

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 3

No.	Question	Type	Answer
1	<p>Should the reference letters be in the name of the company or the individual? Page 20, Clause 5.2.5 - Must the reference letters be for the individual key member, or can it be for the company she/he has been employed by? We kindly request that this be for the company and not the individual. A minimum of 5 letters are required for every key person to score maximum points. Obtaining personal reference letters from Clients are problematic.</p>	Technical	<p>5.2.5 RELEVANT EXPERIENCE OF EACH KEY MEMBER (Companies/Consulting Firm) OF THE BIDDER'S PROPOSED TEAM BASED ON THEIR REFERENCES</p> <p>Each member (Companies/Consulting Firm) of the bidder's team must demonstrate relevant skills and experience in completing similar-scope projects validated and affirmed by their respective references.</p> <p>The IDC reserves the right to conduct reference checks on all references provided.</p> <p>The following scoring matrix will be used to evaluate this criterion:</p> <p>a) 5 points = submission of 5 or more relevant references in the past Ten years. b) 4 points = submission of 4 relevant references in the past Ten years. c) 3 points = submission of 3 relevant references in the past Ten years. d) 2 points = submission of 2 relevant references in the past Ten years. e) 1 point = submission of 1 relevant reference in the past Ten years.</p>
2	<p>All 13 of our consortium members did not attend the briefing session. We attended the briefing session, representing our consortium of 13 disciplines.</p> <p>However, our fee is not the highest fee in the consortium. The Architects fee is the highest, hence he would have to be the team leader. The Architect did not attend the briefing session as we were representing our team.</p>		<p>As per the published bid document:</p> <p>PARAGRAPH 5: PREPARATION OF BID RESPONSE</p> <p>5.6: In the event that the bidding structure is a Prime Contractor with Sub-contractor(s), then the Prime Contractor must hold the highest percentage allocation in terms of the value of the contract.</p> <p>PARAGRAPH 12 EVALUATION CRITERIA AND WEIGHTINGS:</p> <p>12.1 Phase 1: Initial Screening Process</p> <p>In the event that the bidding structure is a Prime Contractor with Sub-contractor(s), then IDC will evaluate the information provided in Annexure 2 (Acceptance of Bid Conditions and Bidder's Details) and if determined that the Prime Contractor holds a lower percentage in terms of the value of the contract than any of its subcontractor(s), then the bid will be disqualified.</p>