

**Project Management Services - Lead Consultant**

**Pricing Instruction**

1. Pricing must be as per the latest edition of Guidelines for Tariff of fees in the South African Council for the Project and Construction Management Professions Act (Act No. 48 of 2000).
2. The fee proposal must be a percentage fee based on the estimated cost of works of R263 500 000,00 (Excl. Vat). Consultant Fees will only be adjusted where the final cost of the works varies by more than 15% from the value on which the fee was determined at tender stage (Consultant appointment tender stage). The adjustment of the fees will take place at the following intervals:
  - a. Upon receipt of the Investment Decision with the Approval of the FIDPM Stage 3 Report.
  - b. In the event of termination of the contact.
  - c. Upon the appointment of the contractor/s and deviation of the construction value.
3. Disbursements will be included as a percentage of the total fee payable as guided by your fee scales and shall be payable at regular intervals during the life of the project. Bidders must include in their disbursement a once off amount of R10 000 to fund the Airport Access Permits and related Training per person allocated to work full time on this project. No mark-up to be levied on Permit costs. The payment of disbursements will not include costs for travel and accommodation. Any and all other costs will be paid strictly on a proven cost basis.
4. A discount of fees shall be indicated in the costing and shall be applicable at the discretion of the bidder (not compulsory).
5. Approved Tenderers pricing regime (i.e. % of fees, disbursement, discount, etc.) at tender stage shall be applicable throughout the life of the project.
6. The accepted form of offer will be for the duration of all 6 Stages, however the **\*Initial appointment is for stage 1-3** with full appointment for stage 4-6 applicable after project feasibility and investment decision is determined and approved by ACSA internal governance.
7. Instruction to proceed with subsequent stages in terms of this contract and the associated scope of work will be confirmed in writing by the Employer on a stage-by-stage basis. Note that the Employer is under no obligation to continue to the next stage after completion of each stage of the project. Should the bidder not be granted approval to commence with the next stage, this will not be seen as a cancellation, termination or abandonment of the project that will trigger termination fees or any additional payments apart from those for services rendered up to the previous completed stage.
8. Payment of fees shall be done as per percentage apportionment of fees at completion of each stage as set out in the relevant professional body's fee scale guidelines. All fees' claims shall be submitted to the appointed project quantity surveyor for project costs' accounting purposes.
9. Period for payment of monthly fee claims will be in line with ACSA's payment cycle i.e. 30 days from receipt of correct invoice on a monthly basis by not later than the 25<sup>th</sup> of each month.

10. The professional consultant team is expecting to conduct any and all aspects of work to assist ACSA in the decision-making process for the consideration of use of contingency. These activities are considered to be a part of the design development and associated standard fees. The use of contingency will only be approved by ACSA, once substantiated and approved. The amendment / adjustment of fees will only be made (i.e. added to the construction value for % fee determination) at the successful receipt of the investment decision in parallel with the FIDPM Stage 3 Approval.

**Table 1: Project Management – Lead Consultant Services**

GOERGE AIRPORT TERMINAL EXPANSION - Professional Services Fees				
Table 1– Professional Fees	Estimated construction value		R263 500 000,00	
Project Management - Lead Consultant	Fees calculated as per the latest South Africa Council for the Project and Construction Management Professions Act No. 48 of 2000 fees guideline		Offered fees (Excl. VAT)	
Stage of Services according to SACPMP	% of basic fee for each stage	Amount (Excl. VAT)	% Discount offered	Offered Fee (Excl. VAT)
<b>PHASE 1</b>				
Work-stage 1 Inception	10%			
Work-stage 2 Concept and Viability	10%			
Work-stage 3 Design development	25%			
<b>SUB TOTAL PHASE 1</b>	<b>45%</b>			
<b>PHASE 2</b>				
Work-stage 4 Documentation & Procurement	10%			
Work-stage 5 Works / Construction	40%			
Work-stage 6 / 7 – Handover Close-Out	5%			
<b>SUB TOTAL PHASE 2</b>	<b>55%</b>			
<b>Total Offered Professional Fee</b>		<b>R</b>	<b>%</b>	<b>R</b>
Total Disbursements - Include as a percentage		(	)	R
Total Specialist / Additional Services and /or studies - From Table 1B				R
<b>SUB TOTAL 3</b>				<b>R</b>
Contingencies 20%				R
<b>SUB TOTAL 4</b>				<b>R</b>
<b>Total Offered Professional Fee excl. VAT to be carried to FORM OF OFFER</b>				<b>R</b>

<b>BIDDERS NAME</b>	
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**\*Table 1A: Additional Services**

i	Tenant Coordination Services	Hours	Rate	Total excluding Vat
	Principal >10 years' experience	1440		
	Salaried Staff	2880		
	<b>Total to be forwarded to Table 1B below</b>			

ii	Project Coordination Services	Hours	Rate	Total excluding Vat
	Salaried Staff	6480		
	<b>Total to be forwarded to Table 1B below</b>			

iii	ORAT (Operational Readiness and Training)	Hours	Rate	Total excluding Vat
	Principals >10 years' experience	400		
	Salaried Staff	800		
	<b>Total to be forwarded to Table 1B below</b>			

**\*Table 1B: Summary of Additional Services – PROJECT MANAGER**

i	Summary of Additional services-CIVIL ENGINEER	Amount	% Discount offered	Total excl. Vat
	Tenant Coordination Services			
	Project Coordination Services			
	ORAT (Operational Readiness and Training)			
	<b>Total (Excl. VAT) to be forwarded to table 1 against Total specialist/ additional services and or studies line item</b>			

<b>BIDDERS NAME</b>	
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**NOTE:**

Tenderers must be aware that the CIDB Best Practice Guidelines #A3 – Evaluating Tender Offers, will be used ensure that there is no gross under-pricing or over-pricing of submitted prices.

\*Project teams should make allowances for all communication and material commensurate with a project of this nature and value. This will include, but not be limited to, concept sketches, brochures with presentation material and user client sketches for approval, scale models, 3D representations etc. Note that the final rates utilised will be subject to prior approval by ACSA.

Payments for the additional services will be paid on a proven cost basis only.

Failure to submit a priced offer using the prescribed schedules will make the bid liable for disqualification.

Do not leave any area blank in the pricing schedules (e.g. if not applicable (N/A) or included in cost elsewhere, indicate accordingly).

Bidder's offers that contain correctional fluid will be disqualified. Corrections must be countersigned.

Airport Access Permit costs:

- Permit costs will need to be paid up front by the successful bidder and claimed back from the disbursement cost allowance for permits. Proof of payment for permits to support the claim will be required.
- No mark-up to be levied on Permit costs.
- All employees will be checked for criminal records.
- Cost for lost permits and new employees will not be reimbursed by ACSA.
- Foreign Nationals will need to provide a valid working permit.

<b>BIDDERS NAME</b>	
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