

Request for Proposals FOR:

**THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS
FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION**

Bid Number: WC/CRES/14/09/2019



REQUEST FOR PROPOSALS (RFP)

**THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF
CONSULTANTS FOR REFURBISHMENT AND UPGRADE
OF WOODSTOCK STATION**

BID NUMBER: WC/CRES/14/09/2019


PRASA CRES

Supply Chain Management

Contact: N Ncamane

Tel: (021) 449 6430

Name of the Bidder: _____

Request for Proposals FOR: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION Bid Number: WC/CRES/14/09/2019	 prasa <small>PASSENGER RAIL AGENCY OF SOUTH AFRICA</small>
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This RFP must be used for Acquisition of Goods, Services & Works below R50million.

REQUEST FOR PROPOSAL

for / on behalf of PRASA	
Bid Number:	WC/CRES/14/09/2019
Bid Scope:	THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION
Issue Date:	18 September 2019
<i>[Compulsory Briefing Session for Bidders]</i>	03 October 2019 @ 11:30am , Woodstock Station, Cape Town
Closing Date for Submissions of this Bids	18 October 2019 at 12H00 midday
Closing Date for <u>Questions and Answers</u> Session	11 October 2019 at 12H00 midday
Contact person:	SCM : L Mtyala and TECHNICAL : Moseli Ntsiki @ 021 449 6430

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Disclaimer

This document is provided solely for the purpose set out in this notice and is not intended to form any part or basis of any investment decision by Bidders. The recipient should not consider the document as an investment recommendation by PRASA or any of its advisers. Each person to whom this document (and other later documents) is made available must make his own independent assessment of the Project after making such investigation and taking such professional advice as he/she or it deems necessary. Neither the receipt of this document or any related document by any person, nor any information contained in the documents or distributed with them or previously or subsequently communicated to any Bidder or its advisers, is to be taken as constituting the giving of an investment advice by PRASA or its advisers.

Whilst reasonable care has been taken in preparing this Request for Proposals (“RFP”) and other documents, they do not purport to be comprehensive or true and correct. Neither PRASA nor any of its advisers accept any liability or responsibility for the adequacy, accuracy or completeness of any of the information or opinions stated in any document.

No representation or warranty, express or implied, is or will be given by PRASA, or any of its officers, employees, servants, agents or advisers with respect to the information or opinions contained in any document or on which any document is based. Any liability in respect of such representations or warranties, howsoever arising is hereby expressly disclaimed.

PRASA reserves the right to amend, modify or withdraw this RFP, or to amend the process for the Project at any time and from to time to time, without prior notice and without liability to compensate or reimburse any party or person.

PRASA is not obliged to accept any response to the RFP to this document or to appoint a final bidder. PRASA reserves the right to reject a response to the RFP at any time.

All costs and expenses incurred by Bidders in submitting responses to this RFP for the Project shall be borne by the Bidders and PRASA shall not be liable for any costs or expenses whatsoever or any claim for reimbursement of such costs or expenses.

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Any requirement set out in this RFP regarding the content of a response to the RFP is stipulated for the sole benefit of PRASA, and save as expressly stated to the contrary, may be waived at its discretion at any stage in the procurement process. PRASA reserves the right to adopt any proposal made by any Bidder at any time and to include such proposal in any procurement document which may or may not be made available to other Bidders.

If any recipient, Bidder or its employees, advisers or agents make or offers to make any gift to any of the employees of PRASA or consultant to PRASA on the Project either directly or through an intermediary then such recipient, Bidder will be disqualified forthwith from participating in the Project.

Each recipient of this document agrees to keep confidential any information of a confidential nature which may be contained in the information provided (the “Confidential Information Provided”). The Confidential Information Provided may be made available to a Bidder’s, Bidder’s subcontractors,, employees and professional advisers who are directly involved in the appraisal of such information (who must be made aware of the obligation of confidentiality) but shall not, either in the whole or in part, be copied, reproduced, distributed or otherwise made available to any other party in any circumstances without the prior written consent of PRASA, nor may it be used for any other purpose than that for which it is intended.

These requirements do not apply to any information which is or becomes publicly available or is shown to have been made available (otherwise than through a breach of a confidentiality obligation). Bidders, Key Contractors and their constituent members, agents and advisers, may be required to sign confidentiality Contracts/undertakings (in such form as PRASA may require from time to time).

All Confidential Information Provided (including all copies thereof) remains the property of PRASA and must be delivered to PRASA on demand. Further, by receiving this RFP each Bidder and each of its members agrees to maintain its submission in Bid to this RFP confidential from third parties other than PRASA and its officials, officers and advisers who are required to review the same for the purpose of procurement of the Project.

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Any Recipient residing outside the Republic of South Africa is urged to familiarise itself with and to observe any regulatory requirements relevant to the proposed transaction (whether these derive from a regulatory authority within or outside the Republic of South Africa).

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1 LIST OF APPENDIXES

- SBD1 INVITATION TO BID PART A**
- SBD1 TERMS AND CONDITIONS FOR BIDDING PART B**
- PART C BID FORM**
- PART D SITE INSPECTION/ PRE-TENDER BRIEFING SESSION**
- PART E STATEMENT OF WORKS SUCCESSFULLY CARRIED OUT BY THE BIDDER**
- PART F SECURITY SCREENING**

- SBD 2 DECLARATION OF INTEREST**
- SBD 3 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**
- SBD 4 DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**
- SBD 5 CERTIFICATE OF INDEPENDENT BID DETERMINATION**

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2 LIST OF ANNEXURES

PRASA'S Condition of Bid	1
Specification/Terms of Reference	2
Blue Print Specification June 2016	3

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3 ACRONYMS

BBBEE	Broad Based-Black Economic Empowerment
[CIDB	<i>Construction Industries Development Board]</i>
PPPFA	Preferential Procurement Policy Framework Act 5 of 2000, as amended from time to time
PFMA	Public Finance Management Act No.1 of 1999, as amended from time to time
PRASA	Passenger Rail Agency of South Africa
RFP	Request for Proposals

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4 INTERPRETATION

In this RFP, unless inconsistent with or otherwise indicated by the context –

- 4.1 headings have been inserted for convenience only and should not be taken into account in interpreting the RFP;
- 4.2 any reference to one gender shall include the other gender;
- 4.3 words in the singular shall include the plural and vice versa;
- 4.4 any reference to natural persons shall include legal persons and vice versa;
- 4.5 words defined in a specific clause have the same meaning in all other clauses of the RFP, unless the contrary is specifically indicated;
- 4.6 any reference to the RFP, schedule or appendix, shall be construed as including a reference to any RFP, schedule or appendix amending or substituting that RFP, schedule or appendix;
- 4.7 the schedules, appendices and Briefing Notes issued pursuant to this RFP, form an indivisible part of the RFP and together with further clarifying and amending information provided by PRASA, constitute the body of RFP documentation which must be complied with by Bidders;
- 4.8 in the event of any inconsistency between this RFP or other earlier information published with regard to the Project, the information in this RFP shall prevail; and
- 4.9 this RFP shall be governed by and interpreted in accordance with South African law.



5 DEFINITIONS

In this RFP and in any other project documents (as defined below) which so provides, the following words and expressions shall have the meaning assigned to them below and cognate expressions shall have a corresponding meaning, unless inconsistent with the context:

- 5.1 “Accounting Authority” means the Board of Control of PRASA;
- 5.2 “Contract” means the Contract to be entered between PRASA and the successful Bidder for the provision of the *[goods, services and works]* procured in this RFP.
- 5.3 “Bid” means the Bid to the RFP submitted by Bidders;
- 5.4 “Bidders Briefing Session” means the compulsory briefing session to be held at the Head office of PRASA or any other place determined by PRASA in order to brief the Bidders about this Bid;
- 5.5 “Black Enterprise” means an enterprise that is at least 51% beneficially owned by Black People and in which Black People have substantial Management Control. Such beneficial ownership may be held directly or through other Black Enterprises;
- 5.6 “Black Equity” means the voting equity held by Black People from time to time;
- 5.7 “Black People” means African, Coloured and Indian South African citizens, and “Black Person” means any such citizen ;
- 5.8 “Black Woman” means African, Coloured and Indian South Africa Female citizen;
- 5.9 “Briefing Note” means any correspondence to Bidders issued by the PRASA;
- 5.10 “Business Day” means any day except a Saturday, Sunday or public holiday in South Africa;
- 5.11 “Bidders” means individuals, organisations or consortia that have been submitted responses to the RFP in respect of the Bid;
- 5.12 “Consortium” means any group of persons or firms jointly submitting a Bid as Bid to this RFP and “Consortia” means more than one Consortium;
- 5.13 “Contractor” the successful Bidders who has signed a Contract with PRASA in terms of this RFP.
- 5.14 “Closing Date” means the closing date for submission of Bids/proposals by Bidders which is **18 October 2019 at 12H00 midday.**
- 5.15 “RFP” means the initial Request for Proposals issued by PRASA for this Bid; and
- 5.16 “Scope of Work” means the scope of work for this project as detailed in this RFP.

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6 ISSUANCE OF THE RFP

PRASA issues this Request for Proposal to Bidders who shall be entitled to submit responses in accordance with the terms and conditions of this RFP.

7 INTRODUCTION AND BACKGROUND

The Passenger Rail Agency of South Africa (“PRASA”) has identified the need to appoint a service provider for **THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION**

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8 PURPOSE OF THE RFP

This RFP has been prepared for the following purposes:-

- 8.1** To set out the rules of participation in the Bid process referred to in this RFP.
- 8.2** To disseminate information on the Project contemplated in this RFP.
- 8.3** To give guidance to Bidders on the preparation of their RFP Bids.
- 8.4** To gather information from Bidders that is verifiable and can be evaluated for the purposes of appointing a successful Bidder.
- 8.5** To enable PRASA to select a successful Bidder that is:
 - a) technically and financially qualified and meet the empowerment criteria described in this RFP;
 - b) has sufficient experience in similar work,
 - c) has commitment and resources to provide the services required in this Bid; and
 - d) carry all the obligations of the Contract.

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9 RFP TIME TABLE

RFP Process	MILESTONE DATES
<i>[Compulsory Briefing Session for Bidders at the PRASA WOODSTOCK STATION, CAPE TOWN</i>	03 October 2019 @ 11:30am
Closing Date for Questions and Answers	11 October 2019 COB
Closing Date for Submission of final Proposal	18 October 2019, 12H00 (Midday)
Evaluation of Proposals (Bidders note that PRASA can call for Presentations of bidders offers in between the evaluation dates)	25 October 2019
Appointment of the successful Bidder	02 December 2019
Contract Negotiations	25 November 2019
Signing of Contract	30 November 2019
Contract Commencement	02 December 2019

PRASA may at its sole discretion amend any of the milestone dates indicated in the table above. Bidders will be informed of any amendments to the timeline through the issue of Briefing Notes.

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10 CONTRACT DURATION

The contract shall be for a period of **24 Months**.

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11 BIDDERS REQUIREMENTS

11.1 COMPLIANCE REQUIREMENTS

Stage 1: Compliance Requirements

Bidders shall comply with the following compliance requirement and failure to comply may lead to disqualification:

- Valid registration on National Treasury's Central Supplier Database (Please provide proof of registration or customer ID);
- Valid Tax Clearance Certificate (must be valid on closing date of submission of the proposal);
- Valid Original or Certified B-BBEE Certificate from a SANAS accredited rating agency or Sworn affidavit signed by the commissioner of oath
- Completed and signed Bid Forms of PRASA with all the annexures thereto;
- Certificate for Attendance of Compulsory Briefing Session;
- Professional indemnity;
- Company Registration Documents;
- Letter of Good Standing: COID
- Joint Venture or Consortium Agreement (whichever is applicable);
- Proof of UIF registration;
- Proof Bank Account /Cancelled cheque or letter issued by the Bank
- Copies of Directors' ID documents; and
- Company Letter Head.

12 GENERAL ISSUES

12.1 LEGAL COMPLIANCE

Bidders must ensure that they comply with all the requirements of the RFP and if Bidders fail to submit any of the required documents, such Bids shall, at the sole discretion of PRASA, be disqualified the Bidder. PRASA reserves the right to call a Bidder to provide additional documents which PRASA may require from a Bidder which have not been submitted to PRASA.

12.2 PRICING

Bidders must ensure the following:

- a) offer firm price for the duration of the contract;
- b) Pricing Schedule / Bills of Quantities is properly completed;
- c) indicate the cost breakdown; (when required)
- d) price offered must be inclusive of 15% VAT;
- e) Bid is valid as prescribed in Part C of the Bid Forms

12.3 OWNERSHIP OF DESIGN


The plans and design developed and to be provided to PRASA shall at all times remain the property of PRASA.]

12.4 VALIDITY PERIOD

This RFP shall be valid for **180 Days** calculated from Bid closing date.

12.5 B-BBEE REQUIREMENTS

A Bidder must submit proof of its B-BBEE status level contributor, a Bidder failing to submit proof of B-BBEE status level of contributor or is a non-compliant contributor to B-BBEE may not be disqualified and will score 0 points out of 20 for B-BBEE.

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13 THE EVALUATION


13.1 GENERAL

The evaluation of Bids will be based on the information contained in Bids received, in Bid to the RFP and RFP, which may be further supplemented by presentations and clarification information provided. All Bids shall be equally evaluated by various committees involved in the evaluation process in accordance with stated Evaluation Criteria. Procurement integrity and fairness, transparency, competitiveness and full accountability will at all times be paramount.

13.2 EVALUATION AND SCORING METHODOLOGY

The evaluation of the Bids by the evaluation committees will be conducted at various levels. The following levels will be applied in the evaluation:

LEVEL	DESCRIPTION
Verify completeness	The Bid is checked for completeness and whether all required documentation, certificates; verify completeness warranties and other Bid requirements and formalities have been complied with. Incomplete Bids may be disqualified.
Verify compliance	The Bids are checked to verify that the essential RFP requirements have been met. Non-compliant Bids may be disqualified.
Detailed Evaluation of Technical	Detailed analysis of Bids to determine whether the Bidder is capable of delivering the Project in terms of business and technical requirements. The minimum threshold for technical evaluation is [80%], any bidder who fails to meet the minimum requirement will be disqualified and not proceed to the evaluation of Price and BBEE.
BBEE	Evaluate B-BBEE Evaluation
Price Evaluation	Bidders will be evaluated on price offered.
Scoring	Scoring of Bids using the Evaluation Criteria.
Recommendation	Report formulation and recommendation of Preferred and Reserved Bidders

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Best and Final Offer	PRASA may go into the Best and Final Offer process in the instance where no bid meets the requirements of the RFP and/or the Bids are to close in terms of points awarded.
Approval	Approval and notification of the final Bidder.

13.3 FAIRNESS AND TRANSPARENCY


PRASA views fairness and transparency during the RFP Process as an absolute on which PRASA will not compromise. PRASA will ensure that all members of evaluation committees declare any conflicting or undue interest in the process and provide confidentiality undertakings to PRASA.

The evaluation process will be tightly monitored and controlled by PRASA to assure integrity and transparency throughout, with all processes and decisions taken being approved and auditable.

13.4 EVALUATION AND EVALUATION CRITERIA

The evaluation of Bids to determine whether the Bidder is capable of delivering the Project in terms of its business credentials, financial standing, empowerment and technical capacity and experience, will be evaluated according to the following Evaluation Criteria:

Evaluation criteria	Weighting
Compliance Requirements	Compliance
Security Screening	
Technical	Threshold of 80%
BBBEE	20
Price	80
TOTAL	100

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Detailed Breakdown of the Evaluation Criteria

NOTE: The Technical or Functionality criteria must be guided by the project scope of works and area of focus.

Scoring of Functionality:

Bidders that meet the stipulated compliance requirements will be further evaluated on functionality. The minimum score for functionality is **80%** and bidders who score below this minimum will not be considered for further evaluation in terms of price and B-BBEE.

CRITERIA	WEIGHT	SCORES
EVALUATION MULTI-DISCIPLINARY BUILT ENVIRONMENT PROFESSIONAL TEAM		
Consulting:		
Consulting: Organisational Experience	30%	<p>Previous experience for similar work completed within the last 5 years and written references (company name, contact person and value of work completed or in execution) appointment letter and completion certificates:</p> <p>1 =Tenderer has submitted no information</p> <p>2 = written reference letters relevant for construction works totalling R5m with appointment letter and completion certificate</p> <p>3 =written reference letters relevant for construction works between R5m and R10m in total with appointment letter and completion certificates</p> <p>4 =written reference letters relevant for construction works between R10m and R20m in total with appointment letter and completion certificates</p> <p>5 = written reference letters relevant for construction works more than R20m in total with appointment letter and completion certificates.</p>
Work Plan / Project Schedule	20%	<p>Ms Project Schedule/Program and methodology</p> <p>1 = Work Plan or project schedule is inadequate or no information provided;</p> <p>2 = Work plan or project schedule must be aligned with project duration on the RFP;</p> <p>3 = Work plan or project schedule is adequate, i.e.</p>

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		<p>shows estimated start and finish dates, major milestones and critical path;</p> <p>4 = Work plan or project schedule is adequate, i.e. shows estimated start and finish dates, major milestones and critical path and estimated duration and logic to reach works completion; and</p> <p>5 = Work plan or project schedule is adequate, i.e. shows estimated start and finish dates, major milestones and critical path and estimated duration and logic to reach works completion. Work plan or project schedule also contains information on execution integration and redundancy for unforeseen delays or occurrences.</p>					
	Consulting: Technical Approach and Methodology	20%	<p>1 = Inadequate / unrelated methodology provided;</p> <p>2 = Generic technical approach project methodology is provided, not aligned to scope;</p> <p>3 = Detailed technical approach and methodology is provided that is aligned to the scope of work;</p> <p>4 = Detailed technical approach and methodology is provided that is aligned to the scope of work/ highlighting the risk/s of the work and mitigation measures; and</p> <p>5 = Detailed technical approach and methodology is provided that is aligned to the scope of work/ highlighting the risk/s and mitigation measures associated with working within a rail environment.</p>				
WEIGHT	EVALUATION CRITERIA	PROFESSIONAL EXPERIENCE (30%)					
		SCORING					
		1	2	3	4	5	
4%	Number of Years of Experience as a professional ARCHITECT	No Submission or irrelevant information provided	Architect has a minimum of 5 years' experience as a registered professional. Confirmation of SACAP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Architect has a minimum of 5 years' experience as a registered professional. Confirmation of SACAP registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Architect has a minimum of 5 years' experience as a registered professional. Confirmation of SACAP registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Architect has a minimum of 5 years' experience as a registered professional. Confirmation of SACAP registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation	

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4%	Number of Years of Experience as a professional QUANTITY SURVEYOR	No Submission or irrelevant information provided	Quantity Surveyor has 5 years' experience as a registered professional. Confirmation of SACQSP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Quantity Surveyor has 5 years' experience as a registered professional. Confirmation of SACQSP registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Quantity Surveyor has 5 years' experience as a registered professional. Confirmation of SACQSP registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Quantity Surveyor has 5 years' experience as a registered professional. Confirmation of SACQSP registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation
3%	Number of Years of Experience as a professional CIVIL ENGINEER	No Submission or irrelevant information provided	Civil Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Civil Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Civil Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Civil Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation
3%	Number of Years of Experience as a professional STRUCTURAL ENGINEER	No Submission or irrelevant information provided	Structural has a minimum of 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Structural has a minimum of 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Structural has a minimum of 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Structural has a minimum of 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation

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3%	Number of Years of Experience as a professional MECHANICAL ENGINEER	No Submission or irrelevant information provided	Mechanical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Mechanical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Mechanical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Mechanical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation
2%	Number of Years of Experience as a professional ELECTRICAL ENGINEER	No Submission or irrelevant information provided	Electrical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Electrical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 3 Projects Maximum Value, Reference Name and Contact for confirmation	Electrical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 4 Projects Maximum Value, Reference Name and Contact for confirmation	Electrical Engineer has 5 years' experience as a registered professional. Confirmation of ECSA registration Evidence: Names of 5 Projects Maximum Value, Reference Name and Contact for confirmation


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3%	Number of Years of Experience as a professional HEALTH AND SAFETY CONSULTANT	No Submission or irrelevant information provided	Health and safety consultant has a minimum of 5 years' experience as a registered professional. Confirmation of SACPCMP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Health and safety consultant has a minimum of 5 years' experience as a registered professional. Confirmation of SACPCMP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Health and safety consultant has a minimum of 5 years' experience as a registered professional. Confirmation of SACPCMP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation	Health and safety consultant has a minimum of 5 years' experience as a registered professional. Confirmation of SACPCMP registration Evidence: Names of 2 Projects Maximum Value, Reference Name and Contact for confirmation
		PRINCIPAL AGENT EXPERIENCE IN LEADING CONSTRUCTION PROJECTS				
WEIGHT	EVALUATION CRITERIA	SCORING				
		1	2	3	4	5
4%	Principal Agent experience in management of the projects NOTE: Portfolio of evidence of projects of equal value	No Submission or irrelevant information provided	Less than R30m	R30m - R40m	R40m - R50m	Above R50m

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WEIGHT	EVALUATION CRITERIA	EXPERIENCE IN RAIL ENVIRONMENT				
		SCORING				
		1	2	3	4	5
2%	Principal Agent Rail Environment experience. (Name of the project, Client Name and Contact Number)	No experience in rail environment or irrelevant information provided	Experience working on project in a rail environment (1 Project)	Experience working on project in a rail environment (2 Projects)	Experience working on project in a rail environment (3 Projects)	Experience working on project in a rail environment (4 or more Projects)
WEIGHT	EVALUATION CRITERIA	EXPERIENCE IN RETAIL PROJECTS				
		SCORING				
		1	2	3	4	5
2%	Retail Projects experience (Name of the project, Client Name and Contact Number)	No experience in retail projects or irrelevant information provided	Experience working in retail projects (1 Project)	Experience working in retail projects (2 Projects)	Experience working in retail projects (3 Projects)	Experience working in retail projects (4 or more Projects)
Total						100%

Stage 3: Pricing and BBBEE

Only Bidders who have achieved the 80% minimum threshold for Technical / Functional evaluation will be evaluated for the Price and B-BBE components.

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Pricing Evaluation:

A maximum of 80 points is allocated for price. The evaluation for price will be done based on the following formula:

$$P_s = 80 \left[1 - \frac{P_t - P_{min}}{P_{min}} \right]$$

Where:

- P_s = Points scored for price of tender under consideration
- P_t = Rand value of tender under consideration
- P_{min} = Rand value of lowest acceptable tender

B-BBEE Evaluation:

A maximum of 20 points is allocated for B-BBEE. The allocation of points for B-BBEE is as follows:

B-BBEE Status Level of Contributor	Number of points (80/20 system) below R50 Million
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant Contributor	0

13.5 BEST AND FINAL OFFER

PRASA reserves the right to embark on the Best and Final Offer (BAFO) Process where:

- a) None of the proposals meet the RFP requirements;
- b) None of the responses to RFP are affordable and demonstrate value for money; and
- c) There is no clear preferred Response to this RFP.

Upon the decision by PRASA to embark on a BAFO process it shall notify the response to RFP.

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14 INSTRUCTION FOR RESPONDING TO THE RFP

14.1 SUBMISSION OF RFP RESPONSES TO THE RFP

Responses to RFP must be submitted to PRASA (**INTO THE TENDER MARKED BOX**) before **12:00pm. Midday** South African time.

On the 18th of October 2019

At the following address:

Prasa Cres
1st Floor (reception)
Admin Wing, Cape Town Station
Adderley Street.

PLEASE WRITE YOUR COMPANY NAME ON THE ENVELOPE

Extension of the above closing date and time will only be granted where PRASA deems such extension to be appropriate in its sole discretion and PRASA is able to timeously inform all Responses to RFP of such amended closing date.

No Responses to RFP received by facsimile, telegram, telex, e-mail or other similar format will be accepted as a validly submitted Response to RFP.

14.2 LATE SUBMISSION

A Response to RFP shall be late if it is received by PRASA at any time after the closing date and time indicated in paragraph above.

A late submission shall be clearly marked as late and shall not be accepted for consideration by PRASA.

14.3 RESPONSES TO THE RFP FORMAT

- a) All responses to the RFP must be submitted in two sealed envelopes/boxes; **the first envelop/box shall have the technical, compliance and B-BBEE response and the second envelop/box shall only have the financial response and Form C.** Bidders must ensure that they do not indicate any financial information in the first envelop/box. PRASA may disqualify Bidders who fail to adhere to this requirement.
- b) Bidders are required to package their response/Bid as follows:

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- **Volume 1 part A: Bid Forms, Compliance Response and B-BBEE Response**
- **Volume 1 part B: Technical or Functional Response (response to scope of work)**
- **Volume 2: Part C: Financial Proposal and Bid Form C**

Volume 2 has to be submitted in a separate sealed envelope. Bidders must make their pricing offer in a separate envelop clearly marked as Volume 2: Form C, no pricing and pricing related information should be included in the Volume 1 envelop 1.

- c) Bidders must submit 1 original response and 2 copies and an electronic version which must be contained in a CD or Memory Card clearly marked in the Bidders name.
- d) Bidders must ensure that their response to the RFP is in accordance with the structure of this document.
- e) Where Bidders are required to sign forms they are required to do so using a black ink pen.
- f) Any documents forming part of the original responses to RFP but which are not original in nature, must be certified as a true copy by a Commissioner of Oaths.
- g) Each response to RFP must be in English and submitted in A4 format, except other graphic illustrations, which may not exceed A3 format, unless the contrary is specifically allowed for in this RFP. Responses to RFP must be neatly and functionally bound, preferably according to their different sections.
- h) The original responses to RFP must be signed by a person duly authorized by each consortium member and Subcontractor to sign on their behalf, which authorization must form part of the responses to RFP as proof of authorization. By signing the responses to RFP the signatory warrants that all information supplied by it in its responses to RFP is true and correct and that the responses to RFP and each party whom the responses to RFP signatory represents, considers themselves subject to and bound by the terms and conditions of this RFP.
- i) The responses to RFP formulation must be clear and concise and follow a clear methodology which responses to RFP must explain upfront in a concise Executive Summary and follow throughout the responses to RFP.
- j) Responses to RFP must provide sufficient information and detail in order to enable PRASA to evaluate the responses to RFP, but should not provide unnecessary detail which does not add value and detracts from the ability of PRASA to effectively

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evaluate and understand the responses to RFP. The use of numbered headings, bullet points, sections, appendices and schedules are encouraged.

- k) Information submitted as part of a responses to RFP must as far as possible, be ordered according to the order of the required information requested by PRASA. All pages must be consecutively numbered.
- l) Responses to RFP must ensure that each requirement contained in the RFP is succinctly addressed. Responses to RFP should as far as possible use the terms and definitions applied in this RFP and should clearly indicate its interpretation of any differing terminology applied.

14.4 CONTACT DETAILS

Responses to RFP must provide the name and contact details of its Authorised Representative in its covering letter to the Responses to RFP. The Authorised Representative shall be the primary contact person used by PRASA for correspondence and communication during the RFP Process.

The following contact details of the Authorised Representative must be provided:

- a) Name
- b) Designation
- c) Telephone number
- d) Mobile number
- e) Facsimile number
- f) E-mail address
- g) Physical address
- h) Postal address

PRASA accepts no liability for any failure by the Responses to RFP to receive information or communication from PRASA where the contact details of the Authorised Representative are incorrect or have changed. Any changes to the Authorised Representative's contact details or any substitution of the Authorised Representative must immediately be conveyed to PRASA in terms of the Communication Structure.

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14.5 OPENING OF RESPONSES TO THE RFP

All submitted Responses to RFPs shall be kept in safe custody by PRASA until the closing time for submission. All responses to RFPs shall be treated as confidential. The original copy of the responses to RFP shall be archived for record purposes.

14.6 COMMUNICATION STRUCTURE

During the RFP Process bidders must strictly adhere to the Communication Structure. All requests for clarifications, queries, questions or comments as well as all requests for communication or interaction with PRASA must be directed in writing to the following email addresses on or before **11 October 2019 for SCM** :- lmtyala@metrorail.com and : Nomsikelelo.ncamane@prasa.com

14.7 BRIEFING NOTES

PRASA may issue Briefing Notes from time to time during the RFP Process to disseminate further instructions, clarifications, programme changes and information updates to responses to RFP. Briefing Notes will be sequentially numbered to facilitate easy referencing and will form part of the RFP body of documentation. Any future reference to ' RFP' shall be a reference to all RFP documentation as amended, varied or updated by any Briefing Notes, and responses to RFP must ensure that their responses to RFPs are prepared taking into account all such Briefing Notes.

Briefing Notes will be issued to all Bidders to RFP utilizing the contact details provided at receipt of the responses to the RFP documentation, and after submission, to the authorised representative. Bidders are requested to promptly confirm receipt of Briefing Notes.

14.8 TAX CLEARANCE

The Bidders to the RFP must provide a valid Tax Clearance Certificate obtained from the offices of the South African Revenue Services for each Bidder members. **“No Bid may be awarded to any person whose tax matters have not been declared by the South African Revenue Service to be in order”**.

Where the Bidder or Bidder member is not yet operating in South Africa, it must submit proof of “good standing” with the relevant taxation authority in its country of origin.

15 GENERAL CONDITIONS

15.1 ALTERNATIVE BIDS

Bidders may submit alternative Bid only if a main Bid, strictly in accordance with all the requirements of the RFP is also submitted. The alternative Bid is submitted with the main Bid together with a schedule that compares the requirements of the RFP with the alternative requirements the Bidders proposes.

Bidders must note that in submitting an alternative Bid they accept that PRASA may accept or reject the alternative Bid and shall be evaluated in accordance with the criteria stipulated in this RFP.

15.2 PRASA'S BID FORMS

Bidders must sign and complete the PRASA'S Bids Forms and attach all the required documents. Failure by Bidders to adhere to this requirement may lead to their disqualification.


15.3 PRECEDENT

In case of any conflict with this RFP and Bidders response, this RFP and its briefing notes shall take precedent.

15.4 RESPONSE TO RFP-CONFIDENTIALITY

Response to RFPs must clearly indicate whether any information conveyed to or requested from PRASA is confidential or should be treated confidentially by PRASA. In the absence of any such clear indication in writing from a response to RFP, PRASA shall deem the response to RFP to have waived any right to confidentiality and treat such information as public in nature.

Where a Bidder at any stage during the RFP Process indicates to PRASA that information or any response to RFP requested from PRASA is or should be treated confidentially, PRASA shall treat such information or response to RFP confidentially, unless PRASA believes that to ensure the transparency and competitiveness of the RFP Process the content of the

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information or response to RFP should be conveyed to all Bidders, in which event it shall apply the following process:

- PRASA shall confirm with the Bidder whether the raising of confidentiality applies to the entire response to the RFP or only specific elements or sections of the response;
- Where confidentiality is maintained by the Bidder and PRASA is of the opinion that the information or response to RFP if made publicly available would affect the commercial interests of the Bidder or is commercially sensitive information, PRASA shall not release such information to other Bidders if providing such information or response to the RFP would prejudice the competitiveness and transparency of the RFP Process;
- Where PRASA is of the opinion that information provided is not commercially sensitive or would have no impact on the commercial interests of the relevant Bidder if released and fairness and transparency requires that such information be released to all Bidders, PRASA may:
 - i. inform the relevant Bidder of the necessity to release such information and/or response to RFP and request the Bidder to consent to the release thereof by PRASA; or
 - ii. obtain legal advice regarding the confidentiality of the relevant information and/or response to RFP and the legal ability of PRASA to release such information; or
 - iii. refrain from releasing the information and/or response to RFP, in which event PRASA shall not take account of the contents of such information in the evaluation of the relevant response to RFP.

The above procedures regarding confidentiality shall not apply to any information which is already public knowledge or available in the public domain or in the hands of PRASA or is required to be disclosed by any legal or regulatory requirements or order of any competent court, tribunal or forum.

15.5 RESPONSE TO THE RFP – RFP DISQUALIFICATION

Responses to RFP which do not comply with the RFP requirements, formalities, terms and conditions may be disqualified by PRASA from further participation in the RFP Process.

In particular (but without prejudice to the generality of the foregoing) PRASA may disqualify, at its sole discretion and without prejudice to any other remedy it may have, a Bidder where the Bidder, or any of its consortium members, subcontractors or advisors have committed any act of misrepresentation, bad faith or dishonest conduct in any of its dealings with or information provided to PRASA.

15.6 CORRUPTION, GIFTS AND PAYMENTS

Neither the Bidders to RFPs, its equity members, the sub-contractors, consortium members nor any of their agents, lenders or advisors shall directly or indirectly offer or give to any person in the employment of PRASA or any other Government official or any of the Advisory Team any gift or consideration of any kind as an inducement or reward for appointing a particular Bidder, or for showing or omitting to show favour or disfavour to any of the Bidders, its equity members or the sub-contractors in relation to the Project.

In the event that any of the prohibited practices contemplated under the above paragraph is committed, PRASA shall be entitled to terminate any Response to RFP's status and to prohibit such Response to RFP, its equity members, its SPV members, its Sub Contractors and their agents, lenders and advisors from participating in any further part of the procurement of the Project.

15.7 INSURANCE

Unless specifically provided for in this RFP or draft contracts, Bidders will be required to submit with their Bid for services professional indemnity insurance and to an extent (if any) of insurance provided by PRASA may not be for the full cover required in terms of the relevant category listed in this RFP, the *Bidder* is advised to seek qualified advice regarding insurance.

15.8 NO CONTACT POLICY

Bidders may only contact [insert name] of PRASA as per the terms of the Communication Structure established by this RFP, except in the case of pre-existing commercial relationships, in which case contact may be maintained only with respect thereto and, in making such contact, no party may make reference to the Project or this RFP.

15.9 BID FORMS AND SBD FORMS

To ensure the transparency and fairness of the RFP Process, each Bidder member and subcontractor must complete and sign the Bid Forms and SBD Forms and submit such signed forms with its Response to RFP. Failure to do so may result in the invalidation of the Response to RFP.

15.10 CONFLICT OF INTEREST

No Bidder member, subcontractor or advisor of the response to RFP may be a member of or in any other way participate or be involved, either directly or indirectly in more than one response to RFP or response to RFP during any stage of the Project procurement process, but excluding specialist suppliers of systems and equipment, non-core service providers or financial or commercial institutions whose role is limited purely to lending money or advancing credit to the response to RFP. Bidders are to sign the declaration of interest form.

In order to prevent the conflict or potential conflict of interest between Lenders and Bidders to RFP, no advisors or consultant to any response to RFP, consortium member or subcontractor may fulfil the role of arranger, underwriter and/or lead bank to the response to RFP. PRASA may disqualify the response to RFP from further participation in the event of a failure to comply with this provision. PRASA views the potential conflict of interest so great as to warrant the reduction of competition for advisory services.

15.11 COLLUSION AND CORRUPTION

Any Bidder shall, without prejudice to any other remedy available to PRASA, be disqualified, where the response to RFP –

- communicates to a person other than persons nominated by PRASA a material part of its response to RFP; or

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- enters into any Contract or arrangement with any other person or entity that it shall refrain from submitting a response to RFP to this RFP or as to any material part of its Response to RFP to this RFP (refer the prohibition contained in Section 4(1)(b)(iii) of the Competition Act 89 of 1998). . The Bidders represents that the Bidder has not, directly or indirectly, entered into any agreement, arrangement or understanding or any such like for the purpose of, with the intention to, enter into collusive Bidding or with reasonable appreciation that , collusive any agreement, arrangement or understanding or any such like may result in or have the effect of collusive Bidding. The Bidder undertakes that in the process of the Bid but prior to PRASA awarding the Bid to a preferred bidder become involved in or be aware of or do or caused to be done any agreement, arrangement or understanding or any such like for the purpose of or which may result in or have the effect of a collusive Bid, the Bidder will notify PRASA of such any agreement, arrangement or understanding or any such like.; or
- offers or agrees to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done, or causing, or having caused to be done any act or omission in relation to the RFP Process or any proposed response to RFP (provided nothing contained in this paragraph shall prevent a response to RFP from paying any market-related commission or bonus to its employees or contractors within the agreed terms of their employment or contract).

15.12 CONSORTIUM CHANGES

If exceptional circumstances should arise in which a after the submission to the bid and after closing date of submission of bids, there is change in the composition of the Bidder, either through substitution or omission of any member of the Bidder:

- The Response to RFP must notify PRASA in writing of the proposed changes supported by complete details of the material reasons for the changes, the parties impacted by the changes and the impact on the response to RFP.
- PRASA shall evaluate the reasons advanced by the Bidder for the requested changes to the Bidder structure and where PRASA is not satisfied that the reasons advanced are reasonable or material, refuse to accept the change and disqualify the response to RFP, or notify the Bidder in writing of its non-acceptance of the changes and require the Bidder to propose a suitable alternative to PRASA within 10 (TEN) days of its receipt of the decision of PRASA, upon receipt of which PRASA shall -

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- i. Evaluate the alternative proposed for suitability to PRASA, and where the alternative is accepted by PRASA, inform the Bidder in writing of such acceptance and PRASA shall reassess the response to RFP against the RFP requirements and criteria; or
- ii. Where the alternative is not accepted by PRASA, inform the Bidder in writing of such non-acceptance as well as its disqualification from the RFP Process.
- iii. Where PRASA is satisfied that the changes requested under (i) above are reasonable and material, the response to RFP, shall be allowed to effect the required changes and PRASA shall reassess the response to RFP against the RFP requirements and criteria.

15.13 COSTS OF RESPONSE TO THE RFP SUBMISSION

All costs and expenses associated with or incurred by Response to RFPs in relation to any stage of the Project, shall be borne by the Bidder. PRASA shall not be liable for any such costs or expenses or any claim for reimbursement of such costs or expenses.

To avoid doubt, PRASA shall not be liable for any samples submitted by Response to RFPs in support of their Responses to RFP and reserves the right not to return to them such samples and to dispose of them at its discretion.

15.14 RESPONSE TO THE RFP WARRANTY

Response to RFPs must provide a warranty as part of their Responses to RFP that their Responses to RFP are true and correct in all respects, that it does not contain a misrepresentation of any kind and that the taxes of all members of the Bidder company, consortium members and or subcontractors are in order and none of the members are undergoing corruption or any criminal-related investigations or have any past convictions for fraud or corruption.

ANNEXURE 1

TERMS OF REFERENCE

1. Introduction

The purpose of this RFP is to outsource through procurement a **Multi-disciplinary Team of Consultants** such as a *Project Manager/Principle Agent, Principle Agent Rail Environment, an Architect, Quantity Surveyor, Civil and Structural Engineers, Electrical and Mechanical Engineers, and specialist services such as Health and Safety Consultant, Retail Specialists*, to assist PRASA CRES with the design and supervision services for the refurbishment and upgrade of **Woodstock Station** to enable the ongoing functional use of the property.

The required services are a stage-gate design process as follows: Stage 1 – Project Initiation and Briefing, Stage 2 – Concept and Viability, Stage 3 – Design Development, Stage 4 – Tender Documentation and Procurement, Stage 5 – Construction Documentation and Contract Administration, and Stage 6 – Contract Close Out.

2. Background Information

- Status quo

Woodstock Station is classified as an Intermediate station, which together with passenger volumes will inform the design for the upgrade. This real estate asset performs poorly and will enter the disposal cycle of facilities management as it did not receive significant capital investment in the last ten years.

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The station buildings is slightly dilapidated which is out of step with recent urban renewal projects in the immediate area. The upgrade entails the replacement of worn-out and inefficient equipment, the implementation of energy saving measures or green building technology and to bring the function of the building in line with PRASA operational goals, objectives and needs. Perimeter fencing is compromised and the management of informal trader is problematic as the spatial layout is not accommodating of trading and commuter movement. There is a need for safety and security through design of the built fabric. One of the aspects of safety and security through design of the built fabric noticed is poor lighting of the station. All of this results in inefficient station operations and loss of income from ticket sales.



Figure 1: Street Entrance to Woodstock Station on Mountain Side

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Figure 2: Street Entrance to Woodstock Station on Harbour Side

- Problem statement

Woodstock Station's contribution to PRASA's balance sheet is diminishing through the depreciation of the property assets. Operational expenditure is at the same time increasing as more maintenance is required to keep the buildings functional.

It is believed that the refurbishment and upgrade of Woodstock Station will not only improve financial standing of PRASA but also will enhance commuter experience and staff's work wellness. This will be achieved by upgrading Woodstock Station to be on par with the urban renewal of Woodstock. The newly configured spaces will be enhanced with the latest built technology not only to comply with latest statutory requirements but more importantly for the benefit of the people passing through - and working at this station.

- Pictorials

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Figure 3: Aerial view of Woodstock Station

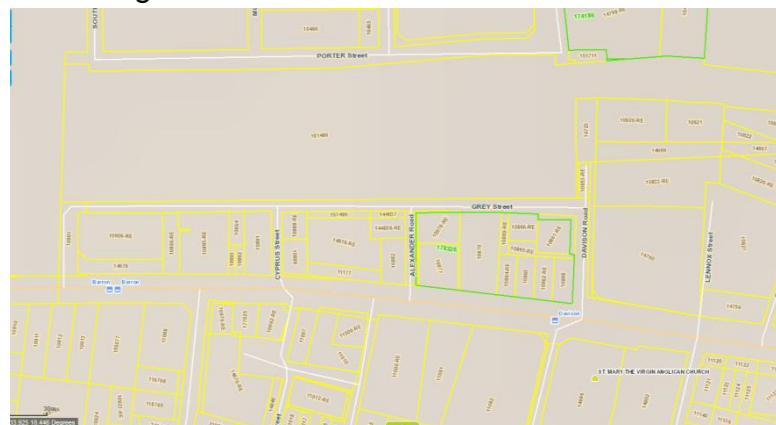


Figure 4: Cadastral Boundaries of Woodstock Station

3. Objective of the Proposed Project

- What is hoped to be achieved by carrying out the proposed project

The aspiration of this initiative is the appointment of capable and knowledgeable professional service providers. Their purpose is to guide and coordinate a stage-gate design process through a design-bid-build project delivery methodology to refurbish and upgrade the Woodstock Station. A station that meets the requirements and needs of commuters and allows staff to operate efficiently.

- How will the project benefit PRASA

The benefit to PRASA by refurbishing and upgrading Woodstock Station is the functionality of the station built environment by integrating people, place,

process and technology. The refurbishment and upgrade is premised on the concepts of cost-effectiveness, productivity, improvement, efficiency and employee well being through the quality of the work environment.

- Current mechanisms in place to address the problem

Planned and emergency facility management as per PRASA CRES operational budget and operational procedures is in place. The maintenance required to keep Woodstock Station operational is mounting due to the age of the station facility. Further more the Facilities Management operation is facing challenges. In the 2017 / 2018 financial year the Facilities Management expenses run more than 35% over budget. This trend was exacerbated in the 2018/2019 financial year with the Facilities Management budget exhausted halfway through the financial year. At the moment only safety critical items are repaired and maintained.

4. Scope of Works and Areas of Focus

- Describe what needs to be done

The project entails alterations and additions of The Woodstock Station buildings to create the optimal spatial configuration to enable the best possible functionality of the station and to conform to the latest standard specification in terms of the PRASA - Norms, Guidelines and Standards (NGS) for Station Facilities and related construction regulations, and guidelines as outlined in section 5 below.

Woodstock Station: The high level scope of work entails; refurbishment of street-to-street access; refurbishment of access to platforms; refurbishment of staff facilities; implement special needs passenger (SNP) requirements; refurbish / upgrade ablution facilities; improve station lighting; improve safety and security aspects; perimeter fencing; refurbish / improve station and surrounds; implement corporate signage and brand; and provide / upgrade appropriate commercial space at ground level.

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High-Level Consulting Services includes the following activities:

- Review of designs to be in line with:
 - PRASA - Norms, Guidelines and Standards (NGS) for Station Facilities 2015;
 - Operational Plan and Maintenance User Requirements;
 - Station commercial user requirements; and
 - Prasa Accommodation Policy.
- Compile Integrated User Requirements
 - Pedestrian modelling;
 - Retail study; and
 - Scope document and charter with cost estimate of works.
- Do Concept Design
 - Draft Conceptual Design Report
 - Updated User Requirements
 - Life Cycle Costing
 - Conceptual Drawings
 - Present and Workshop Draft Conceptual Design Report (*with Prasa and selected stakeholders*)
- Present Final Conceptual Design Report for Approval
- Do Detailed Design
 - Draft Detail Design
 - Update Life Cycle Costing
 - Design Audit Report
 - Drawings
- Present and Workshop Draft Detail Design Report (*with Prasa and selected stakeholders*)
- Update and Present Final Detail Design Report
- Propose Procurement Strategy and Compile Tender Documents
 - Tender Document
 - Detailed Specifications
 - Safety Case Requirements

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- Occupation Arrangements
- Manage Project Implementation
- Convene and Hold Monthly Contract Meetings
 - Site Meetings Minutes
 - Progress Report (Physical and Financial)
 - Safety Audits Reports
 - QA Reports
- Compile Snag List
 - Snag List
- Manage Completion of Snag List
- Compile Close Out Report
- Close outs Report
- As-Built Drawings

- Motivate why is this the preferred option

The preferred option is to unlock and grow the property value of PRASA on a road to achieve financial sustainability. This can be done by demolitions, refurbishment, upgrade, alterations and additions to Woodstock Station to modernise it with the aim to increase the value of PRASA's balance sheet and strengthening of the financial position of PRASA by optimising commuter experience and the commercial offering to realize highest-best-value ticket fare income and rental income. Further to improve the financial performance of PRASA by curtailing operational costs by refurbishment and upgrading the subject buildings, thereby reducing operational expenditure on planned and unplanned maintenance and security.

- Targeted areas by this project

Woodstock Station buildings and surrounds.

- The extent and coverage of the proposed project

Request for Proposals FOR:

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Staff facilities and offices - 500m²; platforms and overhead walkway - 1,417m²; platforms - 4,500m²; and commercial development 470m².

- What are other related projects

New Parade Concourse at Cape Town Station with approximately 1,000m² commercial development.

5. Specifications of the Work or Products or Services Required

- Technical capabilities, constraints, and other specific performance required of the work or product or services to accomplish
 - The following key professional services are required: a Project Manager/Principle Agent/Principle Agent Rail Environment, an Architect, Quantity Surveyor, Civil and Structural Engineers, Electrical and Mechanical Engineers, and specialist services such as Health and Safety Consultant, Retail Specialist;
 - Price for professional service must be presented in a fixed fee, stage-gate design process;
 - PRASA – Blue Print Specs 2016 – as attached.
- Safety Arrangements and Procedural Compliance with the Occupational Health and Safety Act (Act 85 of 1993) and Applicable Regulations (E4E); including any subsequent amendments.

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- Pictorials

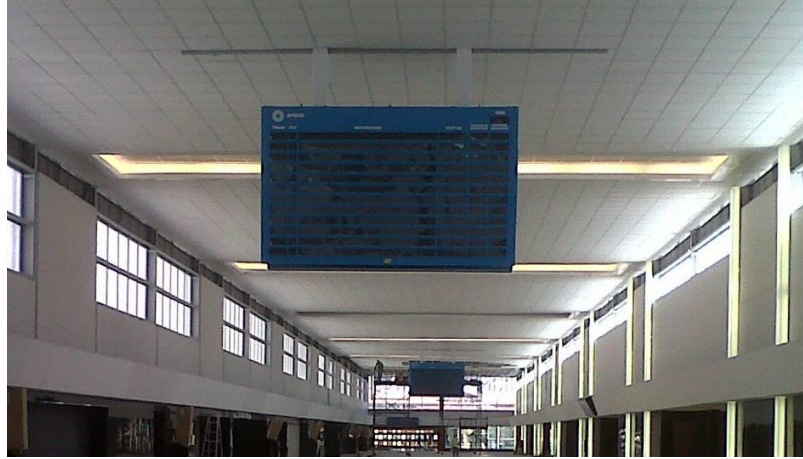



Figure 6: New Parade Concourse next to Old Parade Concourse at Cape Town Station



Figure 7: Desired finish to match the New Concourse at Cape Town Station


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ANNEXURE 2

PRASA CONDITION OF BID

General

- | | | |
|--|---|---|
| Actions | 1 | PRASA's <i>Representative</i> and each <i>Bidder</i> submitting a Bid shall act as stated in these Conditions of Bid and in a manner which is fair, equitable, transparent, competitive and cost-effective. |
| Interpretation | 2 | Terms shown in <i>italics</i> vary for each Bid. The details of each term for this Bid are identified in the Request for Proposals / Scope of work/ specification. Terms shown in capital initials are defined terms in the appropriate conditions of contract. |
| | 3 | Any additional or amended requirements in the Scope of work/ specification, and additional requirements given in the Schedules in the <i>Bid returnables</i> are deemed to be part of these Conditions of Bid. |
| | 4 | The Conditions of Bid and the Scope of work/ specification shall form part of any contract arising from this invitation to Bid. |
| Communication | 5 | Each communication between PRASA and a <i>Bidder</i> shall be to or from PRASA 's <i>Representative</i> only, and in a form that can be read, copied and recorded. Communication shall be in the English language. PRASA takes no responsibility for non-receipt of communications from or by a <i>Bidder</i> . |
| PRASA's rights to accept or reject any Bid | 6 | PRASA may accept or reject any variation, deviation, Bid, or alternative Bid, and may cancel the Bid process and reject all Bids at any time prior to the formation of a contract. PRASA or PRASA's <i>Representative</i> will not accept or incur any liability to a <i>Bidder</i> for such cancellation and rejection, but will give reasons for the action. PRASA reserves the right to accept the whole of any part of any Bid. |
| | 7 | After the cancellation of the Bid process or the rejection of all Bids PRASA may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to Bid at any time. |

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Bidder's obligations

The *Bidder* shall comply with the following obligations when submitting a Bid and shall:

- | | | |
|---|----|---|
| Eligibility | 1 | Submit a Bid only if the <i>Bidder</i> complies with the criteria stated in the Scope of work/ specification. |
| Cost of Biding | 2 | Accept that PRASA will not compensate the <i>Bidder</i> for any costs incurred in the preparation and submission of a Bid. |
| Check documents | 3 | Check the <i>Bid documents</i> on receipt, including pages within them, and notify PRASA's <i>Representative</i> of any discrepancy or omissions in writing. |
| Copyright documents | 4 | Use and copy the documents provided by PRASA only for the purpose of preparing and submitting a Bid in response to this invitation. |
| Standardised specifications and other publications | 5 | Obtain, as necessary for submitting a Bid, copies of the latest revision of standardised specifications and other publications, which are not attached but which are incorporated into the <i>Bid documents</i> by reference. |
| Acknowledge receipt | 6 | Preferably complete the Receipt of invitation to submit a Bid form attached to the Letter of Invitation and return it within five days of receipt of the invitation. |
| | 7 | Acknowledge receipt of Addenda / Bid Briefing Notes to the <i>Bid documents</i> , which PRASA's <i>Representative</i> may issue, and if necessary apply for an extension to the <i>deadline for Bid submission</i> , in order to take the Addenda into account. |
| Site visit and / or clarification meeting | 8 | Attend a site visit and/or clarification meeting at which <i>Bidders</i> may familiarise themselves with the proposed work, services or supply, location, etc. and raise questions, if provided for in the Scope of work/ specification. Details of the meeting are stated in the Scope of work/ specification. |
| Seek clarification | 9 | Request clarification of the <i>Bid documents</i> , if necessary, by notifying PRASA's <i>Representative</i> earlier than the <i>closing time for clarification of queries</i> . |
| Insurance | 10 | Be informed of the risk that needs to be covered by insurance policy. The <i>Bidder</i> is advised to seek qualified advice regarding insurance. |
| Pricing the Bid | 11 | Include in the rates, prices, and the Bided total of the prices (if any) all duties, taxes (except VAT), and other levies payable by the successful <i>Bidder</i> . Such duties, taxes and levies are those applicable 14 days prior to the <i>deadline for Bid submission</i> . |


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- 12 Show Value Added Tax (VAT) payable by PRASA separately as an addition to the Bided total of the prices.
- 13 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*.
- 14 State the rates and Prices in South African Rand unless instructed otherwise as an additional condition in the Scope of work/ specification. The selected *conditions of contract* may provide for part payment in other currencies.
- Alterations documents** to 15 Not make any alterations or additions to the *Bid documents*, except to comply with instructions issued by PRASA's *Representative* or if necessary to correct errors made by the *Bidder*. All such alterations shall be initialled by all signatories to the Bid. Corrections may not be made using correction fluid, correction tape or the like.
- Alternative Bids** 16 Submit alternative Bids only if a main Bid, strictly in accordance with all the requirements of the *Bid documents* is also submitted. The alternative Bid is submitted with the main Bid together with a schedule that compares the requirements of the *Bid documents* with the alternative requirements the *Bidder* proposes.
- 17 Accept that an alternative Bid may be based only on the criteria stated in the Scope of work/ specification and as acceptable to PRASA.
- Submitting a Bid** 18 Submit a Bid for providing the whole of the works, services or supply identified in the Contract Data unless stated otherwise as an additional condition in the Scope of work/ specification.
- NOTE:** 19 **Return the completed and signed PRASA Bid Forms and SBD Forms provided with the Bid. Failure to submit all the required documentation may lead to disqualification**
- 20 **Submit the Bid as an original plus 2 copies and an electronic version stated in the RFP and provide an English translation for documentation submitted in a language other than English. Bids may not be written in pencil but must be completed in ink.**
- 21 Sign and initial the original and all copies of the Bid where indicated. PRASA will hold the signatory duly authorised and liable on behalf of the *Bidder*.
- 22 Seal the original and each copy of the Bid as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside PRASA's address and invitation to Bid number stated in the Scope of work/ specification, as well as the *Bidder's* name and contact address. Where the Bid is based on a two

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envelop system Bidders must further indicate in the package where the document is envelop 1 or 2.

- 23 Seal original and copies together in an outer package that states on the outside only PRASA's address and invitation to Bid number as stated in the Scope of work/ specification. The outer package must be marked "CONFIDENTIAL"
- 24 Accept that PRASA will not assume any responsibility for the misplacement or premature opening of the Bid if the outer package is not sealed and marked as stated.

Note:

PRASA prefers not to receive Bids by post, and takes no responsibility for delays in the postal system or in transit within or between PRASA offices.

PRASA prefers not to receive Bids by fax, PRASA takes no responsibility for difficulties in transmission caused by line or equipment faults.

Where Bids are sent via courier, PRASA takes no responsibility for Bids delivered to any other site than the Bid office.

PRASA employees are not permitted to deposit a Bid into the PRASA Bid box on behalf of a Bidder, except those lodged by post or courier.

- | | |
|--|--|
| Closing time | 25 Ensure that PRASA has received the Bid at the address and in the Bid box, or fax specified in the Scope of work/ specification no later than the <i>deadline for Bid submission</i> . Proof of posting will not be taken by PRASA as proof of delivery. PRASA will not accept a Bid submitted telephonically, by Fax, E-mail or by telegraph unless stated otherwise in the Scope of work/ specification. |
| | 26 Accept that, if PRASA extends the <i>deadline for Bid submission</i> for any reason, the requirements of these Conditions of Bid apply equally to the extended deadline. |
| Bid validity | 27 Hold the Bid(s) valid for acceptance by PRASA at any time within the <i>validity period</i> after the <i>deadline for Bid submission</i> . |
| | 28 Extend the <i>validity period</i> for a specified additional period if PRASA requests the <i>Bidder</i> to extend it. A <i>Bidder</i> agreeing to the request will not be required or permitted to modify a Bid, except to the extent PRASA may allow for the effects of inflation over the additional period. |
| Clarification of Bid after submission | 29 Provide clarification of a Bid in response to a request to do so from PRASA's <i>Representative</i> during the evaluation of Bids. This may include providing a breakdown of rates or Prices. No change in the total of the Prices or substance of the Bid is sought, offered, or permitted except as required by PRASA's <i>Representative</i> to confirm |

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the correction of arithmetical errors discovered in the evaluation of Bids. The total of the Prices stated by the *Bidder* as corrected by PRASA's *Representative* with the concurrence of the *Bidder*, shall be binding upon the *Bidder*

- Submit bonds, policies etc. 30 If instructed by PRASA's *Representative* (before the formation of a contract), submit for PRASA's acceptance, the bonds, guarantees, policies and certificates of insurance required to be provided by the successful *Bidder* in terms of the *conditions of contract*.
- 31 Undertake to check the final draft of the contract provided by PRASA's *Representative*, and sign the Form of Agreement all within the time required.
- 32 Where an agent on behalf of a principal submits a Bid, an authenticated copy of the authority to act as an agent must be submitted with the Bid.
- Fulfil requirements BEE 33 Comply with PRASA's requirements regarding BEE Suppliers.

PRASA's undertakings

PRASA, and PRASA's *Representative*, shall:

- Respond clarification to 1 Respond to a request for clarification received earlier than the *closing time for clarification of queries*. The response is notified to all *Bidders*.
- Issue Addenda 2 If necessary, issue to each *Bidder* from time to time during the period from the date of the Letter of Invitation until the *closing time for clarification of queries*, Addenda that may amend, amplify, or add to the *Bid documents*. If a *Bidder* applies for an extension to the *deadline for Bid submission*, in order to take Addenda into account in preparing a Bid, PRASA may grant such an extension and PRASA's *Representative* shall notify the extension to all *Bidders*.
- Return late Bids 3 Return Bids received after the *deadline for Bid submission* unopened to the *Bidder* submitting a late Bid. Bids will be deemed late if they are not in the designated Bid box at the date and time stipulated as the deadline for Bid submission.
- Non-disclosure 4 Not disclose to *Bidders*, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of Bids and recommendations for the award of a contract.
- Grounds rejection for 5 Consider rejecting a Bid if there is any effort by a *Bidder* to influence the processing of Bids or contract award.

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- | | | |
|-------------------------------|-------|--|
| Disqualification | 6 | Instantly disqualify a <i>Bidder</i> (and his Bid) if it is established that the <i>Bidder</i> offered an inducement to any person with a view to influencing the placing of a contract arising from this invitation to Bid. |
| Test responsiveness | for 7 | Determine before detailed evaluation, whether each Bid properly received <ul style="list-style-type: none">• meets the requirements of these Conditions of Bid,• has been properly signed, and• is responsive to the requirements of the <i>Bid documents</i>. |
| | 8 | Judge a responsive Bid as one which conforms to all the terms, conditions, and specifications of the <i>Bid documents</i> without material deviation or qualification. A material deviation or qualification is one which, in PRASA 's opinion would <ul style="list-style-type: none">• detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Contract Data,• change PRASA's or the <i>Bidder's</i> risks and responsibilities under the contract, or• affect the competitive position of other <i>Bidders</i> presenting responsive Bids, if it were to be rectified. |
| Non-responsive Bids | 10 | Reject a non-responsive Bid, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation. |
| Arithmetical errors | 11 | Check responsive Bids for arithmetical errors, correcting them as follows: <ul style="list-style-type: none">• Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.• If a bill of quantities applies and there is a discrepancy between the rate and the line item total, resulting from multiplying the rate by the quantity, the rate as quoted shall govern. Where there is an obviously gross misplacement of the decimal point in the rate, the line item total as quoted shall govern, and the rate will be corrected.• 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 <i>Bidder's</i> addition of prices, the total of the Prices, if any, will be corrected. |
| | 12 | Reject a Bid if the <i>Bidder</i> does not accept the corrected total of the Prices (if any). |
| Evaluating the Bid | 13 | Evaluate responsive Bids in accordance with the procedure stated in the RFP / Scope of work/ specification. The evaluated Bid price will be disclosed only to the relevant PRASA Bid committee and will not be disclosed to <i>Bidders</i> or any other person. |
| Clarification of a Bid | 14 | Obtain from a <i>Bidder</i> clarification of any matter in the Bid which may not be clear or could give rise to ambiguity in a contract arising from |

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this Bid if the matter were not to be clarified.

Acceptance of Bid	15	Notify PRASA's acceptance to the successful <i>Bidder</i> before the expiry of the <i>validity period</i> , or agreed additional period. Providing the notice of acceptance does not contain any qualifying statements, it will constitute the formation of a contract between PRASA and the successful <i>Bidder</i> .
Notice unsuccessful Bidders	to 16	After the successful <i>Bidder</i> has acknowledged PRASA's notice of acceptance, notify other <i>Bidders</i> that their Bids have not been accepted, following PRASA's current procedures.
Prepare contract documents	17	Revise the contract documents issued by PRASA as part of the <i>Bid documents</i> to take account of <ul style="list-style-type: none">• Addenda issued during the Bid period,• inclusion of some of the <i>Bid returnables</i>, and• other revisions agreed between PRASA and the successful <i>Bidder</i>, before the issue of PRASA's notice of acceptance (of the Bid).
Issue final contract	18	Issue the final contract documents to the successful <i>Bidder</i> for acceptance within one week of the date of PRASA's notice of acceptance.
Sign Form of Agreement	of 19	Arrange for authorised signatories of both parties to complete and sign the original and one copy of the Form of Agreement within two weeks of the date of PRASA's notice of acceptance of the Bid. If either party requires the signatories to initial every page of the contract documents, the signatories for the other party comply with the request.
Provide copies of the contracts	of 20	Provide to the successful <i>Bidder</i> the number of copies stated in the Scope of work/ specification of the signed copy of the contracts within three weeks of the date of PRASA's acceptance of the Bid.

BID FORMS

CONTENTS

DOCUMENT REFERENCE	DOCUMENT TITLE	NO OF PAGES
SBD 1	INVITATION TO BID PART A.....	2
SBD 1	TERMS AND CONDITIONS FOR BIDDING PART B	1
PART C	BID FORM	3
PART D	SITE INSPECTION / PRE-TENDER BRIEFING SESSION.....	1
PART E	STATEMENT OF WORKS SUCCESSFULLY CARRIED OUT BY BIDDER.....	1
PART F	SECURITY SCREENING FORM	2
SBD 2	DECLARATION OF INTERESTS.....	3
SBD 3	PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017.....	5
SBD 4	DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES.....	3
SBD 5	CERTIFICATE OF INDEPENDENT BID DETERMINATION.....	3

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PART A : SBD 1


INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY)					
BID NUMBER:	WC/CRES/14/09/2019	CLOSING DATE:	18 OCTOBER 2019	CLOSING TIME:	12:H00
DESCRIPTION					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No			<input type="checkbox"/> No	
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)			
	<input type="checkbox"/>	A REGISTERED AUDITOR			
		NAME:			

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER PART B:3 BELOW]
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			

1. With effect from **18 September 2019** the tender documents can be loaded from e-tenders and may be collected at:

**Address: 1st FLOOR ADMIN WING
 CAPE TOWN STATION
 ADDERLEY STREET
 CAPE TOWN
 8000**

Office hours: Mondays to Friday 09:00 to 15:00

copies can be obtained on payment of an amount of **R 1500** which is not refundable. **(No Cash or Cheques will be accepted)**. Proof to be provided.

Banking Details:

Name of bank: FNB,


Name of the account holder: PRASA CRES,

Account No: 623 207 10777,

Branch code: 255005,

Reference: 001441- WCR

2. A compulsory Bid briefing session with representatives of the Employer will take place at Woodstock Station, Western Cape, starting at **11:30am on the 03 October 2019 at WOODSTOCK Station.**
- Bidders must arrange own transport and parking.
 - **Bidders must wear appropriate PPE on site inspection**
 - Bidders failing to attend the compulsory tender briefing session will be disqualified.
 - PRASA reserves the right to only allow Bidders in possession of a valid tender document at the briefing meeting.
 - A maximum of two representatives per company will be allowed to attend the briefing.

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Description: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION

I/We declare that I/We have read the above-mentioned notice and that it is understood by me/us.

Signed at _____ on this _____ (day) of _____ (month) 20__.

BIDDER : _____ **Signature** _____

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PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY:(BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS


- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES
 NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? YES
 NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES
 NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? YES
 NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

Request for Proposals FOR: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION Bid Number: WC/CRES/14/09/2019	 <small>PASSENGER RAIL AGENCY OF SOUTH AFRICA</small>
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PART C

BID FORM

CURRENT TENDER DETAILS

Request number:	WC/CRES/14/09/2019
Request for:	THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION

I/We _____
(Insert Name of Tendering Entity)

of _____

(Full address)

conducting business under the style or title of:

represented by:

in my capacity as:

being duly authorised thereto by a Resolution of the Board of Directors / Certificate of Partners, Members or Participants, as the case may be, dated _____, a certified copy of which is annexed hereto, hereby offer to undertake and complete the above-mentioned work (hereinafter called "the WORKS") at the prices quoted in the bills of quantities / schedule of quantities or, where these do not form part of the contract, at a lumpsum, in accordance with the terms set forth in the accompanying letter(s) reference _____ and dated _____ (if any) and the documents listed in the accompanying schedule of tender documents for the sum of R _____ (amount in words) inclusive of 15 %VAT.

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- N.B.** (i) In the event of any discrepancy, the amount in words will take precedence over the amount in figures.
- (ii) Where items in the priced bills of quantities submitted with the tender for the WORKS other than architectural building work are incorrectly extended arithmetically, the unit rate will be treated as decisive.
- (iii) In tenders for architectural building work the total amount will be treated as decisive. If amounts for individual items cannot be reconciled with the total amount, the amounts for individual items shall be adjusted to the satisfaction of the PRASA to conform to the total amount.

I / We accept that should PRASA accept my / our tender and issue me / us with the notice of acceptance, this tender and, if any, its covering letter and any subsequent exchange of correspondence together with the PRASA acceptance thereof , such acceptance shall be subject to a written contract to be concluded between the PRASA and me / us. .

I / We undertake to produce acceptable documentary proof of the necessary coverage for Workmen's Compensation, Securities and Insurance within **30 (thirty)** working days of notification of awarding of the contract, and to sign a written contract when called upon to do so by PRASA to do so within **7 (seven)** working days of notification by the PRASA that the contract documents are ready for signature..

I / We undertake to complete the whole of the WORKS within _____
(in words) from the date of notification to me / us of acceptance of the tender, subject to completion in stages if and as laid down in the project specification and to such extensions of time as may be granted. Failing completion of the WORKS or any stage of the WORKS within the period(s) stipulated or by such extended date(s) as may be allowed by the PRASA I / we shall pay to the PRASA in terms of the Conventional Penalties Act 15 of 1962, the penalty for which provision is made in the project specification or as stipulated in the contract agreement. The ordering of any alterations, extras, additions or omissions shall not in any way prejudice the PRASA claim for such penalty.

Application for relief from the obligation to pay a penalty may be considered by the PRASA, but shall be granted only if I / we can prove to the reasonable satisfaction of the PRASA that the penalty is out of proportion to the prejudice suffered by the PRASA by reason of the act or omission in respect of which the penalty was stipulated.

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I / We declare that this tender is valid until _____

(a minimum period of 180 days from closing date is required).

I / We further agree that if, after I / we have been notified of the acceptance of my / our tender, I / we fail to enter into a written contract when called upon to do so, or fail to furnish satisfactory security, as required by PRASA in terms of the tender documents or notice of acceptance, , PRASA may, without prejudice to any other legal remedy which it may have, recover from me / us any expense to which it may have been put in calling for tenders afresh and / or having to accept any less favourable tender.

I / We undertake, in the event of my / our tender being accepted, to deposit with the PRASA as security for the due and proper completion of the WORKS, a Performance Bond/ Construction Guarantee issued by a South African registered Bank to the value of **ten (10) per cent** of the contract price (VAT inclusive).

I/ We declare that, being a company / partnership / close corporation / joint venture, I / we have duly completed the annexe hereto and certified it as correct.

The several documents involved are to be taken as complementary to each other. In the event of any conflict between the content of any of the documents listed in the schedule of tender documents (other than the project specification) and the project specification, the latter shall prevail. In the event of any conflict between the letter that accompanies the tender or other relevant correspondence and the contents of the documents listed in the schedule of tender documents (including the project specification) such letter or correspondence shall prevail.


THUS DONE and SIGNED at _____

on this _____ day of _____

DULY AUTHORISED SIGNATORY(IES)

WITNESSES

- | | |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |

Request for Proposals FOR: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION Bid Number: WC/CRES/14/09/2019	
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PART D

SITE INSPECTION CERTIFICATE / PRE-TENDER BRIEFING

Request number:	Bid Number: WC/CRES/14/09/2019
Request for:	THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION

Attendance

This is to certify that _____ has / have today attended the site inspection / tender briefing session to which this enquiry relates.

THUS DONE and SIGNED at _____
on this _____ day of _____

_____ for / on behalf of PRASA

_____ Designation


Acknowledgement

This is to certify that the Bidder has / have acquainted himself / themselves with the Contract, Project Specification / Special Conditions, Specifications and / or Bills of Quantities / Schedule of Quantities / Schedule of Prices, together with the drawings enumerated therein, as laid down by the PRASA for the carrying out of the proposed WORKS to which the enquiry relates

THUS DONE and SIGNED at _____
on this _____ day of _____

DULY AUTHORISED SIGNATORY(IES) WITNESSES

- | | |
|-------------------|----------|
| 1. _____
_____ | 1. _____ |
| 2. _____
_____ | 2. _____ |
| 3. _____
_____ | 3. _____ |

Request for Proposals FOR: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION Bid Number: WC/CRES/14/09/2019	 prasa <small>PASSENGER RAIL AGENCY OF SOUTH AFRICA</small>
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PART E

STATEMENT OF WORKS SUCCESSFULLY CARRIED OUT BY BIDDER


➤ **CURRENT TENDER DETAILS**

Request number:	Bid Number: WC/CRES/14/09/2019
Request for:	THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION

Bidders must state particulars of the works successfully carried out

CLIENT	TEL. NUMBER	NATURE OF WORKS	VALUE OF WORKS FOR WHICH BIDDER WAS DIRECTLY RESPONSIBLE	CONTRACT/ PROJECT PERIOD

If the space provided above is insufficient for all the information, Bidder should furnish the information separately.

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PART F

SECURITY SCREENING FORM

I/We the under-signed in my/our capacity as indicated below hereby declare that I/we do not have previous conviction/s or civil Judgment/s registered against my/our name/s. I further confirm that there is no criminal or civil proceeding pending or being instituted against me or the Institution. I also declare that there are no Criminal Investigations pending against me or the Institution.

SECTION 1


*to be completed by the Bidder (Compulsory)

Name of Company/Trust/Partnership	Registration number of Company/Trust No
Physical Address	Vat Registration Number
Name of Auditing Firm	Previous Name/s of Company
Contact no. (Land line)	
Name of Holding Company if any	Tender Number
Tax Number/PIN Number	
	Banking Details
	Bank Name:
	Acc Number:
	Acc Holder:
	Branch Name:
	Branch Code:

SECTION 2

Directors'/Trustees'/Partners' or Principals' Details			
Name & Surname	Identity Number	Date of Appointment	Shares
1.			
2.			
3.			
4.			

***If the company has more than five directors/principals a list of all shareholders must be appended as Annexure "A"**

Request for Proposals FOR: THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION Bid Number: WC/CRES/14/09/2019	 prasa <small>PASSENGER RAIL AGENCY OF SOUTH AFRICA</small>
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SECTION 3 Only applicable for the Security Providers

Name of Company/Trust/Partnership	PSIRA Registration Number

Please attach a letter of GOOD STANDING from PSIRA

SECTION 4

Declaration of all Judgments (Directors & Company) and Outstanding Debt				
Director / Company	Reason for Judgment	Date of Judgment	Nature of Debt	Amount
1.				
2.				
3.				

***If more than five incidents are listed, attach a list as annexure "C"**

SECTION 5

I / We the under-mentioned in my / our capacity as indicated hereby declare that I am / we are not insolvent nor have been liquidated or any steps in this regard have been taken or are pending against me / us. I /We further declare that I/We have not been part of an entity which was liquidated in the last 5 years.

Full Name(s)	ID Number	Capacity	Signature
1.			
2.			
3.			

SECTION 6

DECLARATION AND ACKNOWLEDGEMENT OF CONSENT

IDeclare that the information provided above is true and correct. I also consent that a security screening be conducted on the company/trust or partnership and directors.

Contact Person:..... Tel no.

BIDDER'S DULY AUTHORISED SIGNATORY

Date

DECLARATION OF INTEREST


SBD 2

1. Any legal person, including persons employed by the state*, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest, where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:
.....
 - 2.2 Identity Number:
.....
 - 2.3 Position occupied in the Company (director, shareholder etc):
.....
 - 2.4 Company Registration Number:
.....
 - 2.5 Tax Reference Number:.....
 - 2.6 VAT Registration Number:.....

* “State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / shareholder/ member:

.....

Name of state institution to which the person is connected:

.....

Position occupied in the state institution:

.....

Any other particulars:

.....

2.8 Did you or your spouse, or any of the company's directors shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

➤ **DECLARATION**

I, THE UNDERSIGNED
 (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.1 TO 2.11.1 ABOVE IS CORRECT.
 I ACCEPT THAT THE STATE MAY ACT AGAINST ME IN TERMS OF PRASA'S GENERAL CONDITIONS OF TENDER AS STIPULATED IN THE RFP SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
 SIGNATURE DATE

.....
 POSITION NAME OF BIDDER



SBD 3

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1.1 GENERAL CONDITIONS

- a) The value of this bid must not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable;

1.2 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included);
- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.3 The maximum points for this bid are allocated as follows:

- 1.3.1 Price - 80**
1.3.2 B-BBEE Status Level of Contributor - 20
1.3.3 Total points for Price and B-BBEE - 100

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price

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Bid Number: WC/CRES/14/09/2019

- (d) quotations, advertised competitive bidding processes or proposals;
- (e) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black
- (f) Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (g) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (h) **“functionality”** means the ability of a bidder to provide goods or services in accordance with specifications as set out in the tender/ RFQ documents.
- (i) **“prices”** includes all applicable taxes less all unconditional discounts;
- (j) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (k) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (l) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 4.1 AND 5.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 20 points)
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by relevant proof of B-BBEE status level of contributor)

7. SUB-CONTRACTING


7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

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(Tick applicable box)

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM


- Partnership/Joint Venture / Consortium
 - One person business/sole propriety
 - Close corporation
 - Company
 - (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

COMPANY CLASSIFICATION


- Manufacturer
 - Supplier
 - Professional service provider
 - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

<p>Request for Proposals FOR:</p> <p>THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION</p> <p>Bid Number: WC/CRES/14/09/2019</p>	
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- 8.6 Total number of years the company/firm has been in business:.....
- 8.7 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of
- 8.8 contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:
- i) The information furnished is true and correct;
 - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
 - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
 - iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c)cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been
 - (e) applied; and
 - (f) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1.</p> <p>2.</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p>
<p>DATE:</p> <p>ADDRESS</p> <p>.....</p> <p>.....</p>


<p>Request for Proposals FOR:</p> <p>THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION</p> <p>Bid Number: WC/CRES/14/09/2019</p>	 <p>prasa PASSENGER RAIL AGENCY OF SOUTH AFRICA</p>
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SBD 4

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p><i>The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</i></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <i>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</i></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		

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4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS
TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY
BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Request for Proposals FOR:

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COMMISSIONER OF OATHS

I certify that the above has acknowledged that he/she knows and understands the contents of this document, that he/she does not have any objection to taking the oath, and that he/she considers it to be binding on his/her conscience, and which was sworn to and signed before me at _____ on this the _____ day of _____ 20____, and that the administering oath complied with the regulations contained in Government Gazette No. R 1258 of 21 July 1972, as amended.

_____ (Sign – SERVICE PROVIDER)

_____ (Name – SERVICE PROVIDER)

COMMISSIONER OF OATHS STAMP AND DETAILS OF PERSON	
STAMP :	NAME & SURNAME:
	DESIGNATION/RANK :
	PERSAL/EMPLOYEE NO:
	PLACE/DATE:

Request for Proposals FOR:

**THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS
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Bid Number: WC/CRES/14/09/2019



SBD 5

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<p>Request for Proposals FOR:</p> <p>THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION</p> <p>Bid Number: WC/CRES/14/09/2019</p>	
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CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I _____ certify, _____ on _____ behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

- (a) has been requested to submit a bid in response to this bid invitation;
- (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
- (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

Request for Proposals FOR:

**THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS
FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION**

Bid Number: WC/CRES/14/09/2019



The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. I declare that I have not, directly or indirectly, entered into any agreement, arrangement or understanding or any such like for the purpose of, with the intention to, enter into collusive tendering or with reasonable appreciation that the agreement, arrangement or understanding or any such like may be construed as or result in or have the effect of collusive tendering. Should I in the process of the tender but prior to PRASA awarding the tender to a preferred bidder become involved in or be aware of or do or caused to be done any agreement, arrangement or understanding or any such like for the purpose of or which may result in or have the effect of a collusive tender, I will notify PRASA of such any agreement, arrangement or understanding or any such like.


6. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- (a) prices;
- (b) geographical area where product or service will be rendered (market allocation)
- (c) methods, factors or formulas used to calculate prices;
- (d) the intention or decision to submit or not to submit, a bid;
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<p>Request for Proposals FOR:</p> <p>THE APPOINTMENT OF MULTI-DISCIPLINARY TEAM OF CONSULTANTS FOR REFURBISHMENT AND UPGRADE OF WOODSTOCK STATION</p> <p>Bid Number: WC/CRES/14/09/2019</p>	 <p>prasa PASSENGER RAIL AGENCY OF SOUTH AFRICA</p>
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10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder