

RFP Number: T38-09-24

Description: REQUEST FOR PROPOSAL TO CONDUCT A BUILDING CONDITION ASSESSMENT (BCA) TO IMPROVE THE EXISTING INFRASTRUCTURE AND FACILITIES BY OPTIMIZING SPACE UTILIZATION, COMPLY WITH LEGISLATION, AND ENHANCE WORKPLACE STRATEGY

Question and Answers Version 1

No.	Question	Type	Answer
1	For JV/Consortiums - Is it mandatory for the bidder to provide Letters of association / Letters of intent as proof of JV	Procurement	As stipulated in the bid document a Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties must be included. Refer to page 8 paragraph 11.3.11
2	The document specifies that we need to provide sub-consultant agreements together with our submission. Will it be acceptable to submit Letters of Intent to sign a sub-consultant agreement, should our submission be successful, in the place of the sub-consultant agreement?	Procurement	Refer to answer above
3	If our BBEE expired and they are still busy renewing it and we have proof that they are busy with can we submit. We are having letter that proves that they are busy with ratings.	Procurement	The bidder will be required to submit a valid BEE certificate / Sworn Affidavit in order to be allocated points for specific goals.
4	Annexure 1 - Document indicates that this must be included in Schedule 1 but there is a rate per hour on this Annexure. Please confirm where this must be included as this is a two-envelope system?	Procurement	Annexure 1 must be submitted together with section 3 the costing proposal.
5	As per the ToR document the Annexure number look correct, however the attachments are numbered incorrectly? Will this be corrected in an addendum and a new document issued?	Procurement	Annexure 1: RESPONSE FORMAT FOR SECTION 3 Annexure 2: ACCEPTANCE OF BID CONDITIONS AND BIDDER'S DETAILS Annexure 3: TAX COMPLIANCE REQUIREMENTS Annexure 4: BIDDER'S DISCLOSURE Annexure 5: SHAREHOLDERS AND DIRECTORS INFORMATION Annexure 6: BEE COMMITMENT PLAN Annexure 7: DISCLOSURE STATEMENT Annexure 8: PRIVACY & PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013 REQUIREMENTS
6	We want to constitute our team with a team leader who was not at the compulsory site inspection Is this acceptable?	Procurement	The response must come from the bidder (company) that attended the compulsory site inspection.
7	If we decide to joint venture with a professional, will they need to submit all supporting documents individually, or will those documents be included with the main bidder's submission? This includes items like company documentation, directors' CVs, and the company's BBEE certificate.	Procurement	Please refer to page 7 paragraph 11.3
8	Page 5, Clause 5.6 – Considering this tender requires a team of 13 different consultants as well as the tight time constraint, will the IDC consider waiving this requirement?	Procurement	The IDC will not consider waiving the requirement as this is to manage the contract risks associated with subcontracting.
9	Would it be possible to send us the excel document for the costing models	Procurement	The bidder can work out their costing on excel in line with the costing model however make sure that they submit the pricing in line with the costing model.
10	Are niche specialist consultants (ex. Green Consultant) allowed to be part of more than one bid?	Procurement	Yes as the IDC cannot dictate the bidding structure for bidding entities.
11	Are we to submit a proposal for only Phase 1 of the project or include Phase 2 as well?	Technical	The bidder must respond as indicated in the bid document refer to paragraph 3.2 and 4 and 7.2 of bid document
12	(Request to share Copies of zoning diagrams, Surveyor General (SG), approved Site Development Plan (SDP), previously approved plans.	Technical	Drawings will only be shared with successful bidder.
13	Request for access to building plans and services drawings.	Technical	
14	"3.1.1 Phase 1 Deliverables". Please confirm correct wording.- Paragraph 1: Is this required for each bid, or is it only applicable to the successful bid as part of the deliverables? In other words, should this read: "The successful bidder's proposal shall include.....". As opposed to: "The bidder's proposal.....".	Technical	As stipulated in the bid document under 3.1.1 the wording is correct
15	It was noted during the tender brief that the allocated Deadline of submission to bidders would be possibly revised based on the questions noted and responses to be provided. Please confirm what the revised deadline of submission in this regard.	Technical	Submission due date to be extended by 2 weeks (New due date 04 October 2024)
16	Would there be a possibility of granting an extension of time for the submission?	Technical	
17	Given the number of documents and resources that's required for this bid, we would like to request an extension to the due date.	Technical	
18	We would like to request an extension for this submission, as gathering the necessary information from various involved parties is quite extensive.	Technical	
19	could you please consider extending this Tender closing date	Technical	The successful bidder will be responsible for the scope outlined in paragraph 3.1.1 Phase 1 Deliverables (Deliverables 1 to 8) 3.2.1 Phase 2 Deliverables (Work stage 3 -6)
20	Just to confirm, will the company with the successful bid also be responsible for all construction components pertaining to the tender	Technical	
22	Asking for your clarity in SECTION 3: COST PROPOSAL from (Deliverable 1 to 8). What are the expected and estimated hours from professional team member?	Technical	Bidders are required to provide proposals of their professional consultant which they deem necessary for each deliverable. It depends on the bidders proposed available resources in each discipline and the proposed methodology and project plan they intend to adopt.
23	A town planner will be required. Should we add them at this stage?	Technical	The bid document allows for the bidder to propose any "Other" professional consultant which they deem necessary to deliver on the bid deliverables.
24	Do the interior designer and landscape architect need to be professionally registered	Technical	Refer to page 17 paragraph 5.1.2 of the bid document
25	Should we price for as-built surveys or only for identifying gaps (deliverable 8?)	Technical	The bid document allows for the bidder to propose and recommend all that is required to deliver the required as-built plans to close the identified gaps. Refer to 15. Refer to page 27 paragraph 7.1.8.
26	Some professionals may not be required for each deliverable or stage. Do we need to include their hourly rates even if they are only needed for certain tasks? For example, a Landscape Architect might only be needed for Deliverable 1 and not for 2, 3, 4, or 5.	Technical	Bidders are required to provide proposals of their professional consultant which they deem necessary for each deliverable.
27	The tender document does not call for a Town Planner. However, deliverable 4 will require the services of a Town Planner. Please advise on how this should be approached?	Technical	The bid document allows for the bidder to propose any "Other" professional consultant which they deem necessary to deliver on the bid deliverables.
28	Pages 33 to 40 – Each of the tables in annexure 1 indicate 7 resources per discipline. Are we required to list 7 resources per discipline, or should we carry out our own assessment of how many resources will be required to carry out the scope of work?	Technical	Bidders are required to provide proposals of their professional consultant which they deem necessary for each deliverable. It depends on the bidders proposed available resources in each discipline and the proposed methodology and project plan they intend to adopt.