  - 1.2 the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
- 2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
  - 2.1 Full Name of bidder or his or her representative:

.....

2.2. Identity Number:

.....

I acknowledge that the inclusion of a Company on a list of pre-qualified Contractors is at the sole discretion of PIC.

1 "State" means –

- a. 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);
- b. any municipality or municipal entity;
- c. provincial legislature;
- d. national Assembly or the national Council of provinces; or
- e. Parliament.



2.3.	Position occupied in the Company (director, trustee, shareholder2):		
2.4.	Company	/ Registration Number:	
2.5.	Tax Refe	rence Number:	
2.6.	VAT Reg	istration Number:	
2.7.	tax refere	es of all directors / trustees / shareholders / members, their individual id ence numbers and, if applicable, employee / personal numbers must h 3 below.	•
2.8.	Are you c by the sta	or any person connected with the bidder presently employed ate?	YES/NO
	2.8.1.	If so, furnish the following particulars:	
	Name of	person / director / trustee / shareholder/ member:	
	Name of	state institution at which you or the person connected to the bidder is e	employed:
	Position of	occupied in the state institution:	
	Any other	r particulars:	
	2.8.2.	If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	YES/NO

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



	2.8.2.1	. If yes, did you attach proof of such authority to the bid document?	YES / NO
		Failure to submit proof of such authority, where applicable, ma ification of the bid.	ay result in the
	2.8.2.2.	If no, furnish reasons for non-submission of such proof:	
	2.8.3.	Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?	YES / NO
	2.8.3.1.	If so, furnish particulars:	
2.9.	relationsh	r any person connected with the bidder, have any ip (family, friend, other) with a person employed by the state may be involved with the evaluation and or adjudication of this bid?	YES / NO
	2.9.1.	If so, furnish particulars:	
2.10.	•	or any person connected with the bidder, aware of any relationship (fa ween any other bidder and any person employed by the state/PIC	amily, friend,
	who may	be involved with the evaluation and or adjudication of this bid?	YES/NO
	2.10.1.	If so, furnish particulars:	
2.11.	of the con	any of the directors / trustees / shareholders / members npany have any interest in any other related companies whether y are bidding for this contract?	YES/NO
	2.11.1.	If so, furnish particulars:	



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

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Personnel Number

DECLARATION

I, THE UNDERSIGNED (NAME).....

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

I ACCEPT THAT THE PIC MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature	Date
Position	Name of bidder



# **14 COMPANY INFORMATION**

Please complete the following questionnaire:

- 1. COMPANY NAME:
- 2. OTHER TRADING NAMES:
- 3. TYPE OF ORGANIZATION: (PUBLIC COMPANY ('LIMITED'), PRIVATE COMPANY ('(PTY) LTD'), CLOSE CORPORATIONS ('CC'))
- 4. PHYSICAL AND POSTAL ADDRESS OF THE COMPANY:

Postal Code:	Postal Code:

## 5. CONTACT DETAILS

Contact Name	
Contact Number	
Cell Number	
Email Address	
Alternative Contact	
Email Address	
Contact Number	

#### 6. COMPANY INFORMATION

Average no. of employees:	
Average annual turnover:	
Type of Enterprise: (e.g. Generic, Qualifying small enterprise, Exempted Micro Enterprise)	
Industry in which the entity operates:	



#### 7. BANKING DETAILS

Banker:	
Auditor:	
Year of Establishment:	
Registration number of entity:	
Sector:	

\*A letter from your bank with a bank stamp or cancelled cheque must be submitted.

#### 8. TAX REGISTRATION DETAILS:

Income Tax Reference	
Number:	
VAT Registration Number:	
PAYE Registration Number:	

#### 9. LIST OF SHAREHOLDERS:

\*ID Documents of board of directors/members, owners, shareholders or executive committee must be submitted.

#### \* CIPC Documents must be attached.

# B-BBEE (Broad-based Black Economic Empowerment) Status Details: *Please tick the relevant box(es):*

STATUS	INDICATION
The company has been independently verified (assessed / rated / certified) <i>Please submit the B-BBEE</i> <i>verification certificate.</i>	
The company is in the process of being verified. Please submit letter from verification agency. ( <i>i.e. verification to be completed</i> within a maximum of 2 months)	



# **15 DECLARATION**

Bidder Name:

Signature:

Designation:

I declare that:

- > All information provided is true and correct
- > The signatory of the bid document is duly authorised
- Documentary proof regarding any bid issue, will, when required be submitted to the satisfaction of the PIC

PIC will upon detecting that:

- > The B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis;
- > Any of the conditions have not been fulfilled act against the bidder.

I understand that:

PIC may:

- > Disqualify the bidder from the bidding process;
- Recover all costs, losses or damages it has incurred or suffered as a result of the bidder's conduct
- Cancel the contract and claim any damages which has suffered as a result of having less favourable arrangements due to cancellation
- Restrict the bidder, its shareholders and directors or only shareholders and directors who acted on fraudulent basis, from obtaining business from any organ or state for a period not exceeding 10 years after audit alteram partem (hear the other side) rule has been applied; and
- > Forward the matter for criminal prosecution

Thus signed and accepted on this	st / nd / rd / th day of	, 2019
		, , , , ,

at\_\_\_\_\_

Who warrants his/her authority hereto,

For and behalf of:



Annexures



Annexure A

(Local Participation Goals)



#### 1. Introduction

In fulfilment of the new Preferential Procurement Regulations published by the Department of Trade and Industry, the Ga-Rankuwa City Development tender data requires that 30% of the construction contract value (as awarded) must be targeted as local content for local suppliers and contractors. In this regard, all established contractors in the Ga-Rankuwa City project are required to partner with emerging local enterprises (contractors and suppliers) for developmental purposes with a clear empowerment strategy with targets.

The tenderer is required to prepare and submit a detailed Local Participation plan indicating how the minimum of 30% target will be achieved based on their own best practice experience. The tenderer's Local Participation plan should be based on a balanced allocation between Labour, Materials and Contractors. Consideration should also be given towards contributions that promote sustainable income streams for local communities by creating long-term business opportunities and transferring appropriate skills.

### 2. Local Participation Area Classification

The tenderer to note that the demarcated area identified for local participation include the following:

- a) Ga-Rankuwa Ward 30 (Primary)
- b) Ga-Rankuwa Ward 31 & Ward 32 (Secondary)
- c) Other areas can be considered once the Primary and Secondary areas have been exhausted

#### 3. Criteria to Qualify

The tenderer to that note the following criteria is required to qualify for local participation:

- > Businesses and labourers must reside in the areas identified above.
- The targeted enterprises must be active businesses registered with the Companies and Intellectual Properties Commission (CIPC) and located in the areas identified above.
- Only enterprises that have expressed interest in participating in the construction sector must be considered. Expression of Interest should be in the form of registration with the CLO.
- > Such EOI should be formalised through registration on the contract's local enterprise database.
- > Contactable reference is a minimum of three (3) references.
- > Completed projects inspected by the project team (if required).
- Regulatory body accreditation for applicable trades and services

#### 4. Minimum Requirements on the Local Content Spending

- The minimum spending on local content should be calculated as minimum of 30% (thirty) of the contract value.
- > An independent audit will be conducted by Quantity Surveying to verify the spending on local content
- > The contractor will be required to submit a monthly report with his/her claim stating the local content
- A concession should be signed by the contractor and attached with interim claim confirming the local spending.
- The Principal Agent will issue the payment notification which is the liquid contractual binding document for payment
- Monthly claim should clearly state the amount claimed for local spending local spending final account settlement statement should be finalised prior to principal contract final account settlement and the



settlement of local content spending should be incorporated with the principal contract final account settlement

#### 5. Monitoring of Local Content

The tenderer to take note that the following activities will take place which will require input and participation from the successful contractor:

- a. Monthly audits will be done by project team.
- b. By-Weekly reports to be submitted by the contractor to the project team.
- c. Detailed monthly progress reports will be prepared in order to monitor and evaluate actual Local Participation spend.
- d. Labour Desk office will be leading the Local Content Spent unit and the contractor is to always involve the Labour desk office in conjunction with the principal agent

#### 6. Penalties

The tenderer to take note that if actual interim and overall Local Participation spend targets are not achieved during the project, penalties will be implemented as outlined as follows:

No	Local Content Spending	Penalties
1.	Less than 10 %	5% of the contract value
2.	Above 10 % but less than 20%	4% of the contract value
3.	Above 20% but less than 30%	3% of the contract Value

Note:

Should the above-mentioned requirements on Local Content spent not be adhered to by the tenderer during the formation of this contract the client reserve the right to omit such scope of work from the principal contract and procure, contract directly in order to achieve the minimum requirement, however the penalties will still be applicable as stated above

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Tenderer: \_\_\_

FULLNAME(BLOCKLETTERS): \_\_\_\_\_

SIGNATURE:\_\_\_\_\_

DATE:



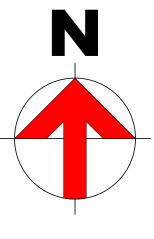
Annexure B

(Drawings)

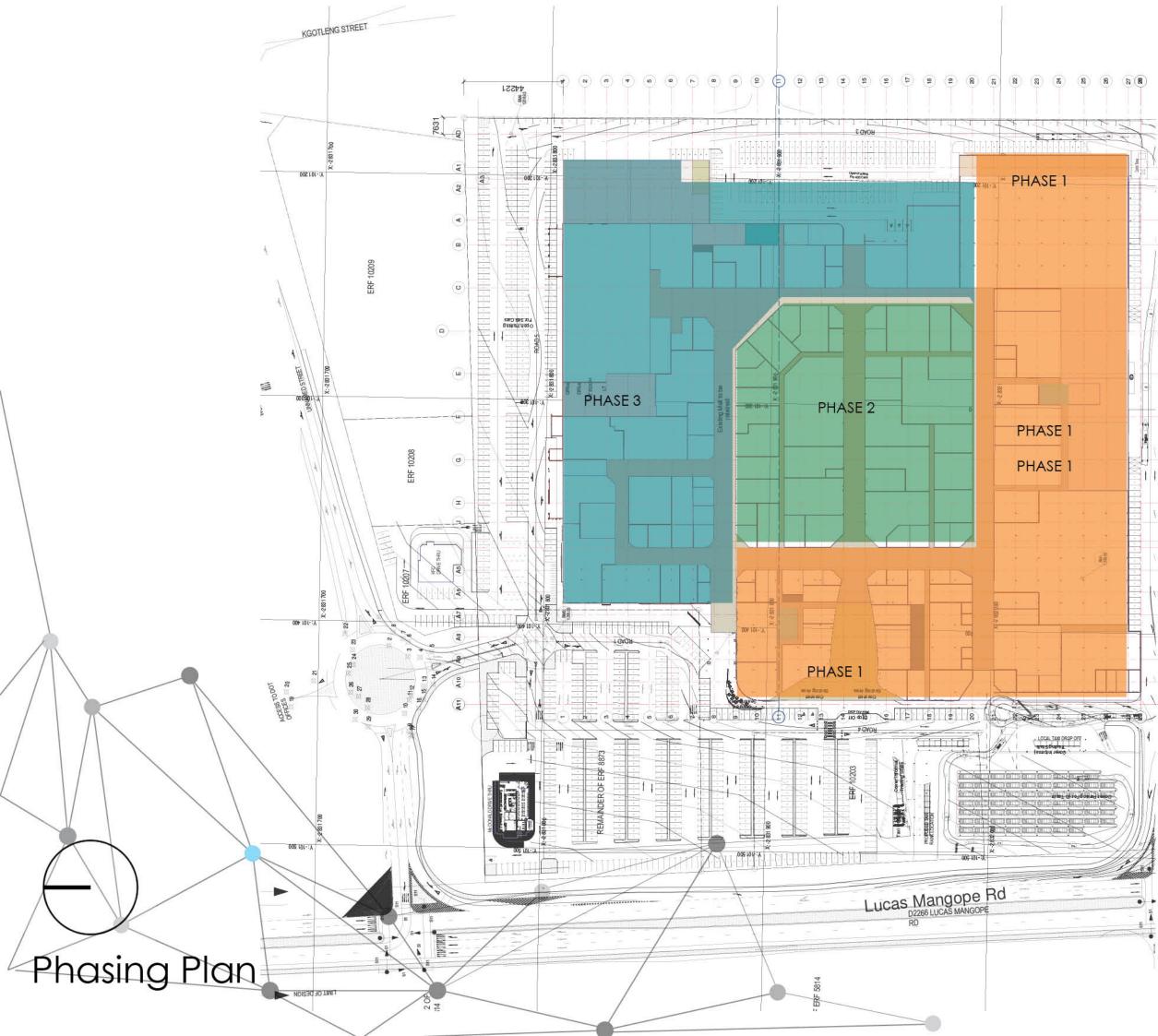


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## Phase 1

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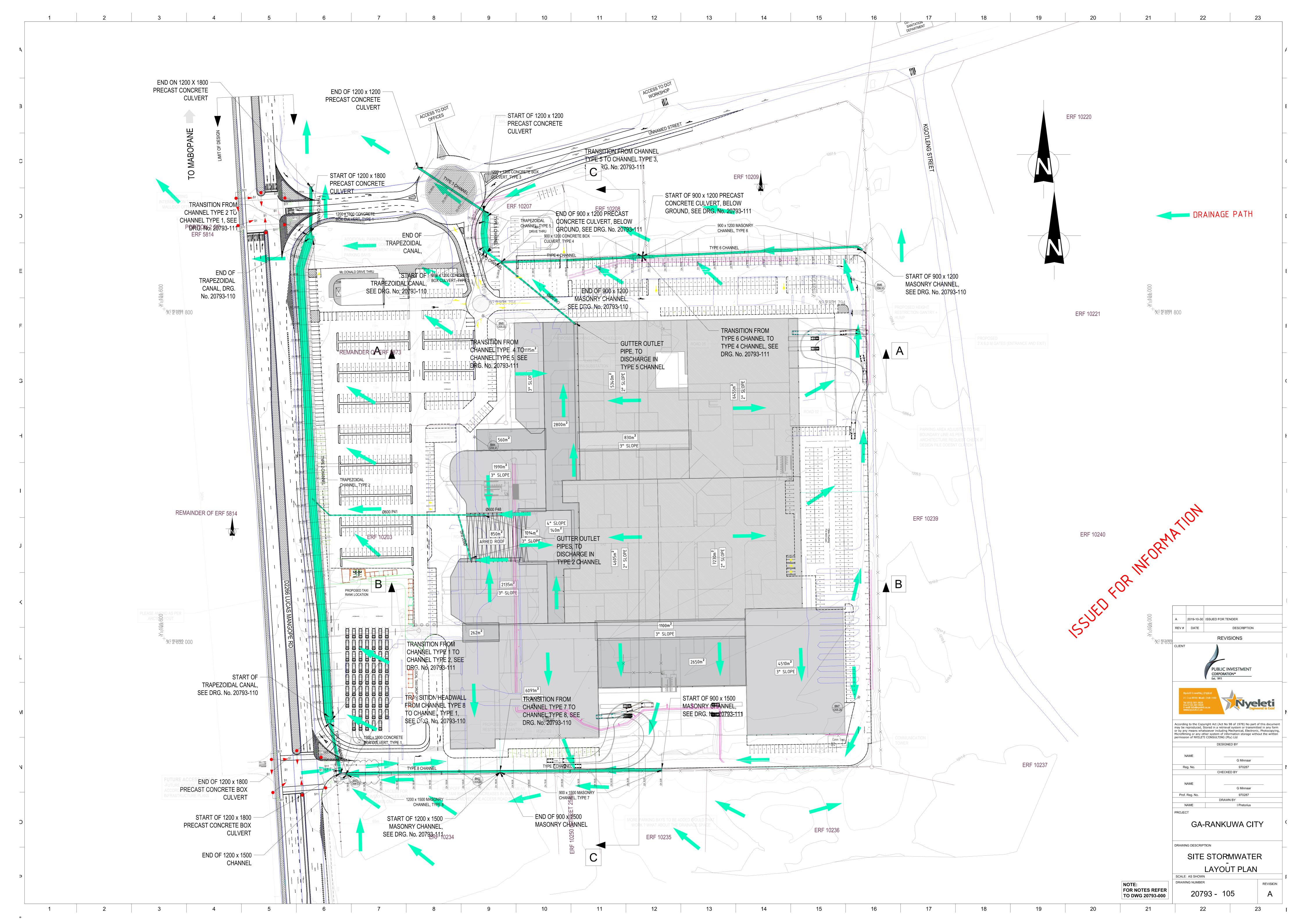
Construction of the Anchor Box & Food Court. Such to include connection to existing Mall. Current Tenants, including Shoprite, to remain trading. Shoprite temporary back of house to be considered. This phase to include Civil works, new parking and new Taxi Rank.

#### Phase 2

Construction of new mall line shops.

# Phase 3

Construction of new mall entrance and revamp of tiles and ceilings to existing Mall. Construction of Drive Thru.





Appendices



Appendix A

Company Registration Certificate



Appendix B

Company Profile (Brochures, etc.)



Appendix C

Joint Venture Agreement



Appendix D

**Quality Assurance Policy and Certification** 



Appendix E

Health and Safety Policy



Appendix F

Environmental and Sustainability Policy



Appendix G

VAT Certificate



Appendix H

Company or Group Structure Chart



Appendix I

**Financial Records** 



Appendix J

Company Tax Clearance Certificate



Appendix K

**CSD** registration report



Appendix L

CIDB registration report or certificate



Appendix M

Applicable insurances and Workmen's Compensation Certificate



Appendix N

**Experience and Capability** 



Appendix O

Proposed team structure, CV's and Qualifications of proposed team members



Appendix P

Preliminary Construction Programme



Appendix Q

Site Establishment Methodology



Appendix R

Works Execution Methodology



Appendix S

**B-BBEE Certificate or SME Status** 



Appendix T

Targeted Procurement (Local Content) Methodology