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BRIEFING NOTES FOR DRAIN CLEARING AND VERGE MAINTENANCE ON P235/2, P451, P453, P475, P735, D539, D722, P401, P414, D123, D2491 AND D2437 WITHIN THE BIG 5 HLABISA LOCAL MUNICIPALITY - EMPANGENI REGION

CONTRACT NO. ZNB00716/00000/00/HLU/INF/21/T

- Bidders are advised to read carefully the tender data provided on the tender document from T7 to T11.
- Bidders must initial each and every page of Tender and Contract document and note that initialing the Page is not seen as a signature.
- The Following is the schedules and forms are contained in the document and are to be properly completed as required:

1. Returnable Schedules

Returnable Schedule		
A	Certificate of Attendance at Clarification Meeting - Not Applicable	T14
B	Record of Addenda to Quotation Documents - The bidder must fill, sign and initial the form.	T15
C	Compulsory Enterprise Questionnaire - The bidder must furnish all relevant information required, sign and date the form.	T16
D	Standard Bidding Document	T17
	SBD 1: Invitation to bid - This form must be completed and signed thus accepting the terms and conditions for bidding on the following page	T17
	SBD 4: Declaration of interest - This form is regarded as the heart of tender; it is crucial that bidders answer all the questions as required. Failing to complete the Form lead the bidder's offer being regarded non-responsive.	T19
	SBD 5: The National Industrial Participation programme (Not Applicable) - Form is Not Applicable	T23

	<p>SBD 6.1: Preference Points Claim Form</p> <ul style="list-style-type: none"> - SBD 6.1 must be completed to claim BBEE Points. It should be completed as follows; - B-BBEE 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) - the bidder will not be awarded preference points if he fails to claim them and to fill the form completely. 	T25
	<p>SBD 6.2: Declaration of certificate for local production and content for designated sector</p> <ul style="list-style-type: none"> - The bidder must fill completely the form and sign it. 	T29
	<p>SBD 8: Declaration of bidder's past supply chain management practices</p> <ul style="list-style-type: none"> - The bidder must fill completely the form and sign it. 	T36
	<p>SBD 9: Certificate of independent bid determination</p> <ul style="list-style-type: none"> - The bidder must fill completely the form and sign it. 	T38
E	<p>B-BBEE status level verification certificate</p> <ul style="list-style-type: none"> - Generally, the simplest and most recommended submission is a Sworn Affidavit. It should be noted that a sworn affidavit must be originally signed by a commissioner of oaths. If a copy is submitted the contractor will not be awarded any preferential 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 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. 	T40
F	<p>Certificate of authority for signatory</p> <ul style="list-style-type: none"> - This form must be completed and signed by all members or lead partner, if one member or partner fails to sign this form the offer is regarded as non- responsive as this means the member or partner is not aware of the bid submission. - The bidder must attach to this form a resolution authorizing the signatory to sign all the documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise and such resolution shall include a specimen signature of the signatory. 	T41
G	<p>Construction experience</p> <ul style="list-style-type: none"> - The bidder must fill completely the form and sign it. 	T42
H	<p>Key personnel</p> <ul style="list-style-type: none"> - The bidder will be required to employ key personnel in the management, spaces are provided to list such personnel. - The bidder shall attach curriculum vitae for key personnel in the management. 	T43

I	Construction Equipment - The bidder shall attach all relevant attachments	T46
J	Proposed Subcontractors - The bidder must fill completely the form and sign it.	T47
K	Participation in job creation using local labour - The bidder must fill completely the form and sign it.	T48
L	Health and Safety Declaration - Contractor shall attach all relevant attachments	T50
M	Deviation and Qualifications - The bidder must fill completely the form and sign it.	T52
N	Schedule of Alternative tenders - The bidder must fill completely the form and sign it.	T53
O	Technical proposal - Not Applicable to this contract	T54

2. Form of Offer and Acceptance

- Page C3 – Form of Offer must be signed by the authorised person whose signature is appearing on the Resolution attached to Returnable F, failure to do this will result the offer being invalid. It is crucial that the amount in words and in figures is furnished as it is the amount that is regarded as the tender offer.
- The Defects Liability Period is 12 months
- The time for achieving Practical Completion is 8 months from the date of commencement of the Works, including non-working days and special non-working days.
- Pricing Strategy: The Contract is to be a Re-Measurement Contract.

3. Contract Specific data

- The Contractor shall provide information required in this returnable

4. Pricing Data: Bill of Quantities

- The contractor is required to complete the Bill of Quantities and it is highly recommended that market values prices are used when completing the BOQ.

LOCALITY PLAN

Locality plan for P235/2, P451, P453, P475, P735, D539, D722, P401, P414, D123, D2491 AND D2437.





