



REQUEST FOR QUOTATIONS

FOR

**THE CONSTRUCTION OF TWO RESIDENTIAL UNITS IN
ZULULAND DISTRICT MUNICIPALITY UNDER NONGOMA AND
uPHONGOLA LOCAL MUNICIPALITIES FOR THE OSS
PROGRAMME IN KWAZULU NATAL**

RFP/KZN/2021/024

QUOTATIONS TO BE SUBMITTED BY

NOT LATER THAN

12H00 NOON ON 03 JUNE 2022

1. INTRODUCTION & BACKGROUND

The Housing Development Agency (HDA) is a national public development agency that promotes sustainable communities by making well-located and appropriately planned land and buildings available for the development of human settlements. As its primary activity, the HDA assembles state, private and communal land and buildings and releases it for development. In addition, the HDA provides project delivery support services to organs of state at local, provincial and national level.

Section 7(2) (d) of the Housing Development Agency Act (HDA), Act 23 of 2008 requires the HDA to introduce and manage a land inventory and information system in support of the identification and acquisition of state, privately and communally owned land which is suitable for residential and community development.

2. AREA / LOCATION

The sites are situated in Nongoma LM and uPhongola LM. The unit under Nongoma Municipality is situated under BekuMthethwa area and the coordinates for the site location are : -27.947866S, 31.828461E

The unit under uPhongola Municipality is situated in close proximity to Belgade area and the coordinate for the site location are : -27.242853S, 31.243052E

3. OBJECTIVE OF THE PROJECT

The objective of the service is to construct and erect two 40m² residential units

4. SCOPE OF WORK

The HDA requires from appropriately qualified, competent, experienced and professionally registered contractors and Service providers to:

- Submit quotations for the construction of a Low-Cost housing unit in line with the relevant National building standards.
- Service Provider to be NHBRC registered and compliant.
- Service Provider to be able to allocate beneficiaries to the HSS system when need arises.
- Construction and installation of 40m²-unit and Pre-cast VIP unit as per drawing and Specifications attached.
- The contractor will be expected to provide a delivery program for the client's approval.
- Service Provider to allow for Earthworks and Site clearing activities.

5. GENERAL

5.1 Below are requirements for this service

5.1.1. It is important to note that the successful contractor will work under the supervision of the HDA representatives, abide by HDA's Code of Conduct, and other organizational guidelines.

5.1.2. Kindly complete and submit the following:

- CSD registration report (Registration with the National Treasury Central Supplier Database, if not yet registered use the following link to register: <https://secure.csd.gov.za>.)
- SBD Forms (SBD4, SBD6.1 SBD8 and SBD9) obtainable from HDA Website: www.thehda.co.za/procurement. Under compliance checklist.
- **Valid and Original or Certified B-BBEE Status Level Verification Certificates issued by the following agencies SANAS, IRBA or CCA.**
- Registration with **CIDB**: Minimum requirement of **2 GB or Higher** will be required
- Registration with **NHBRC**: (Proof of Valid registration with NHBRC must be provided)

5.2 SUBCONTRACTORS - SUBMISSION OF OWNERSHIP

- The Contractor shall submit the names and addresses of subcontractors he employs to the duly authorized official, at the commencement of the contract and at such times during the contract as may be required.
- The Contractor shall be entirely responsible for the conduct and behavior of all staff members engaged by him

5.3 DURATION

- The expected project duration is **6 Weeks** from the date of receipt of an appointment letter and Purchase Order unless unforeseen issues arise.

6 REQUIRED SKILLS AND EXPERIENCE

The contractors should among others be in possession of the following:

- (i) Valid registration with NHBRC;
- (ii) Registration with CIDB: Minimum requirement of 2 GB or Higher will be required**
- (iii) Technical experience with construction of housing units;
- (iv) Experience in Project Management and technical projects;
- (v) Report writing skills;
- (vi) Effectiveness and efficiency of proposed method and process plan as shown in the work plan and as to confirm responsiveness to delivery within tight time schedules of the assignment and must comply with the applicable Health and Safety Regulations.

7. BID EVALUATION CRITERIA

a) The HDA needs to be satisfied, in all respects, that the organisation selected has the necessary resources, qualifications and capabilities for the projects, 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 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.

b) Those that qualify will be assessed using the 80/20 formula for price and B-BBBE as per the PPPFA.

Table 1 – Evaluation Criteria on Functionality or Technical Abilities

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
Related work	Units completed <ul style="list-style-type: none"> • 0 Units completed = 0 points • 1 Unit completed = 10 points • 3 Units completed = 20 points • 5 Units completed = 30 points • 8 or more Units completed = 50 points 	50
Experience Personnel	Attach CVs of Project Manager or director. <ul style="list-style-type: none"> • 1-2 years' experience in Units being implemented = 10 Points • 2 years and above experience in Units being implemented = 20 Points 	20
Contractor Registered with NHBRC (Proof of Registration Furnished)	Contractor Registered with NHBRC. <ul style="list-style-type: none"> • 1 Unit Enrolled with NHBRC = 5 Points • 2 Units Enrolled with NHBRC = 10 Points • 3 or more Units Enrolled with NHBRC=20 Points 	20
TOTAL		100

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 and 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

8. SUBMISSION OF QUOTATIONS

Bids must be sealed, externally endorsed with the Project Name and Bid No, and be submitted on or before the **03 June 2022** by no later than **12H00** to the following address:

**Attention: Supply Chain
Housing Development Agency
Block B
1 Maxwell Drive
Megawatt Park
Sunninghill
20270
Tel: 011 544 1000**

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

Further information regarding supply chain matters can be sent via email to Njabulo.Hlongwane@thehda.co.za