

BRIEFING SESSION PRESENTATION

RT8-2024 TRANSPORTATION OF CARGO AND FURNITURE RELOCATION SERVICES FOR THE STATE FOR THE PERIOD OF 36 MONTHS

PRESENTED BY:

NTOMBI SIDINILE

Division: OCPO

**Date: 18 OCTOBER
2023 @10H00**



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA



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SAFE**

VACCINATE TO SAVE SOUTH AFRICA

TRANSPORTATION OF CARGO AND FURNITURE RELOCATION SERVICES FOR THE STATE FOR THE PERIOD OF THIRTY-SIX (36) MONTHS

AGENDA

- 1. Opening, welcome and Introductions
- 2. Purpose of the RFP
- 3. Duration of the Contract
- 4. Bid Timelines
- 5. How to access the Tender Document
- 6. Technical Specification and Scope of Work
- 7. Evaluation Criteria as per clause 6 of the SCC
- 8. SUBMISSION OF BIDS
- 9. LATE BIDS
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- 11. Closure

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1. Opening, welcome and Introductions
2. Purpose of the RFP
 - The purpose of this request for proposal (RFP) is to solicit bids from interested parties (“Respondents”) to enable National Treasury to appoint suppliers Transportation of Cargo and Furniture Relocation Services For The State.
 - The RFP consists of the Special Conditions of contract(SCC), Technical Specification, GCC, Pricing Schedule and other Standard Bidding Documents (SBD).
 - To obtain market related Price and to ensure that Government benefits from the economic of scale.
3. Duration of Contract – Three (3) years / Thirty Six (36) months

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4. Bid Timelines

ACTIVITY	DUE DATE
RFP Upload on e-Tenders Portal – Tender Document	The tender was advertised on e-Tender Portal & National Treasury website on 2 October 2023.
Non-compulsory briefing session	18 October 2023 at 10:00 – 12:00 (Online session: MS Teams) Link to join: Click here to join the meeting
Bid Validity period	180 Days from the closing date of the bid
Bid Closing date and Time	31 October 2023 at 11:00am
Communication channels	Attention: Contract Manager Email: Demand.Acquisition3@treasury.gov.za
Deadline for Queries, Question and Answers	23 October 2023 at 16:00

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5. How to Access bid document

- Where bid documents can be obtained:

National Treasury website

<http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx>

Etenders: <https://www.etenders.gov.za/>

- NOTE: Bidders are required to submit (upload) the bid on www.etenders.gov.za by the closing date and time.
- Bidders to adhere to all the rules for the online bid submission on or before **31 October 2023 at 11:00am.**

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6. Technical Specification and Scope of Work

- Bidders must be able to Transport Cargo and Relocation Services of Furniture for the period of 36 months as per the **Technical Specifications. (paragraph 5 of the Special Conditions of Contract)**
- All items are supported by detailed specifications. Items must comply with the specification as stated in the bid document of each item.

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7. Evaluation Criteria as per clause 6 of the SCC

Phase 1	Phase 2	Phase 3
<p>Mandatory and other standard bidding requirement</p>	<p>Technical Specification Compliance</p>	<p>Price and Specific goals</p>
<p>Compliance with mandatory and other bid requirements</p>	<p>Compliance with the item's technical specifications</p>	<p>Bids evaluated in terms of the 90/10 preference system</p>

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- **Phase 1: Mandatory and other standard bidding requirement**
- Compliance with mandatory and other bid requirements:
- Bidders' must submit all required documents indicated on clause with the bid documents at the closing date and time of the bid. During this phase bidders' responses will be evaluated against the mandatory requirements for compliance. This phase is not scored and bidders who fail to comply with all the mandatory criteria will be disqualified.
- Phases 1 to 4 are further detailed on clause 6 of the Special Conditions of Contract
- The State may conduct due diligence during any of the evaluation phases to confirm the information submitted by the bidder and any misrepresentation by the bidder may disqualify the bid thereof.

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OTHER STANDARD BIDDING DOCUMENTS

▪ **Company Registration and Organogram**

Shareholding portfolio by proof of registration of the company with Companies Intellectual Property Commission. An additional document detailing the shareholding of the bidder in an organogram format in support of the proof of company registration must be submitted by bidders at the closing date and time.

▪ **Conditions of Contract**

General Condition of Contract which are fully signed and initialed on every page to indicate that the bidder has read and understood the terms and conditions.

Special Conditions of Contract which are fully signed and initialed on every page to indicate that the bidder has read and understood the terms and conditions.

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Draft Master Transversal Agreement

A Master Transversal Agreement (MTA) will be signed between National Treasury and the successful bidders on acceptance of an unconditional award letter.

Draft Participation Agreement

A Participation Agreement (PA) which is linked to the MTA, will be signed between the Participants and the successful bidders.

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PHASE 2: TECHNICAL SPECIFICATION COMPLIANCE

TCD 13 Authorization Declaration

- All bidders must complete the “Authorization Declaration” (TCD 13) for all relevant goods or services in full, sign it and submit it together with the bid response at the closing date and time of the bid invitation.
- Failure to submit a duly completed and signed Authorization Declaration, with the required annexure(s), in accordance with the above provisions will invalidate the bid for such goods or services offered.
- Any bidder/s who is sourcing from a Third Party must complete TCD 13.1 and TCD 13.2 in full for all relevant goods and/or services. The letter of undertaking from the Third Party must include but not limited to the following:
 - i) List of item(s) number and item description.
 - ii) Letter must be on the Third-Party letter head, dated and originally signed.
 - iii) Have the contact person’s name, physical and postal address, telephone, and email details and the capacity which a person is signing the letter.
 - iv) All the information on the letter must be in English.
 - v) TCD 13.2 must be completed for all items offered by the bidder.

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- The State reserves the right to verify any information supplied by the bidder in the Authorization Declaration and should the information be found to be false or incorrect, the State reserves its right to exercise any of the remedies available to it, including disqualifying the bidder and or restricting the bidder.
- The bidder must ensure that all financial and supply arrangements for goods or services have been mutually agreed upon between the bidder and the third party. Failure to render the service in line with the contractual terms of this transversal contract may lead to the contract being terminated and the bidder being restricted from doing business with the State.
- Failure by a bidder, other than a manufacturer or licensed importer to provide the letter confirming supply arrangements as per the specifications above, will invalidate the bid.
- The authorization declaration (TCD 13) and the letter from the manufacturer confirming supply arrangements as set out in paragraphs 6.3.3.3(c) must be applicable and cover the full transversal contract period.

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- The letter of undertaking must be from an Original Equipment Manufacturer (OEM) or an authorised importer/distributor. In the case where the letter of undertaking is from an authorised importer/distributor, the bidder must submit in addition to the letter of undertaking, documentary proof from OEM, that the authorized importer/distributor is authorized by the OEM. The letter of undertaking and supporting documents must be submitted with the bid at the closing date and time of the bid.
- Failure to submit a duly completed and signed Authorisation Declaration, with the required annexure(s), in accordance with the above provisions will invalidate the bid for such goods or services offered.

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PHASE 3: PRICE AND SPECIFIC GOALS

Preference Point System

- Prices quoted for all categories must be furnished based on supply, delivery and offloading nationally.
- The pricing schedule provided in this bid forms an integral part of the bid document and bidders must ensure that it is completed without changing the structure thereof.
- Bidders are required to complete a mandatory Pricing Schedule as a response on how much the items offered will be charged. No submission of the Pricing Schedule will invalidate the bid response.
- Prices submitted for in this bid must be filled in on the field provided on the pricing schedule supplied with the bid. Price structures that do not comply with this requirement may invalidate the bid.

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1.1.1.1 The following formula will be used to calculate the points for price:

$$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where,

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

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- **Split Award:**

The State reserves the right to award the same item to two (2) bidders

- The split will be as follows (clause 8.4 of the SCC):

Category	Difference between total points scored	Applicable split in percentages
A	Equal points	50/50
B	Less than 5 points	60/40
C	More than 5 but not exceeding 10 points	70/30
D	More than 10 but not exceeding 20 points	80/20
E	More than 20 points	90/10

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Points Scored for Specific Goals

1. The following formular will be used to calculate the points for price:

$$\bullet \text{ PSSG} = \text{MPA} \times \frac{\text{POE}}{100}$$

Where,

PSSG = Points scored for specific goals

MPA = Maximum points allocated for a specific goal

POE = Percentage of equity ownership by an HDI

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GOALS	POINTS
Preference points for equity ownership by historically disadvantaged Individuals who, due to the apartheid policy that had been in place had no franchise in national elections before the introduction of the Constitution of the RSA, 1983 (Act 110 of 1983) or the Constitution of the RSA, 1993 (Act 200 of 1993), (“the Interim Constitution”) and or	5
who is a female	5

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Counter Conditions

- Bidders' attention is drawn to the fact that amendments to any of the bid conditions or setting of counter conditions by bidders may result in the invalidation of such bids.
- The National Treasury reserves the right to change or supplement any information or to issue any addendum to this bid before the closing date and time. The National Treasury and its officers, employees and advisors will not be liable in connection with either the exercise of, or failure to exercise this right.
- If the National Treasury exercises its right to change or supplement information in terms of the above clause, it may seek amended bid documents from all bidders.

Fronting

- The National Treasury supports the spirit of broad based black economic empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Against this background the National Treasury does not support any form of fronting.

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Right Of Award

The State reserves its following rights -

- a) To award the bid in part or in full,
- b) Not to make any award in this bid or accept any bids submitted,
- c) Request further technical information from any bidder after the closing date,
- d) Verify information and documentation of the bidder(s),
- e) Not to accept any of the bids submitted,
- f) To withdraw or amend any of the bid conditions by notice in writing to all bidders prior to closing of the bid and post award, and
- g) If an incorrect award has been made to remedy the matter in any lawful manner it may deem fit.

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SUBMISSION OF BIDS

PHYSICAL AND HARDCOPY BID SUBMISSION

- Bidders are required to submit hard copies and USB /memory stick at the National Treasury, 240 Madiba Street, TIC, and Deposit the bid in the tender box.
- Bidders to adhere to all the rules for the bid submission.
- Bidders' attention is drawn to the sequential submission format as per the checklist on Table 1.
- The Technical Specifications and Pricing Schedule (Annexure B) should be in an XLSX excel sheet format and not any other format.
- Non-compliance with the bid submission WILL invalidate the bidder's response.
- **Bid Enquiries:** - All enquiries should be in writing to demand.acquisition3@treasury.gov.za The closing date for receipt of all enquiries is **23 October 2023**. All enquiries beyond the closing date will not be considered.

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TRANSVERSAL CONTRACT PRICE ADJUSTMENT

Refer to paragraph 14 of the SCC:

Transversal Contract Price adjustments shall be applied on a quarterly basis. Transversal Contract Price adjustment periods will be as follows:

Adjustment	CPA application to reach National Treasury at the following dates	End Index Date	Dates until which adjusted prices will be effective	Dates from which adjusted price will become effective
1 st Adjustment	1 October 2024	31 August 2024	30 October 2024	1 January 2025
2 nd Adjustment	1 October 2025	31 August 2025	30 October 2025	1 January 2026

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- Questions and Answers

Thank You