



REQUEST FOR QUOTATION FOR CONSTRUCTION OF PRAYER FACILITIES AND STAFF REST AREA AT KING SHAKA INTERNATIONAL AIRPORT

JOINT MONITORING TEAM (JMT) FOR THE PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, ENGINEERING, QUANTITY SURVEYING, ARCHITECTURAL, HEALTH AND SAFETY SERVICES FOR THE CONSTRUCTION OF PRAYER FACILITIES AT KING SHAKA INTERNATIONAL AIRPORT

Bid Reference number KSIA7315/2023/RFQ

QUESTIONS, ANSWERS, MINUTES AND ADDENDUM

	QUESTIONS	ANSWERS
1	Opening Register. Are bidders required to fill in pricing? What if error occurs e.g. Courier fill in wrong amount?	No, Bidders will be required to complete the Closing Register on the day when they are submitting the proposals. The Tender Closing Register requires name of the bidding entity, contact details of the bidding entity, number of parcels, signature of the person sending the parcel. The Tender Opening Register will be managed by the Airports Company South Africa SOC Ltd buyer who will record the prices and list of bidders who submitted proposals on or before the closing date. The bidder's driver/representative or courier does not complete the TENDER OPENING REGISTER. The tender opening register is controlled by Airports Company SA. Once this register has been completed it will then be emailed to those bidders who have submitted proposals. This register will also be published in the tender websites so that bidders could see who the tender participants are.
2	Are JV companies or bids allowed?	Yes, Companies in the JV are not allowed to bid and compete against each other or against the JV.
3	Health and Safety Consultants. The registering body for HHS are not mandatory ECSA/SACPCMP. Safety has its own registering body	Construction Health and Safety agent registered with SACPCMP.
4	Who prepared the initial design report	Information regarding stage 3 report will be shared with the winning bidder.

5	Is the concept design of the project has been completed?	Yes, we are in stage 3
6	The pricing schedule aligns itself with ECSA design stages-but this varies with the different professionals required? Why don't you list this separately per profession?	This was responded to in the meeting. The reason we had to get company to bid is to avoid having multiple service contracts while we at the same time have to look at the intricacies of project activities. It becomes administratively cumbersome and inefficient to execute project activities. Noting that we run multiple projects at any given time.
7	The actual pricing schedule breakdown is not in conformance with other professionals e.g. Architect has stage 4.1 and stage 4.2 as per SACAP	The company will have to use the current ECSA stages to incorporate the Architectural component of the service.
8	Project value listed as R 7 000 000, How was this determined prior to full design?	We do have a full design in the form of stage 3 report, this report is however 4 years old. The R 7 000 000 is an estimate. Recall we intend to use design and build contract. Therefore, the contractor to be brought in later will provide the actual construction cost. The JMT will be acting as an advisory to the ACSA project manager.
9	Do you require a Joint Venture BBBEE certificate?	Yes, Consolidated JV BBBEE certificate.
10	Who takes design liability if the previous design team did initial designs, but a new team takes this over?	Recall we intend to use design and build contract. The contractor will submit revised drawings for approval, the JMT will facilitate approvals in conjunction with the contractor.
11	Would you require us to submit sub-consultants, agreements?	Bidder organisational form must comply to functionality elements published. Proof of relationship of all disciplines with the leading entity/bidder/Tenderer will be required. Or Bidder to conform to our Functionality Requirements
12	In response to the above-mentioned bid, and with regards to the company's experience points. I have been a co-director at a company (XX2 Architects) from the year 2008, due to the untimely passing of the other co-director, in 2021 the company had to be liquidated and we had to go through re-branding and now director of this new practice (TTY Company (PTY) Ltd.	Bidder to comply with the predetermined evaluation criteria and bid requirements as stipulated in the bid document.

	<p>The question is most of my appointment letters and reference letters will reflect the old company not the new, can I continue using these old company's references for this bid and will the points be allocated for this portion?</p>	
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Minutes of Compulsory Briefing session and Site meeting for RFQ for Construction of Prayer facilities and Staff rest area at King Shaka International Airport

Joint Monitoring Team (JMT) for the Provision of Professional Project Management, Engineering, Quantity Surveying, Architectural, Health and Safety Services for the Construction of Prayer facilities at King Shaka International Airport

Bid reference number KSIA7315/2023/RFQ

DATE	26 January 2024
TIME	11:00 to 13:00
VENUE	ACSA, King Shaka International Airport, MSO Building, 3 rd Floor, Izulu Board Room

PROCEDURAL MATTERS

1.	Administration	JM
2.	Presentation	JM MN
3.	Question and Answer	Bidders
4.	Closure	JM

1 ADMINISTRATION

JM welcomed all and thanked all for attending the briefing session meeting.
Attendance registers were completed and signed.

2 PRESENTATION

The following was presented.

- Websites where tender was published: ACSA and National Treasury
- Date when tender was issued: 14/12/2023.
- Official Correspondence email address: Procurement3.KSIA @airports.co.za
- Closing date of enquiries:02/02/2024
- Compulsory meetings
- Bids to be sent to: Airports Company SA SOC Ltd, King Shaka International Airport, La Mercy, MSO Building, Ground Floor, Reception, near Pickup zone.
- Authorized person to sign the tender submission.
- **Late, faxed, emailed and telephonic submissions not acceptable.**
- Bid responses and validity were explained.
- Bidders to note that there is confidentiality and copyright in the tender document

Evaluation Criteria

- Attendance to compulsory meetings
- Completion, signing and submission of Form of Offer

Functionality

- Bidders were asked to make sure that they submit valid reference letters/completion certificates, copies of qualifications, CVs, proof of experience.

Price and Preference

- 80/20 Evaluation
- Submit copies of BBBEE certificates/sworn affidavits.
- Submit CSD, Company registration documents/share certificates,

Contract

- Bidder to make sure that they complete the contract document, sign and submit it. Ensuring that the Form of offer is completed and signed. **The contract document is in the tender document.**

The scope of works includes but not limited to:

SCOPE: PART C3 OF THE CONTRACT

- Professional services: Architect, Project Management, Engineering, Quantity Surveying, Health and Safety.
- Plan project execution, Review design report, prepare procurement documents.
- Free issue of stage 3 design report whose details the consultant are expected to be familiar with at the time of issuing to the contractor.
- Construction monitoring for compliance with internal and external regulations (Level 3) including project execution plan.
- Coordinate, record and report orderly conclusion of the project.
- Follow processes as guided in the contract.

- Consultants to ascertain that execution is according to applicable laws, codes and standards.
- Provide quality assurance systems and plans for the execution of the project.
- Provide monthly project progress report
- Coordinate , record and report on all technical and construction meetings

Pricing Schedule

- Ensure that the Pricing Schedule is fully completed.
- Total of the Pricing Schedule to be transferred to Form of Offer and Acceptance
- Bidder to use the allowance provided in the Pricing Schedule.
- Do calculations correctly.
- Make comments on areas where bidder would not be quoting for
- Bidder to use our document when pricing and not to create their own document.
- Provisional Sums and formulas were explained.

3 QUESTIONS AND ANSWERS

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ADDENDUM

RFQ for Construction of Prayer facilities and Staff rest area at King Shaka International Airport

Joint Monitoring Team (JMT) for the Provision of Professional Project Management, Engineering, Quantity Surveying, Architectural, Health and Safety Services for the Construction of Prayer facilities at King Shaka International Airport

Bid reference number KSIA7315/2023/RFQ

Please note the following:

Page 113 of 139 stated that Basic fees are not fixed but are based on a percentage of the construction value. This contract's basic fee (**total for stages 1-6**) is _____% of the R 7 000 000 excluding VAT estimated construction value.

Correction

Total stages are 3-6

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Health and Safety Consultant

The bid document stated SACPCMP or ECSA

Please be informed that ECSA is being removed from the requirement. The correct requirement is Construction Health and Safety agent registered with SACPCMP.

With kind regards

Johnson Mji

Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this response for Tenders, amending the Tenders documents, have been taken into account in this response:

	Date	Title or Details
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1.	/02/2024	Stages 3-6
2.	/02/2024	Correction for Health and Safety Consultant

Signed		Date	
Name		Position	
Tenderer			

The above must be completed, signed and submitted together with the bidder's proposal.