

Date: 10 December 2024  
Email: [iddprocurement@dbsa.org](mailto:iddprocurement@dbsa.org)

Enquiries: Zipho Moselakgomo

<b>Tender Number: RFR/CON/GB/2024</b>
<b>ESTABLISHMENT OF A PANEL OF CIDB GRADED (LEVEL6-9 GB) CONTRACTORS FOR A PERIOD OF FIVE YEARS</b>

## ADDENDUM NO.2

### AMENDMENT TO THE TENDER DOCUMENT: THESE CLARIFICATIONS MUST BE READ TO FORM PART OF THE TENDER.

- i. **Consolidated Clarification Response provided**
  - a) The *Consolidated Clarification Response* as attached hereto as Annexure A, forms part of the tender document, in response to all enquires received up to 06 December 2024.
- ii. **Acknowledgement of Receipt**
  - a) Bidders must include this Addendum and its *Acknowledgement of Receipt*, as part of the tender submission.
  - b) Bidders do not have to send the *Acknowledgement of Receipt* to the email address.
- iii. **Closing date remains the same-13 December 2024**
  - a) The closing date remains the 13 December 2024-As per tender document all bidders will receive the submission link by 12pm on the closing date.

Signed:



Zipho Moselakgomo

**Principal Procurement & Tender Officer  
Supply Chain Management**



**ACKNOWLEDGEMENT OF RECEIPT OF: RFR/CON/GB/2024 ADDENDUM NO.2**

**AMENDMENT TO THE TENDER DOCUMENT:  
THESE CLARIFICATIONS MUST BE READ TO FORM PART OF TENDER NO.**

I **(Name)**..... hereby acknowledge the existence  
of addendum **No 2** on behalf of **(Company Name)**

.....

\_\_\_\_\_  
Signature.

\_\_\_\_\_  
Date





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**Annexure A:**

RFR/CON/GB/2024 _ TENDER BRIEF CLARIFICATIONS		
#	QUESTION	RESPONSE
1	For Grade 8: DESCRIPTION OF EXPERIENCE- Will the DBSA accept appointment and completion letter from Botswana as part of Experience of Tenderer ?	Yes if the letter clearly indicates the applicable values, project requirements etc. as detailed in the tender document.
2	Tenderer has successfully completed at least 2 contracts, each of value equal or greater than R50m, Where 1 completed project is valued at over R50m will the value be documented in scoring ?	If only 1 Project at over R50m it will be allocated a lower score e.g. (Poor=7points). The DBSA is not only looking at the vale of projects, but place emphasis on the experience in terms of quantity of projects as well.
3	We are in the process of upgrading our 5GB to 6GB - can we attach the evidence as part of our tender submission?	Only bidders who are registered with CIDB as Grade 6 at the time of tender closure will be considered.
4	Will DBSA consider other CIDB classes, namely Specialist Works e.g. SQ for the above tender?	No, this is purely for the establishment of a GB Panel.
5	On financial capability, the amounts stated are they a total of lines of credit from FSP and built environment suppliers or its for each category i.e FSPs and Built Environment Suppliers or SASRIA	The criteria requires certified and documented proof of credit from either a FSP registered financial institution, <b>or</b> from a Built Environment Supplier/Retailed. The access to credit value, need to align to the value as provided in the scoring breakdown.
6	Can a bank rating letter from the banker be issued as a credit note for the bidder?	No, a Bank Rating Letter is not evidence of access to credit.



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7	Kindly clarify by the term “Incorporated legal entity”? Which documents(ALL) would be required specially to form part of the submission?	When two companies form a joint venture for the specific purpose of working together on a specific project, each company still has its own CIPC registration, CSD Registration etc. thus each company is still a separate legal entity - unincorporated. However, in some cases, such a joint venture decide to become one company and will therefore not be separate entities. This is an incorporated legal entity, which would have its own CIPC registration, CSD Registration etc.
8	Is there a specific number DBSA will be looking to appoint per GRADE? If so, how many entities will be appointed per GRADE?	No, all bidders who qualify per Grade will be appointed onto the panel.
9	Regarding the UIF certificate required in section 10.13 of the Evaluation criteria, we would like to clarify whether this certificate is similar to the SARS monthly employer return.	Only a UIF Certificate will be accepted. The Department of Labour is responsible for UIF and not SARS.
10	Concerning the experience and quality of work criteria in section 11 of the Functionality evaluation, Experience of Tenderer: Can reference letters be issued solely by the Engineer appointed by the client, or is it necessary to have additional reference letters from the client?	a. W.r.t. the Experience criteria; it does not require Reference Letters, but only both the Appointment Letter and Project Completion Certificate per contract. b. W.r.t. the Quality criteria; the tender criteria stipulates the following: <i>* Formal Reference Letters on Letterhead of either Client, Project Manager, Principal Agent or Contract Lead, fully signed by the authorised individual must be provided.</i>  Therefore is provides allowance of Reference Letters on the Letterhead of the Engineer/ Principal Agent etc. and not just the Client.
11	Quality of Work: Can the Engineer chosen by the client write a reference letter?	Refer to response under Question 10 and 14b.
12	Can a registered Safety Manager be used in place of a registered Safety Officer?	Yes, as the Manager is considered higher than the Officer.



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13	With regard to the financial capability, we approached our FSP and they advised us that they do not issue out such letters as requested on the tender document due to constant changes on your credit profile daily so they do not want to take that responsibility. Please advise what is actually required	The requirement is proof of access to a line of credit, which is something a FSP registered financial institution provides. It is suggested that the bidder provide the DBSA with the formal FSP response to the enquiry, to verify whether the requirement was understood and to allow the DBSA to accurately respond to the point of enquiry.
14	<p>a. Can we fill in the document by typing on the document?</p> <p>b. We see that you have attached a reference template, would we be disqualified if we don't use your template?</p> <p>c. Can you please create a video to demonstrate the submission process</p>	<p>a. Yes you may type on the document, however please note you are NOT allowed to edit any parts of the DBSA document, failing which will result in disqualification.</p> <p>b. The tender criteria is clear, stipulating that bidder MUST utilise the DBSA Reference Letter format. The format/ structure must be copied in full, over into a client letterhead, to be populated and signed.</p> <p>c. At present we do not have a video for submission demonstration-however the instructions on the tender document are very clear and concise to follow. There has not been any bidder challenges with the understanding.</p>
15	Should I have my B-BBEE Certificate expire but in a process of renewing, can I submit proof of renewal in a form letter	The DBSA will be excluding the entire criteria of B-BBEE and will not limit it to Levels 1-4. Such an addendum will be published together with this Q&A document.
16	Most companies close on 13/12/2024 for the annual Builders Holiday and open approx. 13/01/2025. Please clarify when DBSA will raise queries to companies, knowing that one got 48hrs to respond but all might be on holiday during the time mentioned above.	The evaluation of bids will only commence from 13 January 2025, after the builders break, to ensure bidders are available to respond to clarifications.
17	In case we have already have reference letters from clients of the previous work done, can we still make use of the DBSA template? as long information appears will be accepted?	The requirement is that you MUST utilize the DBSA template for information on what's required and have the client provide you with the reference on their letterhead. Refer to comment under Question #14b.

**RESPONSE TO QUERIES RECEIVED FROM 03 DECEMBER**



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1	<p>Page 4 of 41 item 4.2 refers: "Individuals may not be a director, shareholder or owner of more than one submitting entity. In GVK's instance, there are individuals who are directors in all the regions, does this mean that GVK cannot submit a bid from each region?</p> <p>If this is the case, should one of 9GB entities of GVK submit a bid and select all the relevant regions as per item 9 on page 16 of 41?</p>	<p>The proposal by GVK is correct.</p> <p>The DBSA seeks not to have entities on the panel with shared director/ owner/ shareholding, in view of its own risk mitigations in actioning fair bidder selections from the panel.</p>
2	<p>Do we consider practical completion certificates as reference?</p>	<p>The DBSA will only accept Project Completion Certificates or similar if not JBCC Contract under the functional criteria for Experience. No Practical Completion Certificates will be accepted.</p>
3	<p>PLEASE CLARIFY: 6GB</p> <p>1. Company Experience If bidder submit 2 references each of value of R6m and 6 of value of R4m , how are you going to score the Experience?</p> <p>2. Financial Capability Proof of access to credit you are looking for , is it in the form of Bank rating letter( if so, how do we get it as there is no bill of quantity for requisite amount) or bank pre- approval for credit facility or what exactly are you looking for from all bidders to rate fairly? Bidders use available funds in accounts to avoid expensive credit facilities as there are no green contracts as such do consider available funds as capability.</p>	<p>1. Since the bidder has concluded at least 2 contracts, each with value of R6m or more, the bidder will score under "Adequate" with 15 points.</p> <p>2. Bank Rating Letter is not requested. Refer to Question #5 posed under 29 November 2024.</p> <p>The DBSA seeks entities with access to credit. Bank pre-approval does not confirm access to credit, but purely the potential to access, which is not sought. As documented in the tender, proof of funds from company/ bidder's own accounts are not accepted.</p>
4	<p>Is this mentioned tender documents above not for JV?</p>	<p>Please refer to tender page 4, clause 4.2, which stipulates that "<i>Joint Ventures/ Consortiums are not eligible to submit tenders, unless incorporated into a legal entity</i>".</p>





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5	Kindly clarify the reference letter template attached: in case we have already have reference letters from clients of the previous work done, can we still make use of the DBSA template? as long information appears will be accepted?	Refer to answer under Question #17 posed under 29 November 2024.
6	1. Can we submit as the newly registered company (assuming we have all the required statutory documentation) as the bidding entity? If the above is a YES: 2. Can we submit the track record/financial information of each partner in the JV? 3. Can we submit under the Joint CIDB Grading category.	1. Yes, as long as the bidder meets all other tender conditions. 2. Joint Ventures are not eligible to tender. Refer to tender page 4, clause 4.2. 3. Response as per above.
7	1. Can I get proof of credit from the banking institution 2. Is an ISO certificate equivalent to the quality management systems required	1. Response as per Question 3 above. 2. Yes, as long as it covers the specified conditions listed under the criteria.
8	1. How should the documents be completed (by handwriting or Typing). 2. The completion certificates – will the practical completion certificates be acceptable. 3. On submission, can I submit the returnables as one file or I'll have to submit each document individually.	1. Refer to answer under Question #14a posed under 29 November 2024. 2. The DBSA will only accept Project Completion Certificates or similar if not JBCC Contract. No Practical Completion Certificates will be accepted. 3. Refer to tender page 3, clause 3 (ix and x).
9	1. On responsiveness Criteria number 7 regarding proof of address. Is the debt clearance Certificate allowed? 2. On experience of the tenderer scoring, for example a company is an 8gb he has completed one project exceeding R150 million and other projects are between R35 million up to R50 million and my question is on the scoring where it falls: 3. Where can I find the DBSA generated reference form.	1. Only evidence as stipulated in the tender criteria are accepted. 2. Scoring is not actioned purely on contract value, but quantity as well. Therefore the scoring will consider which ever contract completion evidence submitted, provides for the best functional score. In this case, the 1 project at R150m will only be scored as "Poor" since its only 1 contract. 3. The Reference Template is located exactly where the Tender was accessed on the DBSA website.



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10	<p>1. Experience of Tenderer The successful completed project value for maximum score per category is different from the CIDB largest contract required for a specific grading. Ie, your Grade 6 need R12m while CIDB requires R3m, your Grade 7 need R30m value while CIDB is R9m, your grade 8 is R100m while CIDB require R30m and your grade 9 is R200m while CIDB says R90m. Is there any specific reason for this while you are still using CIDB gradings to categorize tenderers.</p> <p>2. Geographic Footprint How is this going to work, are you going to allocate tenderers work per geographical footprint going forward or work will be just allocate randomly.</p>	<p>1. Yes, this was explained during the tender brief. The Functional criteria <u>min. score per level</u>, aligns to the CIDB values used for grading. Therefore bidders re not excluded, however, where a bidder has actioned contracts at higher value and quantity, the functional score increases.</p> <p>2. Please refer to tender page 5, clause 5.3 and 5.4.</p>
11	<p>Please kindly clarify if we could use practical completion letters for the experience.</p>	<p>The DBSA will only accept Project Completion Certificates or similar if not JBCC Contract. No Practical Completion Certificates will be accepted.</p>
12	<p>I hope this email finds you well,. I have a question regarding the responsive criteria documents. Since some of the documents such as B-BBEE Certificate/Affidavit are not included in the description content and order, could you please advise on how we should proceed with the submission?</p>	<p>Although B-BBEE is no longer a requirement as per Addendum 01, other documents required under Responsiveness Evaluation, may be added under a new section 10.4 with description "<i>Responsiveness Criteria</i>".</p>
13	<p>Will a contractors bid document be invalid if they didn't attend the briefing as the advert on e-tenders said its compulsory but the document says non-compulsory?</p>	<p>All adverts, including that of NT E-tender, indicate it as a Non-compulsory briefing.</p>
14	<p>1. Can we fill in the document by typing on it? (By doing this it will assist with the quality when Compressing the document) 2. We see that you have attached a reference templet, Would we be disqualified if we don't use your Templet? 3. Can you please create a video to demonstrate the submission process?</p>	<p>This was answered under Question #14a posed under 29 November 2024 and formed art of Addendum 01.</p>





15	Can a 8GB apply for 7GB? We are a 8GB, but our projects are still in progress and thus we do not have completion letters.	Refer to tender page 10, criteria (i), which states that "A bidder cannot be scored or recommended to the panel for any level other than the level it is registered for at the CIDB".
16	Will you kindly help me with the information or clarity regarding the Key Personnel	The question posed is unclear, since the tender does not refer to Key Personnel.
17	Now as part of the bidding requirements, a UIF certificate is needed.  We are asking if it has come to your attention that the Department of Labour does not issue them anymore even on their website but we do have a UIF reference number which we are compliant on	It is understood that there was only a Temporary Disruption of UIF Online Platforms and it does not affect the provision of UIF Certificates. Therefore the requirement of a UIF Certificate from the DoL remains applicable.
18	Please advise on the section of financial capability. Can the total credit value required below be made up from multiple suppliers or does it have to be from one supplier?	It can be made up from different suppliers, as long as it falls within the two categories required.
19	Regarding the above-mentioned RFR, specifically Part 7.11 - Additional Conditions of Contract: i. Contractors are required to support and develop an SMME by subcontracting a minimum of 30% of the works (if applicable).  Could you please clarify whether bidders are expected to identify and provide details of the SMME they intend to subcontract during the bidding stage, or if the SMME can be confirmed only after the contract is awarded?	Since it is a condition of contract, it is not applicable as part of the panel process. Once the panel is utilised, bidders may be required to subcontract as part of that specific tender process.
20	Will reference letters directly from institutions and companies we worked with in the past acceptable or only ones in the form of the template shared on the website will be accepted?	Refer to answer under Question #14b posed under 29 November 2024.



21	Do I have to break the RFR pack per section or keep it as it is and attach the documents required in returnables separately.	Refer to tender page 3, clause 3 (ix and x).
22	With reference to tender RFR.GB.2019 please provide clarity to experience for grade 6.is the 12m combined for 3 projects amounting to 12m or 3 projects amounting to 12m and above.	Tenderer has successfully completed at least 3 contracts, <u>each of value equal or greater</u> than R12m
23	Item 10.13 UIF Registration certificate. We are currently unable to download our UIF certificate from the labour website. The service is not available. Can you please advise what can be provided as proof of registration.	It is understood that there was only a Temporary Disruption of UIF Online Platforms and it does not affect the provision of UIF Certificates. Therefore the requirement of a UIF Certificate from the DoL remains applicable.
24	In terms of FSP registration suppliers, we are using someone who is registered under <b>FINANCIAL SECTOR CONDUCT AUTHORITY (FSCA) licensed as Financial Service Provider, Please clarify if this will be good enough for our submission.</b>	As long as the entity has a FSP number, it will be accepted. The FSP number is therefore required to be visible in the submitted documentation for verification.
25	Page 4 of the tender document (Tender No. RFR/CON/GB/2024): Joint Ventures/ Consortiums are not eligible to submit tenders, unless incorporated into a legal entity .	Correct.
26	1. Are you aware that the Department of Labour does not issue UIF certificates anymore ? 2. In the listed returnables, We do not see any listed technical team and qualifications besides those of the OHS officer who prepared the OHS management system , Does that mean no CVs are required in the submission besides that one ?	1. Refer to answer under Question #1 posed under 06 December 2024. 2. Provide only what the tender criteria request.





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27	Please send us the clarification meeting minutes.  In addition, please confirm whether a 7GB contractor can opt to be on the 6GB panel only.	Refer to answer under Question #15 posed under 03 December 2024.
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