



# education

Department:  
Education  
North West Provincial Government  
REPUBLIC OF SOUTH AFRICA

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## DIRECTORATE: SUPPLY CHAIN MANAGEMENT

Ref: Edu 11/23 NW

Dear Sir/Madam

### BID NUMBER: EDU 11/23NW: APPOINTMENT OF BUILT ENVIRONMENT PROFESSIONALS ON A PANEL FOR THREE YEARS FOR THE NORTH-WEST EDUCATION DEPARTMENT

#### ADDENDUM NO.1

#### ADDENDUM TO TENDER DOCUMENT

The Department of Education wishes to advise that the following amendments to the contract mentioned above should be affected.

The tenderer is to note the full content of this Addendum to Tender Document for Bid No. Ref: Edu 11/23 NW, as described above, will form part of the tender documentation as initially compiled.

#### 1. THE FOLLOWING CONSTITUTE A CHANGE TO THE TENDER DOCUMENT:

Items	Currently, on the tender document	Corrections on the tender document
Closing date of Tender	Page 1/42: 27 March 2024 @ 11:00 Page 12/42: 18 March 2024 @ 11:00	Closing date on both pages to be 27 March 2024 @ 11:00
Additional professional in Tender	Page 7/42: 1 to 14	Additional professional: 15. Professional Landscape Architect
Additional professional in Tender	Pages 15/42 & 16/42 Table B1 & B2	Table B1 & B2 in Annexure A of this document.
Determination of points example	Page 17/42	Entire page 17/42 to be replaced by Annexure B

## 2. THE FOLLOWING CONSTITUTE A RESPONSE TO THE TENDER DOCUMENT QUESTIONS ASKED UP TO 11-03-2024:

<b>Questions</b>	<b>Answers</b>
If the company has more than 1 disciplines/category e.g. Civil Engineer and Quantity Surveyor, do we combine the document, or each discipline must have its own tender document.	It is recommended to tender in as many categories as possible, but it remains only one tender.
Can we submit as a Lead and the rest of the Team (Disciplines) will be Sub-Consultants and not a Consortium approach?	The tender is not prescriptive on this matter just mentions consortiums, so you may follow such an approach. CV's must still be provided for sub consultants to be registered in the category. Note: Be sure to clearly show your approach.
Can we choose the Disciplines or Categories of the professional service providers requested that we could tender for.	Yes, you can choose which disciplines you want to tender for.
Is it admissible to submit proposals as a consortium with the multi-disciplines in the categories mentioned?	Although it is not prescribed, the department promotes the concept of registration of consortium. You may submit consortiums with multiple discipline.
Can we simply utilise our appointment and reference letters as proof of company experience, or are we required to submit the Reference Project forms that are provided?	You may use existing letters if it stamped by the client. The provided template does not have to be followed accurately. Reference letters should contain all the information on the template.
Are we required to have a CIDB Grading?	Professionals do not require a CIDB grading.
Do the projects completed in the evaluation sub criteria A1, on page 14/42, only refer to the professional fees or the total project cost for the projects evaluated to show the firms experience on similar projects?	The evaluation criteria refer to the total cost of the project including contractors, professionals, and materials.
Can landscape architects register as a built environment professional on this tender.	Yes, landscape architects may register on the tender.

## Annexure A

<b>B1 _ Evaluation sub-criteria: Qualifications of proposed key personnel (20 points)</b>				
<b>Name of Proposed Key Personnel</b>	<b>Qualifications (100 points)</b>			
	Professional experience is only valid post-registration to the relevant council.			
	<b>Bachelor's degree (NQF L8 or above)</b>	<b>Bachelor's degree (NQF L7)</b>	<b>Diploma (NQF L6-7)</b>	<b>Not submitted</b>
Professional Construction Project Manager	(7)	5	4	0
Professional Architect	(7)	5	3	0
Professional Civil Engineer	(8)	6	3	0
Professional Structural Engineer	(8)	6	3	0
Professional Electrical Engineer	(7)	4	3	0
Professional Mechanical Engineer	(7)	4	3	0
Professional Quantity Surveyor	(7)	5	3	0
Professional Geotechnical Engineer	(6)	4	2	0
Professional Geohydrologists	(6)	4	2	0
Professional Environmental Practitioner	(6)	4	2	0
Professional Property Valuer	(6)	4	2	0
Professional Land Surveyor	(6)	4	2	0
Professional Town and Regional Planner/Urban and Regional Planner	(7)	5	3	0
Health and Safety Consultant	(6)	4	2	0
Landscape Architect	(6)	4	2	0
<b>Maximum points</b>				<b>100</b>
<b>Maximum Weighted Points</b>				<b>20</b>
The <b>Maximum points</b> will be divided by five (5) to determine the <b>Maximum Weighted Points</b> .				

**B2 \_ Evaluation sub-criteria: Experience of proposed key personnel (20 points)**

Name of Proposed Key Personnel	Experience of proposed key personnel (100 points)			
	Professional experience is only valid post-registration to the relevant council.			
	10+ Years	Between 5-10 Years	Between 1-5 Years	Not submitted
Professional Construction Project Manager	(7)	5	3	0
Professional Architect	(7)	5	3	0
Professional Civil Engineer	(8)	6	3	0
Professional Structural Engineer	(8)	6	3	0
Professional Electrical Engineer	(7)	5	3	0
Professional Mechanical Engineer	(7)	5	3	0
Professional Quantity Surveyor	(7)	5	3	0
Professional Geotechnical Engineer	(6)	4	2	0
Professional Geohydrologists	(6)	4	2	0
Professional Environmental Practitioner	(6)	4	2	0
Professional Property Valuer	(6)	4	2	0
Professional Land Surveyor	(6)	4	2	0
Professional Town and Regional Planner/Urban and Regional Planner	(7)	5	3	0
Health and Safety Consultant	(6)	4	3	0
Landscape Architect	(6)	4	3	0
<b>Maximum points</b>				<b>100</b>
<b>Maximum Weighted Points</b>				<b>20</b>
The <b>Maximum points</b> will be divided by five (5) to determine the <b>Maximum Weighted Points</b> .				

## Annexure B

Examples for partial teams:

- Qualifications

The following example is for the determination of points for qualifications:

If a firm has two (2) Professional Civil Engineers (One with a Bachelor's degree that is NQF level 8 or higher and the second with a Diploma that is NQF level 6 or 7) and two (2) Professional Quantity Surveyors (One with a Bachelor's degree that is NQF level 8 or higher and the second with a Bachelor's degree that is NQF level 7) the following in how it will be evaluated.

- 1) Professional Civil Engineer (Bachelor's degree that is NQF level 8 or higher) = 8 out of 8
- 2) Professional Civil Engineer (Diploma that is NQF level 6 or 7) = 3 out of 8
- 3) Professional Quantity Surveyor (Bachelor's degree that is NQF level 8 or higher) = 7 out of 7
- 4) Professional Quantity Surveyor (Bachelor's degree that is NQF level 7) = 5 out of 7

The first step is to determine the average of each profession.

This is done by combining the point allocations of each of the two (2) submitted professionals and dividing the sum by two (2) as shown below for the Civil Engineers and Quantity Surveyors (Note: The number to divide the total with is the number of individual professions tendered):

Professional Civil Engineer:  $(8 + 3) / 2 = 5.5$  out of 8

Professional Quantity Surveyor:  $(7 + 5) / 2 = 6$  out of 7

These averages are then used as the allocated points per profession.

These averages are summed, divided by the highest point allocation summed of the tendered professions and multiplied by 20 to determine the point allocation out of 20 as follows:

$(5.5 + 6) / (8 + 7) * 20 = \mathbf{15.33}$  out of 20.

These allocated points are rounded to two (2) decimal points and will be used as such.

- Experience

The following example is for the determination of points for experience:

If a firm has two (2) Professional Architects (One with 10+ years of experience and the second with between 5 and 10 years) and two (2) Health and Safety Consultants (One with 10+ years of experience and the second with between 1 and 5 years) the following in how it will be evaluated.

- 1) Professional Architect (10+ years of experience) = 7 out of 7
- 2) Professional Architect (Between 5 and 10 years) = 5 out of 7
- 3) Health and Safety Consultant (10+ years of experience) = 6 out of 6
- 4) Health and Safety Consultant (Between 1 and 5 years) = 4 out of 6

The first step is to determine the average of each profession.

This is done by combining the point allocations of each of the two (2) submitted professionals and dividing the sum by two (2) as shown below for the Architects and Health and Safety Consultants (Note: The number to divide the total with is the number of individual professions tendered):

Professional Architect:  $(7 + 5) / 2 = 6$  out of 7

Health and Safety Consultant:  $(6 + 4) / 2 = 5$  out of 6

These averages are then used as the allocated points per profession.

These averages are summed, divided by the highest point allocation summed of the tendered professions and multiplied by 20 to determine the point allocation out of 20 as follows:

$(6 + 5) / (7 + 6) * 20 = \mathbf{16.92}$  out of 20.

These allocated points are rounded to two (2) decimal points and will be used as such.



MSH Rikhotso  
Acting Director:SCM