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Better District, Better Life and Growth for all.

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Alfred Nzo Development Agency SOC Ltd
Reg nr: 2006/009093/30

TERMS OF REFERENCE

THE APPOINTMENT OF SERVICE PROVIDER FOR REFURBISHMENT OF SHEEP SHEARING SHED AT MATATIELE LOCAL MUNICIPALITY.

NB: A compulsory briefing session will be held at the site (Ephifani village – Matatiele) to clarify the Scope of Work with prospective bidders on the 18 MARCH 2024

Issued by:

Alfred Nzo Development Agency

Umzimvubu Goats Complex

Hospital Road

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Section 1: Introduction

These terms of reference outline ANDA's intention to recruit suitable service provider for refurbishment of 1x sheep shearing shed located in ward 22 at Ephifane village under Matatiele Local Municipality. The successful service provider shall perform the required services in line with high quality standards and shall follow all the scope of work as well as deliverables indicated in these TOR's

Section 2: Objectives of the Project

2.1 Overall objective

The specific objective of the project is to undertake site clearance, revitalize and erection of a roof in one sheep shearing shed.

Section 3: Scope & Extent of Work

Bids are invited from suitably qualified professional service providers to prepare and submit proposals to refurbish one shearing Shed at the below indicated areas:

Municipality	Village	Ward
Matatiele LM	Ephifane	22

The following are the key activities that need to be undertaken by the appointed service provider:

- Conduct a site clearing which also involves the revitalising of buildings.
- Supply, deliver, and erect roof infrastructure for the designated shed.
- Mend existing cracks on the walls, floor and installation of windows & doors
- To construct the required infrastructure as per specification. Work shall be approved by ANDA staff, prior to construction
- It will be the responsibility of the appointed service provider to undertake full time site supervision and quality assurance of all work undertaken by the appointed contractors.
- The appointed service provider will also have responsibility for ensuring compliance with norms and standards
- The appointed service provider must ensure compliance with Occupational Health and Safety
- Service provider will be responsible for the handing over of site to the client upon completion.

- The risk of loss by theft, fire, storm, riots or any other risk related to materials therein shall rest entirely with the bidder immediately after the handover of the site. The bidder must take steps as may be deemed necessary or fit for the protection against the stated risks.

Table 3.1 SPECIFICATION OF MATERIAL REQUIRED WHICH SHOULD BE SOUTH AFRICAN BUREAU STANDARDS APPROVED

NO	DESCRIPTION	UNIT	QTY	UNIT AMOUNT	TOTAL AMOUNT
QUOTATION FOR MATERIAL					
1.	Galvanized Corrugated Iron (IBR) 0,47mm	6m	72		
2.	Non-treated Rafters	6m	70		
3.	Purlines	6m	50		
4.	Steel Doors & Frames (Exterior)	190cmx15cm	2		
5.	Wooden Doors & Frames (Interior) Height 209.00 cm Width 87.00Cm	209cm x 87cm	2		
6.	4 Inch Wire Nails	20kg	1		
7.	5 Inch Wire Nails	10kg	1		
8.	Screwing Nails	10kg	1		
9.	PVC Gutters 3000mm	16m	2		
10.	PVC Fascia Board	16m	2		
11.	Steel Window Frames	360mm x 2m	3		
12.	Steel Window frames	360mm x 1.5m	2		
13.	Steel Window frames	900m x 1m	2		
14.	Window Glasses	450mm x 300m	40		
15.	Concrete	20 Square	1		
SUMMARY					
	SUB TOTAL A				
	Delivery Cost				
	SUB TOTAL -B				
	Add 10% Retention				
	SUB TOTAL C				
	VAT @ 15%				
	BID TOTAL PRICE				

NB: Tenderers may be requested to add any other material deemed necessary for refurbishment. The description of the items is given as a guide to assist bidders in tendering, but are not necessarily accurate or complete. Bidders must verify the items by personally inspecting the site

Section 4: Duration

The project time frame will be 2 (two) months from the date of appointment of the service provider.

Section 5: Key Deliverables

The key project output is the refurbishment of Shearing Sheds at Matatiele Local Municipality.

Section 6: Appointed Service Provider

The successful bidder shall construct the required infrastructure as per specification. Work shall be approved by ANDA staff, prior to construction.

Section 7: Project Management

As per project management perspective, should the appointed service provider fail to deliver on any activity, the commissioned service provider will be penalized and according the terms and conditions stipulated in the Service Legal Agreement to be signed by both parties (ANDA and the appointed service provider).

The project is to be coordinated and managed by Alfred Nzo Development Agency Team and Project Steering Committee (PSC). The service provider have to submit an invoice accompanied by the progress report of work claimed to be conducted prior, verification will be done prior to the processing of payment.

Section 8: Selection and Evaluation Criteria

ANDA subscribes to the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act (PPPFA) principles whereby a bidder's submission will be evaluated according to the sum of the award of points in respect of the tender value and Specific Goals.

Price and Preference goal 3 will be used for evaluation. The 80/20 preferential point system will be applicable, with 80 points for price and 20 points for Specific Goals.

Prequalification: Only bids of bidders adhering to the minimum CIDB grading designation, and whose CIDB registration is active will be considered.

The bid will be evaluated in two stages, namely:

- Stage 1- Capacity to Execute Work
- Stage 2 - Price and Preference Goal system (Goal 3)

Proposal will be evaluated in terms of the SCM Policy of Alfred Nzo Development Agency and shall be applied as follows: -

ITEM	Weight
STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE THE WORK	100
STAGE 2 OF EVALUATION – PRICE AND PREFERENCE GOAL SYSTEM (GOAL 3)	100
Price	80
SPECIFIC GOALS	20

ITEM	WEIGHT	
STAGE 1: CAPACITY TO EXECUTE WORK		
<ul style="list-style-type: none"> • Submission of Implementation Plan with methodology (Project team and timeframe) • Project team leader with an NQF Level 4 or higher • CIDB contractor grading designation of 1GB or higher • Traceable record for successful completion of a minimum of 03 building projects • Traceable record for successful completion of a minimum of 02 building projects • Traceable record for successful completion of a minimum of 01 building projects 	20 20 30 30 20 10	
<i>NB: If 2 projects were done, 2 Reference letters must be completed and attached and bidders need to score 70% or more to proceed to the following evaluation stage</i>		
STAGE : PRICE & PREFERENCE POINTS		
Price	80	
Preferential Goal 3- COMBINATION OF ANY GOALS	20	
SPECIFIC GOAL 3: COMBINATION OF ANY GOALS		
	Attachment to claim maximum points	
	Criteria Points	
Business owned more than 50% by Priority population groups (Black/Indian etc.)	CIPC certificate, detailed CSD	10
Promotion of enterprises located in rural areas	Proof of residence or Lease agreement	5
Business owned more than 50% by Youth	CIPC certificate, Certified ID	5
TOTAL WEIGHT	20	

Section 9: MINIMUM COMPLIANCE REQUIREMENTS

In order to complete the project successfully and ensure quality in the output. The following minimum submissions and competencies will be required from service provider(s) submitting bids.

- Clear financial breakdown of a proposed cost / commercial offer in line with detailed scope of work.
- Submit clear proposal that should detail the methodology or implementation plan of the project including project activities and budget allocated thereto and depicts time frame for each activity where the overall project duration will be for a period not more than 2 months.
- The company must have previously undertaken a building related project(s) (Reference letters must be attached for each job completed)
- Company profile with traceable references must be attached
- Team Leader with South African Qualification Association (SAQA) accredited NQF Level 4 qualification or Matric (Attach CVs and qualification)
- Submit company registration certificate and a valid SARS pin number confirmation certificate
- All bidders should complete MBD 1, MBD 4, MBD 6.1, MBD 8, MBD9
- Municipal clearance certificate certifying that no municipal rates and service charges are owed by the bidder to Alfred Nzo District Municipality or to any other municipality where the bidder's business operations are located, are in arrears for more than three months/ Lease agreement/ Proof of Residence.
- Copies of Director's ID Documents must be certified with a certification that is not older than 3 months.
- Joint Venture agreement should be in JV agreement format
- All prospective service providers of goods and services and infrastructure procurement are to be registered on Central Database in order to do business with all organs of state in the Republic of South Africa(**Attach CSD Report**).
- All bidders must have a minimum CIDB contractor grading designation of 1GB or higher (Attach CIDB registration certificate)

Section 10: Submission of Bids

Proposals must be placed in a sealed envelope and clearly marked: "PROJECT PROPOSAL – REFURBISHMENT OF SHEEP SHEARING SHED AT MATATIELE LOCAL MUNICIPALITY" and placed in the tender box in the Alfred Nzo Development Agency not later than 12H00 on the _____.

For any queries regarding this tender, please contact Mr S. Tshonga at telephone number 039 492 0011/060 551 6068. Tshongas@anda.org.za during office hours.

Approved/Not Approved



BSC Chairperson

Comments by Chairperson:

No Comment.

AUTHORISED BY:



MS. N. BOTI

ACTING CHIEF EXECUTIVE OFFICER