

BRIEFING NOTES FOR L1774

Pay careful attention to page T4, 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 the pages that contain this heading -

Failure to complete, sign and date this form or failure to acknowledge receipt of each Addendum issued or failure to return with the quotation submission a complete copy of each Addendum issued shall result in the quotation being considered non-responsive in terms of subclause F.3.8 of the Conditions of Tender and such a quotation shall be rejected.

. 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 T13 but the Bidder must still sign and date the required spaces as instructed. Please note initialling 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 T15 must be completed in full. Pay special attention to the highlighted sections-

SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]				
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B.3]	

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.

T16 must be completed and signed thus accepting the terms for bidding.

SBD 4 , 8 and 9 are extremely important and failing to answer all the questions as required also lead to a bidder's offer being seen as non responsive. This has occurred on numerous occasions.

SBD 6.1 Note 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)

SBD 6.2 is not applicable to this Contract .

Returnable D – T36 – Generally the simplest and most frequent submission is a Sworn Affidavit. It should be noted that an affidavit must be an 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 date of closing of the bid, but also this time cannot be in the future, eg. 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.

Returnable E on page T37 must be completed and signed by all members/directors. If one of the members/directors fails to sign it is seen as a 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 T39 must be completed and have CV's attached as is indicated at the top of the Page. G2 has been redacted and it is not necessary to complete this section.

Returnable J – T45 Must be signed, dated and completed as indicated on the bottom of page T45. Please follow the instructions on page T44 on how to calculate the minimum labour percentage and note that the specified minimum labour percentage is 6% 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 K – T46 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 only 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(For of Offer) and C39(BOQ Summary) match.

On a contractual note the following must be mentioned:

The construction period is 5 months and failure to complete the project within the specified timeframe will result in penalties. It is of extreme importance that these risks be factored into the pricing of the documents as the bidders' 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

District Roads L1774 located in KZN434 within DC 43, where the start of the project is on P22/2 and traverses South East. District roads L1774 can be seen indicated in blue in **Figure C4.1**

Figure C4.1 – Locality Plan of District Road L1774



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

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

<u>Km</u>	<u>Latitude</u>	<u>Longitude</u>
Km 0.000	30°28'37.7"S	30°31'0.05"E

PROJECT BACKGROUND:

WARD: 8

TRIBAL: IKWEZI LOKUSA

FACILITIES AND SERVICES ALONG THE ROAD: HLUTHANKUNGU PRIMARY SCHOOL

TERRAIN: FLAT

CONDITION OF THE CURRANT GRAVEL ON THE ROAD: The objective of the project is to re-gravel L1774 from km 0.00 to km 1.604 km. There is little gravel left on the current surface and as such the road requires a new gravel surface layer to be placed.

ROUTE TO THE QUARRY: The borrow pit for L1774 will be located 15 km on P22/2
Location of quarry and average distance to quarry for the road: The borrow pit for L1774 will be located 15 km on P22/2