

NT010-2015: INVITATION TO APPOINT PROFESSIONAL SERVICE PROVIDERS OR INDIVIDUALS TO PROVIDE TECHNICAL SUPPORT TO THE OFFICE OF THE CHIEF PROCUREMENT OFFICER (OCPO) FOR A PERIOD OF 12 MONTHS

BIDDER ENQUIRIES

- 1. Please confirm whether the DPSA Rates for Level 13 will include disbursements, for example, travelling to provinces (Paragraph 7 of TOR)**

The hourly rates will be based on the average rates for consultants as published by the DPSA (Effective 1 April 2014) at a maximum equivalent to salary **Level 13**

For Companies - Hourly fee rates for consultants, Model B (Long term), Option B1 (All overheads), B1.1 (Mark-up).

For Individuals or NGOs - Hourly fee rates for consultants, Model B (Long term), Option B1 (All overheads), B1.2 (No mark-up)

- 2. The Evaluation Criteria for NQF or equivalent qualification may not necessarily be specific to the key area, for example Laundry and Linen (Paragraph 13 of TOR)**

The qualification must be relevant to the key area and the number of years' experience in the Key Area(s) as indicated on the scope of work and verifiable references will need to be relevant to the key area through demonstrable evidence of work performed in the key area.

- 3. Please confirm whether the DPSA Rates for Level 13 will include disbursements, for example, travelling to provinces**

Refer to Number 1 above.

- 4. NT010-2015 invites service providers or individuals to submit CVs, but in section 13. (Page 14 of TOR), a maximum of 5 CVs will be considered. How does an individual comply, while they should adhere to the condition that 5 CVs are needed? It looks like individuals are not eligible to submit in this case.**

A maximum of 5 CVs per key area will be considered for each company. This is to ensure that the comparison is performed on the quality of the resource provided and not on the quantity. Individuals are not affected by this condition as the 5 CVs are given as a maximum and not as a minimum requirement to be complied with.

- 5. Paragraph 7 of the Special Conditions of Contract – Client Base At the meeting we were informed that National Treasury requires 4 references for EACH specific key area. However, this paragraph requires four references for the BID. I am requesting National Treasury to please confine this requirement to the contents of the Bid Document**
Paragraph 7 refers to client references where similar projects have been undertaken by the company or individual. These references will be in the key areas where work has been performed.

- 6. More clarity was requested at the briefing meeting around the "deliverables" as well as the "skills competency" per key area. E.g. actual deliverable by service provider against the role of the department personnel on the deliverable.**

Bidders are expected to provide resource/s that has expertise in all aspects in the key area as outlined in the bid.

7. Will successful bidders on this bid be excluded from downstream work if they participate in drafting bid specifications and develop sourcing strategies?

Bidders are referred to Practice Note Number SCM 3 of 2003 – APPOINTMENT OF CONSULTANTS, paragraph 5 which relates to Conflict of Interest.

http://ocpo.treasury.gov.za/Buyers_Area/Legislation/Pages/Practice-Notes.aspx

5 Conflict of interest

Consultants are requested to provide professional, objective and impartial advice and at all times hold the client's interests paramount, without any consideration for future work and strictly avoid conflicts with other assignments or their own corporate interests. Consultants should not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of not being able to carry out the assignment in the best interest of the State. Without limitation on the generality of this rule, consultants should not be hired under the following circumstances:

- A firm, which has been engaged by the accounting officer/authority to provide goods or works for a project and any of its affiliates, should be disqualified from providing consulting services for the same project. Similarly, a firm hired to provide consulting services for the preparation or implementation of a project and any of its affiliates, should be disqualified from subsequently providing goods or works or services related to the initial assignment (other than a continuation of the firm's earlier consulting services as described below) for the same project, unless the various firms (consultants, contractors, or suppliers) are performing the contractor's obligations under a turnkey or design-and-build contract.
- Consultants or any of their affiliates should not be hired for any assignment which, by its nature, may be in conflict with another assignment of the consultants. As an example, consultants hired to prepare an engineering design for an infrastructure project should not be engaged to prepare an independent environmental assessment for the same project, and consultants assisting a client in the privatization of public assets should not purchase, nor advise purchasers of such assets.