University of Venda
Creating Future Leaders

IN/25/2023

SOLAR POWER FACILITY AT THE UNIVERSITY OF VENDA IN THOHOYANDOU, LIMPOPO PROVINCE)

REQUEST FOR PROPOSAL

VOLUME 1 OF 2

BSC MEMBERS	SIGNATURE	DATE OF APPROVAL
Chairperson		
SCM		
Technical (End User)		
Legal Department		

PROCUREMENT DOCUMENT

(Based on NEC3 Engineering and Construction Short Contract)

Date of Issue: 23rd October 2023

Issued by:

University of Venda
University Road
Thohoyandou
0950

Name of tenderer: .....

Telephone Number: .....

Email Address: .....

Fax Number: .....

Cellphone Number: .....

Closing date: AS PER TENDER INVITATION

UNIVERSITY OF VENDA

TENDER NO.: IN-25-2023

A SCALABLE SOLAR POWER FACILITY AT THE UNIVERSITY OF VENDA IN THOHOYANDOU, LIMPOPO PROVINCE

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UNIVERSITY OF VENDA

TENDER NO: IN-25-2023

A SCALABLE SOLAR POWER FACILITY AT THE UNIVERSITY OF VENDA IN THOHOYANDOU, LIMPOPO PROVINCE

E1.1 Notice and Invitation to submit an Expression of Interest/Proposal

The **University of Venda** invites Proposals for **A Scalable Solar Power Facility At The University Of Venda In Thohoyandou, Limpopo Province**

Request For Proposal (RFP) For The Development And Construction Of A Solar Power Facility. This project aims to harness the abundant solar energy resources in our region and establish a sustainable and renewable energy solution that aligns with our commitment to environmental stewardship and energy independence. The purpose of this RFP is to invite qualified and experienced companies to submit their proposals for the design, engineering, procurement, construction, and commissioning of a scalable solar power facility. The facility should be capable of generating a significant amount of clean electricity to meet the growing energy demands of our Campus and Community while minimising environmental impact and ensuring the security of Supply.

Queries relating to the issuing of these documents may be addressed by
email:univen.tenders@univen.ac.za .

A compulsory clarification meeting with representatives of the Employer will take place at **Thohoyandou main campus: as per tender invitation**

The closing time for receipt of submissions is: as per tender invitation.

One (1) Original Tender Document and one (1) electronic file (on a USB that is password protected) Shall be submitted.
Bids sealed in two envelopes indicating the bid number and the project name, one envelope indicating the pricing offer and another technical offer should be deposited in the tender box located at the University of Venda, Main Gate, by mentioned closing date @12h00 mid-day.

University of Venda	**UNIVERSITY OF VENDA** **TENDER NO: IN-25-2023** **A SCALABLE SOLAR POWER FACILITY AT THE UNIVERSITY OF VENDA IN THOHOYANDOU, LIMPOPO PROVINCE**

E1.2 Submission Data

The conditions for the calling for expressions of interest are the latest edition of SANS ISO 10845-4:2022 Ed 2, *Standard conditions for the calling for expressions of interest*.

SANS ISO 10845-4:2022 Ed 2, which can be obtained on-line from the South African Bureau of Standards (see www.store.sabs.co.za), makes several references to the Submission Data for details that apply specifically to this submission. The Submission Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the *Standard Conditions for the calling for Expressions of Interest.*

Each item of data given below is cross-referenced to the clause in SANS ISO 10845-4:2022 Ed 2 to which it mainly applies.

Clause number	Submission Data
4.1	The Employer is University of Venda
4.2	The documents associated with the calling for request for proposal issued by the employer comprise: **Part E.1: Submission procedures** E.1.1 Invitation and notice for submissions of Proposals E.1.2 Submission data **Part E.2: Returnable documents** E.2.1 List of returnable documents E.2.2 Submission schedules **Part E.3 Indicative scope of work** E.3 Indicative scope of work

	The employer's agent is: Name: **Univen** Address: **University of Venda** **University Road** **Thohoyandou** **0950** E-mail: **tenders@univen.ac.za**
4.4	The language for communications is English
5.7	The employer's address for delivery of submissions and identification details to be shown on each submission package are: A scalable solar power facility at the university of Venda Location of tender box: Main Entrance at the University of Venda Physical address: University road, corner of Mphephu and Khoroni, Thohoyandou Identification details: Tender reference number, Title of Tender and the closing date and time of the tender and tenderer's name, address and telephone number.
5.7	Parts of each submission communicated on paper shall be submitted as an original plus one (1) copy. The respondent is requested to also provide a scanned PDF copy of the complete submission in electronic format on a flash disk and to include this in their submission.
5.9	The closing time for submissions is as stated in the Notice and Invitation to Submit an Expression of Interest/ Proposal.
5.9	Telephonic, telegraphic, telex, facsimile or e-mailed submissions offers will not be accepted.
6.3	Bids submitted after the specified deadline, will not be taken into consideration and will be returned unopened to the Tenderer.
6.9	The procedure for evaluation of responsive submissions is: Bids that demonstrate commercial responsiveness will proceed to the quality evaluation phase. The Employer will engage in negotiations with Bidders who fulfil the criteria specified in the Scoping Brief.
6.9	All respondents who submit responsive submissions and: 1) a) are registered on the Central Supplier Database (CSD) for the South African government (see https://secure.csd.gov.za/) unless it is a foreign supplier with no local registered entity b) unless a foreign supplier, are tax compliant or provides written proof from SARS that the respondent has made arrangements to meet outstanding tax obligations c) do not have any of their directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 or the

National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za) as a person prohibited from doing business with the public sector;

e) have not abused the Employer's Supply Chain Management System or have failed to perform on any previous contract and have been given a written notice to this effect;

f) have completed the Compulsory Declaration and who are considered by the Employer not to have any conflicts of interest which may impact on their ability to perform the proposed contract in the best interests of the Employer or potentially compromise the tender process;

g) do not have municipal rates and taxes and municipal service charges in arrears;

h) the respondent is registered and in good standing with the compensation fund or with a licensed compensation insurer;

i) the employer is reasonably satisfied that the respondent has in terms of the Construction Regulations, 2003, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely; and

2) in the opinion of the Employer can as necessarily demonstrate that they possess the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel to perform the contract;

……..will be invited to submit negotiated offers.

2) The evaluation criteria that are to be scored and the maximum score assigned to each of such criteria are as follows:

Evaluation Criteria	**Weighting**
1. Technical Qualifications and Experience:	**50**
• Experience	
• Technical Expertise	
• References	
• Design	
• Scalability:	
• Innovative Solutions	
• Maintenance & Operation	
2. Compliance and Legal Considerations:	**15**
• Regulatory Compliance	
• Legal Issues	
• Local Impact	
• Community Relations	
3. Cost and Pricing	**25**
• Cost Proposal	
• Cost Breakdown:	
• Value for Money	
• Insurance	
• Off Take Agreements	
4. Project Schedule and Timeline:	**10**
• Project Plan:	
• Milestones	

2.1.

Detailed evaluation criteria with weightings and scoring for your project:

21. 1. Technical Qualifications and Experience (Weighting: 50%)

- **Experience (10 points)**: Evaluate the bidder's past experience in similar projects. Assign scores based on the relevance and success of previous projects.
- **Technical Expertise (10 points)**: Assess the bidder's technical knowledge and skills relevant to the project. Higher scores for more expertise.
- **References (5 points)**: Consider the quality of references from past clients or partners. Strong references should result in higher scores.
- **Design (5 points)**: Review the quality and feasibility of the proposed design for the project.
- **Scalability (5 points)**: Assess the scalability of the proposed solution. Higher scores for solutions that can easily grow.
- **Innovative Solutions (5 points)**: Evaluate if the bidder offers creative and innovative solutions for the project.
- **Maintenance & Operation (10 points)**: Consider the maintenance and operational plan, giving higher scores for comprehensive and efficient plans.

2. Compliance and Legal Considerations (Weighting: 15%)

- **Regulatory Compliance (5 points)**: Evaluate the bidder's adherence to all relevant regulations. Higher scores for full compliance.
- **Legal Issues (2.55 points)**: Consider any potential legal challenges or issues and score based on how well they are addressed.
- **Local Impact (2.5 points)**: Assess the project's impact on the local community, environment, and economy. Higher scores for positive impact.
- **Community Relations (5 points)**: Evaluate the bidder's approach to maintaining positive relations with the local community.

3. Cost and Pricing (Weighting: 25%)

- **Cost Proposal (7.5 points)**: Review the overall cost proposal and score based on competitiveness.
- **Cost Breakdown (5 points)**: Evaluate the transparency and clarity of the cost breakdown. Higher scores for detailed breakdowns.
- **Value for Money (7.5 points)**: Assess whether the proposed cost is reasonable compared to the expected project outcomes.
- **Insurance (2.5 points)**: Review the insurance coverage offered by the bidder.

	• **Off Take Agreements (2.5 points)**: Consider any agreements related to the off-take of project output. 3) The evaluation criteria shall be scored independently by not less than three evaluators in accordance with the following schedules: • **As described in Part E3 – Indicative Scope and Part E2 List of Returnable Documents** The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final evaluation score. The two highest ranked responsive Bidders will be invited to enter into Negotiations with the Employer.
	3) The additional conditions of tender are: **Tax compliance** The employer shall utilise the tax compliance status PIN or the Central Supplier Database Master Registration Number to verify the tax compliance status unless the tenderer is not a resident of the Republic of South Africa and does not have a branch in South Africa, a permanent establishment in South Africa or any source of income from South Africa. Where the latter applies, the tenderer shall complete an application form which the employer shall submit to South African Revenue Services to issue a Confirmation of Tax Obligations letter. Where a tenderer is found not to be tax compliant, the employer will notify the tenderer of his / her non-compliant status and request the tenderer to furnish the employer within 7 days to provide written proof from SARS of their tax compliance status or proof that they have that they have made an arrangement to meet their outstanding tax obligations, failing which their tender offer will be rejected.

E.2.1 List of returnable documents

T2.2-2	Programme and Method Statement
T2.2-3	Risk Elements
T2.2-5	Price Adjustment for Inflation
T2.2-7	Management and CV's of key persons
T2.2-8	Schedule of proposed Subcontractors/consultants
T2.2-9	Insurance provided by the Contractor
T2.2-10	Site Establishment requirements
T2.2-14	Authority to submit tender
T2.2-15	Certificate of attendance at tender clarification meeting
T2.2-16	Record of addenda to tender documents
T2.2-17	Compulsory Enterprise Questionnaire
T2.2-25	Previous experience
T2.2-27	Broad-Based Black Economic Empowerment (BBBEE)
T2.2-29	Life Cycle Costs
T2.2-31	Supplier Code of Conduct
T2.2-33	Mutual Non-Disclosure Agreement

E2.2 Returnable schedules

Record of Addenda to tender documents

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

	Date	**Title or Details**
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed ..... Date .....

Name ..... Position .....

Tenderer .....

Proposed amendments and qualifications

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause 6.8 of SANS ISO 10845-3 regarding the employer's handling of material deviations and qualifications.

Page	Clause or item	Proposal

Signed ---------- Date ----------

Name ---------- Position ----------

Tenderer ----------

Compulsory Declaration

The following particulars shall be furnished.

Note: Each partner in a joint venture are required to complete this form

Section 1: **Enterprise Details**

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Section 2: Particulars of companies and close corporations

Company / Close Corporation registration number	

Section 3: SARS Information

Tax reference number	
Tax compliance status pin number (unless a foreign supplier)	
VAT registration number:	*State Not Registered if not registered for VAT*
The tender is a foreign supplier (tick appropriate boxes)	The tenderer: ☐ is not a resident of the Republic of South Africa; **and** ☐ does not have a branch in South Africa, a permanent establishment in South Africa or any source of income from South Africa.

Section 4: CIDB registration number *(if applicable)*

CIDB Registration number	

Section 5: National Treasury Central Supplier Database

CSD Master Registration Number (Supplier Number)	

Attach CSD registration or summary report ***not older than 2 weeks prior to tender closing***

Section 6: Particulars of principals

principal: means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

Full name of principal	Identity number	Professional registration type and number e.g. PrEng no xxxxxxxx

Attach separate page if necessary

Section 7: Declaration by tendering entity

1) Is the tendering entity, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state?

tick appropriate box ☐ yes ☐ no

If yes, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in the tabulation below.

Full Name	Identity Number	Name of State institution

Note: A controlling interest is the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence

2 Do you, or any person connected with the tendering entity, have a relationship with any person who is employed by the procuring institution?

If so, furnish particulars: . . . . . .

. . . . . .

. . . . . .

3 Does the tendering entity or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are tendering for this contract?

tick appropriate box ☐ yes ☐ no

If yes, furnish particulars:

. . . . . .

. . . . . .

. . . . . .

Section 8: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

☐ Yes ☐ No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary):

. . . . . .

. . . . . .

. . . . . .

Section 9: Declaration

I the undersigned, ... *(name)* who warrants that I am duly authorised to do so on behalf of the tendering entity, in submitting the accompanying tender, do hereby make the following statements that I certify to be true and complete in every respect:

1) I have read and I understand the contents of this disclosure;

2) I understand that the accompanying tender will be disqualified if this disclosure is found not to be true and complete in every respect;

3) The tendering entity has arrived at the accompanying tender offer independently from, and without consultation, communication, agreement or arrangement with any competitor.

Note: A communication between partners in a joint venture or consortium (i.e. an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract) will not be construed as collusive tendering.

4) There have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the tender, tendering with the intention not to win the tender and conditions or delivery particulars of the products or services to which this tender invitation relates.

5) The terms of the accompanying tender have not been, and will not be, disclosed by the tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.

6) There have been no consultations, communications, agreements or arrangements made by the tenderer with any official of the procuring institution in relation to this procurement process prior to and during the tendering process except to provide clarification on the tender submitted where so required by the institution; and the tenderer was not involved in the drafting of the specifications or terms of reference for this tender.

7) I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

8) I confirm that neither the name of the tendering entity or any of its principals appears on:

   a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004); or

   b) National Treasury's Database of Restricted Suppliers (see www.treasury.gov.za)

Signed

Name ---------- Date ----------

Enterprise name ---------- Position ----------

Name of witness: ..... Signature of witness: .....

NOTE The Standard Conditions of Tender contained in SANS ISO 10845-3 prohibits anticompetitive practices (clause 4.1) and requires that tenderers avoid conflicts of interest, only submit a tender offer if the tenderer or any of his principals is not under any restriction to do business with employer (5.1.1) and submit only one tender either as a single tendering entity or as a member in a joint venture (clause 5.13.1). Clause 5.7 also empowers the Employer to disqualify any tenderer who engages in fraudulent and corrupt practice. Clause 4.1 also requires tenderers to comply with all legal obligations.

Preferencing schedule: Broad-Based Black Economic Empowerment status

C. Phase 3: Evaluation in terms of Preference Points

a) The bidders must **complete SBD 3.1: Pricing Schedule** and submit with the bid.

b) Only bids that achieve minimum qualifying score for Functionality in this bid will be considered for further evaluation.

c) The qualifying bids will be evaluated in accordance with the 80/20 preference point systems

d) The lowest acceptable bid will score 80 points for price. Bidders that quoted higher prices will score lower points for price on a pro-rata basis.

e) The formulae that will be utilized in calculating points scores for prices is as follows:

80/20 Preference point system (for the acquisition of services, works or goods with a Rand value above R30 000) (all applicable taxes included)

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where:
Ps = Points scored for comparative price of bid or offer under consideration
Pt = Comparative price of bid or offer under consideration
Pmin = Comparative price of lowest acceptable bid or offer.

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	**100**

f) The points scored will be rounded off to the nearest two decimal places.

g) contribution in accordance with the table below:

Preferential goals. HDI'S	**Number of points allocated (90/10 system)**	**Number of points allocated (80/20 system)**	**Means of verification**
Black People	3.5	7	CSD report and/or copy of company CIPC registration certificate
Women	2	4	CSD report
Persons with Disability	1	2	Original or Certified Copy of certificate/confirmation of Disability Status
Specific goals			
Youth	1.5	3	CSD report
Enterprises located in Limpopo Province	2	4	Recent Municipal account or Local Authority Letter for confirmation of Local

			Address (not older than 3 months)

Then the points scored for price will be added to the points scored for specific goals of contribution to obtain the bidders total points scored out of 100.

Declaration of state of municipal accounts

In the case of a joint venture, separate municipal declarations shall be submitted in respect of each partner.

Section 1: Enterprise Details

Name of enterprise:	
Contact person:	
Email:	
Telephone:	
Cell no	
Fax:	
Physical address	
Postal address	

Municipality where the business is situated	
Municipal account number for rates	
Municipal account number for water and electricity	

Attach a copy of municipal accounts which includes the municipal account number for rates and for water and electricity not older than 3 months

I, the undersigned who warrants that I am duly authorised on behalf of the tendering entity, hereby declare that tendering entity's municipal rates and taxes and service charges in the municipality where the business is situated are not in arrears

Signature: .....

Name: .....

Duly authorised to sign on behalf of: .....

Telephone: ..... Date: .....

Name of witness: ..... Signature of witness: .....

Enterprise Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tenderer confirms that:

1) The tenderer is able to provide financial statements complying with applicable legislation for the preceding financial year within 12 months of the year end.

2) The tenderer (tendering entity) has a turnover over during its preceding financial year which is not less than R million.

(Complete the Annual Financial Statement Declaration)

3)

4)

Confirmation of B-BBEE status

The Construction Sector Code applies to the B-BBEE compliance measurement of all entities that fall within the Construction Sector. It includes the following definitions:

- Built Environment Professional (BEPs): These are enterprises that conduct the following activities: Planning, design and costing of construction projects in the built environment. Also, project management and design of a construction value chain including environment, energy, industrial, property, transport and infrastructure. Enterprises typically classified as BEP's include, but are not limited to, consulting engineering practices, architects, quantity surveyors and town planners.

- Construction related activities: the activities conducted by Contractors, BEP's and Construction Material Suppliers

- Construction Sector: all enterprises who derive more than 50% of their annual Revenue from Construction Related Activities.

I hereby confirm the following (tick appropriate boxes):

a) The tenderer is:

☐ an Exempted Micro Enterprise

☐ a Qualifying Small Enterprise

☐ not an Exempted Micro Enterprise or a Qualifying Small Enterprise

b) The tenderer is a BEP :

☐ yes

☐ no

c) the tenderer derives:

☐ more than 50% of their annual Revenue from Construction Related Activities

☐ less than or equal to 50% of their annual Revenue from Construction Related Activities

Note: The turnover thresholds for the generic score card for an EME and QSE are R10 m and R 50 m, respectively. These values are in the case of the Construction Sector score card for an EME and a QSE who is a BEP have been reduced to R 6 m and R 25 m respectively.

d) the tenderer is a level . . . . . B-BBEE contributor

e) the tenderer has submitted the following proof of B-BBEE status:

Basis for compliance measurement	
Generic code of good practice	**Construction code of good practice**
☐ Affidavit obtained from https://www.thedti.gov.za/economic_empowerment/bee_codes.jsp or ☐ B-BBEE Verification Certificates issued by a verification agency accredited by the South African National Accreditation System (SANAS)	☐ B-BBEE Verification Certificates issued by a verification agency accredited by the South African National Accreditation System (SANAS) or ☐ an affidavit obtained from http://www.cscconline.org.za/Home/Documents if an EME with a turnover of less than R1,8 m if a BEP and R3,0 m if a Contractor provided that enterprise does not wish to apply for enhanced B-BBEE status level

Protection of Personal Information Act acknowledgement

The undersigned acknowledges that:

1) The Employer requires the personal data as defined in the Protection of Personal Information Act, 2013, and which is included in the List of Returnable Schedules, for tender evaluation purposes enabling a contract to be concluded with the successful tenderer

2) The Employer will retain personal information for audit purposes and dispose of personal information when such information is no longer required in the manner prescribed in the Act

The tendering entity's tender submission cannot be evaluated should the required personal information not be provided

I hereby declare that the contents of this Declaration are within my personal knowledge, and save where stated otherwise are to the best of my belief both true and correct.

Signature: .....

Name: .....

Duly authorised to sign on behalf of: .....

Telephone: ..... Date: .....

Name of witness: ..... Signature of witness: .....

Annual Financial Statements Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the respondent, confirms that:

1) The enterprise's financial year end is . . . . . .

2) The enterprise's financial statements have been prepared in accordance with the provisions of the Companies Act of 2008 or the Close Corporation Act of 1984, as applicable

3) The enterprise has compiled its financial accounts [tick one box]:

☐ internally ☐ independently

4) The following statement applies to the enterprise [tick one box and provide relevant information]

☐ enterprise has had its financial statements audited;

name of auditor . . . . . .

☐ enterprise is required by law to have an independent review of its financial statements

name of independent reviewer . . . . . .

☐ enterprise has not had its financial statements audited and is not required by law to have an independent review or audit of such statements

5) The attached income statement and balance sheet is a true extract from the financial statements complying with applicable legislation for the preceding financial year within 12 months of the financial year end.

[Attach the income statement and the balance sheet contained in the financial statement]

6) The annual turnover for the last financial year is R . . . . . .

7) The total assets as at the end of the last financial year is R . . . . . .

8) The total liabilities as at the end of the financial year is R . . . . . .

I hereby declare that the contents of this Declaration are within my personal knowledge, and save where stated otherwise are to the best of my belief both true and correct.

Signed Date

Name Position

Tenderer

Name of witness:. *Signature of witness:*

Certificate of Authority for Joint Ventures

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are making this submission in Joint Venture and hereby authorise Mr/Ms . . . . . , authorised signatory of the company . . . . . , acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature. . . . . . Name …….. Designation
		Signature. . . . . . Name …….. Designation
		Signature. . . . . . Name …….. Designation

Schedule 1: Experience of the tenderer

The experience of the tenderer as a company (as opposed to key staff members) in the refurbishment of multi-storey buildings as a main contractor over the last four years, particularly buildings which fulfil a role related to healthcare, education, recreation, or public works.

The information shall be within the previous 4 years and can include contracts that are not complete prior to closing date for submissions.

Tenderers should very briefly describe his or her experience in this regard, emphasising the nature of the works and complexity and attach this to this schedule.

The description should be put in tabular form with the following headings:

Employer, contact person and telephone number, where available	**Description of contracts relating to** *[insert data]*	**Contract value of the works inclusive of VAT (Rand)**	**Date**	
			Start	**Completion (Actual or expected)**

The scoring of the tenderer's experience will be as follows:

0	Tenderer has submitted no information or inadequate information to determine scoring level.
Poor (score 40)	Limited / below average experience as a main contractor in the refurbishment of multi-storey buildings compared to the most experienced of all tenderers
Satisfactory (score 70)	Average experience as a main contractor in the refurbishment of multi-storey buildings
Good (score 90)	Above average experience as a main contractor refurbishment of multi-storey buildings
Very good (score 100)	Amongst the most experienced of all tenders as a main contractor in the refurbishment of multi-storey buildings

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed ---------- Date ----------

Name ---------- Position ----------

Tenderer ----------

Schedule 2: Experience of key person (Project & construction management)

The experience of the key person who will be responsible for the management of the physical construction processes and the coordination, administration and management of resources on the Site will be evaluated in relation to the scope of work from two different points of view:

1) General experience (total duration of work activity), level of education and training and positions held.
2) The education, training, skills and experience and knowledge of issues which are pertinent to the scope of work.

A CV of the key person of **not** more than 3 pages needs to be attached to this schedule.

The CV should be structured under the following headings:

1 Personal particulars
- name
- date and place of birth
- place (s) of tertiary education and dates associated therewith
- professional awards

2 Qualifications (degrees, diplomas, grades of membership of professional societies and professional registrations)(Attach copies of each)
3 Name of current employer and position in enterprise
4 Overview of work experience (year, organization and position)
5 Outline of recent assignments / experience that has a bearing on the scope of work

The scoring of the experience of key person (construction management) staff will be as follows:

	General experience and qualifications in relation to the service	**Adequacy for the contract**
Score 0	Tenderer has submitted insufficient information to score the schedule	
Poor (score 40)	Key person has limited levels of general experience	Key person has limited levels of project specific education, training and experience that are pertinent to the scope of work
Satisfactory (score 70)	Key person has reasonable levels of general experience	Key person has reasonable levels of project specific education, training and experience that are pertinent to the scope of work
Good (score 90)	Key person has extensive levels of general experience	Key persons has extensive levels of project specific education, training and experience that are pertinent to the scope of work
Very good (score 100)	Key person has outstanding levels of general experience	Key person has outstanding levels of project specific education, training and experience that are pertinent to the scope of work

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed ---------- Date ----------

Name ---------- Position ----------

Tenderer ----------

Schedule 3: Approach paper

The approach paper must respond to the scope of work, the nature of the contract, and outline the proposed approach / methodology including that relating to the controlling of costs and the sourcing, programming and management of subcontractors in relation to the works that may be provided over the term of the contract to bring the solar farm into operation completion. The approach paper as such needs to:

- outline the proposed methodology and systems which will be employed to control costs and engage and manage subcontractors;
- identify the challenges that the tenderer may face in bringing the ECD centre to completion;
- indicate what professional services will be subcontracted and to whom and what the role of such professionals will be; and
- Articulate what value add the tenderer and his professional team will provide in achieving the stated and implied objectives for the project.

The tenderer should as such explain his / her understanding of the objectives of the project and the Employer's stated and implied requirements, highlight the issues of importance, and explain the technical and strategic approach they would adopt to address them. The approach paper should explain the methodologies which are to be adopted, demonstrate the compatibility of those methodologies with the proposed approach. The approach should also include a high level quality plan which outlines processes, procedures and associated resources, applied by whom and when, to meet the requirements and indicate how risks will be managed and what contribution can be made regarding value management.

This approach paper should be based on the descriptions in the scope of work and visual observations made during the site visit which forms part of the clarification meeting.

The approach paper will be evaluated in relation to the scope of work from two different points of view:

The tenderer must attach his / her approach paper to this page. The approach paper should not be longer than 10 pages.

The scoring of the approach paper will be as follows:

	Solar Farm Initiative
Score 0	Tenderer has submitted insufficient information to score the schedule
Poor (score 40)	The technical approach and / or methodology is poor / is unlikely to satisfy project objectives or requirements. The tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project.
Satisfactory (score 70)	The approach is generic and not tailored to address the specific project objectives and methodology. The approach does not adequately deal with the critical characteristics of the project. The approach to bringing the centre to completion is generic.
Good (score 90)	The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution to address budgetary constraints. The approach to bringing the centre to completion is generic is specifically tailored to the critical characteristics of the project.
Very good (score 100)	Besides meeting the "good" rating, the important issues are approached in an innovative and efficient way, indicating that the tenderer has outstanding knowledge of state-of-the- art approaches. The approach paper details ways to improve the project outcomes in bringing the center to completion.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed . . . . . . Name . . . . . . Tenderer	Date . . . . . . Position . . . . .

E3: Indicative Scope Of Work

Background

The University of Venda (UNIVEN), established in 1982, is positioned in Thohoyandou, a town situated within Ward 22 of the Thulamela Municipality. This Category B municipality is one of the four municipalities comprising the Vhembe district in the northern regions of the Limpopo Province in South Africa. It was founded in 2000 in accordance with the Local Government Structures Act number 117 of 1998.

Thohoyandou serves as the administrative, commercial, and political hub of the Thulamela Municipality, boasting the second-largest population in the province.

UNIVEN is conveniently located near the Thohoyandou shopping center, surrounded by the neighbouring villages of Maungani, Shayandima, Tswinga, and Ngovhela. The university finds itself in close proximity to mixed-use areas to the East, an integrated open space system to the South, and designated residential areas for formalization to the North and West.

Climate

The University is situated in the eastern subtropical region of the Limpopo Province within the hot semi-arid region. This area receives much of its rainfall during summer-months (November to February), as the area is within the northward and southward oscillation of the inter-tropical convergence zone (ITCZ) and associated southerly monsoon winds. The pattern and amount of rainfall are among the most important factors that can have impact/affect agricultural systems. The analysis of rainfall records for long periods provides information about rainfall patterns and variability (Lazaro et al., 2001). Because it is always raining its likely to be flooding whenever there's heavy rainfall so in case of any development process you should consider not starting constructing on a rainy season and consider paint colour or not painting new developments at all cause the maintenance can be expensive since there's red soil and its always raining.

Introduction

While sustainability is a significant reason for solar farm development in South Africa, there are several other compelling reasons for investing in solar energy projects in the country. Solar farm development in

South Africa offers numerous advantages beyond sustainability, including economic growth, job creation, energy security, and improved grid stability. These factors make solar energy an attractive option for the country's energy future.

The University of Venda is committed to energy security, sustainability and reducing its carbon footprint while meeting its energy demands. In pursuit of these objectives and in response to its energy requirements, Univen has formulated a strategic initiative to implement a scalable 1-MegaWatt (MW) solar farm within its campus premises. This scoping brief serves to delineate the primary goals, scope, and pertinent factors to be considered in the development of this solar farm project, with an overarching focus on both security of supply and sustainability.

Project Title: UNIVEN SOLAR FARM INITIATIVE

1. Project Objective and Overview:

To develop a solar power facility at the University of Venda in Thohoyandou, Limpopo Province, with an initial capacity of 1-MegaWatt and the flexibility for potential expansion up to 3-5 Megawatts. This initiative aims to produce sustainable and environmentally friendly energy for the Univen, thereby mitigating its reliance on conventional power sources and diminishing its carbon emissions. The project encompasses the design, construction, and commissioning of the 1-MegaWatt Solar Farm, emphasising its adaptability for future expansion, potentially reaching a capacity range of 3 to 5 Megawatts.

2. Site Assessment and Design:

- Conduct a thorough site assessment to determine the optimal location for the solar farm, considering factors such as solar irradiation, shading, topography, and available land.
- Develop a detailed engineering design for the initial 1-Megawatt solar farm, including the layout of solar panels, mounting structures, inverters, transformers, and other necessary equipment.
- Ensure the design allows for easy scalability by incorporating flexible infrastructure and electrical systems that can accommodate future expansion up to 3 to 5-Megawatts.
- Ensure compliance with local regulations, building codes, and environmental requirements.
- Determine the optimal capacity of the initial 1 MW installation, while allowing for scalability to accommodate future energy demands.
- Consider the use of tracking systems or fixed-tilt arrays to maximize energy generation.

3. Procurement and Construction:

- Procure high-quality solar panels, inverters, mounting structures, and other necessary equipment from reputable suppliers, considering the scalability requirements for future expansion.
- Manage the construction process for the initial 1-Megawatt solar farm, including site preparation, installation of solar panels and mounting structures, electrical wiring, and connection to the grid.
- Coordinate with subcontractors and suppliers to ensure timely delivery of materials and equipment.

- Implement strict quality control measures to ensure the installation meets industry standards and specifications.
- Develop a construction plan, including a timeline, budget, and contractor selection.
- Supervise and manage the installation of solar panels, inverters, and necessary electrical infrastructure.
- Ensure adherence to safety standards and quality control during the construction phase.

4. Electrical Infrastructure:

- Design and install the necessary electrical infrastructure, including transformers, switchgear, and interconnection equipment, to connect the initial 1-Megawatt solar farm to the university's electrical grid.
- Ensure the electrical infrastructure is designed with scalability in mind, allowing for easy integration of additional capacity up to 3 Megawatts.
- Ensure compliance with relevant electrical codes and safety standards.
- Conduct thorough testing and commissioning of the electrical system to ensure its proper functioning and integration with the existing grid.

5. Operations, Monitoring and Maintenance:

- Install a comprehensive monitoring system to track the performance of the solar farm, including energy production, system efficiency, and any potential issues.
- Develop a maintenance plan to regularly inspect and maintain the solar panels, inverters, and other equipment to ensure optimal performance and longevity.
- Provide training to university staff on the operation and maintenance of the solar farm.
- Offer ongoing support and troubleshooting services to address any operational issues that may arise.
- Establish an operations and maintenance plan to ensure the long-term performance of the solar farm.
- Monitor the system's performance, conduct regular inspections, and address any issues promptly.
- Train university staff or contractors for routine maintenance tasks.

6. Documentation and Reporting:

- Prepare all necessary documentation, including engineering drawings, permits, warranties, and operation manuals.
- Provide regular progress reports to the university, including updates on construction milestones, energy production, and any relevant project metrics.
- Assist the university in obtaining any necessary certifications or incentives related to renewable energy generation.

7. Project Management:

- Assign a dedicated project manager to oversee all aspects of the solar farm installation, including scalability considerations, university chair establishment, scheduling, budgeting, and coordination with stakeholders.
- Ensure effective communication and collaboration among the project team, university representatives, subcontractors, and suppliers.

- Monitor project progress, identify and mitigate risks, and address any issues that may impact the successful completion of the solar farm establishment.

8. Financial Feasibility

- Prepare a detailed financial analysis, including cost estimates for the entire project life cycle.
- Identify potential funding sources, such as grants, incentives, and partnerships.
- Develop a business case with projected returns on investment and payback periods.

See expanded note 8.1** below for Full Financial Requirements.

****8.1. Financial Analysis and Cost Estimates**

a. Project Life Cycle Cost Estimation:

- Conduct a comprehensive cost estimation that covers all phases of the project, including design, permitting, construction, operation, and maintenance. This should include both capital costs (one-time expenses) and operational costs (ongoing expenses).
- Break down the costs into categories such as:
    - **Equipment and Materials:** Solar panels, inverters, mounting structures, cabling, and other hardware.
    - **Labor:** Costs for project management, installation labour, and ongoing maintenance.
    - **Permitting and Regulatory Expenses:** Fees associated with permits, licenses, and compliance.
    - **Land and Infrastructure:** Costs for land acquisition, site preparation, and electrical infrastructure.
    - **Insurance:** Coverage for the solar farm and related liabilities.
    - **Operation and Maintenance:** Costs for routine inspections, repairs, and replacements.
    - **Monitoring and Control Systems:** Expenses for monitoring equipment to track system performance.
    - **Financing Costs:** Interest on loans or financing for the project.
- Factor in inflation and contingency reserves to account for unexpected cost increases or changes in the project scope.

b. Operating Expenses:

- Develop a detailed operating budget that includes ongoing expenses such as labour, maintenance, insurance, and monitoring costs. These expenses will recur throughout the operational life of the solar farm.

**8.2. Identifying Funding Sources

a. Grants and Incentives:

- Research available grants, subsidies, and incentives at the local, regional, and national levels for renewable energy projects. This could include government programs, energy efficiency incentives, and clean energy grants.
- Identify eligibility criteria and application deadlines for these funding opportunities.

b. Partnerships and Investment:

- Explore partnerships with private companies, renewable energy investors, or other universities interested in sustainability initiatives. Such partnerships can bring in private capital and expertise.
- Consider the possibility of a power purchase agreement (PPA) with a third party that finances, builds, and operates the solar farm, selling the electricity to the university at an agreed-upon rate.

**8.3. Developing a Business Case

a. ROI and Payback Period Analysis:

- Calculate the projected returns on investment (ROI) by estimating the income generated from selling electricity to the University or the grid and subtracting all project costs, including initial investments and ongoing operational expenses.
- Determine the payback period, which indicates how long it will take for the project to recoup its initial investment through energy savings or revenue generation.

b. Financial Models:

- Develop financial models that forecast cash flows, including income, expenses, and net cash flow over the life of the project.
- Sensitivity analysis can be used to assess how changes in variables like electricity prices or maintenance costs may affect the financial viability of the project.

c. Risk Assessment:

- Identify and assess potential risks and uncertainties that could impact the financial performance of the solar farm. This might include regulatory changes, fluctuations in energy prices, or unexpected equipment failures.
- Develop risk mitigation strategies to address these potential challenges.

d. Decision-Making:

- Present the business case to university decision-makers, highlighting the financial benefits, environmental impact, and alignment with sustainability goals.
- Evaluate different scenarios (e.g., varying project sizes or financing options) to determine the most favourable approach.

A well-prepared financial analysis, along with a comprehensive understanding of funding sources and a compelling business case, will be instrumental in securing the necessary resources and support for the **University of Venda's 1 MW Solar Farm Project.** It will also enable informed decision-making throughout the project's lifecycle.

9. Sustainability Initiatives

- Explore opportunities for integrating the solar farm with other sustainability initiatives on campus, such as energy storage, energy efficiency, and electric vehicle charging stations.

10. Timeline

- Provide a detailed project timeline, including milestones for site selection, design, permitting, construction, commissioning, and ongoing operation and maintenance.

11. Budget

- Present a preliminary budget that covers all aspects of the project, including design, construction, equipment procurement, permitting, and ongoing operational expenses.

12. Partnerships and Stakeholder Engagement

- Outline a strategy for engaging with key stakeholders, including university leadership, government agencies, local communities, and potential funding partners.

13. Environmental Impact Assessment

- Conduct an environmental impact assessment to identify and mitigate potential environmental impacts associated with the solar farm project.

14. Reporting and Documentation

- Provide details on regular progress reporting and documentation procedures, including how project updates will be communicated to university stakeholders and the public.

15. Conclusion

The development of a scalable 1 MW solar farm at the University of Venda is an important step towards sustainability and reducing carbon emissions. This scoping brief serves as a starting point for the planning and execution of the project, with the goal of generating clean energy, advancing research and education, and demonstrating the university's commitment to a sustainable future and commitment to the security of energy supply.

Bid evaluation criteria for selecting the right contractor or supplier for the University of Venda's 1 MW Solar Farm Project. Key criteria that will be used when evaluating bids:

1. **Technical Qualifications and Experience:**
    - **Experience:** Assess the bidder's experience in designing, constructing, and operating solar farms, especially projects of a similar scale and complexity.
    - **Technical Expertise:** Evaluate the bidder's technical capabilities, including the qualifications of their engineering and project management teams.
    - **References:** Contact and verify references from previous clients or projects to assess the bidder's track record.
2. **Financial Stability:**
    - **Financial Capacity:** Review the bidder's financial statements and assess their financial stability and ability to meet project costs.
    - **Insurance:** Ensure that the bidder has appropriate insurance coverage for the project, including liability and performance bonds.
3. **Compliance and Legal Considerations:**
    - **Regulatory Compliance:** Confirm that the bidder is in compliance with all relevant laws, regulations, and permitting requirements related to solar farm construction and operation.
    - **Legal Issues:** Evaluate the bidder's legal history and any ongoing or pending legal disputes.
4. **Cost and Pricing:**
    - **Cost Proposal:** Compare the bidder's cost proposal with the project budget and financial analysis. Ensure it is competitive and within budget.
    - **Cost Breakdown:** Request a detailed breakdown of costs to understand how the bidder arrived at their pricing.
    - **Value for Money:** Consider not only the lowest cost but also the overall value offered by the bidder in terms of quality, experience, and project delivery.
5. **Project Schedule and Timeline:**
    - **Project Plan:** Review the bidder's proposed project schedule and timeline to ensure it aligns with the university's objectives and deadlines.
    - **Milestones:** Assess the bidder's ability to meet key milestones and deliver the project on time.

6. **Technical Proposal:**
    - **Design:** Evaluate the technical details of the bidder's proposed solar farm design, including equipment selection, layout, and energy generation estimates.
    - **Scalability:** Consider the scalability of the proposed system to accommodate future energy demands.
    - **Maintenance Plan:** Assess the bidder's proposed plan for ongoing maintenance and system monitoring.
7. **Safety and Environmental Practices:**
    - **Safety Measures:** Review the bidder's safety protocols and record to ensure a safe working environment during construction and operation.
    - **Environmental Considerations:** Evaluate the bidder's commitment to sustainable and environmentally responsible practices.
8. **Local Community Engagement:**
    - **Local Impact:** Assess the bidder's plans for engaging with the local community, including job creation and community benefits.
    - **Community Relations:** Consider the bidder's track record in fostering positive relationships with local communities in previous projects.
9. **Innovation and Technology:**
    - **Innovative Solutions:** Consider whether the bidder proposes innovative technologies or approaches that may provide additional benefits or cost savings.
10. **Partnerships and Subcontractors:**
    - **Subcontractors:** Evaluate the qualifications and experience of any subcontractors or partners that the bidder intends to involve in the project.
11. **Compliance with Bid Requirements:**
    - **Completeness:** Ensure that the bidder's proposal is complete and complies with all requirements outlined in the request for proposals (RFP).
12. **Communication and Responsiveness:**
    - **Communication:** Assess the bidder's responsiveness and willingness to address questions, concerns, and requests for information.
    - **Clarity:** Evaluate the clarity and organization of the bidder's proposal documentation.

13. **Risk Assessment:**

    - **Risk Management:** Assess the bidder's identification and mitigation strategies for potential risks associated with the project.

14. **Ethical Considerations:**

    - **Ethical Practices:** Evaluate the bidder's commitment to ethical business practices, including transparency and fair labour practices.

15. **Scalability and Future Partnership:**

    - **Ability to Scale:** Consider whether the bidder's proposal allows for the scalability of the solar farm to accommodate future energy needs of the university.

    - **Long-term Partnership:** Assess the potential for a long-term partnership beyond the initial project, including maintenance and expansion opportunities.

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E4: Site Information

Description of the Site and its Surroundings

General Description

The University of Venda is located in Thohoyandou town, which is situated in, Thulamela Local Municipality, Limpopo Province. The project coordinates are: Latitude 22° 58'34.88"S, Longitude 30° 26'47.38"E. The project site location is shown in Figure 1 below, highlighted with a red marker.

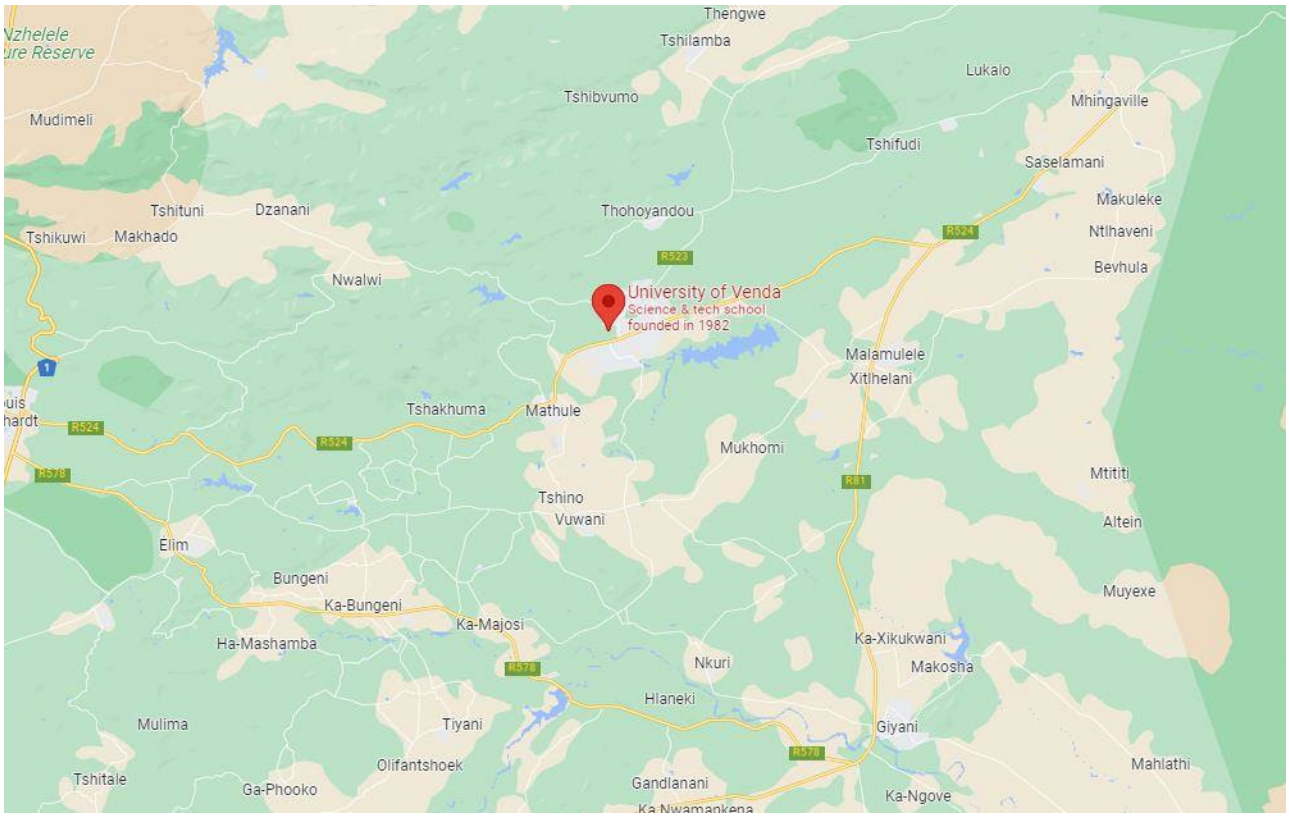

Figure 1: Locality Plan

Site Plan

Figure 2 below shows the general layout plan of the University of Venda

Figure 2: Site Plan

Access:

The University of Venda can be accessed by the tarred R523/Main Road/Mphephu Road. The road leading up to the entrance (Casino Boulevard) of the campus should ideally be developed as a “corridor” leading to the University as a focal point, “announcing” and “introducing” the university as a distinct legible entity within the surrounding environment. Collaboration with the municipality will be necessary to achieve this. The entrance carrying capacity is inadequate, leading to congestion and limited student drop off access.

From a regional context, the University of Venda is accessible via the R524, an east–west Regional route. The R524’S origin is a junction with N1 at Louis Trichardt/ Makhado. From there, the route runs to Thohoyandou, where the R523's eastern section forms a junction with it. The R523 provides a direct linkage to the University of Venda’s main entrance.

Existing Bulk Supply:

Univen is currently supplied with bulk electricity from Eskom at 11kV with a capacity of 4MVA. Eskom supplies the 11kV via an overhead line from their Rosema Sub-Station to the University’s switching station, see figure 3. The 4MVA switching station, build at the main entrance, consist of two compartments, first compartment houses the 11kV switchgear, and the second compartment houses the power factor correction switchgear.

Figure 3: Eskom Connection

Geotechnical Conditions:

Desktop studies and GIS data reveal that the majority of the study area has an “intercalated assemblage of compact and sedimentary rocks” of the Soutpansberg Group. The geology and soil of the sites consist of fertile clay soil, sandy soil and clay loam soil. (Odiyo, 2019). The Soutpansberg Group comprises of a volcano-sedimentary succession which is subdivided into 7 formations; Tshifefe, Sibasa, Fundudzi, Willies Poort, Nzhelele, Stayt and Mabiligwe (Brandl, 2002;Johnson et al., 2006). Thohoyandou and the study area falls under the Sibasa Formation, which is dominantly a volcanic succession, with rare discontinuous intercalations of clastic sediments, having a maximum thickness of about 3 000 m. Due to the nature of the geological formation in the study area, groundwater is stored and transmitted through fractures and faults. The vast majority of the site is underlain by Granite.