

An overview of the proposed process for the appointment of consultants to provide architectural services

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1 Overview of the project

The Department of Higher Education and Training intends developing the university campus for a new university in the very heart of the city of Kimberley. The services of 5 creative and innovative architectural practices are required to design the academic and administrative buildings on this campus on an as and when basis over a 3 year term without any guarantee of any quantum of work.

The construction works is likely to be constructed by a limited number of CIDB registered framework contractors having a contractor grading designation of 7 or higher using a target contract with an activity schedule. They will be contracted in terms of the NEC3 Engineering and Construction Contract (Option C – target contract with activity schedule).

The framework contracts that are entered into for architectural services will be based on the NEC3 Professional Service Contract (Option G- term service contract) for design services only. (Contract administration services will be performed by others). The total of prices for services performed will be based on time charges and expenses, a lump sum amount based on estimates of the time charges and expenses or a lump sum based on a percentage of the cost of construction at the time that a package order or contract is awarded to a contractor, based on the SACAP guideline tariffs, adjusted by factors for the consultant's tendered overheads and profit and the consultants perceptions of over recovery or under recovery from the guideline tariffs.

Contract participation goals measured in terms of ISO 10845-5 will be linked to the framework contracts to ensure that targeted enterprises are engaged in the performance of the services. Targeted enterprises will be defined as black owned practices or practices which have an office in the Northern Cape. A minimum contract participation goal of 15% will be set. Tender evaluation points will be allocated to those practices that commit to a higher contract participation goal.

2 Procurement strategy

2.1 Overview

A call for an expression of interest will be issued on the New Universities website for professional architects to participate in a two stage design competition which will result in the awarding of five framework contracts to architectural practices, based on the NEC3 Professional Service Contract (see Figure 1).

2.2 Call for an expression of interest

The call for an expression of interest requires professional architects to register their interest in a two stage design competition. Respondents are required to register their user names and a password on the New Universities website in order to download the expression of interest.

This call for an expression of interest requires a respondent to be a professional architect registered in terms of the Architectural Profession Act of 2000 in order to be admitted to the competition, provides information on the competition and how the competition is to be conducted and indicates how the design competition is linked to a procurement process. Included in this document is an architectural competition application form which requires the applicant to confirm his or her SACAP registration as a professional architect, willingness to associate with an architectural practice(s) in order and to submit a tender during the second stage of the competition and to abide by the Standard Conditions for a Design Competition included in the call for an expression of interest.

2.3 Design competition

Respondents who are professional architects and complete the application form are admitted to the competition. They are notified that they may download the stage 1 documentation from the New Universities website using their user name and password. They are then bound by the competition rules and make a stage 1 submission. They mark their submissions with a unique code which they create comprising one letter of the alphabet followed by six digits of their choice. They attach to their submission a white opaque envelope which contains their unique code on the outside and their contact particulars on the inside.

The jury identifies the 10 best submissions to be admitted to the second stage of the competition. The contract administrator opens up the envelopes to obtain the names and contact particulars of the selected participants and invites them to download the stage 2 documentation from the New Universities website using their user name and password.

Participants make a second stage submission using a different unique number and attach an opaque envelope to their submissions which contains their unique code on the outside and their contact particulars on the inside.

No prizes are awarded. An honorarium is granted to all participants who make a second stage submission which is considered by the jury to be of sufficient merit to be worthy of an honorarium. The jury ranks those participants whose submissions warrant a payment of an honorarium.

The contract administrator upon receipt from the jury of the outcome of their deliberations, opens up the envelopes to obtain the names and contact particulars of the participants and notifies the leader of the evaluation panel of the ranking of the participants and which of the participants, if any, were not granted an honorarium.

2.4 Tender process

Participants who are admitted to the second stage of the design competition are invited to download from the New Universities website, using their user name and password, a tender document and to submit a tender in the name of their associated architectural practice(s).

Tenderers who are architectural practices who are associated with the stage 2 participant are required to have a minimum annual turnover of R 4,0 m or a staff complement that is considered capable of designing a building having a construction cost of R 30 million excluding VAT over a 12 month period. A framework contract will only be entered into with architectural practices which have in place professional indemnity insurance in an amount of R 5,0 million or more.

Tenders close two weeks after the closing time for stage 2 submissions. Tenderers are evaluated on the basis of financial offer, preference and quality with the weighting between financial offer adjusted for a preference and quality of 30:70. Quality will be evaluated solely on the basis of the jury's ranking of the associated participant with the highest ranked participant obtaining 100 points and the lowest ranked submission obtaining 60 points. Tenderers associated with a participant who fails to be granted an honorarium by the jury will obtain 40 points for quality and is eliminated from further consideration.

Up to 10 points is awarded for preference. Up to 5 points will be awarded for the tenderer's B-BBEE contribution level as measured in terms of the construction sector scorecard. Up to 5 points will be awarded to tenderers who tender a contract participation goal above a minimum contract participation goal.

Up to 90 points will be awarded for the financial offer. Tendered parameters for a maximum hourly staff rate and adjustment factors to the percentage fee derived for the project will be reduced to a comparative offer using tender assessment schedule.

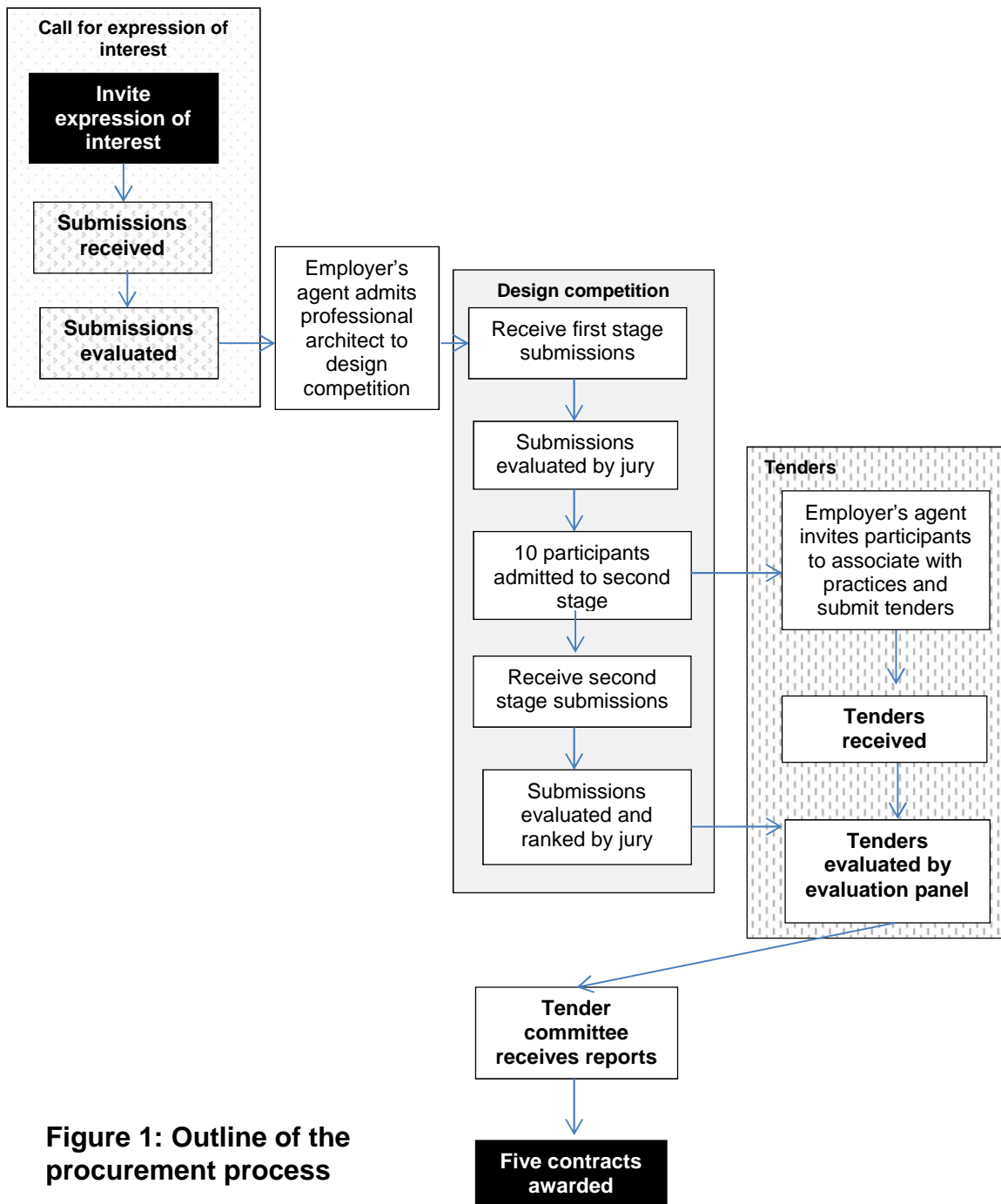


Figure 1: Outline of the procurement process