



**REPUBLIC OF NAMIBIA**  
**KUNENE REGIONAL COUNCIL**



# **Request for Quotations For Works**

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## **CONSTRUCTION OF LOW VOLUME SEALED ROADS FOR SESFONTEIN SETTLEMENT**

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**Procurement Reference No: W / RFQ / KRC - 05/2023**

Kunene Regional Council  
P/Bag 502  
Opuwo  
Namibia

TEL: 065 273950  
pmu@kunenerc.gov.na

Name of bidder: \_\_\_\_\_

Contact Number of Bidder: \_\_\_\_\_

Email Address of Bidder: \_\_\_\_\_

Authorized Representative of Bidder: \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

Bid total amount: N\$ \_\_\_\_\_

Non-Compulsory Site Visit: Friday, 07 November 2023, At 11:00 AM.

Closing Date & Time: Wednesday, 15 November 2023, At 15:00 PM.



**REPUBLIC OF NAMIBIA**  
**KUNENE REGIONAL COUNCIL**



**Letter of Invitation**

**To:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Procurement Reference Number: **W / RFQ / KRC - 05/2023**

Dear Prospective Bidder,

**Request for Quotations for the Construction of Low Volume Sealed Roads  
for Sesfontein Settlement in the Kunene Region.**

The Kunene Regional Council invites you to submit your quotation for the items described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed to the Kunene Regional council and emailed to: [pmu@kunenerc.gov.na](mailto:pmu@kunenerc.gov.na)

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Non-compulsory site visit is schedule for Friday, 07 November 2023 at 11h00, at Sesfontein Settlement Office.

For more information, please contact Mr. Ino Namwoonde on 081 129 5745.

Yours faithfully,

  
**G.P. KAMSEB**

**CHIEF REGIONAL OFFICER**

*31/10/2023*

## **SECTION I: INSTRUCTIONS TO BIDDERS**

### **1. Rights of Public Entity**

The Kunene Regional Council:

- a) to split the contract as per the lowest evaluated cost per lot; and
- b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

### **2. Preparation of Quotations**

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- b) the Priced Activity Schedule in Section IV;
- c) the Specifications and Compliance Sheet in Section V; and
- d) any other attachment as deemed appropriate

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

### **3. Validity of Quotations**

The quotation validity period shall be **180 days** from the date of bid submission deadline.

### **4. Eligibility Criteria**

To be eligible to participate in this Quotation exercise, you should:

- have a valid certified copy (NAMPOL) of company Registration Certificate;
- attach a valid copy(ies) (NAMPOL CERTIFIED) of the Company's owner's national identification document(s).
- have an original or valid certified copy (NAMPOL) of good Standing Tax Certificate;
- have an original or valid certified copy (NAMPOL) of good Standing Social Security Certificate;
- have a valid certified copy (NAMPOL) of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- have a valid certified copy (NAMPOL) of certificate indicating SME Status (for Bids reserved for SMEs);
- submit signed bid securing declaration;
- an undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order and Award,

where applicable and that it will abide to sub-clause 4.6 of the General Conditions of the Contract if it is awarded the contract or part thereof;

- attach proof of confirmation of account from a Namibian Banking institution;
- attach certified copies (NAMPOL) of qualifications (Degree) of a Civil Engineer for Project Engineer as well as another Civil Engineer for the Site Agent from reputable Education Institution accredited by NQA;
- have a minimum experience of two years as prime contractor in the construction of works of similar nature and complexity equivalent to proposed works, attach two reference letters on the completed similar works from previous employers; and

## **5. Bid Securing Declaration**

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process.

## **6. Works Completion Period**

The completion period for works shall be 120 days after acceptance and issue of Purchase Order. Deviation in completion period shall not be accepted.

## **7. Sealing and Marking of Quotations**

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Public Entity with the Bidder's name at the back of the envelope.

## **8. Submission of Quotations**

Quotations should be deposited in the Quotation/Bid Box located at P/Bag 502 Opuwo Kunene Regional Council, Mbumbijazo Muharukua Street, Opuwo or forwarded by fax 065-273077, not later than **15 November 2023 at 15h00. Quotations by post or hand delivered should reach Kunene Regional Council Mbumbijazo Muharukua Street, P/Bag 502 Opuwo by the same date and time at latest 15h00. Late quotations will be rejected.** Quotations received by e-mail or fax will not be considered.

## **9. Opening of Quotations**

Quotations will be opened internally by the Public Entity immediately after the closing time referred to in section 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of a Bid Security/Bid Securing Declaration, will be posted on the website of the Public Entity and available to any bidder on request within three working days of the Opening.

**10. Evaluation of Quotations**

The Public Entity shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of evaluated cost, subject to Margin of Preference where applicable, to determine the lowest evaluated quotation.

**11. Technical Compliance**

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications have to be met, but no credit will be given for exceeding the specifications.

**12. Prices and Currency of Payment**

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

**13. Margin of Preference**

**[Not Applicable]**

**14. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation that is 10% below the engineer's estimates, with market related rates and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

**15. Performance Security**

**[Not Applicable]**

**16. Notification of Award and Debriefing**

The Public Entity shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within 7 days. Furthermore, the Public Entity shall attend to all requests for debriefing made in writing within seven days of the unsuccessful bidders being informed of the award.

LOCAL SOURCING DECLARATION  
(Section 73 of Act)

Regulation 37(5) and 56(2)

Date: .....

Bid No: .....

To: .....

[insert complete name of Public Entity]

I/ We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a local sourcing declaration by the bidders.

I/ We\* accept that under section 45 of the Act, I/ we\* may be suspended or disqualified in the event of-

- a) If found that the goods, works and services are found to be not meeting the local content and is not supplied by the suppliers based and operating from Kunene region, where the goods are required.
- b) I/ we\* understand this local sourcing declaration ceases to be valid if I am/ We are\* not the successful Bidder

Signed:.....

[insert complete name of person whose name and capacity are shown] Capacity of: [indicate legal capacity of persons(s) signing the local sourcing declaration]

Name:.....

[insert complete name of person signing the local sourcing declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]

Corporate Seal (where appropriate)

[Note\*: In case of joint venture, the local sourcing declaration must be in the name of all partners to the joint venture that submits the bid.]\*delete if not applicable appropriate

**For office use only**

## SECTION II: QUOTATION LETTER

(to be completed by Bidders)

*[Complete this form with all the requested details and submit it as the first page of your quotation with the Priced Activity Schedule and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. **If your quotation is not authorised, it will be rejected***

|                                |                         |
|--------------------------------|-------------------------|
| Quotation addressed to:        |                         |
| Procurement Reference Number:  | W / RFQ / KRC - 05/2023 |
| Subject matter of Procurement: |                         |

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription shall be construed as a Bid Securing Declaration which could lead to disqualification on the grounds mentioned in the BSD. The validity period of our Quotation is \_\_\_\_\_ days from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within 7 days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within 120 days from date of issue of Purchase Order/Letter of acceptance.

We declare that we “qualify/do not qualify” for Margin of Preference applicable to Small and Medium enterprises and shall upon request submit documentary evidence in this respect. *[Bidder to strike out as appropriate]*

### Quotation Authorised by:

|   |  |                            |            |
|---|--|----------------------------|------------|
| Name of Bidder                            |  | Company's Address and seal |            |
| Contact Person                            |  |                            |            |
| Name of Person Authorising the Quotation: |  | Position:                  | Signature: |
| Date                                      |  | Phone No./<br>E-mail       |            |

**BID SECURING DECLARATION**  
**(Section 45 of Act)**  
**(Regulation 37(5) and 56(2))**

**Date:** \_\_\_\_\_

**Procurement Ref No.:** \_\_\_\_\_

**To:** \_\_\_\_\_

\_\_\_\_\_  
*[insert complete name of Public entity and address]*

I/We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We\* accept that under section 45 of the Act, I/we\* may be suspended or disqualified in the event of

- (a) a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;**
- (b) refusal by a bidder to accept a correction of an error appearing on the face of a bid;**
- (c) failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We\* be bidder; or**
- (d) failure to provide security for the performance of the procurement contract if required to do so by the bidding document.**

I/We\* understand this bid securing declaration ceases to be valid if I am/We are\* not the successful Bidder

Signed: \_\_\_\_\_  
*[insert signature of person whose name and capacity are shown]*

Capacity of: \_\_\_\_\_  
*[indicate legal capacity of person(s) signing the Bid Securing Declaration]*

Name: \_\_\_\_\_  
*[insert complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_ *[insert date of signing]*

Corporate Seal (where appropriate)

[Note\*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

**\*delete if not applicable / appropriate**





**Republic Of Namibia**

**Ministry of Labour, Industrial Relations and Employment Creation**

**Written undertaking in terms of section 138 of the Labour Act, 2015 and  
section 50(2) (D) of the Public Procurement Act, 2015**

**1. EMPLOYERS DETAILS**

Company Trade Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Vat Number: \_\_\_\_\_

Industry/Sector: \_\_\_\_\_

Place of Business: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Tell No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Full name of Owner/Accounting Officer: \_\_\_\_\_

Email Address : \_\_\_\_\_

## 2. PROCUREMENT DETAILS

Procurement Reference No: \_\_\_\_\_

Procurement Description: \_\_\_\_\_

Anticipated Contract Duration: \_\_\_\_\_

Location where work will be done, good/services will be delivered: \_\_\_\_\_

## 3. UNDERTAKING

I \_\_\_\_\_ *[insert full name]*, owner/representative  
of \_\_\_\_\_ *[insert full name of company]*

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Seal:** \_\_\_\_\_

*Please take note:*

- 1. A labour inspector may conduct unannounced inspections to assess the level of compliance*
- 2. This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

## **SECTION III: STATEMENT OF REQUIREMENTS**

### **A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS**

#### **Contents**

#### **Part I: General Specifications**

#### **Part II: Project Specifications**

### **PART I: GENERAL SPECIFICATIONS**

#### **CONTENTS**

1. SABS/SANS 1200 A (SOUTH AFRICAN NATIONAL STANDARDS)
2. STANDARDISED SPECIFICATIONS – SABS/SANS 1200
3. SOUTH AFRICAN STANDARD CODE OF PRACTICE FOR THE APPLICATION OF THE NATIONAL BUILDING REGULATION
4. LATEST EDITION OF SPECIFICATIONS/STANDARDS

#### **1. SANS 1200 A**

Engineer in SABS/ SANS documents will mean Employers Representative as appointed by Kunene Regional Council for the duration of Works.

#### **2. STANDARDISED SPECIFICATIONS**

The SANS 1200 set of standardized specifications shall apply as far as they are not in conflict with Project Specifications.

#### **3. SOUTH AFRICAN STANDARD CODE OF PRACTICE FOR THE APPLICATION OF THE NATIONAL BUILDING REGULATION**

The SANS10400 standardized specifications shall apply as far as they are not in conflict with Project Specifications and Drawings.

#### **4. LATEST EDITION OF SPECIFICATIONS/STANDARDS**

All specifications/standards referred to in the contract documents but not bound therein shall be the latest edition or revision published before the closing date for receipt of tenders.

### **PART II: PROJECT SPECIFICATIONS**

#### **1. SCOPE OF WORKS**

The general items of work to be executed under this contract includes but not limited the following activities:

- (i) To construct the roads as shown in drawings CR-01 to CR-04.
- (ii) Mobilisation and site establishment of the contractor to site.

- (iii) Site Clearance 10 x 725m.
- (iv) 150mm Roadbed preparation for 5m x 725m road.
- (v) Cut to fill.
- (vi) Construct 150mm gravel wearing course for 2 x 0.5m shoulder.
- (vii) Construct 150mm thick C4 cemented (cement stabilized) natural gravel subbase for roadworks with G5/G6 material for 5m x 725m road.
- (viii) Prime Coat for 3625m<sup>2</sup>.
- (ix) Cape Seal (3625m<sup>2</sup>) with 13.2mm aggregate and one layer of slurry S4(13).
- (x) 30MPa concrete edge beam (100mm x 200mm) 2 x 725m.
- (xi) Road signs and road markings.
- (xii) Stormwater earth channel.
- (xiii) Blading of existing gravel roads.

## **2. SCOPE OF WORKS**

### **B. DRAWINGS**

**Find the drawings CR01 and CR 04 attached in Annexure A at the end of the RFQ Document.**

| <b>ITEM NO</b> | <b>DRAWING NUMBER</b> | <b>DRAWING NAME</b>                  |
|----------------|-----------------------|--------------------------------------|
| 1.             | P230101-CR-01         | ROAD A & B LAYOUT & SETTING OUT DATA |
| 2.             | P230101-CR-04         | ROAD CROSS-SECTION & TYPICAL DETAILS |

## SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: **W / RFQ / KRC - 05/2023**

*[Complete the unit and total prices for each item listed below in Namibian Dollars. Authorize the prices quoted in the signature block below. The table shown hereunder may be redesigned and customized as per the type of services required].*

**Currency of Bid: Namibian Dollars**

| SANS 1200 A : GENERAL |         |   |      |     |      |        |
|-----------------------|---------|---|------|-----|------|--------|
| Item                  | Payment | Description   | Unit | QTY | Rate | Amount |
|                       | 1200 A  | SANS 1200 A : GENERAL   | -    |     |      |        |
| 1.1                   | 8.3     | SCHEDULED FIXED-CHARGE AND VALUE-RELATED ITEMS                |      |     |      |        |
|                       |         |   |      |     |      |        |
| 1.1.1                 | 8.3.1   | Contractual Requirements                                      | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.1.2                 | 8.3.2   | Establish of Facilities on the Site                           |      |     |      |        |
|                       |         |   |      |     |      |        |
| 1.1.3                 | 8.3.2.2 | Facilities for Contractor:                                    |      |     |      |        |
|                       |         | All inclusive of parts ( a to j )                             | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.1.4                 | 8.3.3   | Other Fixed-charge Obligations                                | SUM  | 1   |      |        |
|                       | PSA     |   |      |     |      |        |
| 1.1.5                 | 8.3.4   | Removal of Site Establishment                                 | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.1.6                 |         | Contract Sign Board ( 2.5m x 2m)                              | No   | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.2                   | 8.4     | SCHEDULED TIME-RELATED ITEMS                                  |      |     |      |        |
|                       |         |   |      |     |      |        |
| 1.2.1                 | 8.4.1   | Contractual Requirements                                      | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.2.2                 | 8.4.2   | Operation and Maintenance of Facilities on Site, for Duration | SUM  | 1   |      |        |
|                       |         | of Construction, except where otherwise stated                |      |     |      |        |
|                       |         |   |      |     |      |        |
| 1.2.3                 | 8.4.2.2 | Facilities for Contractor:                                    | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.2.4                 | 8.4.3   | Supervision for Duration of Construction                      | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.2.5                 | 8.4.5   | Other Time-related Obligations                                | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
| 1.2.6                 |         | Provide "AS-BUILT" Drawings                                   | SUM  | 1   |      |        |
|                       |         |   |      |     |      |        |
|                       | PSA     |   |      |     |      |        |

|                                   |       |   |   |   |        |   |       |  |
|-----------------------------------|-------|---|---|---|--------|---|-------|--|
| 1.3                               | 8.5   | SUMS STATED PROVISIONALLY BY ENGINEER     |   |   |        |   |       |  |
|                                   |       |   |   |   |        |   |       |  |
| 1.3.1                             | 8.5.1 | ( i )                                     | Additional control testing as ordered by the Engineer |   | PC Sum | 1 | 5,000 |  |
|                                   |       |   | including overheads, charges and profit               |   |        |   |       |  |
| 1.3.1.1                           |       |   | (a)   | Charge required by Contractor on sub-item ( 1.3.1 ) | %      |   |       |  |
|                                   |       |   |   |   |        |   |       |  |
| 1.3.2                             | 8.5.2 | DAYWORKS                                  |   |   |        |   |       |  |
|                                   |       | Additional works as requested by Engineer |   |   | PC Sum | 1 | 5,000 |  |
|                                   |       |   |   |   |        |   |       |  |
| 1.3.3                             | 8.5.3 | TEMPORARY WORKS                           |   |   |        |   |       |  |
|                                   |       | ACCOMODATION OF TRAFFIC                   |   |   | SUM    | 1 |       |  |
|                                   |       |   |   |   |        |   |       |  |
| TOTAL CARRIED FORWARD TO SUMMARY: |       |   |   |   |        |   |       |  |

| SANS 1200 C : SITE CLEARANCE      |          |   |   |  |      |     |      |        |
|-----------------------------------|----------|---|---|--|------|-----|------|--------|
| Item                              | Pay ment | Description                                   |   |  | Unit | QTY | Rate | Amount |
|                                   | 1200 C   | SANS 1200 C : SITE CLEARANCE                  |   |  |      |     |      |        |
| 2.1                               | PSC      |   |   |  |      |     |      |        |
| 2.1.1                             | 8.2.1    | CLEAR & GRUB                                  |   |  |      |     |      |        |
|                                   | 8.2.1.1  | 1)  | Clear and Grub the designated area as specified by the engineer : |  | Lump | 1   |      |        |
|                                   |          |   | This include the clearing the surface, removing boulders,         |  |      |     |      |        |
|                                   |          |   | grubbing of scrubs as per SANS item 8.2.1                         |  |      |     |      |        |
|                                   |          |   |   |  |      |     |      |        |
| 2.1.2                             | 8.2.1.2  | DISMANTLE AND REMOVE SERVICES ON PROJECT AREA |   |  |      |     |      |        |
|                                   |          | 2)  | The rate shall include the cost of excavation and backfilling.    |  | Lump | 1   |      |        |
|                                   |          |   |   |  |      |     |      |        |
| TOTAL CARRIED FORWARD TO SUMMARY: |          |   |   |  |      |     |      |        |

| <b>SANS 1200 DM : EARTHWORKS (ROADS, SUBGRADE)</b> |         |   |  |  |      |     |      |        |
|--|---------|---|--|--|------|-----|------|--------|
| Item   | Payment | Description   |  |  | Unit | QTY | Rate | Amount |
|  | 1200 DM | <u>SANS 1200 DM : EARTHWORKS (ROADS, SUBGRADE)</u>          |  |  |      |     |      |        |
| 6.1  | 8.3.3   | <u>TREATMENT OF ROAD-BED FOR 5M ROADWAY AND 1M SHOULDER</u> |  |  |      |     |      |        |

|  |           |  |                |     |  |  |
|--|-----------|--|----------------|-----|--|--|
| 6.1.1                                    | 8.3.3 (a) | Road-bed preparation and compaction of material in layers of maximum 150mm deep to:                                  |                |     |  |  |
| 6.1.2                                    | 8.3.3.1   | a) Minimum of 95% of modified AASHTO density.<br>Sand to be compacted to   | m <sup>3</sup> | 653 |  |  |
| 6.3                                      | 8.3.4     | <u>CUT TO FILL , CUT TO SPOIL &amp; BORROW TO FILL</u>   |                |     |  |  |
| 6.3.1                                    | 8.3.4.1   | a) Cut to fill<br>Compact to 95 % of modified AASHTO maximum density in layers not exceeding 150mm                   | m <sup>3</sup> | 131 |  |  |
| 6.3.2                                    | 8.3.4.3   | b) Cut to spoil on site and level material as per heights provided by the Engineer                                   | m <sup>3</sup> | 65  |  |  |
| 6.4                                      | 8.3.5     | <u>WEARING COURSE MATERIAL FOR SHOULDER</u>  |                |     |  |  |
| 6.4.1                                    |           | Construct 150mm gravel wearing course with material obtained from borrowed sources compacted to 95% modified AASHTO. | m <sup>3</sup> | 109 |  |  |
| 6.5                                      | 8.3.6     | <u>EXTRA OVER FOR HARDROCK</u>   |                |     |  |  |
| 6.5.1                                    |           | Extra over items 8.3.4 for excavating and breaking down materials in   |                |     |  |  |
|  |           | a) Hard rock excavation  | m <sup>3</sup> | 1   |  |  |
| <b>TOTAL CARRIED FORWARD TO SUMMARY:</b> |           |  |                |     |  |  |

| <b>SANS 1200 MF : BASE</b> |                 |   |                |            |             |               |
|----------------------------|-----------------|---|----------------|------------|-------------|---------------|
| <b>Item</b>                | <b>Pay ment</b> | <b>Description</b>  | <b>Unit</b>    | <b>QTY</b> | <b>Rate</b> | <b>Amount</b> |
|                            | 1200 MF         | <u>SANS 1200 MF : BASE</u>  |                |            |             |               |
|                            |                 |   |                |            |             |               |
| 14.1                       | 8.3.1           | BASE FOR BITUMEN STANDARD ROADS<br>Construct 150mm (as indicated PS 7.1 on drawing) thick C4 cemented (cement stabilized) natural gravel subbase for roadworks with G5/G6 material obtained from designated borrow pit and processed to C4 material |                |            |             |               |
|                            |                 |   |                |            |             |               |
|                            |                 | a) Compact to 100% of modified AASHTO maximum density   | m <sup>3</sup> | 544        |             |               |
|                            |                 |   |                |            |             |               |

|  |  |    |   |   |    |  |  |
|--|--|----|---|---|----|--|--|
|  |  | b) | Ordinary Portland Cement (CEM II 42.5N or similar approved) complying to SANS 471, applied at an application rate of 2,0% by mass as Stabilizing Agent. | t | 22 |  |  |
|  |  |    |   |   |    |  |  |
|  |  |    |   |   |    |  |  |
| <b>TOTAL CARRIED FORWARD TO SUMMARY:</b> |  |    |   |   |    |  |  |

| SANS 1200 MG : BITUMINOUS SURFACE TREATMENT |          |  |   |  |       |      |      |        |
|---|----------|--|---|--|-------|------|------|--------|
| Item  | Pay ment | Description  |   |  | Unit  | QTY  | Rate | Amount |
|   | 1200 MG  | SANS 1200 MG : BITUMINOUS SURFACE TREATMENT                    |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.1  | 8.4.1    | PRIME COAT :   |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.1.1                                      |          | a)   | QDP / Colprime E Applied at 0.8ltr per square meter |  | litre | 2900 |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.2  | 8.4.4    | CAPE SEAL WITH 13.2mm AGGREGATE AND ONE LAYER OF SLURRY S4(13) |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.2.1                                      |          | a)   | 13.2mm Cape Seal with fine slurry                   |  | m²    | 3625 |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.3  |          | Variations in quantities of prime and bituminous binders :     |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.3.1                                      | 8.4.6    | a)   | Prime   |  | litre | 1    |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.3.2                                      |          | b)   | SS60  |  | litre | 1    |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.4  |          | Variation in quantities of aggregate:                          |   |  |       |      |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.4.1                                      | 8.4.7    | a)   | 13mm aggregate:                                     |  | m³    | 1    |      |        |
|   |          |  |   |  |       |      |      |        |
| 15.4.2                                      | 8.4.8    | Variation in application of slurry seal                        |   |  | m³    | 1    |      |        |
|   |          |  |   |  |       |      |      |        |
| TOTAL CARRIED FORWARD TO SUMMARY:           |          |  |   |  |       |      |      |        |

| <b>SANS 1200 MJ : SEGMENTED PAVING</b> |          |  |  |                |     |      |           |
|--|----------|--|--|----------------|-----|------|-----------|
| Item                                   | Pay ment | Description  |  | Unit           | QTY | Rate | Amount    |
|  | 1200 MJ  | SANS 1200 MJ : SEGMENTED PAVING  |  |                |     |      |           |
| 16.1                                   | 8.2.2    | CONSTRUCTION OF PAVING COMPLETE  |  |                |     |      |           |
| 16.2.1                                 |          | Construction of 60mm ( 40MPa ) S-A Type Interlock Pavers, with but joints on 20mm thick river sand bed with sand swept into joints |  | m <sup>2</sup> |     |      | Rate Only |



**TOTAL CARRIED FORWARD TO SUMMARY:****SANS 1200 MK : KERBING AND CHANNELLING**

| Item                                     | Pay ment | Description  | Unit           | QTY | Rate | Amount |
|--|----------|--|----------------|-----|------|--------|
|  | 1200 MK  | <u>SANS 1200 MK : KERBING AND CHANNELLING</u>                                |                |     |      |        |
| 17.1                                     | 8.2.1    | 3) Road Edge Beam (100mm x 200mm)<br>30MPa concrete<br>including excavations | m <sup>3</sup> | 29  |      |        |
| <b>TOTAL CARRIED FORWARD TO SUMMARY:</b> |          |  |                |     |      |        |

| Item   | Pay ment | Description   | Unit           | QTY | Rate | Amount    |
|--------|----------|---|----------------|-----|------|-----------|
|        | 1200 MM  | <u>SANS1200 MM : ANCILLARY ROADWORKS</u>  |                |     |      |           |
|        | 8.3.6    | <u>ROAD TRAFFIC SIGNS</u>   |                |     |      |           |
| 18.1   |          | Supply and erect standard aluminuim composite material signs with diamond reflective grade cubed reflective, class II material fixed to 110x75mm timber post as specified, based with 10 MPa concrete footing |                |     |      |           |
| 18.1.1 |          | Stop sign - 600mm ( R1 )  | No             | 3   |      |           |
| 18.1.2 |          | 3 Way Stop sign - 600mm ( R1.3 )  | No             |     |      | Rate Only |
| 18.1.3 |          | 4 Way Stop sign - 600mm ( R1.4 )  | No             |     |      | Rate Only |
| 18.1.4 |          | Yield sign (R2)   | No             |     |      | Rate Only |
| 18.1.5 |          | Chevron Sign (W409)   | No             |     |      | Rate Only |
| 18.1.6 |          | Keep Left & Danger Plate (R103 +W402)   | No             |     |      | Rate Only |
| 18.1.7 |          | Stop Control ahead (W302)   | No             |     |      | Rate Only |
| 18.1.8 |          | Street Names Signs  | No             |     |      | Rate Only |
| 18.2   | 8.4.1    | <u>ROAD MARKINGS</u>  |                |     |      |           |
| 18.2.1 |          | 100 mm White ( Broken or Unbroken )   | m              | 725 |      |           |
| 18.2.2 |          | 100 mm Yellow   | m              |     |      | Rate Only |
| 18.2.3 |          | 300 mm White  | m              |     |      | Rate Only |
| 18.2.4 |          | 150 mm White  | m              | 15  |      |           |
| 18.2.5 |          | White Figures / Letters   | m <sup>2</sup> | 5   |      |           |
| 18.2.6 |          | Yellow Figures / Letters  | m <sup>2</sup> |     |      | Rate Only |
| 18.3   |          | <u>SPEED HUMPS</u>  |                |     |      |           |
|        |          | Supply and construct the speed humps complete as per drawing  |                |     |      |           |

|  |  |   |           |    |  |           |
|--|--|---|-----------|----|--|-----------|
|  |  | incl. excavation, concrete beams, pavers<br>traffic signs and road markings   |           |    |  |           |
| 18.3.1                                   |  | 6m Road Reserve   | No        |    |  | Rate Only |
| 18.4                                     |  | <b>STORMWATER EARTH CHANNEL</b><br>Excavation and construction of a<br>stormwater earth channel in the erf of<br>the Kunene Regional Council Settlement<br>Office |           |    |  |           |
|  |  | 1m deep x 1.5m wide earth channel   | m         | 50 |  |           |
|  |  | <u>Blading of gravel roads</u>  |           |    |  |           |
|  |  | a) Light blading  | bl-<br>km |    |  | Rate Only |
|  |  | b) Heavy blading (Wet, Blade, Rolling)  | bl-<br>km | 3  |  |           |
| <b>TOTAL CARRIED FORWARD TO SUMMARY:</b> |  |   |           |    |  |           |

| DAYWORK  |  |      |                   |              |
|--|--|------|-------------------|--------------|
|  |  |      |                   |              |
| Materials  |  |      |                   |              |
|  |  |      |                   |              |
| Percentage add-on for materials                      |  |      |                   |              |
|  |  |      |                   |              |
| Workmen  |  |      |                   |              |
|  |  |      |                   |              |
| Class of Workmen                                     |  | Unit | Rate (N\$ / unit) | Amount (N\$) |
| Foreman  |  | h    |                   | Rate Only    |
| Artisan  |  | h    |                   | Rate Only    |
| Operator   |  | h    |                   | Rate Only    |
| Labourer (semi-skilled)                              |  | h    |                   | Rate Only    |
| Labourer (unskilled)                                 |  | h    |                   | Rate Only    |
|  |  |      |                   |              |
| Plant and Equipment                                  |  |      |                   |              |
|  |  |      |                   |              |
| Description  |  | Unit | Rate (N\$ / unit) | Amount (N\$) |
| Bulldozer: Caterpillar D7H 160 kW or equivalent      |  | h    |                   | Rate Only    |
| Wheel Loader: Caterpillar 950B, 116 kW or equivalent |  | h    |                   | Rate Only    |
| Wheel Excavator: Poclain 60P, 51 kW or equivalent    |  | h    |                   | Rate Only    |
| TLB: CAT 428F2 64.9 kw or similar                    |  | h    |                   |              |
| Other Plant:   |  |      |                   |              |
| Concrete mixer: 300 L                                |  | h    |                   | Rate Only    |
| Concrete mixer: 900 L                                |  | h    |                   | Rate Only    |

|   |    |  |           |
|---|----|--|-----------|
| Plate vibrator  | h  |  | Rate Only |
| Rammer ("elephant foot" type)   | h  |  | Rate Only |
| Self propelled vibratory compactor: 80 kW                             | h  |  | Rate Only |
| Concrete Compactor (incl. 1x hose and poker vibrator)                 | h  |  | Rate Only |
| Compressor, 250 cfm, including one 30m x 50mm hose and Paving Breaker | h  |  | Rate Only |
| Portable pump including suction and delivery hoses & own power supply | h  |  | Rate Only |
| Steam cleaner   | h  |  | Rate Only |
| Concrete saw  | h  |  | Rate Only |
| Trucks and Transport:   |    |  |           |
| Truck, 6 ton  | km |  | Rate Only |
| Grader  | km |  | Rate Only |
| LDV, 1 ton  | km |  | Rate Only |
| Water Tanker, 10 m <sup>3</sup>                                       | km |  | Rate Only |
| Vacuum Tanker, 10 m <sup>3</sup>                                      | km |  | Rate Only |
| Tipping Truck, 5 m <sup>3</sup>                                       | km |  | Rate Only |

| SUMMARY OF SCHEDULE OF QUANTITIES : SESFONTEIN |   |                              |                 |
|--|---|------------------------------|-----------------|
| SANS   |   | PART OF WORKS                | TOTAL EXCL. VAT |
| 1200 A   | : | GENERAL                      |                 |
| 1200 C   | : | SITE CLEARANCE               |                 |
| 1200 DM  | : | EARTHWORKS (ROADS, SUBGRADE) |                 |
| 1200 MF  | : | BASE                         |                 |
| 1200 MG  | : | BITUMINOUS SURFACE TREATMENT |                 |
| 1200 MJ  | : | SEGMENTED PAVING             |                 |
| 1200 MK  | : | KERBING AND CHANNELLING      |                 |
| 1200 MM  | : | ANCILLARY ROADWORKS          |                 |
|  |   | SUB - TOTAL :                |                 |
|  |   | 10% CONTINGENCIES            |                 |
|  |   | SUB - TOTAL :                |                 |
|  |   | VAT :                        |                 |
|  |   | TOTAL:                       |                 |

**Priced Activity Schedule Authorised By:**

|                                  |         |            |  |
|----------------------------------|---------|------------|--|
| Name:                            |         | Signature: |  |
| Position:                        |         | Date:      |  |
| Authorised for and on behalf of: | Company |            |  |

## SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: \_\_\_\_\_

| Item No | Specifications and Performance Required                           | Compliance of Specifications and Performance Offered | Details of Non-Compliance/ Deviation (if applicable) |
|---------|---|--|--|
| A*      | B*  | C  | D  |
| 1       | Construction of low volume sealed roads for Sesfontein Settlement |  |  |
| 2       | All items on stated on the Priced Activity Schedule               |  |  |
|         |   |  |  |

\* Columns A and B to be completed by Public Entity.

### Specifications and Compliance Sheet Authorised By:

|                                  |  |            |  |
|----------------------------------|--|------------|--|
| Name:                            |  | Signature: |  |
| Position:                        |  | Date:      |  |
| Authorised for and on behalf of: |  | Company    |  |

## SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. **G/RFQ-WCC**) (*available at public entities physical address/website: Insert Public Entity address/website*) except where modified by the Special Conditions below.

## SECTION VII: CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Works except where modified by the Special Conditions below.

## SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: \_\_\_\_\_

The clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract. *[This section is to be customised by the Public Entity to suit the requirements of the specific procurement].*

| <b>GCC Clause Reference</b>            | <b>Special Conditions</b>   |
|--|---|
| <b>Employer</b><br>GCC 1.1(r)          | <b>The Kunene Regional Council</b>  |
| <b>Intended Completion Date</b><br>GCC | The intended completion date is: 120 days from the date of Purchase Order.  |
| <b>Project Manager</b><br>GCC 1.1(y)   | <b>Arovar Project Engineers</b><br>arovar@iway.na<br>Contact: Mr. Avril Rhodes, +264 81 474 3893  |
| <b>Site</b><br>GCC 1.1(aa)             | The Site is located in the Sesfontein Settlement  |
| <b>Start Date</b><br>GCC 1.1(dd)       | The Start Date shall be: 7 days after issuing of Purchase Order.  |
| <b>The Works</b><br>GCC 1.1(h)         | The Works consists of: The Construction of low volume sealed roads for Sesfontein Settlement  |
| <b>Interpretation</b><br>GCC2.3        | The following additional documents shall form part of the contract: Bid Document and Purchase Order.  |
| <b>Language and Law</b><br>GCC 3.1     | The language of the contract is English<br>The law that applies to the Contract is the law of Namibia.  |
| <b>Project Manager's Decisions</b> 4.1 | The Project Manager shall obtain specific approval from the Employer before carrying out any of his duties under the Contract which in the Project Manager's opinion will cause the amount finally due under the Contract to exceed the Contract Price or will give entitlement to extension of time. This requirement shall be waived in an emergency affecting safety of personnel or the Works or adjacent property. |
| <b>Delegation</b><br>GCC 5.1           | The Project Manager may delegate his/her duties.  |
| <b>Notices</b>                         | Any notice shall be sent to the following addresses:  |

| GCC Clause Reference          | Special Conditions   |
|-------------------------------|--|
| <b>GCC 6</b>                  | <p>For the Employer:<br/> Kunene Regional Council<br/> Procurement Management Unit<br/> Mbumbijazo Muharukua Street<br/> P/Bag 502, Opuwo<br/> 065-273 950<br/> <b>Email: pmu.kunenerc@gmail.com</b></p> <p>For the Contractor:<br/> Company Name: _____<br/> Contact Person: _____<br/> Tel. / Cell. no: _____<br/> Email: _____</p>  |
| <b>Insurance<br/>GCC 13.1</b> | <p>Except for the cover mentioned in (d)(i) hereunder, the other insurance covers shall be in the joint names of the Contractor and the Employer and the minimum insurance amounts shall be:</p> <ul style="list-style-type: none"> <li>(a) for the Works, Plant and Materials: (for the full amount of the works including removal of debris, professional fee etc...)</li> <li>(b) for loss or damage to Equipment: (for the replacement value of the equipment that the contractor intends to use on site until the taking over by the Employer.</li> <li>(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract for an amount representing the value of the properties that are exposed to the action of the contractor in the execution of the works. It will extend to the property of the Procuring Entity as well).</li> <li>(d) for personal injury or death: <ul style="list-style-type: none"> <li>(i) of the Contractor's employees: [The Contractor shall take an adequate insurance cover for its employees for any claim arising in the execution of the works].</li> <li>(ii) of other people: [This cover shall be for an adequate amount for Third Party extended to the Employer and its representatives].</li> </ul> </li> </ul> |

| <b>GCC Clause Reference</b>                        | <b>Special Conditions</b>  |
|--|--|
|  | <p>(e) for loss or damage to materials on-site and for which payment have been included in the Interim Payment Certificate, where applicable.</p> <p>The Contractor shall choose to take the insurance covers indicated above as separate covers or a combination of the Contractor's All Risks coupled with the Employer's liability and First Loss Burglary, after approval of the Employer. All insurance covers shall be of nil or the minimum possible deductibles at sole expense of the contractor.</p> |
| <b>Intended Completion Date</b><br><b>GCC 16.1</b> | The Intended Completion Date for the whole of the Works shall be: 120 days from date of site handover.   |
| <b>Possession of the Site</b><br><b>GCC 20.1</b>   | The Site Possession Date shall be: 7 days after issuing of Purchase Order  |
| <b>Procedure for Disputes</b><br><b>GCC 24</b>     | No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties shall seek to resolve any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.              |
| <b>Program</b><br><b>GCC 25.1</b>                  | The Contractor shall submit for approval a Program for the Works within 7 working days from the date of the Letter of Acceptance or issue of Purchase Order Agreement.   |
| <b>GCC 25.3</b>                                    | Program updates shall be required.   |
| <b>Defects Liability Period</b><br><b>GCC 33.1</b> | The Defects Liability Period is: 365 days after final inspection and handover.   |
| <b>Payment Certificates</b><br><b>GCC 39.7</b>     | "Multiple statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor".   |
| <b>Payments</b><br><b>GCC 40</b>                   | The amount certified by the Project Manager shall be paid in full within 30 days of receipt by the Employer of an invoice, supported by:   |

| GCC Clause Reference                               | Special Conditions  |
|--|---|
|  | (a) the payment certificate; and<br>(b) a certificate of Completion of the Works.   |
| <b>Adverse weather Conditions<br/>GCC 41.1 (l)</b> | Weather condition under which normal project work cannot be executed.   |
| <b>Price Adjustment<br/>GCC 44.</b>                | The Contract is not subject to price adjustment.  |
| <b>Retention<br/>GCC 45.</b>                       | 10% of the amount shall be retained from any payment. Half of the retention money will be released after formal taking over of the Works and the remaining shall be released after the Defect Liability Period subject to the Contractor making good all defects. |
| <b>Liquidated Damages<br/>GCC 46.1</b>             | The liquidated damages for the whole of the Works are 4% per week.<br><br>The maximum amount of liquidated damages for the whole of the Works is amount based on a maximum number of weeks 10% maximum of contract price.   |
| <b>Advance Payment<br/>GCC 48.1</b>                | No advance payment shall be made  |
| <b>Performance Security<br/>GCC 49.1</b>           | (i) A Performance Security in the form of a Bank Guarantee representing 10% of the final contract price shall <b>NOT</b> be required.   |
| <b>GCC 56.1</b>                                    | Operating and maintenance manuals should be supplied to the employer by the contractor not later than: Provided during hand over.   |
| <b>GCC 59.1</b>                                    | The percentage to apply to the value of the work not completed, representing the Employer's additional cost for completing the Works, is: 10% of the contracted amount  |



## SCHEDULE 1: QUOTATION CHECKLIST SCHEDULE

**Procurement Reference No.:**

| <b>Description</b>  | <b>Attached</b> | <b>Not Attached</b> |
|---|-----------------|---------------------|
| Have a valid company Registration Certificate and Shareholders Identity Documents;  |                 |                     |
| Have an original valid good Standing Tax Certificate;   |                 |                     |
| Have an original valid good Standing Social Security Certificate;   |                 |                     |
| Have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998; |                 |                     |
| Have a certificate indicating SME Status (for Bids reserved for SMEs);  |                 |                     |
| Submit signed Bid-securing Declaration.   |                 |                     |
| Quotation letter  |                 |                     |
| Priced Activity Schedules   |                 |                     |
| Specification and Compliance Sheet  |                 |                     |
| Two reference letters of past similar projects  |                 |                     |
| CVs and Qualifications of Project Engineer and Site Agent   |                 |                     |
| Letter of Credit  |                 |                     |
| Proof of plant  |                 |                     |
| Construction Program  |                 |                     |

**Disclaimer:** The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.

## SECTION IX - EVALUATION CRITERIA

The evaluation is a 4-stage process namely:

**A Administrative Compliance Check:** Full compliance is required to proceed to step B. Pass/ Fail Criteria.

**B Technical Compliance Check:** 80% or more compliance is required to proceed to step C.

Pass/ Fail Criteria.

**C Financial Soundness Check:** Full compliance is required to step D. Pass/ Fail

Criteria. Bidders passing stage C are determined to be **Substantially Responsive**.

**D Determination of Lowest Evaluated and Substantially Responsive Bid.**

### STAGE A

#### ADMINISTRATIVE COMPLIANCE CHECK:

The following criteria apply and can be used as a check sheet by bidders.

| Criteria   | Yes | No | Remark/s |
|--|-----|----|----------|
| Original <b>typed or written in uneditable ink, in English and signed by the person duly authorized to sign on behalf of the Bidder</b>  |     |    |          |
| Bid document is <b>duly filled, signed and dated at each place where required. All pages</b> of the bid document, except for non-amended printed descriptive literature, <b>are</b>        |     |    |          |
| Bidder submitted a <b>Bid Securing Declaration</b>   |     |    |          |
| Bidder has made a <b>Written undertaking in terms of Section 138 of the Labour Act, 2015 and Section 50[2][D] of the Public Procurement Act, 2015.</b>                                     |     |    |          |
| Bidder has submitted a <b>Company Registration Certificate</b> that indicates the <b>stream of business</b> relevant to the procurement activity.  |     |    |          |
| An original valid or certified copy of a valid <b>“Good Standing Tax Certificate”</b> or an original valid letter or certificate from the <b>Ministry of Finance</b> , Directorate: Inland |     |    |          |
| An original or certified copy of a valid <b>“Good Standing Certificate”</b> from the <b>Social Security Commission.</b>  |     |    |          |

|   |  |  |  |
|---|--|--|--|
| Have a valid certified copy of <b>Affirmative Action Compliance Certificate</b> , proof from Employer Equity Commissioner that bidder is not a relevant Employer, or exemption issued   |  |  |  |
| A certificate indicating <b>SME Status</b> (for Bids reserved for SMEs):  |  |  |  |
| An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof. |  |  |  |
| <b>Bidder status (Pass/Fail)</b>  |  |  |  |

**The bidder must pass the Administrative Check sheet to be considered for the Technical Compliance Check.**

## STAGE B

### TECHNICAL COMPLIANCE CHECK

| ITEM No. | EVALUATION CRITERIA [100%],<br>PASSING [80%]   | Weight (%) |  |
|----------|--|------------|--|
| 1        | The contractor must have successfully completed a minimum of 2 projects of similar type and complexity in terms of services construction within the last 5 years:<br>2 Projects = 20<br>1 Project = 10<br>not meeting the criteria = 0 | 20         |  |
| 2        | The contractor must have successfully completed a minimum of 2 projects above NAD 800,000 in value within the last five years:<br>2 Projects = 20<br>1 Project = 10<br>not meeting criteria = 0  | 20         |  |
| 3        | Project Engineer and Site Agent with a National Diploma or Degree in Civil Engineering with 5 years' experience in civil construction CV submitted with:<br><u>Project Engineer:</u><br>Degree = 10<br>National diploma = 5            | 30         |  |

|                                  |   |    |  |
|----------------------------------|---|----|--|
|                                  | not meeting the criteria = 0<br><u>Site Agent:</u><br>Degree = 10<br>National diploma = 5<br>not meeting the criteria = 0<br><u>Project Engineer:</u><br>>5 Years = 5<br>not meeting the criteria = 0<br><u>Site Agent:</u><br>>5 Years = 5<br>not meeting the criteria = 0   |    |  |
| 4                                | Construction Program depicting the sequence of works and resources:<br>Submitted Program = 10<br>not meeting the criteria = 0   | 10 |  |
| 5                                | Proof of Financial Resources:<br>Evidence of access to financial resources to meet the project financial demands [50% of the bid price available at commencement] irrevocable letter of credit from financial institution.<br>Submitted Letter of Credit with sufficient financial resources = 10<br>not meeting the criteria = 0 | 10 |  |
| 6                                | Proof of General Construction Equipment.<br>Submitted Proof = 10<br>not meeting the criteria = 0  | 10 |  |
| <b>Total Points (%)</b>          |   |    |  |
| <b>Bidder status (Pass/Fail)</b> |   |    |  |

**The bidder must pass the Technical Compliance Check to be considered for the Financial Evaluation.**

## STAGE C

### FINANCIAL EVALUATION SHEET

| ITEM No.                         | EVALUATION CRITERIA  | YES | NO |
|----------------------------------|--|-----|----|
| 1                                | Is the bidder's bid price 10% above and not less than 15% below the Kunene Regional Council's construction cost estimate?<br>Yes = Pass<br>No = Fail |     |    |
| <b>Bidder status (Pass/Fail)</b> |  |     |    |

**The bidder must pass the Financial Evaluation Sheet to be considered for the Lowest Substantially Responsive Ranking.**

## STAGE D

### Determination of Lowest Evaluated and Substantially Responsive Bid

Bidders that have progressed through stages A, B and C are determined to be Substantially Responsive.

The lowest Evaluated Bid will be determined by correcting all bid offers, subtracting any potential discounts and selecting the bidder with the lowest responsive evaluated bid will be selected for award.

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**ANNEXURE A**  
**DRAWINGS**



## STANDARD KERBS, CHANNELS AND EDGING



1. NO PART OF THIS DRAWING MAY BE SCALED.
2. ALL DISCREPANCIES TO BE REPORTED TO ENGINEER IMMEDIATELY.

[illegible][illegible]

# CONSTRUCTION OF LOW VOLUME SEALED ROADS FOR SUSTAINABLE DEVELOPMENT

1000

At 1 OF 1

6.24 - P230101-LR-01