

**INDIVIDUAL CONTRACTOR FOR THE BLADING OF GRAVEL ROADS IN THE
KEETMANSHOOP/OTJIWARONGO/OSHAKATI REGIONS:**

Notice No. 02 to Bidders

PART 1: Section II – Bidding Data Sheet

Part I of the document Section II, Bidding Data Sheet (on Page 24, 25, 26 and 27),
Remove as **strikethrough in red** and Add and/or Replace with **highlighted in yellow** to ITB 6.2(a),
6.2(b), 6.2(c), and 6.2(d) the following:

6.2(a)

In addition to the documents listed in ITB 6.2, bidders shall include:

1. Confirmation of locale through or by the following: -
 - A certified copy of the valid fitness Certificate, or
 - A certified copy of the latest (not older than 2-months – from the date of 1st submission deadline) Municipal Bill that is either in the name of: The Bidder or in the individual name(s) of any of his/her partner(s) within the bidding entity, or
 - A certified copy of the valid fitness Certificate from the Ministry of Health and Social Services – in the event that the Bidder's place of registration and operation falls outside a recognized municipal area, or
 - A certified copy of a lease agreement ~~(not older than six (6) months – from the date of 1st submission deadline)~~ – in the event that Bidder is a tenant. The required lease agreement must be accompanied by the Lessor's latest Municipal Bill i.e., not older than 2-months – from the date of 1st submission deadline.
2. Power of Attorney signed by the Bidder, duly authorizing signatory to the Bid, accompanied by certified copies of IDs of signatories and acceptance of authority.
3. Documentary Evidence for each category in which the bidder wishes to be considered for margins of preference, as stipulated in Annexure 6 in BDS ITB 32.1. There are five (5) categories for exclusive preference for this bid, namely:
 - MSME
 - Women
 - Youth
 - PDP owned enterprise
 - Suppliers providing employment to Namibians

ITB 6.2 (b)

Please note: Copies from a certified copy shall not be acceptable, submission thereof shall be deemed non-responsive.

Bidders must state the total monetary value of construction **works performed in any of a total of five (5) years within the last ten (10) years (i.e. any five years from 2015 to 2025)**; being an amount not less than:

N\$ 4,500,000.00

Bidders must provide references of clients / employers (i.e. *in the cases of Bidders who participated in these projects in their capacity of Sub-contractor the reference letters must come from the Employer **addressed to the Main Contractor; and listing the sub-contractor(s) under them as well as indicating the works executed by the said Sub-Contractor***) who may be contacted for further information on those contracts. As a form of references the Bidder shall provide the following information:

1. A signed letter and/or completion certificate from previous clients / employers or their representative(s) explicitly expressing information as it relates to the following for the works: -
 - i. Contract duration.
 - ii. Brief but accurate description of the works – to reflect the requirements of BDS ITB 6.2(c) below.
 - iii. Approved **contract price** (as required in BDS 6.3 (a), and
 - iv. Contract size (if applicable).

ITB 6.2 (c)

Bidder must submit evidence of experience in works of a similar nature and size **with a total combined minimum of three (3) years over the past ten (10) years (i.e., total number of contracts of similar nature to add up to three (3) years over the last 10-years)** should be experiences in either of any of the following:

- Blading of Gravel Roads, or
- Construction of Gravel roads, or
- Any Earthworks related works, or
- Layerworks including platforms, or
- **Salt Road, or**
- **RBU – Road Betterment Unit**

Bidders must provide references of clients / employers (i.e. *in the cases of Bidders who participated in these projects in their capacity of Sub-contractor the reference letters must come from the Employer and not from the main Contractor*) who may be contacted for further information on those contracts. As a form of references the Bidder shall provide the following information:

1. A signed letter and/or completion certificate from previous clients / employers or their representative(s) explicitly expressing information as it relates to the following for the works: -

ITB 6.2 (c)

- i. Contract duration,
- ii. Brief description of the works,
- iii. Approved contract price (as required in BDS 6.3 (a), and
- iv. Contract size (if applicable).

The bidder shall submit a list (i.e. asset register) of all plant and equipment to be used on the works, the said list / asset register shall indicate the source or form of acquisition namely:

- Ownership, or
- Lease or hire, or
- Rent, or
- **Intent to purchase**

Additionally, the Bidder is to fully complete the sample form in Section IV-Bidding Forms, Part E3. (The bidders are advised to produce copies of the said forms to ensure all plant and equipment are captured at and for bid submission).

With (and inclusive of) the above list / asset register of plant and equipment, proof of ownership is only required for plant and/or equipment registrable with NaTIS.

An asset register for any other equipment should be provided.

In addition, an asset register for any other equipment should be provided. Herein under, is the complete list of all plant and equipment to feature in the list / asset register and where necessary a certified copy of the NaTIS Registration Certificate needs to be availed; insofar as to prove the capacity requirements of the required plant / equipment (for those registrable by NaTIS) the Bidder is to further (to the Registration Certificate) attach a ~~Roads Worthy Certificate from~~ **Motor License Disc from NaTIS**:

1. Mandatory Plant:

No	Equipment Type and Characteristics	Minimum Number required	NaTIS Documents Required
1	Grader, new at the Start of the Contract	0	N/A
2	Grader, maximum 11-year-old or less than or equal to 20,000 hours at the Start of the Contract	1	YES
3	Grader, For the Opuwo Contract Areas (Ref. IC-OSH 01 and IC-OSH 02), the age	1	YES

	specifications for the Graders is as follows: maximum 5-years-old or less than or equal to 10,000 hours.		
4	Standby Grader, any age but mechanically sound. To be availed within 48 hours of the breakdown occurring.	1	YES
5	Caravans as per Specification	1	YES
6	Diesel Truck (min 5000 lt capacity) (minimum 5-ton (carrying capacity) truck)	1	YES
6	Light Delivery Vehicle (LDV) 'Bakkie' – 1 ton or more.	1	YES
7	Home-Built Box-Body Trailer, for minimum 1,000-litres diesel tank.	1	YES

For the above plant/equipment the Bidder shall enclose in his Bid **a valid NaTIS Registration Certificate** as proof ownership as well as the latest **NaTIS Motor Vehicle Licensing Disk**.

2. Mandatory Consumables:

In addition to the above, the Bidder must submit a letter of intent from suppliers expressing the willingness to efficiently supply the following during the duration the Contract Period:

- i. Provision of Fuel and Fuel products,
- ii. Provision of Tyre (s),
- iii. Provision of blades and related parts equipment, and
- iv. Grader Monitoring System.

3. Optional plant (if and when needed) to be listed in the asset Register:

- i. Temporary Road Signs.

It should be noted that the following information and required evidentiary proofs as it relates to the other forms of acquisition/sourcing plant and equipment shall ensue:

- i. Lease / hire: – Letter of intent to hire from a reputable lease ~~of~~ or hire company. The letter must explicitly express the plant and equipment to be leased or hired by the Bidder.
- ii. Rent (Private individuals): – the letter of intent or proposed rental agreement should be accompanied by a proof of ownership (as per the abovementioned NaTIS requirements) by the lessor, including a certified copy of their Namibian National Identification Document.
- iii. Intent to purchase: - A quotation explicitly depicting/describing the full name(s) and specification(s) of the plant/equipment required as per Item No. 1 (i.e. Mandatory Plant) above. The said quotation must be accompanied and referenced by a letter of intent from the Bank confirming extension of credit (conditionally) for the said quotation.

Part I of the document Section II, Bidding Data Sheet (on Page 30),
Remove as ~~strikethrough in red~~ and Add and/or Replace with **highlighted in yellow** to ITB 6.3(a), the following:

ITB 6.3 (a)

The Contractor must have a minimum average annual financial amount of construction of **N\$ 9,000,000.00, for any of five (5) years over last ten (10) years.**

PART 1: Section III – Evaluation and Qualification Criteria

Part I of the document Section III, Evaluation and Qualification Criteria (on Page 46),
Under Clause 1 (a) Technical Evaluation Criteria Remove as ~~strikethrough in red~~ and Add and/or Replace with **highlighted in yellow** to Rule 6.1, the following:

a) Application of Evaluation Criteria

RULE 6: MAXIMUM OF ONE CONTRACT PER BIDDER

- 6.1. This Bid covers ~~eleven (11)~~ **ten (10)** contract areas spread across four Roads Authority Maintenance Regions: six (6) areas in the Keetmanshoop Region, two (2) areas in the Otjiwarongo Region, and two (2) areas in the Oshakati Region.
- 6.2. **Each responsive bidder will only be awarded a maximum of only one (1) contract area out of a total of ten (10) contract areas. A bidder who has already been recommended for one contract area whether under this Bid or through a prior Roads Authority allocation (for the works relating to: Bids for Emerging Contractors' Contracts located in any of the five (5) Roads Authority Maintenance Regions i.e., Keetmanshoop, Windhoek, Otjiwarongo, Oshakati, Rundu Regions) will not be**

considered for any further contract area under this Bid, regardless of that bidder's price ranking, prior performance, or any other factor.

- 6.3. Where the highest-ranked bidder for a contract area cannot receive the award, the next highest-ranked eligible bidder is recommended, and so on down the ranking list.

**Part I of the document Section II, Bidding Data Sheet (on Page 48 and 51),
Revise Item 4, 5 and 8 of, as highlighted in yellow:**

ITB 6.3 (a)

#	Description and ITB/BDS References	Yes	No
1	In addition to the documents listed in ITB 6.2 (a), bidders shall include: - Confirmation of locality through or by the following: - <u>A certified copy</u> of the valid fitness Certificate, or <u>A certified copy</u> of the latest (not older than 2-months – from the date of 1st submission deadline) Municipal Bill that is either in the name of: <u>The Bidder</u> or in the individual name(s) of any of his/her partner(s) within the bidding entity, or <u>A certified copy</u> of the valid fitness Certificate from the Ministry of Health and Social Services – in the event that the Bidder's place of registration and operation falls outside a recognized municipal area, or - A certified copy of a lease agreement (not older than six (6) months – from the date of 1st submission deadline) – in the event that Bidder is a tenant. The required lease agreement must be accompanied by the Lessor's latest Municipal Bill i.e., not older than 2-months – from the date of 1st submission deadline. <u>Power of Attorney</u> signed by the Bidder, duly authorizing signatory to the Bid, accompanied by certified copies of IDs of signatories and acceptance of authority. <u>Please note: Copies from a certified copy shall not be acceptable, submission thereof shall be deemed non-responsive.</u>		

	Ref. BDS Clause 6.2 (b).		
2	In addition to the documents listed in ITB 6.2 (a), bidders shall include: 3. Confirmation of locality through or by the following:-- e) A certified copy of the valid fitness Certificate, or f) A certified copy of the latest (not older than 2-months from the date of 1st submission deadline) Municipal Bill that is either in the name of: The Bidder or in the individual name(s) of any of his/her partner(s) within the bidding entity, or g) A certified copy of the valid fitness Certificate from the Ministry of Health and Social Services in the event that the Bidder's place of registration and operation falls outside a recognized municipal area, or h) A certified copy of a lease agreement (not older than six (6) months from the date of 1st submission deadline) in the event that Bidder is a tenant. The required lease agreement must be accompanied by the Lessor's latest Municipal Bill i.e. not older than 2 months from the date of 1st submission deadline. 4. Power of Attorney signed by the Bidder, duly authorizing signatory to the Bid, accompanied by certified copies of IDs of signatories and acceptance of authority. Please note: Copies from a certified copy shall not be acceptable, submission thereof shall be deemed non-responsive. Ref. BDS Clause 6.2 (b).		
3	Bidder must submit evidence of experience in works of a similar nature and size with a total combined minimum of three (3) years over the past ten (10) years (i.e., total number of contracts of similar nature to add up to three (3) years over the last 10-years) should be experiences in either of any of the following: • <u>Blading of Gravel Roads, or</u>		

	• <u>Construction and Maintenance of Gravel roads, or</u> • <u>Construction and Maintenance of Salt Roads, or</u> • <u>Road Betterment Unit (RBU) works, or</u> • <u>Any Earthworks related works, and/or</u> • <u>Layer-works including platforms.</u> Ref. BDS Clause 6.2 (c).																										
4	Proposals for the timely acquisition of (own, lease, hire or intent to purchase) of the essential equipment (Section IV: Bidding Forms: Part E: Technical Proposal) Refer to clause BDS ITB 6.2 (d): 1. Mandatory Plant: <table><tr><th>No</th><th>Equipment Type and Characteristics</th><th>Minimum Number required</th></tr><tr><td>1</td><td>Grader, new at the Start of the Contract</td><td>0</td></tr><tr><td>2</td><td>Grader, maximum 11-year-old or 20,000 hours at the Start of the Contract</td><td>1</td></tr><tr><td>3</td><td>Grader, For the Opuwo Contract Areas (Ref. IC-OSH 01 and IC-OSH 02), the age specifications for the Graders is as follows: maximum 5-years-old or less than or equal to 10,000 hours.</td><td>1</td></tr><tr><td>4</td><td>Standby Grader, any age but mechanically sound (to be available within 48 hours of the production grader)</td><td>1</td></tr><tr><td>5</td><td>Caravans as per Specification</td><td>1</td></tr><tr><td>6</td><td>Diesel Truck (min 5000 lt capacity) (minimum 5-ton carrying capacity) truck</td><td>1</td></tr><tr><td>6</td><td>Light Delivery Vehicle (LDV) 'Bakkie' – 1 ton or more.</td><td>1</td></tr></table>	No	Equipment Type and Characteristics	Minimum Number required	1	Grader, new at the Start of the Contract	0	2	Grader, maximum 11-year-old or 20,000 hours at the Start of the Contract	1	3	Grader, For the Opuwo Contract Areas (Ref. IC-OSH 01 and IC-OSH 02), the age specifications for the Graders is as follows: maximum 5-years-old or less than or equal to 10,000 hours.	1	4	Standby Grader, any age but mechanically sound (to be available within 48 hours of the production grader)	1	5	Caravans as per Specification	1	6	Diesel Truck (min 5000 lt capacity) (minimum 5-ton carrying capacity) truck	1	6	Light Delivery Vehicle (LDV) 'Bakkie' – 1 ton or more.	1		
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7	Home-Built Box-Body Trailer, for minimum 1,000-litres diesel tank.	1		
	For the above plant/equipment the Bidder shall enclose in his Bid a valid <u>NaTIS Registration Certificate</u> as proof ownership as well as the latest <u>NaTIS Motor Vehicle Licensing Disk</u>. 2. Mandatory Consumables: In addition to the above, the Bidder must submit a letter of intent from suppliers expressing the willingness to efficiently supply the following during the duration the Contract Period: i. Provision of Fuel and Fuel products, ii. Provision of Tyre (s), iii. Provision of blades and related parts equipment, and iv. Grader Monitoring System. 3. Optional plant (if and when needed) to be listed in the asset Register: ii. Temporary Road Signs. Ref. BDS Clause 6.2 (d) for evidentiary documents required to determine proof of ownership insofar as it related to the NATIS registrable plant; as well as the proofs for lease or hire. The Bidder shall submit a list (i.e. assets register) of all plant and equipment to be used on the works, the said list / asset register shall indicate the source or form of acquisition namely: Owned, Lease/Hire, Rent or intent to purchase. Evidentiary proof shall be in accordance to: <i>Ref. BDS Clause 6.2 (d)</i>			
5	The bidder shall submit detailed curriculum vitae of the key personnel) to be employed on the project i.e.: 1. Project /Contracts Manager (with 10 years general experience and 5 years' experience in similar works plus relevant educational qualification			

	(E.g., Diploma/B-Tech/Bachelor's Degree in Engineering or related) 2. Site Agent / Foreman (with 5 years general experience and 3 years' experience in similar works plus relevant qualification (Minimum Educational Qualification: Artisanal Trade in Building & Civil Engineering (N3) or similar) 3. 2x Grader Operators (with minimum 3 years project specific experience) 4. 1x Diesel Mechanic (with minimum 5 years work experience with relevant trade qualifications) – Part Time It should be <u>noted</u> that all CV(s) of the key personnel listed above must be accompanied by an <u>original signed letter of consent including a certified copy of the owner's (i.e. being the key personnel and owner of the CV) Namibian National Identity Document (Nam, ID).</u> Conformation to <u>BDS Clause 6.2 (e)</u> as it relates to letters of consent shall ensure. Ref. BDS Clause 6.2 (e).		
6	The Bidder shall submit the appropriate financial documentation as listed below: - For <u>Close Corporations</u> (i.e. CCs), the Bidder shall submit Annual Financial Statements of the firm for the <u>last five (5) years.</u> - For <u>Private Proprieties</u> (i.e. PTY (Ltd)): certified copies of Audited Financial Statements as filed at the Registrar of Companies of the <u>last five (5) years.</u> Ref. BDS Clause 6.2 (f).		
7	The Bidder shall submit evidentiary proof of working capital in the form as indicated in: The minimum amount of working capital to be availed shall be N\$ 1,088,027.71 per each Individual Contractors' Contract.		

	<i>Ref. BDS Clause 6.2 (g).</i>		
8	The Contractor must have a minimum average annual financial amount of construction of <u>N\$ 900,000.00, for any of five (5) years over last ten (10) years.</u> <i>Ref. BDS Clause 6.3 (a).</i>		
9	Bidders shall submit a complete list of past experience and references of a <u>minimum of two (2)</u> of the three (3) years in similar projects as listed in: <i>Ref. BDS Clause 6.3 (b).</i>		
OVERALL TECHNICAL COMPLIANCE			

Failure to submit all above listed documents or to comply with any of the above requests including related requests as outlined in the Bidding Data Sheet of Section II (of this Bidding Document) above; the bidder shall be deemed non-compliant, and henceforward disqualified and excluded from further evaluation and comparison.