Winnie Madikizela-Mandela Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana

Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
lmahlaka@mbizana.gov.za

Inquiries: Mrs. S. Sako Pr Tech Eng – 072 392 8194 **Date: 24 March 2025**

Ziinzame Consulting Engineers

Nikwe Group

Umpisi Group

Dear Sir / Madam

Re: Request for pricing quotation of Civil Engineer in Multi-discipline panel of consultants for Disaster MDRG 2024/25

The Professional Service Provider will provide the client with the following professional services: Feasibility Studies, EIAs (where applicable), Technical Reports or Business Plans, Preliminary Designs, Detailed Designs, Tender Documentation, Contract Documentation and Management, Progress Reports, and Closeout Reports.

1. **SCOPE OF WORKS**

- To provide the client with feasibility studies, business plans, preliminary designs and detailed designs;
- Undertake the Environmental Impact Assessment application processes through a qualified Environmental Consultant and monitor the implementation of recommendations by DEDEAT during construction;

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- Produce and issue to the Client Tender Documentation upon completion of designs for procurement of Contractors;
- Arrange and attend Site Handover upon the appointment of a Contractor;
- Produce and issue construction drawings;
- Review, approve and monitor the preparation of the Construction Programme as well as monitor the performance of the Contractor against the approved Construction Programme;
- Conduct monthly site meetings and agree on Quality Assurance;
- Prepare and submit monthly progress reports to the Client accompanied by signed minutes and attendance registers of the monthly meetings;
- Monitor the preparation and auditing of the Contractor's Health and Safety Plan and approval thereof;
- Establish measures for monitoring of scope implementation and cost variations;
- Monitor, review, approve and issue Interim Payment Certificates for the Contractor;
- Receive, review, and adjudicate any contractual claims that may arise;
- Coordinate, monitor and issue Practical and Final Completion Certificates;
- Prepare and submit to the Client Close-out Reports together with As-built drawings.

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2. PROJECTS TO BE IMPLEMENTED

Project Name	Ward No.	Quantities	Approved Amounts
Rehabilitation of Mqhokweni to Nokhatshile A/R With low level crossing	2	Rehabilitation 4,5km road and stabilisation using alternative surfacing, stormwater upgrading, upgrading 900mm stormwater causeways to 1,5 x 1,5m x 18m and 1,2 x 1,2 x 5m portal culverts	R 9 337 500,00
Resurfacing of Ntlenzi to Mcetheni	10	Rehabilitation of 11km of road pavement layers, repair and installation of	R12 491 500,00

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		stormwater structures, lining of open drains, improvement of erosion protection measures, construction of sidewalks, installation of kerbing	

The municipality has a 3 year MOU with CSIR on the development of alternative surfacing specifications to suit the municipal jurisdiction, the successful service provider will be required to work hand in hand with CSIR in the project design development.

3. PROJECT PLAN

In the pricing proposal, the service provider should provide a proposed programme of works that will be monitored during implementation.

ITEMS	DESCRIPTION OF SERVICE	TARGET DATE
1	Designs and Working Drawings	
2	Tender Documents and BOQs	
3	Construction Start	
4	Construction End	
5	Close Out	

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4. PRICING INFORMATION

The Service provider is to complete the following pricing information based on the approved project registration amounts which is inclusive of Direct and Indirect costs. Separate pricing is to be submitted for each project reflected on the table in section 2 above:

ITEM	NORMAL SERVICES	UNIT	QTY	RATE	AMOUNT
1.0	**Professional Team of Engineers**				
1.1	Preliminary Design	20%	1		
1.2	Design and Tender	30%	1		
1.3	Working Drawings	15%	1		
1.4	Construction Supervision and Monitoring	30%	1		
1.5	Close out Report	5%	1		
1.6	**Sub-total**				
2.	**Additional Services**				
2.1.	**Survey**				
2.1.1	Survey Data and Analysis	Prov. Sum	1		
2.1.2	Mark up for item 2.1.1	%			

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2.2	**Geotechnical**				
2.2.1	Geotechnical investigation, Analysis and Report Development	Prov. Sum	**1**		
2.2.2	Mark up for item 2.2.1	%			
2.3	**Environmental Management**				
2.3.1	Environmental Advisory and Compliance (Co-ordinate with Appointed Health and Safety Consultants)	Prov. Sum	**1**		
2.3.2	Mark up for item 2.3.1	%			
2.4	**Occupational Health and Safety, and Training**				
2.4.1	Occupational Health & Safety Management	Sum	**1**		
2.4.2	Enforcement and Management of Health and Safety on site	Sum	**1**		
2.4.3	Civil Engineering Student Intern 12 months mentoring programme – Student or intern to be provided by Winnie Madikizela Mandela Local Municipality to the Professional Service Provider	Sum	**1**		
2.4.4	Mark up for item 2.4.1-3	%			
2.5	**Co-ordinate with Other Service Providers**				

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2.5.1	Co-ordinate with identified service providers (ISD, Environment etc.)	Sum	**1**		
2.5.2	Mark up for item 2.5.1	%			
2.6	**Sub total**				
3.0	**Construction monitoring**				
3.1	Additional 15 days/month site monitoring for category B individual for actual duration of the contract	Sum			
3.2	**Sub total**				
4.0	**Expenses & costs for actual duration of the contract**				
4.1	Travel	Sum	**1**		
4.2	Recoverable expenses	Sum	**1**		
4.3	**Sub-total**				
5.0	**Time basis**				
5.1	Category A	hr.			
5.2	Category B	hr.			
5.3	Category C	hr.			
5.4	Category D	hr.			

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6.0	**TOTAL (sum of items (1.6; 2.6; 3.2; 4.3)**	
6.1	Add: VAT (15%)	
6.2	**TOTAL AMOUNT**	

Professional Service Providers are not authorised to exceed the above figures, without prior written approval by Winnie Madikizela Mandela Local Municipality.

5. METHOD OF PAYMENT

The Client will pay the Professional Fees upon completion of the following milestones: Concept Design; Design Drawings, Construction stage, Construction drawings, and Completion stage. The deliverables as given in the ECSA Professional Guideline Fees on the 26th March 2021 under gazette 44333.

The Professional Service Provider must, as a pre-condition to payment, provide the Client with a Tax Invoice for the Professional Services performed up to the relevant milestone along with the expected end-stage deliverable.

Please submit your quotation to this email Panels@mbizana.gov.za on or before 04 April 2025.

Yours in Service Delivery

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Mr. L. Mahlaka
Municipal Manager