

TENDER NO: 1 of 2025 / 2026

CLIENT

ESWATINI INVESTMENT PROMOTION AUTHORITY



REHABILITATION OF FTM GARMENTS FACTORY IN NHLANGANO

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INVITATION TO TENDERS

REF	NAME	CLOSING DATE
EIPA TENDER	REHABILITATION OF FTM GARMENTS FACTORY IN NHLANGANO	14 MAY 2025, 12:00 noon

Tenders are hereby invited from suitably qualified building contractors registered with the Construction Industry Council Category **B2 only** for the **proposed rehabilitation of FTM Garments in Nhlango.**

Tenderers should submit the following:

- Fully Priced and Summated Bill of quantities
- Duly Signed and Completed Form of Tender
- Original receipt of E1 000-00 for purchasing Tender documents
- CIC Registration Certificate (B2) only
- Valid tax compliance certificate
- Valid VAT registration certificate
- Certified copy of valid Trading Licence
- Certified copy of valid labour Compliance certificate
- Certified copy of valid ENPF certificate
- Certified copy of company Form J
- Certified copies of company Director's IDs
- Police clearance Certificates for Company Directors
- Company Profile with Previously completed projects, Current Engagements and CVs of Key Personnel and their Qualifications
- Company Audited Financial Statements for the last 3 years (2024,2023,2022)

Tender documents would be available for collection from the **15th April 2025** at, EIPA offices, upon payment of **a non-refundable E 1 000.00** (One Thousand Emalangi Only).

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Tenders must be placed in the Official Tender Box located at the Eswatini Investment Promotion Authority Offices, 1st Floor Sibekelo Building, Mhlambanyatsi Road, Mbabane, Eswatini,

Not later than 12:00 noon on 14 May 2025

Compulsory Site Inspection:

Contract No.	Site	Date	Time
REF:EIPA TENDER : 1/2025/26	FTM GARMENTS IN NHLANGANO	29 th April 2025	10:00 am

“Eswatini Investment Promotion Authority does not bind itself to accept the lowest or any tender”

**PROPOSED REHABILITATION OF FTM FACTORY GARMENTS IN NHLANGANO FOR
ESWATINI INVESTMENT PROMOTION AUTHORITY**

SECTION 1: INSTRUCTIONS TO TENDERERS

1. GENERAL

Tenderers must comply strictly with the following instructions: failure to do so may cause any tender to be rejected.

2. BILLS OF QUANTITIES

The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work (as amended) published and issued by the Association of South African Quantity Surveyors (Seventh Edition), 2015.

The tenderer will receive a hard copy of the bills of quantities. The tenderer is required to check the numbers of pages and should any be found to be missing or in duplicate or the figures or typing indistinct or there be any doubt or obscurity as to the meaning of any particulars or description, the Contractor must inform the Quantity Surveyor at once in writing

afterwards admitted due to the Contractor having failed to comply with any of the above conditions.

No alterations, erasure, omission, or addition is to be made in the text and conditions of these Bills of Quantities. Should any such alterations, amendment, note, or addition be made, the same will not be recognized, but the reading of these Bills of Quantities, as prepared by the Quantity Surveyor, will be adhered to.

The Contractor is warned that should he use any quantities appearing in these Bills of Quantities for the purpose of ordering materials, he does so at his own risk and no liability whatsoever will be afterwards admitted by the Employer, Representative / Agent or Quantity Surveyor for the correctness of such quantities.

The drawings shall take precedence over any description given of the scope of the works.

For the purpose of this Bill of Quantities, the following words shall have the meanings hereby assigned to them:

Unit: The unit of measurement for each of work as defined in the Standardized, Project or Particular specification.

Quantity: The number of units of work for each item.

Rate: The payment per unit of work at which the Bidder bids to do the work.

Amount: The quantity of an item multiplied by the bidder rate of the (same) item.

Sum: An amount bid for an item, the extend of which is described in the Bill of Quantities, Specifications or elsewhere, but of which the quantity of work is not measured in units.

The units of measurement indicated in the Bill of Quantities are metric units.

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m	=	millime
m	=	t er
Km	=	kilometer
m ²	=	square meter
Ha	=	hectare
m ³	=	cubic meter
m ³ -km	=	cubic meter-
kW	=	kilowatt
Kg	=	kilogram
T	=	ton (1 000 kg)
%	=	percent
PC Sum	=	Prime Cost Sum
Prov Sum	=	Provisional Sum

3.AGREEMENT

The agreement is based on the JBCC series 2000 Principal Building Agreement, prepared by the Joint Building Contracts Committee, Edition 6.2 May 2018. The additions, deletions, and alterations to the JBCC Principal Building Agreement as well as the contract specific variable are as stated in the Contract Data. The Preliminary and Generals allows have been summarized to allow for Fixed, Value and Time related Preliminaries and Generals.

The Contract Data and standard form of contract referenced therein must be studied for the full extend and meaning of each and every clause set out in section 1 (preliminaries) of the Bills of Quantities.

4.COMPULSORY SITE INSPECTION

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It is required that all prospective Tenderers attend a pre-tender site meeting and site visit on the **29th April 2025 at FTM Factory Garments in Nhlangano, Industrial Site, Gege road**. Failure to attend will result in disqualification of the Tender. The cost of attending the meeting shall be at the tenderer's own expense.

5. SCOPE OF CONTRACT

The scope of works for the project entails the Proposed rehabilitation of FTM factory Garments for Eswatini Investment Promotion Authority.

Including the following:

- Rehabilitation of Roofing
- Installation of New Gutter and Water proofing
- Water Proofing and Fixing of leakages

6. ESCALATION

This contract is a FIXED PRICE contract, and the tenderers are to allow for escalation in the rates.

7. CONTRACTORS GRADING

It is a requirement that the tenderers should have a CIC registration certificate **(B2)** only.

8. CONTRACT PERIOD

The period to be allowed for the completion of the works is **5 Months**.

The Contractor shall submit a construction program with the tender; the principal agent will scrutinize the program received and make any such changes as mutually agreed.

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The bar chart program must clearly indicate the various construction activities necessary to complete the works. Each provisional sum specialist installation activity must be clearly and individually identifiable from the bar chart program, with commencement and completion dates for each activity indicated thereon.

9. COST OF TENDERING

The Tenderer shall bear all costs associated with the preparation and submission of her Tender and the employer will, in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

10. ADDENDUM

If, during the period of tendering, the Principal Agent issues any Addendum to Tenderers setting forth the interpretation to be placed on a part of tender documents or drawings or these instructions or to make any change in them such addendum will form part of the Contract and it will be assumed that the Tenderer has taken account of the same in preparing her Tender.

The Tenderer must promptly acknowledge any addendum he may receive. No addendum will be issued within **3 days** of the date of delivery of tenders unless it contains a postponement of the date for the submission of tender documents.

11. STATEMENT TO TENDERERS

The employer shall not be bound by any statement made or delivered to any Tenderer unless such a statement shall have been confirmed by an addendum to Tenderers issued by the Principal Agent.

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12. BRIBERY

The offer of bribe or other inducement to any person with the object of influencing the placing of the Contract will result in instant rejection of the Tender concerned.

13. COMPLETION OF FORMS

Tenderers are informed that this document contains the following forms which shall be completed in black ink by all tenderers.

- (a) Signed Form of Tender
- (b) Experience: Projects in progress at Annexure A
- (c) Experience: Relevant projects completed at Annexure B
- (d) Certificate of Site Inspection at Annexure C

A tender shall not be considered if alterations have been made to the Form of Tender (unless such alterations have been duly authenticated by the Tender) or if any particulars required therein have not been completed in all aspects. The use of erasing fluids is not permitted.

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14. INFORMATION TO BE SUBMITTED WITH THE TENDER

The Tender must be accompanied by: -

- Fully Priced and Summated Bill of quantities
- Duly Signed and Completed Form of Tender
- Original receipt of E1 000-00 for purchasing Tender documents
- CIC Registration Certificate (B2) only
- Valid tax compliance certificate
- Valid VAT registration certificate
- Certified copy of valid Trading Licence
- Certified copy of valid labour Compliance certificate
- Certified copy of valid ENPF certificate
- Certified copy of company Form J
- Certified copies of company Director's IDs
- Police clearance Certificates for Company Directors
- Company Profile with Previously completed projects, Current Engagements and CVs of Key Personnel and their Qualifications
- Company Audited Financial Statements for the last 3 years (2024,2023,2022) Failure to comply with the foregoing may result in the rejection of the tender.

15. SEALING, MARKING AND DELIVERY OF TENDER AND PLACE OF OPENING

Completed Form of Tender together with the Bills of Quantities should be submitted in a sealed envelope and clearly endorsed on the outside:

PROPOSED REHABILITATION OF FTM GARMENTS FACTORY
ESWATINI INVESTMENT PROMOTION AUTHORITY

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To: The
CEO
Eswatini Investment Promotion Authority
P.O. Box 4194
Mbabane
Eswatini

And hand delivered at Tender Box of Eswatini Investment Promotion Authority Offices, 1st Floor Sibekelo Building, Mhlambanyatsi Road, Mbabane, Eswatini on or before **12:00 noon, 14 May 2025** at which tenders will be publicly opened.

Tenderers and/or their representatives are invited to attend the tender opening.

No tenders delivered after the stipulated date and time, for whatever cause arising, will be considered.

The envelope in which the Tender Documents are submitted must not bear the Tenderer's name and address and must contain no other documents and drawings other than those documents specifically requested in this tender.

16. TENDERS SENT BY POST

Tenderers intending to send their Documents by post are advised to ascertain the time normally required for the transmission of packages from the place of dispatch to the place of delivery in Eswatini and to make due allowance when dispatching their documents in order to ensure their safe arrival well before the time which has been fixed for the opening of tenders.

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17. TELEGRAPHIC TENDERS AND TENDERS PER TELEFAX/FACSIMILE MACHINE

Tenders are to note that telefax/facsimile machine transmitted and/or telegraphic tenders shall not be considered.

18. ACCEPTANCE OF TENDER

The formal acceptance of any tender pending a formal Contract Agreement forms a binding contract upon both the employer and the accepted Tenderer.

The employer does not bind himself to accept the lowest or any tender nor to assign any reason for the rejection of any tender.

19. RETURN OF DRAWINGS

Drawings except those bound in the Bills of Quantities, which shall remain with the documents, must be returned to the Client as soon as possible after the tender opening. Tenderers, or their representatives, attending the opening may hand over the drawings to the person representing the Client at the opening session.

20. PERIOD OF VALIDITY OF TENDERS AND NOTIFICATION TO SUCCESSFUL TENDERER

Tenders shall remain valid for a period of **90 (Ninety)** days from the date fixed for the opening of tenders. The Principal Agent shall notify the successful Tenderer (if any) of his acceptance within the period of the Tender Validity.

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21. ALTERNATIVE SPECIFICATION OR BILL OF REDUCTION

Should the tender figures received for this project be higher than budgeted allowances, the Employer reserves the right to reduce either the quantity or specification of the work to meet the desired budget.

This reduction will take place before the contract is signed and will be subject to agreement between the Employer and the successful Sub-Contractor.

22. PURCHASE OF TENDER DOCUMENTS

Payment should be made to the below EIPA Nedbank Account

Eswatini Investment Promotion Authority

Bank name: Nedbank

Account number: 020000002543

Branch code: 360164

Reference: Tender # 1 of 2025/26 & Contractor Name. Proof of payment to be submitted with tender document.

23. CLARIFICATION AND AMMENDMENTS OF TENDER DOCUMENTS

Clarifications may be requested in writing (email only), but not later than **06 May 2025**. Queries should be addressed to Mrs Lungile Simelane at lungiles@sipa.org.sz and copy Petros Gamedze at gamedzep@sipa.org.sz

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24. LANGUAGE OF BIDDING DOCUMENTS

The language to be used for bidding documents is English.

25. WITHDRAWAL, SUBSTITUTION AND MODIFICATION OF BIDS

Tenderers may modify, substitute or withdraw the tender prior to the deadline for the submission of tenders.

The modification or notice of withdrawal shall be effective if it is received by council prior to the deadline for submission of tenders.

26. NOTICE OF INTENTION TO AWARD

As per circular number 3 of 2015, An intention to award sent to all the bidders and will be published on the ESPPRA website.

SECTION 2: TENDER EVALUATION PROCESS AND CRITERIA

Tenders shall be evaluated using, but not limited to the following tender evaluation criteria:

There are five components in the tender evaluation process, four of which are non-financial and the last one being financial. These are set out below:

Please note the following:

A tender which obtains less than 70% of the total points allocated to Criterion 1 to 4 (Responsiveness of Tender Assessment, Resources and Capability Assessment, Technical Assessment and Promotion of Swazi Business) shall be deemed to be non-responsive and eliminated from further evaluation.

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1. Responsiveness of Tender Assessment

This will determine whether:

- All required documentation and information have been submitted;
- Tender documents have been appropriately signed and authorized in a form of a covering letter;
- The document has been submitted in the correct format; and
- Two copies have been submitted (*Original and a copy*)

2. Resources and Capability Assessment

This will address the experience of the Tenderer as well as the capability and qualifications of the key personnel who will be operating under the contract, including the management and supervisory back up. Where appropriate, reference checks are essential and must cover aspects such as:

- a. The Tenderer's track record: i.e., past performance of similar contracts; industry knowledge.

3. Technical Assessment

The technical assessment will establish whether the tender meets the requirements set out in the specification and, if not, the significance of any variation from that specification.

4. Promotion of Swazi Business

This criterion shall determine the extent to which ownership of the business is vested in Swazi citizens and/or the extent to which the Tenderer will:

- a. Encourage Swazi citizens to be involved in business;
- b. Professional body affiliation.

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Where the scope of the works is of a highly specialized nature or the successful Tenderer is non-Swazi, the CLIENT shall negotiate with the successful Tenderer to sub-contract or partner with a service provider who is a Swazi citizen.

5. Financial Criteria.

This will entail identification of all relevant costs including capital costs in Emalangeni to the Eswatini Investment Promotion Authority. The initial (once off) costs, the on-going costs including any basis for escalations, penalties and/or discounts, should be identified and considered.

The lowest responsive tender will be considered for award.

SECTION 3: EVALUATION CRITERIA AND SCORING

1.0 Responsiveness of Tender		
	Criteria Elements	Criteria Weighting Factors (YES/NO)
1.1	Fully Priced and Summated Bill of quantifies	Yes/No
1.2	Duly Signed and Completed Form of Tender	Yes/No
1.3	Original receipt of E1 000-00 for purchasing Tender documents	Yes/No
1.4	CIC Registration Certificate (B3) only	Yes/No
1.5	Valid tax compliance certificate	Yes/No
1.6	Valid VAT registration certificate	Yes/No
1.7	Certified copy of valid Trading Licence	Yes/No
1.8	Certified copy of valid labour Compliance certificate	Yes/No

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1.9	Certified copy of valid ENPF certificate	Yes/No
1.10	Certified copy of company Form J	Yes/No
1.11	Certified copies of company Director's IDs	Yes/No
1.12	Police clearance Certificates for Company Directors	Yes/No
2.0	Resources and Capability Criteria Elements	Criteria Weighting Factors
2.1	Company Profile	5
2.2	Program of works with timeframes.	7
2.3	Methodology and approach illustrating how the work will be executed.	7

2.4	Financial Stability	
	2.4.1 Audited Financial Statements (past 3 years)	4
	2.4.2 Bank Letter	5
MAXIMUM SCORE		28

3.0	Technical Capability Criteria Elements	Criteria Weighting Factors
3.1	Practical completion certificates of relevant and similar projects completed within the last 5 years. Project cost must not be less than E10 Million Emalangeni.	12

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3.2	Plant and Equipment relevant to the works (Proof of Ownership) or (Proof of lease arrangements)	6
3.3	<p>Cv's of key personnel (Contracts Manager, Quantity Surveyors, Site Agent, Foreman, Key Trades Man etc)</p> <ul style="list-style-type: none"> - Contracts Manager (x1) - Bsc / B-tech in Building / construction/ Quantity Surveying with minimum of 15 years' experience - Quantity Surveyor (x1) - National Diploma Quantity Surveying with minimum 10 years' experience - Foreman (x1) - Grade 1 test certificates with minimum 15 years' experiences 	20
MAXIMUM SCORE		38
4.0	Swazi Business Promotion	
	Criteria Elements	Criteria Weighting Factors
4.1	Degree to which ownership of business vests with Swazi citizen and managed by Swazi citizens. (e.g., IDs for Directors & Key staff)	4
MAXIMUM SCORE		4
TOTAL SCORE FOR TECHNICAL PROPOSAL		70

SECTION 4: FORM OF TENDER

PROJECT : **Rehabilitation FTM Factory Garments**

EMPLOYER : Eswatini Investment Promotion Authority

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WORKS DESCRIPTION : Rehabilitation of a Factory in Nhlangano

TENDER SUBMISSION DETAILS:

- TO : Tender Box of Eswatini Investment Promotion Authority
- ADDRESS : P.O. Box 4194 Mbabane
- PHYSICAL ADDRESS : 1st Floor, Sibekelo Building, Mhlambanyatsi Road, Mbabane
- TENDER RETURN DATE : 14 May 2025
- TIME : 12:00 noon

1. CONDITIONS OF TENDER

- 1.1 The successful tenderer will be appointed in terms of the JBCC Agreement.
- 1.2 Additions and alterations to such agreement are clearly detailed in the schedule of agreement.
- 1.3 All pre-tender information is set out in the schedule. Variables requiring selection by the tenderer are to be clearly marked for later inclusion in the Schedule.
- 1.4 Any conditions or qualifications that are appended by the tenderer, which are at variance with the conditions in or the tenderer enquiry document,

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may invalidate the submitted tender.

- 1.5 This tender is to be submitted to the agent at the street or address stated above before the tenderer closing date and time stated above.
- 1.6 Tenders will be opened in public directly after the stated closing time, Only the total tender sum of each tender will be announced after award
- 1.7 The employer does not bind himself to accept the lowest, or any, or portion of any tender, not to give any reason for the rejection of any tender or portion of any tender

2. THE TENDER

- 2.1 By the submission of this tender to the employer, the tenderer offers and agree to contract for, execute and complete the works for the tender sum as stated below.
- 2.2 The tender shall remain in full legal force for ninety (90) calendar days from the tender closing date. The tenderer accepts liability for damages as may be suffered by the employer should the tender validity period not be honored by the tenderer, including a n y additional expense incurred by the employer in having to call for fresh tenders and/ or in having to accept any less favorable tender

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3. TENDER SUM COMPILATION

3.1 MAIN TENDER (FIXED PRICE CONTRACT)

Tenderer's work including Prime Cost, Provisional & Levy
E..... Eswatini Revenue Services VAT @ 15%
E.....
TOTAL TENDER SUM (MAIN TENDER)E.....
Tender Sum in Words:
.....
.....
.....

3.2 SIGNATURES OF CONTRACTOR

COMPANY NAME:
ADDRESS:
TELEPHONE NUMBER:
EMAIL ADDRESS:
SIGNED AT:

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AUTHORISED
SIGNATORY:

-NAME.....

-SIGNATURE.....

WITNESS:

-NAME.....

-SIGNATURE.....

DATE.....

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ANNEXURE C

PLANT AND EQUIPMENT SCHEDULE

The Tenderer shall list below the plant that he owns/hired and has available for use on this project:

Name of plant/equipment	Number of owned	Number of hired
Scaffolding		
8 Tonne Truck		
Crane Truck		
1 Tonne LDV		
4 tonne Truck		
Step Ladders		
Survey Equipment		
Electric Generator		
Electric Drill		
Electric Grinder		

NAME OF CONTRACTOR.....

ADDRESS.....

PHONE.....EMAIL.....CELL.....SI

GNATURE.....DATE.....

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ANNEXURE D

CONFIRMATION OF SITE VISIT

**PROJECT: PROPOSED REHABILITATION OF FTM FACTORY GARMENTS AT
NHLANGANO**

This is to confirm that the under mentioned contractor attended the site visit for the abovementioned project.

NAME OF PUBLIC ENTERPRISE.: **ESWATINI INVESTMENT PROMOTION
AUTHORITY**

SIGNATURE.....

DATE.....

NAME OF CONTRACTOR:

ADDRESS.....

PHONE..... CELL.....

SIGNATURE.....

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SECTION 6: DECLARATION OF ELIGIBILITY

[The Service Provider must provide a signed declaration on its company letterhead in the following format. If the Proposal is being presented by a joint venture or consortium all members must each sign their own declaration.]

[Name of Service provider, Address, and Date]

To: The CEO, Eswatini Investment Promotion Authority, PO Box 4194, Mbabane

Dear Sirs,

Re Tender Reference: PROPOSED REHABILITATION OF FTM FACTORY GARMENTS

We hereby declare that: -

- (a) We, including any joint venture partners or consortium partners, are a legal entity and have the legal capacity to enter into the contract;
- (b) We are not insolvent, in receivership, bankrupt or being wound up, our affairs are not being administered by a court or a judicial officer, our business activities have not been suspended, and we are not the subject of legal proceedings for any of the foregoing;
- (c) We have fulfilled our obligations to pay taxes and social security contributions;
- (d) We have not, and our directors or officers have not, been convicted of any criminal offence related to our/their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings;
- (e) We do not have a conflict of interest in relation to the procurement requirement;
- (f) I/We have not been convicted of any criminal offence relating to professional conduct or the making of false statements or misrepresentations as to its qualifications to enter into a procurement contract within a period of five years preceding the commencement of procurement proceedings;
- (g) I/We are not subject to suspension in accordance with Section 55, and none of our directors or officers face endorsement or have already been endorsed on the Register for Tender Defaulters in accordance with the Prevention of Corruption Act, 2006.

Signed.....

...

Authorized Representative

Date.....

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