

P.O. Box 3209,
Houghton, 2041
Block A,
Riviera Office
Park,
6-10 Riviera
Road,
Riviera



REQUEST FOR PROPOSALS

**THE APPOINTMENT OF A SERVICE PROVIDER TO BUILD A CHURCH
FACILITY HALL AT KWANOBUHLE**

RFP/PE/2017/001

**TENDERS TO BE SUBMITTED BY
NOT LATER THAN**

13 OCTOBER 2017 AT 12H00

NO COMPULSORY BRIEFING SESSION

1. PURPOSE

The HDA seeks to secure the services of an experienced service provider to build a 150m² Alternative building technology (ABT) structure.

2. BACKGROUND AND INTRODUCTION

The Housing Development Agency (HDA) is a national public development agency established by an Act of Parliament (Act 23 of 2008). The HDA promotes sustainable communities by making well-located land and buildings available for the development of housing and human settlements. As part of its legislative mandate, the Act, provides for the Agency to assist organs of state with the upgrading of informal settlements.

The HDA has received a directive from the National Minister of Human Settlements, Honourable Lindiwe Sisulu, to assist in building a church facility at Kwanobuhle.

The Langa Methodist Church building is situated on Erf 19090, Kwanobuhle 1, which is located at No 22 Jongilanga Avenue, Kwanobuhle. The site is 3655m² in extent (which is a site of approximately 60m by 60m).

3. SCOPE OF WORK

3.1 Service Providers are required to supply the necessary plant, equipment and labour to construct a 150 m² Building Technology Structure (ABT) which includes the following deliverables:

- a) Drafting of building plans and submission to the relevant authorities.
- b) Completion and submission of applications for connections to existing municipal services.
- c) Construction of a 150m² Alternative building structure with a 25MPa/19mm stone unreinforced concrete 700x250mm thick strip footing. A 25MPa 150mm thick unreinforced concrete slab resting upon the 93% MOD AASHTO compacted material as well as the foundation brickwork. 220mm thick face brick, brickwork comprising the foundation brickwork as well as the plinth, 12 x (1.2x0.9m) aluminium windows (4mm glass incl). 4 x standard size external door frame - hardwood, FC1/OI 813x3032 80x55 (75x53), a standard interior door frame – hardwood (76x38), 195 flat roof tiles, 23 x 22x19mm barge boards, 22x19mm fascia boards, 4 x double plug points, a single and a double switch mesh, a 2mm cementitious based product with a fibreglass mesh strategically positioned within the cementitious layer to dramatically increase the coating strength of the external plaster, a specifically designed cretestone product to create an extremely hard surface and allow for an exceptionally smooth look and feel on all internal walls and ceilings with a fibreglass mesh strategically positioned within the specifically designed cretestone product to dramatically increase the coating strength, a 2mm layer plaster of cementitious product with a fibreglass mesh on external and internal wall surfaces, a 3mm layer plaster of cementitious product with a fibreglass mesh on the remainder of internal wall surfaces, roofs, ceilings and soffits, a 1mm

skimming coat on internally plastered surfaces. 4 x external colonial 6 panel PD26 (813x2032) and a hardboard standard internal door (813x2032). 160 x Floor paint. 11 x corner mouldings strategically placed on the external wall intersections. 135 x regent palced on the internal areas of the building and 135 x 19x67mm skirting pine standard column. 598 x professional low sheen paintwork internally, 191 x professional low sheen paintwork externally and 211 x NuRoof cool paint. 35 x Aluminium gutters and 15 x PVC down pipes.

- d) Plans for the above mentioned structures must be presented to the client for approval.

4. SUBCONTRACTORS - SUBMISSION OF OWNERSHIP

The Contractor shall submit the names and addresses of subcontractors he employs to the duly authorised official, at the commencement of the contract and at such times during the contract as may be required.

The main Contractor will be held responsible for the satisfactory execution of the contract.

The Contractor shall be entirely responsible for the conduct and behavior of all men engaged by him.

5. HEALTH AND SAFETY

The service provider must comply with the applicable Health and Safety Regulation.

6. PRICING

Item	Description	QTY	Unit	Rate	Total (*) (Incl VAT)
1	Drafting of building plans and submission to the relevant authorities.	1	Item	R	R
2	Completion and submission of applications for connections to existing municipal services.	1	Item	R	R
3	Construction of a 150m ² building with a 25MPa/19mm stone unreinforced concrete 700x250mm thick strip footing, a 25MPa 150mm thick unreinforced concrete slab resting upon a the 93% MOD AASHTO compacted material as well as the foundation brickwork, a 220mm thick face brick, brickwork	1	Item	R	R

	<p>compromising the foundation brickwork as well as the plinth, 12 x (1.2x0.9m) aluminium windows (4mm glass incl). 4 x standard size external door frame - hardwood, FC1/OI 813x3032 80x55 (75x53), a standard interior door frame – hardwood (76x38),195 flat roof tiles, 23 x 22x19mm barge boards, 22x19mm fascia boards, 4 x double plug points, a single and a double switch mesh, a 2mm cementitious based product with a fibreglass mesh strategically positioned within the cementitious layer to dramatically increase the coating strength of the external plaster, a specifically designed cretestone product to create an extremely hard surface and allow for an exceptionally smooth look and feel on all internal walls and ceilings with a fibreglass mesh strategically positioned within the specifically designed cretestone product to dramatically increase the coating strength, a 2mm layer plaster of cementitious product with a fibreglass mesh on external and internal wall surfaces, a 3mm layer plaster of cementitious product with a fibreglass mesh on the remainder of internal wall surfaces, roofs, ceilings and soffits, a 1mm skimming coat on internally plastered surfaces. 4 x external colonial 6 panel PD26 (813x2032) and a hardboard standard internal door (813x2032). 160 Floor paint. 11 x corner mouldings strategically placed on the external wall intersections. 135 x regent placed on the internal areas of the building and 135 x 19x67mm skirting pine standard col. 598 x professional low sheen paintwork internally, 191 x professional low sheen paintwork externally and 211 x NuRoof cool paint. 35 x Aluminium gutters and 15 x PVC down pipes.</p>				
4	Plans for the above mentioned structures must be presented to the				

	client for approval.	1	Item	R	R
	TOTAL				R

(*) Rate to include all costs, e.g. Salaries, protective clothing, tools, equipment, standing time and wet rate etc.

7. METHODOLOGY

The service provider must supply a detailed methodology. This must include:

- A statement on how the service provider understands the requirements of this assignment.
- An indicative plan of the service provider's approach, referring to the assignment milestones and timeframe
- A clear statement of available expertise and capacity to match the requirements of this assignment.
- Details of previous experience listed.

8. EVALUATION PROCESS

8.1 In order to facilitate a transparent selection process that allows equal opportunity to all services providers, the HDA will adhere to its policy on the appointment of services providers.

8.2 TECHNICAL EVALUATION CRITERIA

The HDA needs to be satisfied, in all respects, that the organisation selected has the necessary resources, qualifications and abilities for this project, and that all submissions are regarded in a fair manner in terms of evaluation criteria and process

The general methodology of selection will be that proposals will first be evaluated on their technical ability to perform the task. **Any proposals scoring below 70% of the points noted in the table below will be disqualified for the second evaluation.** The second evaluation of technically competent proposals will be evaluated against Price and B-BBEE using an 80/20 Price/B-BBEE formula.

Table 1 – Evaluation Criteria

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Lead Company profile (Attach Organogram)	Company profile (s) to be submitted (in case of a joint Venture, all companies must submit separate profiles) indicating the Lead Company	10
CVs of team members proposed to do the work	<p>Demonstrable Skills and Capacity, Level of Relevant Knowledge and Experience. Adequacy and completeness of skills of team presented and fit for task.</p> <ul style="list-style-type: none"> • Qualification and experience of proposed key personnel • • Principal Engineer (representative of the service provider): Professional Engineer (Pr Eng.) or Professional Engineering Technologists (Pr Tech Eng.) in civil or structural engineering who is qualified and registered with ECSA and have PR number, • • 5 years' experience and above = 22 points • 4 years' experience =10 points • 3 Years' experience = 4 points • Project Manager: Monitoring and Evaluation: • A Professional Construction Project Manager, Professional Construction and//or Civil Engineer registered with SACPCMP and/or ECSA with proof of registration • • 3 years' experience and above =15 points • 2 years' experience =5 points • 1 years' experience = 3 points • Construction Health and Safety Officer: • 6 months certificate in Occupational Health & Safety • 6 months experience and above = 3 points 	40
	Related work of the lead company and specifically work experience in the Province	10
Approach, Methodology , Work Plan and Process	Work programme, plan and allocation of resources and tasks.	20
	Meeting deliverables and timeframes	10
	Proposed methodology	10
TOTAL		100

8.3 The following criteria will be used for point's allocation for price and **B-BBEE** compliance on an **80/20** point system:-

Table 2 : Price & B-BBEE

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Price	Detailed budget breakdown	80
B-BBEE Status Level Verification Certificate from accredited verification agencies.	B-BBEE Level Contributor	20
TOTAL		100

NB: Service providers may be requested to clarify information in their proposal. This information must be supplied free of charge.

9. GENERAL

Below are compulsory requirements for this service.

9.1 It is important to note that the successful person will work under the supervision of a HDA representative, abide by HDA's Code of Conduct, and other organizational guidelines.

9.2 Kindly complete and submit the Central Supplier Database Report if not already on our database and submit together with:

- Valid and Original or Certified BBEE Status Level Verification Certificate issued by the following agencies SANAS, IRBA or CCA (**Please do not submit copies of certified copies**)
- SBD Forms (SBD4, SBD6.1, SBD8 and SBD9) obtainable from HDA Website: www.thehda.co.za/procurement. Under compliance checklist.

9.3 Further information regarding supply chain matter and queries can be sent via email to: Sindisiwe.Mweli@thehda.co.za or tel: 011 544-1000

9.4 Further information regarding technical matters and queries can be sent via email to: Thembekile.Fono@thehda.co.za or tel: 041 393 2600

10. TERMS AND CONDITIONS

10.1 HDA undertakes to pay in full within thirty (30) days, all valid claims for work done to its satisfaction upon presentation of a substantiated claim/invoice.

10.2 No payment will be made where there is an outstanding information/work by the service provider/s.

11. SUBMISSION OF TENDERS

11.1 Proposals should be submitted on or before the **13 October 2017** by no later than **12h00** to the following address:

**Tender box for attention
The Procurement Specialist
The Housing Development Agency
66 Ring Road, Fairview Office Park
5th Floor, Greenacres, Port Elizabeth, 6501
Tel: 041 393 2600**

11.2 The selection of the qualifying proposal will be at the HDA's sole discretion. The HDA does not bind itself to accept any particular bid/proposal, and the HDA reserves the right not to appoint the service provider.