

TERMS OF REFERENCE

DEVELOPMENT CONCEPT

1. PROPOSAL

Enterprise iLembe invites quotations from suitably qualified service providers to prepare a development concept with associated artist impression for a site in Blythedale Beach. The proposal should indicate how the service provider will deliver on the project deliverables and outcomes and provide a breakdown of the activities and time-frames.

2. SPECIFICATIONS:

The preparation of a development concept with associated artist impression, informed by the following:

- Confirmation of ownership of the site in question (Erf 169, 170 and 171- Blythedale Beach) through a deed search
- Conforming to the existing development character of the surrounding area;
- Proposed land use to be a resort/hotel development;
- Investigate and propose a suitable zoning in terms of the KwaDukuza Land Use Scheme; and
- Conducting a high level assessment of the bulk infrastructure requirements, including water, sanitation, electricity and roads

The final deliverable must be in the following format:

- 2X A3 hardcopies of the proposed development concept
- 1X digital copy in PDF.

DATE OF DELIVERY OF FINAL PRODUCTS

The expected delivery date for the end product is no later than **05 October 2018**.

3. CRITERIA FOR EVALUATION

Service providers must be registered on the Central Suppliers Database for government (compulsory) and must provide a Tax Clearance Certificate (compulsory). Failure to submit either/both of these documents will result in your proposal being disqualified. A valid B-BBEE Certificate will have to be submitted with the proposal in order to claim preference points in terms of the 80/20 points scoring system.

Proposals/ Quotations must be accompanied by the following documents:

- Valid tax clearance certificate or TCS Pin issued by SARS (compulsory)
- Central Suppliers Database Registration Report (compulsory). (This report will be available on the CSD Website once you have registered on the Central Suppliers Database)
- B-BBEE Status Level Certificates (if you have).
- MBD 4 – Declaration of Interest Form (compulsory)

NB: Failure to submit a tax clearance certificate, MBD 4 and CSD Registration documents will result in your proposal being disqualified.

Procurement Policy

Quotations will be evaluated in terms of the Procurement Policy of Enterprise iLembe and shall be applied as follows:

The 80/20 preference point scoring system will be applied with points allocated as follows:

- 80 points for the price
- 20 points for B-BBEE status level

The preference points will be allocated based on B-BBEE status level of contribution and shall be allocated as per table below:

| Status Level of Contributor | Preference Points on scorecard |
|------------------------------------|---------------------------------------|
| 1 | 20 |
| 2 | 18 |
| 3 | 14 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-contributor | 0 |

Any proposal that fails to achieve a minimum of 60 points on the functionality evaluation shall not be evaluated further and will be deemed to be non-responsive.

Functionality Evaluation

The functionality evaluation points will be applied as per the table below:

| # | Competency | Points Allocation | | Maximum Points |
|---|---|-------------------|----|----------------|
| 1 | Experience in the Architecture (Please include a list of similar/ relevant projects undertaken, in the format below) | 0 years | 0 | 30 |
| | | 1 – 5 years | 10 | |
| | | 5 – 10 years | 20 | |
| | | Above 10 years | 30 | |
| 2 | Projects concluded within the iLembe District (Please include a list of similar projects concluded within the iLembe District i.e. KwaDukuza, Mandeni, Maphumulo or Ndwedwe, along with traceable references in order to claim points for this competency) | 0 | 0 | 30 |
| | | 1 -3 | 10 | |
| | | 3- 5 | 20 | |
| | | Above 5 | 30 | |
| 3 | Proposed Design Layout | | | 40 |

In order to claim points for the first competency listed above, service providers are to include a table of similar projects undertaken along with contactable references in the following format:

| Client Name | Nature of Work Undertaken | Commencement Date | Date of Completion | Client Contact Person | Tel No. |
|-------------|---------------------------|-------------------|--------------------|-----------------------|---------|
| | | | | | |

Only service providers who achieve a total of 60 points for functionality in terms of the above will then be evaluated in terms of the 80/20 points scoring system. Service providers wishing to claim preferential points must attach their B-BBEE certificate to the proposal.

4. CLOSING DATE

Proposals can be emailed to krisantha@enterpriseilembe.co.za or hand delivered to Enterprise iLembe Offices at the Sangweni Tourism Centre, Cnr Link Road & Ballito Drive, Ballito.

Closing Date for submission of proposals:

Tuesday, 19 September 2018, 12h00.