

**BRIEFING NOTES FOR MINOR STRUCTURE REPAIRS ON ROAD L2409 IN THE NQUTHU AREA**

Pay careful attention to page T5, T1.1 Tender notice and invitation to tender as the most important information is highlighted there. Note that an electronic AND hard copy must be submitted as requested in the tender notice.

Pay special attention to all pages that contain this information

**Failure to complete, sign and date this form shall result in the tender being considered non-responsive and rejected in terms of clause C.3.8 of the Conditions of Tender.**

If this heading is displayed and a contractor feels that it is N/A and does not sign the page, the tender will be non-responsive. The content may be marked as N/A if so applicable as is generally the case with Page T15, but the Bidder must sign and date the required spaces as instructed. Please note initialing the bottom of the page is not seen as a signature it is simply acknowledging that the bidder has seen the page and is aware of what is in his/her document.

Page T17 must be completed in full. Pay special attention to the highlighted sections -

COMPLIANCE STATUS	ANCE SYSTEM PIN:		SUPPLIER ID:
STATUS LEVEL VERIFICATION	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		STATUS LEVEL SWORN APPLICABLE BOX] <input type="checkbox"/> No
<b>TATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EME &amp; QSE) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>			
ACCREDITED ATIVE IN SOUTH AFRICA ODS /SERVICES /WORKS	<input type="checkbox"/> No ENCLOSE PROOF]		OREIGN BASED SUPPLIER ODS /SERVICES /WORKS  WER THE AIRE BELOW]

Are you a foreign based supplier – This answer should generally be **No** and the bottom section (QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS) does not need to be completed as the contractor has already indicated that he is not a foreign based supplier.

T18 must be completed and signed thus accepting the terms for bidding.

SBD4, 8 and 9 are extremely important and failing to answer all the questions required also lead to a bidder’s offer being seen as non-responsive. This has occurred on numerous occasions.

SBD6.1. Note 6.1 must be completed to claim BBEEE Points. It should be completed as follows: B-BBEEE Status Level of Contributor: 1 (As the BBEE level the bidder’s certificate or affidavit grants) = ...20 (Correlating points to level – see table 4.1) (maximum of 20 points)

T27 to T28 – Generally the simplest and most frequent submission in a Sworn Affidavit. It should be noted that an affidavit must be original that is certified by a commissioner of oaths. If a copy is submitted the contractor will not be awarded any preferential points and therefore lose out on 20 points. On the Affidavit one question is regarding the financial year for which the affidavit is done. This must be the latest financial year and not older than 12 months from the date of closing of the bid, but also this time cannot be in the future, e.g. February 2022. All provisions for disclosing information under Oath must be complied with to ensure the affidavit is acceptable. For BBEE certificate – these must be submitted as a copy – no need of certification.

On SBD6.2 Page T32-T37, read the conditions and check the item that needs to be declared as local content. Fill annexure A accordingly, the minimum threshold is 100%, also take note of page T36-37 and fill accordingly. Failure to correctly fill this section will result in the tender being non responsive.

Returnable F – T42-T43 must be completed and signed by all members/directors. If one of the members/directors fails to sign it is seen as non-responsive document due to the directors/members not being aware of the tender submission. Also ensure that the specimen signature does appear on the resolution letter of the company owners attached to this returnable.

Returnable G – T44 must be completed and signed. Additional pages may be attached if necessary.

Returnable H, H1 page T45 must be completed and signed, correspond CV's must be attached on page T47. H2 is not applicable as this is not a labour intensive project.

Returnable I – T48 must be completed and signed. Additional pages may be attached if necessary.

Returnable J – T49 must be filled correctly and signed, if you not going to hire any subcontractors put N/A and sign.

Returnable K – T50 to T51 must be signed, dated and completed as indicated on the bottom of page T51. Please follow the instructions on page T51 on how to calculate the minimum labour percentage and note that the specified minimum labour percentage is 4.26% as indicated. While tendering below the minimum is no longer a disqualification criteria, a penalty would apply to the bid if awarded for not achieving the minimum target.

Returnable L – T52-53 must be completed correctly and signed. This should be read and completed accordingly. Question 3 has three sub headings. Generally, the contractor will answer yes to one of these. The corresponding number in question 4 must then also be completed. Example – If 3(a) is answered yes then the contractor must answer 4(a) as well, If 3(b) then 4(b) etc. etc.

Page C3 as the form of offer must be signed and the amount in words must be completed failure to do this will invalidate the tender.

Please check that the amount on C3 (Form of Offer) and C36 (BOQ Summary) match.

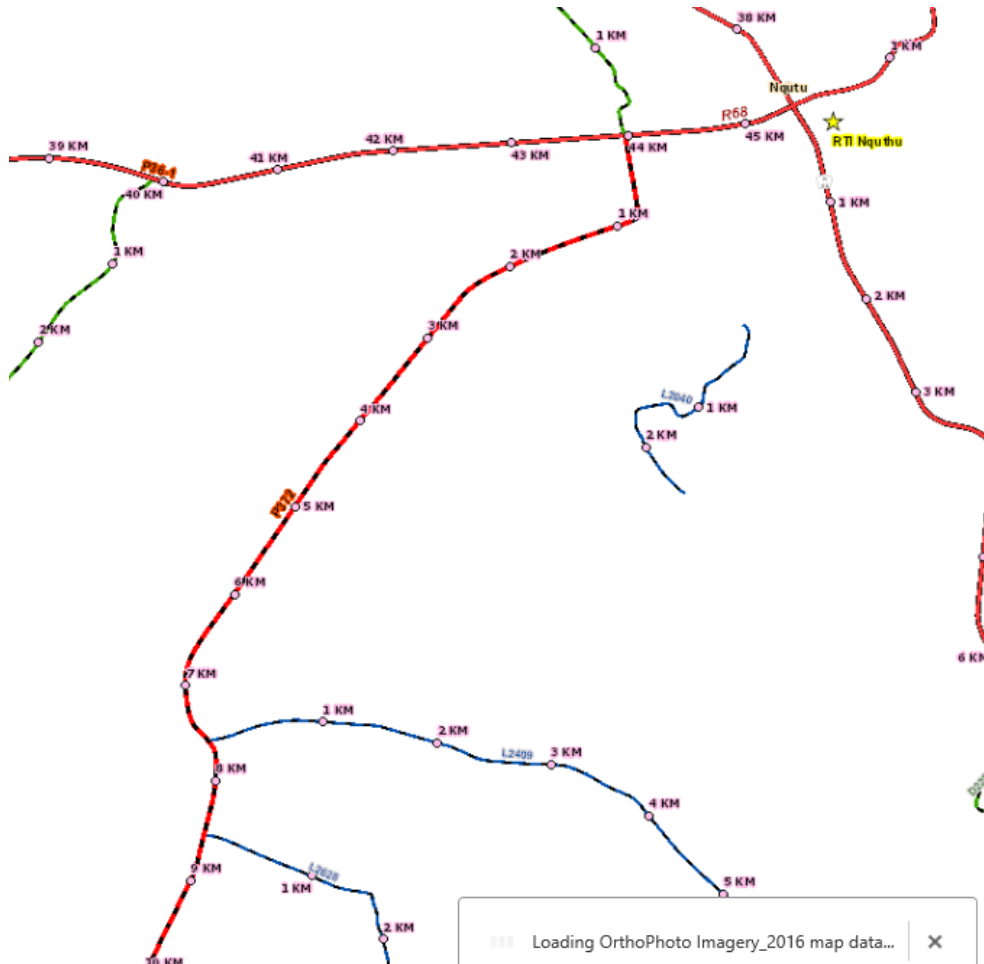
On a contractual note the following must be mentioned:

The construction period is 03 Months and failure to complete within the specified timeframe will result in penalties. It is of extreme importance that these risks be factored into the pricing of documents as the bidder's price is also compared to realistic market value of the works that has been assessed by a third party to guide if the quoted price is reasonable.

### C4.1 LOCALITY PLAN

The Works are located in the Nquthu Municipality, KZ242. From Dundee, travel approximately 43km on P36/2(R68) and then turn right on P372. Travel approximately 7km on P372 then turn left onto L2406 where the site is.

**Figure C4.1 – Locality Plan of Local Road L2409**



The approximate limits of construction can be seen in **Table C4.1**

**Table C4.1 – Approximate project limit of construction co-ordinates**

START	KM0.8	28.26644°S,	30.63163°E
-------	-------	-------------	------------

<u>BORROW PIT</u>	<u>LATITUDE</u>	<u>LONGITUDE</u>
<u>DESCRIPTION OF LOCATION</u>	28.25928°S	<u>30.64614° E</u>