



JOHN TAOLO GAETSEWE DEVELOPMENTAL TRUST

INVITATION TO BID: APPOINTMENT OF PROFESSIONAL SERVICE PROVIDERS FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS

The John Taolo Gaetsewe Developmental Trust (JTGDT) hereby invites suitably qualified and experienced professional service providers to submit bids for the provision of professional services for the construction of the Northern Cape Rural TVET College – Kuruman Campus.

BID NO: JTGDT/02/2025/TVET

Company Name	
Discipline	
Discipline ref No	
Contact Person	
Cell / Tel No	
E-mail Address	

Completed bid documents, sealed in an envelope, must be deposited in the Tender Box at the offices of the John Taolo Gaetsewe Developmental Trust, situated at:
No. 21 Corner Steward & Oasis Street
Kuruman, 8460

The bid reference number and discipline must be clearly indicated on the envelope and cover page of the submission.

CLOSING DATE AND TIME: 04 FEBRUARY 2026 AT 12H00

Issued By:

John Taolo Gaetsewe Developmental Trust
Kuruman, Northern Cape

1. TERMS OF REFERENCE

(i) CATEGORIES/ DISCIPLINES

NO.	CATEGORY/ DISCIPLINE	REF NO.	TICK APPLICABLE DISCIPLINE
1.	Project Management	JTGDT/TVET/01 PM	
2.	Quantity Surveying	JTGDT/TVET/02 QS	
3.	Architectural Services	JTGDT/TVET/03 ARCH	
4.	Civil & Structural Engineering	JTGDT/TVET/04 CE & SE	
5.	Electrical & Mechanical Engineering	JTGDT/TVET/05 EE & ME	
6.	Occupational Health & Safety Services	JTGDT/TVET/06 OHS	

Note: Bidders to ensure that the category / discipline selected in the table above is indicated on the cover page of this document.

1. Bidders must tick next to the category / discipline they are bidding for. **Only one (1) category / discipline may be selected per submission** (i.e if a bidder bid for more than one (1) of the above disciplines and bidder wishes to submit for all such disciplines, then the bidder must submit separate bid for each discipline selected.
2. The bidder must provide ALL requirements as outlined in Sections 1.7 of this document. Failure to comply with the requirements of section 1.7 of this bid document shall render the bid non-responsive and shall result in the bid being disqualified.
3. No submission shall be dependent on another submission. All requirements as outlined in this bid document shall be addressed in full per each submission.



ITEM	DESCRIPTION
1.1 Bid Advert Date	12 December 2025
1.2 Compulsory Briefing	09 January 2026 at 11h00
1.3 Briefing Venue	No. 21 Corner Steward & Oasis Street, Kuruman, 8460 GPS Coordinates: 27°27'46"S 23°25'44"E
1.4 Bid Closing Date	04 February 2026 at 12:00pm – No late submissions will be accepted.
1.5 Documents Availability	07 January 2026. The documents to be downloaded from JTGDT website.
1.6 Enquiries	<p>No telephonic or verbal enquiries will be entertained. All enquiries must be submitted in writing to:</p> <p>SCM Enquiries Contact Person: Mrs Boipelo Seoheng Email: boipelo@jtgd-trust.co.za</p> <p>Technical Enquiries Contact Person: Mr Kerwin Christians Email: kerwin@jtgd-trust.co.za</p> <p>Enquiries will not be accepted five (5) calendar days prior to bid closing.</p>
1.7 Evaluation Procedure	<p>Bid evaluation will be conducted as per the three (3) stages below:</p> <p>Stage 1 – Mandatory Requirements Only Tenderers who satisfy the following eligibility criteria are eligible to submit tenders: (Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration. Use of correction fluid is prohibited.) Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed, and signed in black ink.</p> <p>1.7.1 Authority to Sign a Bid Document. 1.7.2 Proof of company's Copy of Registration of Incorporation or Company Registration Documents (CIPC). 1.7.3 At least 50% of company directors must be registered with relevant built environment council (i.e. SACAP, ECSA, SACPCMP, SACQSP) as a Professional or Professional Technologist. (i.e. to be Pr. Arch, Pr. QS, Pr. CPM, Pr. CHSA, Pr. Engineer / Pr. Engineering Technologist). A valid (non-expired) proof of professional registration to be submitted.</p>



JOHN TAOLO GAETSEWE
DEVELOPMENTAL TRUST

- 1.7.4 Valid proof of Professional Indemnity Insurance cover for minimum of R 20,000,000.00 The PI should be from licensed Financial Service Providers (FSP). Letter of intention from licensed FSP will not be accepted.
- 1.7.5 Valid Tax Compliance Letter with a unique pin
- 1.7.6 Professional Registration is required. (Directors CV should be attached).
- 1.7.7 Valid Shareholding Certificate depicting the company director(s) shareholding.
- 1.7.8 Certified ID copies of director(s) (Certification not older than three (3) months).
- 1.7.9 Valid COIDA or RAM / FEM or Letter good standing with the Department of Labour.
- 1.7.10 Fully Completed Fee Proposal including the Fee proposal in the company letter head.
- 1.7.11 The Bid Document must be fully completed in permanent black ink. Failure to comply with this requirement will result in disqualification.
- 1.7.12 Fully Completed Form of Offer, fully signed and witnessed.

FAILURE TO SUBMIT ANY OF THE ABOVE WILL LEAD TO DISQUALIFICATION FROM FURTHER EVALUATION.



Stage 2 - Evaluation on Functionality/Technical Requirements

Quality Criteria	Points Allocation
Experience of company on similar projects (educational facilities) not older than 10 years.	50
Qualifications, Experience and competencies of the key assigned personnel.	15
Quality Assurance System.	10
Methodology	15
Company locally based.	10
TOTAL POINTS	100

Stage 3 - Preferential Point System

Only competent tenders who have reached or exceeded the minimum functionality threshold of 75% (75 points) will be evaluated further.

The point related to the JTGDT Specific Goals will be allocated proportionally as per table below:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TARGETED GROUP	
Women	6
Youth	6
People with Disabilities	4
Black People	4
Total points for Price and SPECIFIC GOALS	



ITEM	DESCRIPTION
1.8 Returnable Documents	1.8.1 In line with the Submission checklist (Refer to Item 1.7)
1.9 Evaluation Criteria	1.9.1 The 80/20 Evaluation System will be applicable.
	APPOINTMENT OF PROFESSIONAL SERVICE PROVIDERS FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS
1.10 Pricing / Fee Proposal	<p>1.10.1 Bid offer shall be carried out in line with the relevant gazette fees.</p> <p>1.10.2 Bids shall be valid for 90 calendar days.</p> <p>1.12.3 All costs related to the service to be provided shall be included in the fee proposal.</p> <p>1.12.4 All work stages for the project shall be priced for. All costs related to the service to be provided shall be included in the fee proposal.</p> <p>1.12.5 Price / Fee adjustments shall only be carried out if and when the construction price changes, as is the norm, and in line with the applicable tariff of applicable professional fees.</p> <p>1.12.6 Discount provided will be applicable to the overall fee proposal after appointment.</p>
1.11 Disbursements	<p>1.11.1 Disbursement cost, if any, shall be paid on a proven incurred cost basis in line with applicable guidelines as per the National Department of Public Works and Infrastructure (NDPWI) "Rates for Reimbursable Expenses".</p> <p>1.11.2 Travelling and time related claims shall be applied after 100km to and from the base town as per the submitted tender.</p>
1.12 Amendments	1.12.1 Any amendments to the rates offered or description given must be signed by an authorized person (i.e. who signed the original bid)
1.13 Scope of Services	1.13.1 Refer to Section 2
1.14 PSP's Project Personnel	<p>1.14.1 The bidder is required to submit organogram with the Lead personnel that is registered as an Active (non-expired) professional.</p> <p>1.14.2 The Service provider to provide details of the personnel to be used in the project and attach proof of their relevant professional registration and CVs.</p>



JOHN TAOLO GAETSEWE
DEVELOPMENTAL TRUST

ITEM	DESCRIPTION
1.15 Cancellation Cost	<p>1.15.1 Should the project be cancelled due to financial constraint and/or other reasons, the JTGDT shall not be liable to remunerate the service provider for any potential loss of business and/or profit. The service provider shall only be remunerated for work done prior to the cancellation.</p> <p>1.15.2 In this case where an exception to 1.10.1 is required, time-based fees and disbursements may be used, where applicable, to remunerate the service provider accordingly.</p> <p>1.15.3 Note: No time-based fees shall be applicable for any work on hold.</p>
1.16 Contract	<p>1.16.1 The service provider will be expected to enter into contract with the John Taolo Gaetsewe Developmental Trust</p> <p>1.16.2 The professional services contract is based upon PROCSA</p>
1.17 Bid Document and Contract	<p>1.17.1 The Bidder is advised to ensure that they familiarize themselves with all the contents of the bid documents as those will form the basis of the contract to be entered into. Any contents of this document that the bidder requires clarity on shall be brought forward before the bid submission date stipulated in this bid document.</p> <p>1.17.2 The successful Bidder will be expected to have and maintain a professional indemnity insurance of at least Twenty Million Rand (R20,000,000.00). (NB: adequacy or inadequacy of such an insurance will only be re-looked prior to appointment of a successful service provider and upon conclusion of specific risk assessment.)</p> <p>1.17.3 Note: The Bid Document must be completed / filled in using permanent black ink pen.</p>

1.18 FEE GUIDELINE FOR APPLICABLE PROFESSIONAL SERVICES

Professional Discipline	Applicable Gazette
Professional Construction Project Management Services	SACPCMP – rates as per Gazette 42697 Board Notice 168 of 2019
Professional Quantity Surveying Services	SACQSP rates as per Rates as Per Gazette 52512 Board Notice 741 of 2025
Professional Architectural Services	SACAP rates as per Architectural Profession Act 2000 (Act 44 Of 2000) Rates As Per Gazette No. 51352 Board Notice 672 of 2024
Professional Civil Engineering Services	ECSPA rates as per Rates as per Gazette 52691 of 2025
Professional Structural Engineering Services	ECSPA rates as per Rates as per Gazette 52691 of 2025
Professional Electrical Engineering Services	ECSPA rates as per Rates as per Gazette 52691 of 2025
Professional Mechanical Engineering Services	ECSPA rates as per Rates as per Gazette 52691 of 2025
Professional Health and Safety Services	Gazette No. 42697, Board Notice 167 of 2019

1.19 FEES

The quotation shall be based on the work to be performed by the Professional Service Providers as per the gazette specified above under item 1.18 and shall include all relevant allowances for unforeseen risk associated with the work of this nature. The bid offers shall cover for all work to be carried out by the Professional Service Providers including, but not limited to:

- Site Assessments,
- Reports, Various Site meetings, etc.

1.20 DISBURSEMENTS

The disbursement calculation will be in line with applicable guidelines as per the National Department of Public Works and Infrastructure (NDPWI) “Rates for Reimbursable Expenses”. Prior to appointment of a successful service provider, the actual disbursement amounts shall be calculated on the project.



Note: Each built environment profession will be guided by a government gazette that outlines the scope of services. The fee applicable to each work stage will be apportioned for the **applicable discipline** according to the tables below:

CONSTRUCTION OF THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS.		
Project Management Profession Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	10%	15%
Stage 2 : Concept and Viability (Concept Design)	10%	15%
Stage 3 : Design Development	25%	15%
Stage 4 : Documentation and Procurement	10%	15%
Stage 5 : Construction	40%	30%
Stage 6 : Closure	5%	10%
TOTAL	100%	100%

Quantity Surveying Profession (on the Category of Bill of Quantities) Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	2.5%	5%
Stage 2 : Concept and Viability (Concept Design)	7.5%	10%
Stage 3 : Design Development	10%	10%
Stage 4 : Documentation and Procurement	35%	30%
Stage 5 : Construction	37.5%	30%
Stage 6 : Closure	7.5%	15%
TOTAL	100%	100%



JOHN TAOLO GAETSEWE
DEVELOPMENTAL TRUST

Mechanical & Electrical Engineering Profession Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	5%	5%
Stage 2: Concept and viability (concept design)	15%	20%
Stage 3: Design Development	20%	20%
Stage 4: Documentation and Procurement	20%	20%
Stage 5: Contract Administration and Inspection	35%	25%
Stage 6: Close-out	5%	10%
TOTAL	100%	100%

Civil & Structural Engineering Profession Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	5%	5%
Stage 2: Concept and viability (concept design)	25%	25%
Stage 3: Design Development	25%	30%
Stage 4: Documentation and Procurement	15%	15%
Stage 5: Contract Administration and Inspection	25%	15%
Stage 6: Close-out	5%	10%
TOTAL	100%	100%



Health and Safety Profession Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	5%	10%
Stage 2: Concept and feasibility	20%	10%
Stage 3: Design Development	20%	10%
Stage 4: Documentation and Procurement	10%	20%
Stage 5: Construction and contract administration	40%	40%
Stage 6: Closure	5%	10%
TOTAL	100%	100%

Architectural Profession Work Stages	Portion of Fees	
	As per Gazette (Not relevant to this tender)	Professional Services - Relevant to this Bid
Stage 1: Inception	2%	10%
Stage 2: Concept and viability (concept design)	15%	15%
Stage 3: Design Development	20%	22%
Stage 4: Documentation and Procurement	30%	20%
Stage 5: Construction	30%	23%
Stage 6: Closure	3%	10%
TOTAL	100%	100%



1.21 FEE PROPOSAL - TERMS OF REFERENCE FOR PROFESSIONAL SERVICE PROVIDERS TO PROVIDE PROFESSIONAL SERVICES FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS.

A. FINANCIAL PROPOSAL FOR PROJECT MANAGERS

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	10%	R 833 382.42
B.	Stage 2 (Concept and Viability)	10%	R 833 382.42
C.	Stage 3 (Design Development)	25%	R 2 208 456.04
D.	Stage 4 (Documentation and Tender)	10%	R 833 382.42
E.	Stage 5 (Construction and Supervision)	40%	R 3 533 529.66
F.	Stage 6 (Close Out)	5%	R 441 691.21
G.	Total Professional Fee (Excl. VAT)	100%	R 8 833 824.16
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.



B. FINANCIAL PROPOSAL FOR QUANTITY SURVEYOR

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	2.5%	R 196 972.96
B.	Stage 2 (Concept and Viability)	5%	R 393 945.92
C.	Stage 3 (Design Development)	7.5%	R 590 918.89
D.	Stage 4 (Documentation and Tender)	35%	R 2 757 621.47
E.	Stage 5 (Construction and Supervision)	45%	R 3 545 513.32
F.	Stage 6 (Close Out)	5%	R 393 945.92
G.	Total Professional Fee (Excl. VAT) (Sum Items A - F)	100%	R 7 878 918.49
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.

C. FINANCIAL PROPOSAL FOR ARCHITECT

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	2%	R 280 882.58
B.	Stage 2 (Concept and Viability)	15%	R 2 106 619.33
C.	Stage 3 (Design Development)	20%	R 2 808 825.77
D.	Stage 4 (Documentation and Tender)	30%	R 4 213 238.66
E.	Stage 5 (Construction and Supervision)	30%	R 4 213 238.66
F.	Stage 6 (Close Out)	3%	R 421 323.87
G.	Total Professional Fee (Excl. VAT)	100%	R 14 044 128.87
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.



D. FINANCIAL PROPOSAL FOR CIVIL & STRUCTURAL ENGINEER

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	5%	R 205 335.96
B.	Stage 2 (Concept and Viability)	20%	R 821 343.96
C.	Stage 3 (Design Development)	30%	R 1 232 015.88
D.	Stage 4 (Documentation and Tender)	15%	R 616 007.94
E.	Stage 5 (Construction and Supervision)	25%	R 1 026 679.92
F.	Stage 6 (Close Out)	5%	R 205 335.96
G.	Total Professional Fee (Excl. VAT) (Sum Items A - F)	100%	R 4 106 719.62
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.



E. FINANCIAL PROPOSAL FOR ELECTRICAL & MECHANICAL ENGINEER

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	5%	R 161 148.40
B.	Stage 2 (Concept and Viability)	15%	R 483 445.13
C.	Stage 3 (Design Development)	20%	R 644 593.53
D.	Stage 4 (Documentation and Tender)	20%	R 644 593.53
E.	Stage 5 (Construction and Supervision)	35%	R 1 128 038.66
F.	Stage 6 (Close Out)	5%	R 161 148.40
G.	Total Professional Fee (Excl. VAT) (Sum Items A - F)	100%	R 3 222 967.65
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.



**F. FINANCIAL PROPOSAL FOR OCCUPATIONAL AND HEALTH
CONSULTANT**

ITEM	APPLICABLE WORK STAGES	%	FEE PER WORK STAGE Considering all applicable factors (EXCL VAT)
A.	Stage 1 (Inception)	5%	R 139 630.87
B.	Stage 2 (Concept and Viability)	20%	R 558 523.50
C.	Stage 3 (Design Development)	20%	R 558 523.50
D.	Stage 4 (Documentation and Tender)	10%	R 279 261.75
E.	Stage 5 (Construction and Supervision)	40%	R 1 117 046.99
F.	Stage 6 (Close Out)	5%	R 139 630.87
G.	Total Professional Fee (Excl. VAT)	100%	R 2 792 617.48
H.	Overall Discount Offered (%)	%	%
I.	Total Discounted Fee (Excl. VAT)		R
J.	VAT (15%)		R
K.	Total Offer (Incl. VAT)		R

NOTE 1: The bidder is to ensure that all pricing from the above table(s) is transferred (i.e. the total offered price) to the Form of Offer (Note: Failure to complete and sign the Form of Offer in Full by an authorised person shall invalidate the BID).

NOTE 2: This section shall be read in conjunction with the Form of Offer as well as the request for a signed Quotation Offer in the Bidders Official Letterhead. This note shall not be read to negate all above and/or other BID requirements stipulated in this BID document.

2. SCOPE OF PROFESSIONAL SERVICES

The appointed professional service provider will render their services for the project as outlined in the client’s brief and as detailed in the table below.

Name of Project	
THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS.	
Our Objective	Our objective is to appoint a professional service provider to represent the client’s interests in managing the scope of work for the construction of the new Northern Cape Rural TVET College - Kuruman Campus. The objective is to expedite all initiation and concept stage approvals, including feasibility confirmation, cost estimates, and scope determination, to allow for early commencement on site. The Client further seeks to ensure that the project is delivered to the required quality, within budget and on time, with the appointed service provider overseeing the contract through to final account stage, subject to the availability of budget.
Background	<p>The proposed Northern Cape Rural TVET College – Kuruman Campus is a strategic skills development initiative aimed at expanding access to post-school education and addressing critical skills shortages within the John Taolo Gaetsewe District and the wider Northern Cape Province.</p> <p>The project is spearheaded by the John Taolo Gaetsewe Developmental Trust (JTG-DT), which is leading the planning, coordination, and implementation processes. The development will be implemented through a collaborative partnership model, involving the Department of Higher Education and Training (DHET), relevant government stakeholders, potential funders, and industry partners, particularly within the mining, agriculture, engineering, ICT, and health sectors.</p> <p>The project will be implemented through a phased approach to ensure financial sustainability, regulatory compliance, and alignment with regional economic development priorities, ultimately contributing to skills development, employment creation, and long-term socio-economic growth in the region.</p> <p>The new facility will incorporate modern technical training infrastructure, flexible learning spaces, and sustainable building solutions to meet current and future educational needs. The project will be delivered on a greenfield site, with early project phases to be fast-tracked to allow construction to commence as soon as possible.</p>

The Professional service providers’ scope is outlined below for the required disciplines:

2.1. PROJECT MANAGER

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **SACPCMP – Gazette 42697 Board Notice 168 of 2019**

The project manager will be expected to:

- Perform the duties of the Construction Project Manager services relating to the construction of the building infrastructure required; which are in line with the prescribed gazette
- Perform the duties of the principal consultant and principal agent;

2.2. QUANTITY SURVEYOR

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **SACQSP - rates as Per Gazette No. 52152 Board Notice 741 of 2025**

- Provide comprehensive cost management services for the entire project, from initiation through to final account, under a conventional procurement approach. This includes preparing preliminary and detailed cost estimates and budget control, advising on cost implications during design development, preparing and updating the Bills of Quantities; evaluating tenders; and overseeing and verifying the contractor's quantity surveying outputs during construction to ensure accuracy, compliance with the contract, and alignment with the approved budget, as prescribed by the gazette.

2.3. HEALTH AND SAFETY

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **SACPCMP - Gazette 42697 Board Notice 167 of 2019**

- Manage the Occupational Health and Safety (OHS) requirements of the project throughout all phases, from design to final completion. This includes preparing and maintaining the project's OHS specification, conducting baseline risk assessments, monitoring compliance during construction, coordinating with the professional team and contractor on OHS matters, and ensuring that all statutory requirements are met in line with the applicable gazette.

2.4. ARCHITECT

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **SACAP - rates as per Gazette No. 51352 Board Notice 672 of 2024**

- The appointed Architect will be required to provide full architectural services for the project, from inception to final completion, in compliance with all applicable regulations and project requirements. This includes conceptual and detailed design, coordination with the professional team, preparation of documentation for procurement, contract administration, and oversight during construction to ensure the works are executed to the approved design, quality standards, and budget.

- Where necessary, the Architect will coordinate and/or appoint specialist consultants, which may include a Town Planner, Heritage Consultant, and Environmental Impact Assessment (EIA) Practitioner.

2.5. CIVIL & STRUCTURAL ENGINEER

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **ECSA- rates as per Gazette No. 52691 Board Notice 783 of 2025**

- The appointed Civil & Structural Engineer will be required to provide full professional engineering services for the project, from inception to final completion, ensuring compliance with all applicable regulations, standards, and project requirements. This
- includes preliminary and detailed design, preparation of construction documentation, contract administration, and monitoring of works during construction to ensure quality, safety, and adherence to the approved design and budget.
- Where necessary, the Civil & Structural Engineer will coordinate and/or appoint the required specialists, which may include a Hydrologist, Land Surveyor, and Geotechnical Engineer.

2.6. ELECTRICAL ENGINEER

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **ECSA- rates as per Gazette No. 52691 Board Notice 783 of 2025**

- The appointed Electrical Engineer will be required to provide full professional engineering services for the project, from inception to final completion, ensuring compliance with all applicable regulations, standards, and project requirements. This includes conceptual and detailed electrical design, preparation of technical documentation, coordination with the professional team, contract administration, and monitoring of electrical installations during construction to ensure quality, safety, and adherence to the approved design and budget.

2.7. MECHANICAL ENGINEER

Scope of services as envisaged in the guideline scope of services and tariff of fees as per **ECSA- rates as per Gazette No. 52691 Board Notice 783 of 2025**

- The appointed Mechanical Engineer will be required to provide full professional engineering services for the project, from inception to final completion, ensuring compliance with all applicable regulations, standards, and project requirements. This includes conceptual and detailed design of mechanical systems, preparation of technical documentation, coordination with the professional team, contract administration, and monitoring of mechanical installations during construction to ensure quality, safety, and adherence to the approved design and budget.

Phase 2: Evaluation on Functionality/Technical Requirements

Phase two (2) entails the process of evaluation of functionality/technical requirements. Only bidders who meet the threshold of 75% and above of the total functionality/quality points will be eligible to be evaluated under Stage three (3).

The Table below, specifies in detailed the functionality/technical criteria to be considered under the evaluation:

Quality Criteria	Points Allocation
Experience of company on similar projects (educational facilities) not older than 10 years.	50
Qualifications, Experience and competencies of the key assigned personnel.	15
Quality Assurance System.	10
Methodology	15
Company locally based.	10
TOTAL POINTS	100

A. EVALUATION SCHEDULE: FIRM'S EXPERIENCE ON SIMILAR PROJECTS (50 points)

Relevant Experience on Similar Construction Projects (50 points):

Points are allocated for relevant experience relating to *built environment professional services renovations / upgrade and new construction of projects* to the value threshold equal or above **R50 000 000,00** per projects completed in the past 10 years.

Bidders are requested to list the five projects for which they wish to be considered for evaluation in the returnable document - only projects listed on the returnable document will be considered.

The projects listed under "A. Relevant Project Experience on similar construction projects" will be the same projects to be utilized for evaluation under **"B. Quality of services based on Clients Reference Letter"**.

In support bidders are to complete the "Project Experience" returnable schedule and attach thereto:

- A. Letters of Appointment
- B. Letter from the client confirming the project value

Evaluation points will be awarded in terms of the following table:

Evaluation sub-criteria: Firm's Experience on Similar Projects (50 points)

A - Evaluation sub-criteria: Firm's Experience on Similar Projects (50 points)	
Sub Criteria	Points Awarded
Bidder has not provided evidence of experience on similar project in the past 10 years and supported by contactable references	0
Bidder has executed and completed at least 1 projects in the past 10 years and supported by contactable references	10

Bidder has executed and completed at least 2 projects in the past 10 years and supported by contactable references	20
Bidder has executed and completed at least 3 projects in the past 10 years and supported by contactable references	30
Bidder has executed and completed at least 4 projects in the past 10 years and supported by contactable references	40
Bidder has executed and completed at least 5 projects in the past 10 years and supported by contactable references	50

B. EVALUATION SCHEDULE: KEY PERSONNEL (15 points)

Qualification, Professional Registration and Experience of key personnel (15 points):

Points are allocated for professional qualifications, and experience of allocated key personnel for the projects under consideration. In order to obtain points, the key personnel must hold a professional registration with the relevant built environmental council applicable to the professional service required (Copy of current Professional Registration is required). For each key personnel allocated to the project, the bidders shall submit the following: Curriculum Vitae together with certified proof of qualifications and current professional registration. Failure to submit all proof of professional registrations in all categories will result in no scoring of points in this criterion.

Evaluation points will be awarded in terms of the following tables:

B - Qualifications and competencies of proposed key personnel (15 points)

Description of the Criteria for Key Personnel	Point Allocation														
<p>Proposed Key Professional / Professional Service Provider Only an individual with active professional registration, in good standing with the relevant statutory council for their discipline, will be considered.</p> <p>Points allocated based on the relevant experience:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Years of Experience</td> <td style="text-align: center;">Point Allocation</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td style="text-align: center;">10 years or more</td> <td style="text-align: center;">15 point</td> </tr> <tr> <td style="text-align: center;">8-9 years</td> <td style="text-align: center;">10 point</td> </tr> <tr> <td style="text-align: center;">6-7 years</td> <td style="text-align: center;">8 point</td> </tr> <tr> <td style="text-align: center;">3-5 years</td> <td style="text-align: center;">4 point</td> </tr> <tr> <td style="text-align: center;">Less than 3 years</td> <td style="text-align: center;">2 point</td> </tr> </table> <p><i>Years of experience are considered from professional registration date.</i></p>	Years of Experience	Point Allocation	<hr/>		10 years or more	15 point	8-9 years	10 point	6-7 years	8 point	3-5 years	4 point	Less than 3 years	2 point	15
Years of Experience	Point Allocation														
<hr/>															
10 years or more	15 point														
8-9 years	10 point														
6-7 years	8 point														
3-5 years	4 point														
Less than 3 years	2 point														
Subtotal number of points	15														

C. EVALUATION SCHEDULE: Quality Assurance System (10 points)

Evaluation points will be awarded in terms of the following table:

C – Quality Assurance System (10 points)	
Sub Criteria	Points Awarded
No ISO 9001 or No policy or policy exclude any standards listed above.	0
Submission of recent updated and approved quality assurance policy of the bidder (approved not older than 2 years). The policy must at-least include following standards: Quality Management Systems / Quality control plan, communication channels, human resources management, Safety Health Environment plan.	5
Submission of ISO 9001 certificate	10

D. METHODOLOGY (15 POINTS)

Points are allocated for consulting companies that have provided project specific methodology in the following manner:

D – METHODOLOGY (15 points)	
Sub Criteria	Points Awarded
No methodology submitted.	0
Methodology submitted, not project specific, not incorporating all stakeholders, and not in line with project stages.	10
Comprehensive project specific methodology submitted.	15

E. COMPANY LOCALLY BASED (10 POINTS)

Points are allocated for consulting companies located in the Northern Cape Province. Submission of the municipal account / Municipal proof of address on the company name / Lease Agreement will be considered to allocate point.

E – LOCALITY (10 points)	
Sub Criteria	Points Awarded
Company based outside Northern Cape.	0
Company based within the Northern Cape Province.	5
Company based within John Taolo Gaetsewe District Municipality	8
Company based within Ga-Segonyana Local Municipality	10

3. TENDER / QUOTATION DATA

Clause no.	TERMS OF REFERENCE FOR PROFESSIONAL SERVICE PROVIDERS TO PROVIDE PROFESSIONAL SERVICES FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS BID NO: JTGDT/02/2025/TVET
1	The Employer is John Taolo Gaetsewe Developmental Trust
2	Project Locations Kuruman
3	Inspections, Tests and Analysis Access shall be provided for inspections, tests and analysis as may be required by the employer.
4	Contract period: The contract period will be based on the signed project execution plan.
5	Opening of Bid Submissions Bids will not be open in public.
6	Evaluation of Tender Offers The bidders will be evaluated on a Specific Goals point scoring and the price as per the JTGDT supply chain management policy. A contract may, on reasonable and justifiable grounds, be awarded to a bidder that did not score the highest number of aggregate points where the JTGDT is managing risk, i.e. where the bidder has underpriced such that, the project may be compromised by such under-pricing or in spreading of work to other bidders in case where the highest points scorer has already been awarded work.



Clause no.	TERMS OF REFERENCE FOR PROFESSIONAL SERVICE PROVIDERS TO PROVIDE PROFESSIONAL SERVICES FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS BID NO: JTGDT/02/2025/TVET
7	Acceptance of BID Offers BID offers will only be accepted if: a) the tenderer has completed the bid document in full and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are not permitted to submit tenders or participate in the contract; b) the tenderer completed in full, signed and witnessed form of offer; c) the tenderer has submitted a signed quotation in the official company's letterhead d) Valid proof of Professional Indemnity Insurance cover e) The Bidder's Professional registration is valid and active.
8	Seek clarification Request clarification of the BID documents (if necessary) by notifying the employer at least five working days before the Closing Date stated in the BID.
9	The additional conditions of tender are: The employer is not obliged to accept the lowest bidder.
10	Notice to Unsuccessful Bidders Should the bidders not hear from JTGDT within the tender validity period from the quotation closure day i.e. submission date of the quotation they should consider their submission unsuccessful. No written notification will be issued by the Employer to unsuccessful bidders. Notification of Successful Award.
11	The Contract: The Quotation Document is the contract document for this bid and the copy to be submitted to the successful bidder.

4. STANDARD CONDITIONS OF TENDER

Standard Conditions of Tender

- The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in the tender data, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.
- The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note:

- 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.
- 2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

a) **Conflict of interest** means any situation in which:

- i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
- ii) an individual or organisation is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
- iii) incompatibility or contradictory interests exist between an employee and the organisation which employs that employee.

- b) **Comparative offer** means the tenderer's financial offer after all tendered parameters that will affect the value of the financial offer have been taken into consideration in order to enable comparisons to be made between offers on a comparative basis
- c) **Corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and
- d) **Fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels
- e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body
- f) **Quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs

Communication and employer's agent

- Each communication between the employer and a tenderer shall be to or from the Employer or the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent shall be stated at the time of appointment.

The employer's right to accept or reject any tender offer

- The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection.

Procurement procedures

General

All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, **may** be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information.

At the conclusion of each round of negotiations, tenderers **may** be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers will be advised accordingly when they are to submit their best and final offer.



The contract shall be awarded when the evaluation was done by the panel of not less than three persons and the Employer has the submitted best and final offer.

The employer shall evaluate tenders received during in terms of the method of evaluation stated in the quotation data, and award the contract in terms of these conditions of tender.

Tenderer's obligations

Eligibility

Submit a tender offer only if the tenderer satisfies the criteria stated in the quotation data and the tenderer, or any of his principals, is not under any restriction to do business with employer.

Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

Cost of tendering

Accept that the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer satisfy requirements.

Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary, apply for an extension to the closing time stated in the quotation data, in order to take the addenda into account.

Clarification meeting

There will be a compulsory clarification meeting on 09 January 2026 at 11h00 for this BID at No. 21 Corner Steward & Oasis Street, Kuruman, 8460
GPS Coordinates: 27°27'46"S 23°25'44"E.

Seek clarification

Request clarification of the quotation documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

Insurance

Be aware that the extent of insurance to be provided by the employer (if any) may not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance and to ensure that he or she is adequately covered for the duration of the project.

Pricing the tender offer

Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer'.

Show VAT payable by the employer separately as an addition to the tendered total of the prices.

Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

Alterations to documents

Not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.



Alternative tender offers

Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

Accept that an alternative tender offer may be based only on the criteria stated in the quotation data or criteria otherwise acceptable to the employer.

Submitting a tender offer

Submit one tender offer only, either as a single tendering entity to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

Return all returnable documents to the employer after completing them in their entirety by writing in black ink.

Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

Sign the original the offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer.

Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the quotation data.

Accept that the employer shall not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer.

Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and, in the form, required, may be regarded by the employer as non-responsive. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.



Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

Tender offer validity

Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.

If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.

Accept that a quotation submission that has been submitted to the employer may only be withdrawn or substituted by giving the Employer or the employer's agent written notice before the closing time for tenders that a quotation is to be withdrawn or substituted.

Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: Clarification of the offer does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.

Provide other material

Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position, preferential arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

Disposal of samples of materials provided for evaluation by the employer, where required.

Inspections, tests and analysis

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

Submit securities, bonds, policies, etc.

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

Certificates

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

The employer's undertakings

Respond to requests from the tenderer

Unless otherwise stated in the tender Data, respond to a request for clarification received up to five working days before the tender closing time stated in the Tender Data and notify all tenderers who drew procurement documents.

Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension

to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who drew documents.

Return late tender offers

Return tender offers received after the closing time stated in the Tender Data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

Non-disclosure

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

Grounds for rejection and disqualification

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

Test for responsiveness

Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

Arithmetical errors, omissions and discrepancies

Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or c) arithmetic errors in:
 - I) line-item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - II) the summation of the prices.

Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices.

Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

General

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data:

Acceptance of tender offer

Accept the tender offer, if in the opinion of the employer, it does not present any unacceptable commercial risk and only if the tenderer is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement, can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract, has the legal capacity to enter into the contract, is not insolvent, in receivership, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing, complies with the legal requirements, if any, stated in the tender data, and is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

Prepare contract documents

If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

Complete the schedule of deviations attached to the form of offer and acceptance, if any.

Complete adjudicator's contract

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

LIST OF RETURNABLE DOCUMENTS

List of returnable documents are for ensuring that everything the employer requires a tenderer to submit with his tender is included in, or returned with, his tender submission.

Note: All returnable documentation should be submitted in the sequence as requested below

Tick below if returnable document is attached or completed properly.

ITEM	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
1	Authority to Sign a Bid Document	
2	Proof of Professional Registration and CVs	
3	Valid COIDA or RAM/ FEM or Letter of good standing with the Department of Labour	
4	Fully Completed Fee Proposal	
5	Professional Indemnity	
6	Detailed full CIPC certificate or other authentic proof of company ownership documents	
7	Proof of Professional Registration	
8	Fully Completed Form of Offer	
9	Tax Clearance Pin	
10	Certified ID Copies of Directors (certification not older three (3) months from bid closing date)	
11	Organogram	
12	Methodology	

Tick if returnable document is attached or completed properly.

4.1 AUTHORITY TO SIGN A BID

A. COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on20.....

Mr/Mrs/Ms.....

(whose signature appears below) has been duly authorised to sign all documents in connection with this bid on behalf of

(Name of Company)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:

.....
(PRINT NAME)

SIGNATURE OF SIGNATORY:

DATE:

WITNESSES:

1.....

2.....

B. SOLE PROPRIETOR (ONE - PERSON BUSINESS)

I, the undersigned..... hereby confirm that I am the sole owner of the business trading as.....

.....

SIGNATURE.....

DATE.....

C. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every Partner :

Full name of partner	Residential address	Signature
.....
.....
.....

We, the undersigned partners in the business trading as hereby authorise to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract on behalf of

..... SIGNATURE SIGNATURE SIGNATURE
--------------------	--------------------	--------------------

..... DATE DATE DATE
---------------	---------------	---------------

D. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the Founding Statement of such corporation shall be included with the bid, together with the resolution by its members authorising a member or other official of the corporation to sign the documents on their behalf.

By resolution of members at a meeting held on 20.....
at.....

Mr/Mrs/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of

(Name of Close Corporation)

.....

SIGNED ON BEHALF OF CLOSE CORPORATION:

.....

.....

(PRINT NAME)

IN HIS/HER CAPACITY AS

DATE:

SIGNATURE OF SIGNATORY:

WITNESSES:

1.....

2.....

E CO-OPERATIVE

A certified copy of the Constitution of the co-operative must be included with the bid, together with the resolution by its members authoring a member or other official of the co-operative to sign the bid documents on their behalf.

By resolution of members at a meeting on
..... 20.....
at.....

Mr/Mrs/Ms....., whose signature appears below, has been authorised to sign all documents in connection with this bid on behalf of (Name of cooperative)
.....

SIGNATURE OF AUTHORISED REPRESENTATIVE/SIGNATORY:

.....

IN HIS/HER CAPACITY AS:

DATE:

SIGNED ON BEHALF OF CO-OPERATIVE:

NAME IN BLOCK LETTERS:

WITNESSES:

1.....

2.....

F JOINT VENTURE

If a bidder is a joint venture, a certified copy of the resolution/agreement passed/reached signed by the duly authorised representatives of the enterprises, authorising the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the joint venture must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE JOINT VENTURE

By resolution/agreement passed/reached by the joint venture partners on.....20.....

Mr/Mrs/Ms.....,

Mr/Mrs/Ms..... and

Mr/Mrs/Ms.....

(whose signatures appear below) have been duly authorised to sign all documents in connection with this bid on behalf of:(Name of Joint Venture)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME)

SIGNATURE:

DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME).....

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF (COMPANY NAME):

(PRINT NAME)

SIGNATURE: DATE:

IN HIS/HER CAPACITY AS:

BID NO: JTGDT/02/2025/TVET

G. CONSORTIUM

If a bidder is a consortium, a certified copy of the resolution/agreement passed/reached signed by the duly authorised representatives of concerned enterprises, authorising the representatives who sign this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the consortium must be submitted with this bid, before the closing time and date of the bid.

AUTHORITY TO SIGN ON BEHALF OF THE CONSORTIUM

By resolution/agreement passed/reached by the consortium
on.....20.....

Mr/Mrs/Ms.....
.....

(whose signature appear below) have been duly authorised to sign all documents in connection with this bid on behalf of:

(Name of Consortium)

.....

IN HIS/HER CAPACITY AS:

.....

SIGNATURE:

DATE:



4.2 PROOF OF PROFESSIONAL REGISTRATION AND CV'S (DIRECTORS)

Attached hereto is my / our registration certificate with the relevant built environment professional body. My / our failure to submit the certificate with my / our tender document will lead to the conclusion that my / our company is not registered with relevant built environment professional body.

NOTE: The relevant built environment professional body can be contacted or visited on their website for more information and registration. Obtain a "Code of Conduct for all parties engaged in construction procurement" for your information.



4.3 VALID LETTER OF GOOD STANDING WITH COMPENSATION FOR OCCUPATIONAL AND INJURIES DISEASES ACT (COIDA) REGISTRATION CERTIFICATE.

(Attached hereto is my / our certified copy of LETTER of good standing with the Compensation for Occupational Injuries and Diseases, e.g. letter of good standing. My / our failure to submit the certificate with your BID offer will lead to the conclusion that your entity/ company is not registered with COIDA, and therefore, the BID will be disqualified.)



4.4 INDEMNITY INSURANCE.

(Attached hereto is my / our certified copy of the Indemnity Insurance



4.5 ORGANOGRAM.

(Attached hereto is my / our Organogram

4.6 METHODOLOGY.

(Attached hereto is my / our project specific methodology)



4.7 APPOINTMENT LETTERS

(Attached hereto is my / our appointment letters



4.8 QUALITY ASSURANCE SYSTEM / ISO CERTIFICATE / POLICY

(Attached hereto is my / our appointment letters



4.9 REFERENCE LETTERS.

(Attached hereto is my / our reference letters.



4.10 PROOF OF LOCALITY.

(Attached hereto is my / our proof of residence.



4.11 CV'S, QUALIFICATIONS AND PROFESSIONAL REGISTRATION OF KEY PERSONNEL.

(Attached hereto is my / our cv's, qualifications and professional registration of key personnel.



4.12 TAX COMPLIANCE LETTER WITH A UNIQUE PIN

(Attached hereto is my / our Tax compliance letter with a unique pin.)

IMPORTANT NOTES:

A full report of the Tax Compliance Certificate showing all the company details such as, address, Tax Compliance, banking details etc.



4.13 FEE PROPOSAL

(Attached hereto is the quotation prepared in the service provider's letterhead and in line with the tender requirements.



4.14 FIRM'S EXPERIENCE ON SIMILAR PROJECTS

Points are allocated for relevant experience relating to built environment professional services on the demolition / refurbishment / renovations / upgrade and new construction on brown field projects sites to the value threshold equal or above R50 000 000.00 per projects completed in the past 10 years.

PROJECT NAME	BRIEF PROJECT DESCRIPTION	PROJECT VALUE (Including VAT)	START DATE	COMPLETION DATE
A				
B				
C				
D				
E				

* Bidders are requested to list the FIVE projects they wish to be considered for evaluation in the table above

BID NO: JTGDT/02/2025/TVET

5. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

6. POINTS AWARDED FOR SPECIFIC GOALS

6.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

6.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.) In case of more than one member ownership the specific goals points will be allocated proportionally.



The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women ownership	6	
Youth ownership	6	
People with disabilities ownership	4	
Black People ownership	4	

Source Documents to be submitted with the Bid for claiming of specific goals points.

- *CIPC Document (Company Registration Document will be required for verification (CIPC DOC))
- *Woman (Originally Certified ID Document)
- *Youth (Originally Certified ID Document)
- *People with Disability (Letter from the Dr. Confirming the Disability)
- *Black Ownership (Originally Certified ID Document)



JOHN TAOLO GAETSEWE
DEVELOPMENTAL TRUST

7. CONTRACT DATA

- C1.1 Form of offer
- C1.2 Contract data
- C1.3 Special Conditions of Contract

C.1.1 FORM OF OFFER

BID NO: JTGDT/02/2025/TVET

Form of Offer and Acceptance Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of a professional service provider to carry out; -

TERMS OF REFERENCE FOR PROFESSIONAL SERVICE PROVIDERS TO PROVIDE PROFESSIONAL SERVICES FOR THE CONSTRUCTION OF THE NORTHERN CAPE RURAL TVET COLLEGE KURUMAN CAMPUS

The bidder, identified in the Offer signature block, has examined the documents listed in the Bid Data and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Bid.

By the representative of the bidder, deemed to be duly authorized, signing this part of this Form of Offer the bidder offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IN REFERENCE TO THE APPLICABLE TABLE.

R..... (Professional fees) + (Discount if Applicable)

.....
.....

..... (In **words**)

This Offer, with or without additional conditions, may be accepted by the Employer, through the employer's offer of appointment letter, which offer shall only become the appointment upon your acceptance thereof and your compliances with the conditions therein.

Signature(s)

Name(s)

Capacity

For the bidder:

(Insert name and address of organization)

Name & signature of witness Date

C1.1.1 Schedule of Deviations

By the duly authorized representatives signing this offer, the bidder agrees to and accepts the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the bid data and addenda thereto as listed in the bid schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the bidders and the employer during the bidding process.

1. Subject

Details

.....

.....

.....

2. Subject

Details

.....

.....

..... 3.

Subject

Details

.....

..... 4.

Subject

Details

.....

..... 5.

Subject

Details

.....

.....

.....

FORM OF OFFER AND ACCEPTANCE

Acceptance

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract:

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer or the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature: _____ Date: _____

Name: _____ Identity number: _____

Capacity: _____ for the
Employer

John Taolo Gaetsewe Developmental Trust No. 21 Corner Steward & Oasis Street, Kuruman, 8460

Name: _____

Signature of witness: _____ Date: _____

BID NO: JTGDT/02/2025/TVET

C1.2 BID CONTRACT DATA

The Service Provider is advised to read the Professional Services Contract 3rd Edition of CIDB document 1014 contract in order to understand the implications of this Data which is required to be completed.

Each item of data given below is cross-referenced to the clause in the Conditions of Contract to which it mainly applies.

This services contract is based upon the **PROCSA**.

The Contract Data shall have precedence in the interpretation of any ambiguity or Inconsistency between it and the **PROCSA**.