



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: **30 October 2020**

Due to the Covid-19 Pandemic, a compulsory tender briefing session will only take place on 10 November 2020 from 10:00am – 11:00am via Ms Virtual Teams meeting. Interested bidders are to notify JDA representative's xsithole@jda.org.za or sgcobo@jda.org.za by e-mail before 12:00pm on the 05 November 2020 so that the JDA can forward an MS Teams virtual meeting invite with a link to interested bidders. Queries on the bid may also be forwarded to xsithole@jda.org.za or sgcobo@jda.org.za. Questions and answers will be uploaded on the JDA website. The last day for receipt of queries is 23 November 2020.

CLOSING DATE: **02 December 2020**

CLOSING TIME: 12H00

BID NUMBER: **JDA/DF/ICM –ORANGE FARM/003/2020**

BID DESCRIPTION: **PREPARE A FEASIBILITY STUDY FOR THE INTRODUCTION OF AN INTEGRATED CORRIDOR MANAGEMENT APPROACH FOR THE ORANGE FARM - JOHANNESBURG INNER CITY CORRIDOR IN THE CITY OF JOHANNESBURG**

BID DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

Offices of the Johannesburg Development Agency, 3 Helen Joseph Street (Formerly President Street), The Bus Factory, Newtown, Johannesburg, 2000

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition below)

¹ * MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Procurement
Contact Person: Mr S Gcobo
Tel: 011 688 7851 Fax: 011 688 7899 E-mail: sgcobo@jda.org.za

ANY REQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department: Development Facilitation
Contact Person: Ms X Sithole
Tel: 011 688 7815 Fax: 011 688 7899 E-mail: xsithole@jda.org.za

PLEASE NOTE: TENDERS MUST BE SUBMITTED ON THE TENDER DOCUMENTATION ISSUED. TENDER DOCUMENTATION MUST NOT BE REPRODUCED OR REARRANGED. ANY ADDITIONAL INFORMATION MUST BE SUBMITTED AS A SEPARATE ATTACHMENT TO THE TENDER DOCUMENT FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED.

OFFER

**THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED)**

NAME OF BIDDER

BID NUMBER

POSTAL ADDRESS

STREET ADDRESS

CONTACT PERSON

TELEPHONE NUMBER CODE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER

E-MAIL ADDRESS

COMPANY REGISTRATION NUMBER

NATIONAL CENTRAL SUPPLIER DATABASE NUMBER

VAT REGISTRATION NUMBER

TAX VERIFICATION PIN NUMBER

TOTAL BID PRICE excluding Value Added Tax

TOTAL BID PRICE in words

.....

.....

..... excluding Value Added Tax

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED

DATE

SUPPLIERS DATABASE REGISTRATION

National Treasury launched the National Central Supplier Database (NCSD) with effect from 1 September 2015.

This will enable prospective suppliers to register their companies on the following website www.csd.gov.za

Transitional Period (1 September 2015 to 30 June 2016)

1. During the transitional period suppliers are requested to register on the website where all their essential information such as Tax Clearance Certificates, VAT, Company Registration Numbers and CIPC business status will be verified.
2. When conducting business with the JDA, you will be requested to provide us with the following:
 - Supplier Number and;
 - Supplier Registration Security Code so we can print your real time information;
 - Banking details with bank Stamp and;
 - Certified BBBEE Certificate.

Once a supplier has registered on NCSD, it will no longer be a requirement to provide the JDA with an Original Tax Clearance Certificate or any other registration documents.

After Transitional Period 1 July 2016

Effective 1 July 2016, the JDA will only award business to suppliers who are registered on NCSD and suppliers will no longer be required to provide information as stipulated above.

For more information on registration, please:

Ms. Kgadi Mphela on 011 688 7813

To all our stakeholder

RE: The channels of reporting fraudulent and Corrupt Activities

The City of Johannesburg has a **zero-tolerance approach to Fraud, Theft, Corruption, Maladministration, and Collusion** by suppliers with employees. To reinforce this commitment, more channels have been added to report any Fraudulent and Corrupt activities.

Instances of corporate fraud and misconduct remain a constant threat to service delivery. The City of Johannesburg took a resolution to adopt strategic interventions aimed at combatting fraud and corruption. The City took a decision to centralized the reporting of fraudulent and corrupt activities through the establishment of an independent fraud hotline which is managed by independent bidders.

All people doing business with the Johannesburg Development Agency are encouraged to report any corrupt or illegal practice.

Employees are encouraged to report fraud, waste or other concerns suggestive of dishonest or illegal activities.

Anyone can report fraudulent and corrupt activities through one of the following channels:

- Toll free number.....0800 002 587
- Toll free Fax0800 007 788
- SMS (charged @ R1.50).....32840
- Email Address:.....anticorruption@tip-offs.com
- Web site:.....www.tip-off.com
- Free post:.....Free post, KNZ 138, Umhlanga, 4320



Let's join hands to take up the Fight against Fraud and Corruption in our society.

**PREPARE A FEASIBILITY STUDY
FOR THE INTRODUCTION OF AN
INTEGRATED CORRIDOR
MANAGEMENT APPROACH FOR
THE ORANGE FARM -
JOHANNESBURG INNER CITY
CORRIDOR IN THE CITY OF
JOHANNESBURG**

OCTOBER 2020

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COPY OF ADVERT

TENDERING PROCEDURES

Tender Notice and Invitation to Tender

BID DESCRIPTION: RFP - REQUEST FOR PROPOSALS FROM BIDDERS WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING TO PREPARE A FEASIBILITY STUDY FOR THE INTRODUCTION OF AN INTEGRATED CORRIDOR MANAGEMENT APPROACH FOR THE ORANGE FARM - JOHANNESBURG INNER CITY CORRIDOR IN THE CITY OF JOHANNESBURG

BID NUMBER: JDA/DF/ICM –ORANGE FARM/003/2020

The Johannesburg Development Agency (JDA) is requesting proposals from experienced companies and / or joint ventures to prepare a Feasibility Study for the Introduction of an Integrated Corridor Management (ICM) approach for the Orange Farm to Johannesburg Inner City Corridor over a 16 month period. Key resource requirements includes project manager, traffic engineer, urban/town planner, transport economist / financial modeller and community participation consultants as either one team or a Joint Venture.

Queries relating to procurement matters may be addressed to Siyambonga Gcobo at tel: (011) 688 7851; fax (011) 688 7899; or e-mail: sgcobo@jda.org.za.

Technical queries or queries relating to the project may be addressed to Xolisile Sithole at (011) 688 7851/15; fax: (011) 688 7899; or e-mail: xsithole@jda.org.za.

Documents may be downloaded from the JDA website: www.jda.org.za and e-Tender portal: www.etenders.gov.za on **30 October 2020**. Tenders must only be submitted on the tender document that is downloaded from the stipulated websites only. The retyping of the tender document is not permitted.

Due to the Covid-19 Pandemic, a compulsory tender briefing session will only take place on 10 November 2020 from 10:00am – 11:00am via Ms Virtual Teams meeting. Interested bidders are to notify JDA representative's xsithole@jda.org.za or sgcobo@jda.org.za by e-mail before 12:00pm on the 05 November 2020 so that the JDA can forward an MS Teams virtual meeting invite with a link to interested bidders. Queries on the bid may also be forwarded to xsithole@jda.org.za or sgcobo@jda.org.za. Questions and answers will be uploaded on the JDA website. The last day for receipt of queries is 23 November 2020.

The closing date and time for receipt of tenders is **12:00pm on 02 December 2020**. Telegraphic, telephonic, telex, facsimile, e-mailed and late tenders will not be accepted.

The physical address for the delivery of tender documents is Johannesburg Development Agency, Ground Floor Reception Area, The Bus Factory, 3 Helen Joseph Street (formerly President Street), Newtown 2000.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

The JDA's selection of qualifying tenders will be at the JDA's sole discretion and will be final. The JDA does not bind itself to accept any particular tender and correspondence will be entered into with successful tenderer.

“WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE, USING THE ANTI-FRAUD HOTLINE NUMBER: 0800 002 587”

REQUEST FOR PROPOSALS FROM BIDDERS WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING TO PREPARE A FEASIBILITY STUDY FOR THE INTRODUCTION OF AN INTEGRATED CORRIDOR MANAGEMENT APPROACH FOR THE ORANGE FARM - JOHANNESBURG INNER CITY CORRIDOR IN THE CITY OF JOHANNESBURG

1. INTRODUCTION & BACKGROUND INFORMATION

1.1.1 INTRODUCTION

In developing cities, increases in travel resulting from exponential population, employment, income and motorisation growth can only be accommodated if the efficiency and effectiveness of all transport system resources are maximised.

A number of cities have already demonstrated that a comprehensive package of traffic demand and roadway supply management, public and non-motorised transport priority in conjunction with safety improvements on a corridor is needed to reduce congestion and improve public transport services and patronage. The objective of this approach, known as **Integrated Corridor Management (ICM)**, is to use roadway infrastructure and public transport supply to move the most people safely, quickly and reliably with minimum environmental impacts and at a reasonable cost.

A corridor location is typically defined as moving along an area of significant demand for transport services that might follow a main road, but that includes parallel routes (and roads) and intersection roads with similar, complementary and competing modes and services.

The assets in a corridor cover all modes in the given geographical area and includes the following:

- Infrastructure (e.g. roadways, transit ways for all modes, sidewalks, cycle lanes, pedestrian overpasses, bridges, tunnel, tracks, on-street parking and communication lines)
- Facilities (e.g. stops, stations, passenger terminals, public transport depots, parking spaces); and
- Equipment (e.g. rolling stock (buses, rail cars) and intelligent transport system hardware and software)

The performance objectives of a corridor targeted for an integrated transport management approach are to:

- maximize the efficiency, effectiveness, and safety of a given set of transport assets, as measured in relation to the movement of passengers and goods on all modes;
- to adapt this approach to the specific corridor under consideration.

ICM for urban transport projects typically includes improvements that reinforce each other to improve public transport and non-motorised transport performance without disproportionately compromising it for private vehicle users.

The objective of ICM, is to not only improve public transport and non-motorised transport performance for existing users of those modes, but also to actually improve it relative to private vehicle use in order to induce such commuters to switch to these more sustainable modes.

1.1.2 BACKGROUND INFORMATION

The development of the ICM feasibility study requires the consultant to clearly understand and integrate current city plans into the concept. These, include amongst others the following:

- Integrated Transport Network
- Managed Lanes Policy (2012)
- Strategic Integrated Transport Plan Framework (2013)
- Metrobus Operational Plan (2014)
- The Operational Plan for the Integrated Public Transport Network
- Phased Implementation Plan for the Integrated Public Transport Network (May 2019)
- Johannesburg Road Agency Intelligent Transport System's Strategy
- Precinct Plans and other land use and development plans for the areas under consideration (i.e. Orange Farm Marginalised Areas Assessment)
- Previous Traffic Impact Assessments concluded on the corridor
- Other documents such as the City's progress reports on the above.

Demand estimation figures are available from various sources including the:

- CoJ Household Travel Surveys, 2014;

- Integrated Public Transport Network; and
- CSIR: CoJ Mode Hierarchy Framework and Total Social Cost Framework (Currently available as a draft version)

Further to this a clear understanding of the ICM concept is required to understand where ICM fits into the Integrated Transport Network (ITN) and Public Transport Operations.

In terms of the COJ Transport Governance Framework draft the responsibility for ICM falls under the Transport Department responsible for Tactical Planning of Public Transport Infrastructure and Operations.

As per the **Figure 1** indicated , which outlines the levels of Transport Planning in the City of Johannesburg; the ICM is done at a corridor level and falls between region planning and transport master planning. It does contain components of both the operational plan and the detail of the master plan. Thus requiring an operational plan, alternative options plan, with the associated cost and revenue analysis, feasibility plan and phased implementation plan.

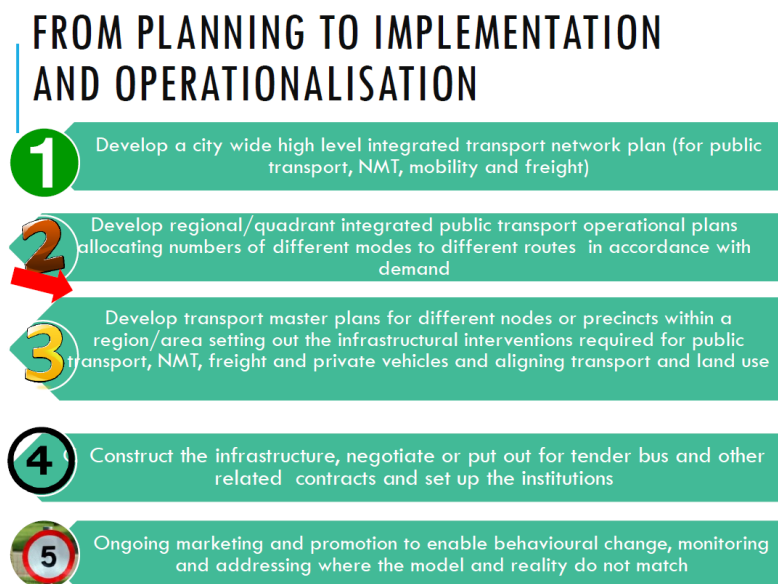


Figure 1: Levels of Transport Planning in the City of Johannesburg.

MODE CATEGORIES	TYOLOGY	DEMAND (HOURLY)	MODE	FUNCTION AND FEATURES
Rail Public Transport Network	SIPTN- Type A	>9000	Gautrain, Metro Rail	<ul style="list-style-type: none"> ○ To move people quickly from an area of high residential to areas of employment/income opportunities ○ Limited stops (closed stations)
Rapid Road Public Transport Network (High Capacity)	SIPTN- Type B	6000-9000	Bus Rapid Transport, Light Rail	<ul style="list-style-type: none"> ○ Transit corridors, mixed use areas, four storey residential ○ To move people quickly from an area of high residential to areas of employment/income opportunities ○ Limited intersections and right turns so buses can be relatively speedy ○ Limited mostly closed low or high floor stations
Road Public Transport Network (Medium Capacity)	SIPTN- Type C	3000-6000	Bus Rapid Transport and other public transport vehicles	<ul style="list-style-type: none"> ○ Transit Corridors and areas where the City wants to densify ○ Mixed use development, four storey residential, social housing along the corridor ○ Fairly frequent closed and open low floor stations and some stops
Road Mixed Traffic Public Transport Network (Medium to Low Capacity)	SIPTN- Type D	1000-3000	Bus Double Decker (Standard)	<ul style="list-style-type: none"> ○ Frequent stops with shelters ○ Some public transit priority (e.g. queue jumping) ○ On street stopping by public transit vehicles ○ Low to medium density
Road Mixed Traffic Public Transport Network (Low Capacity)	SIPTN- Type E	500-1500	Bus (Standard, Mini Bus)	<ul style="list-style-type: none"> ○ Frequent stops with lay byes and shelters ○ Low to medium density
Road Mixed Traffic Public Network (Demand driven)	SIPTN- Type F	<500	Bus, Taxi, Demand responsive (i.e. e-hailing)	<ul style="list-style-type: none"> ○ Low to medium density ○ Mostly stops or e-hailing

Figure 2: IPTN Hierarchy (Modal Typologies for Various Transport Demand): Source: COJ Transport

In terms of the IPTN hierarchy ICM can be classified as being somewhere below SIPTN Type C, but with possible links and some overlaps and even complementary services to SIPTN Type C.

Passenger access might be kerb-side or median depending on the services provided.

It is further necessary to look at the proposed IPTN Demand Responsive Network draft report that is based on the Total Cost Framework to understand how the ICM corridors were identified.

1.1.3 PROPOSED IPTN: DEMAND RESPONSIVE NETWORK

The demand responsive network is shown in **Figure 3**.

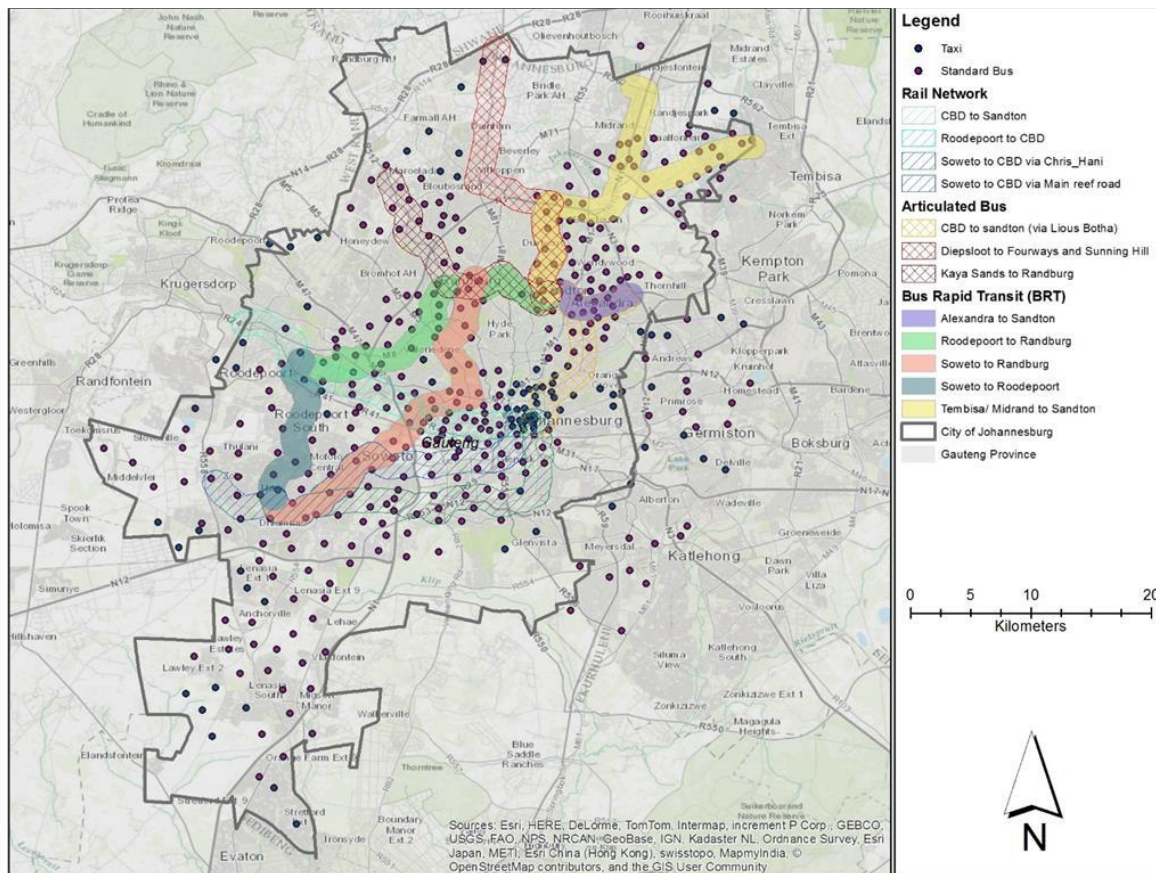


Figure 3: Proposed Demand Responsive Network, Draft Resource Document (2019)

1.2 STUDY AREA

1.2.1 LOCALITY

The location of the study area for the Orange Farm to Johannesburg Inner City corridor is indicated in **Figure 4**. Bidders will be given access to the shapefile for the proposed corridor.

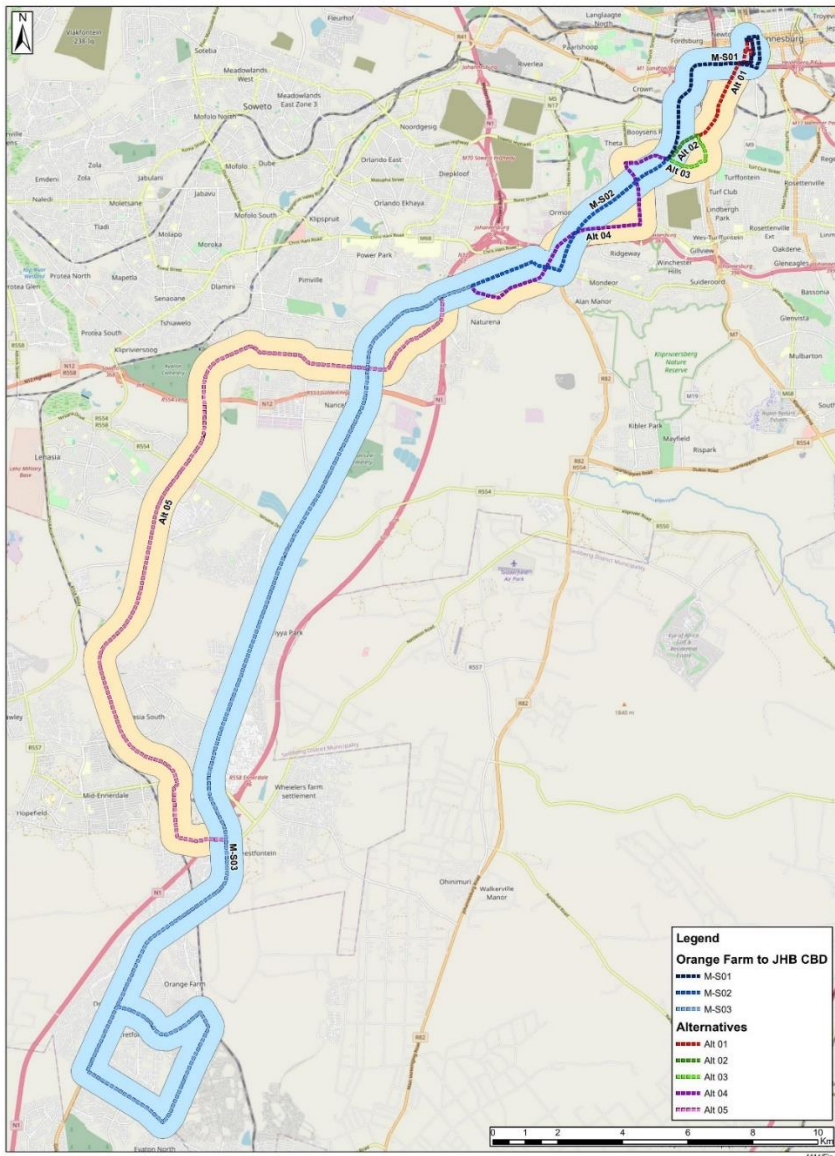


Figure 4: ICM Orange Farm to JHB CBD Corridor

Table 1 provides additional detail for the various proposed alignments for the corridors which will be investigated.

Table1 : Alignment of Corridors to be investigated and their alternatives

Corridor Sub-Section	Code	Length (km)	Legend Colour
JHB CBD to Booyens Rd Interchange via M1	M-S01	7.70km	Dark Blue
Booyens Rd Interchange to North of Golden Highway Interchange via M1, R82, Columbine Ave, Golden Highway	M-S02	7.88km	Medium Blue
North of Golden Highway Interchange to Orange Farm via Golden Highway, R551, 124 th Street, 8 th Street	M-S03	38.42km	Light Blue
JHB CBD to corner of Kliprivier and Booyens Road via Village Rd	Alt 01	3.99km	Red
Corner of Kliprivier and Booyens Road to Booyens Rd Interchange	Alt 02	1.19km	Dark Green
Corner of Kliprivier and Booyens Road to Booyens Rd Interchange via Southdale Shopping Center	Alt 03	2.13km	Light Green
Booyens Rd Interchange to North of Golden Highway, via Northern Parkway, Crownwood Rd, Xavier Street, Rifle Range Road past Southgate Value Mart, Main Rd	Alt 04	9.58km	Purple
Golden Highway Interchange to Orange Farm via Old Vereeniging Rd, Jan Necker Dr, Hoof Rd Turf Ave, Klipspruit Valley Rd, Phillips Ave, 5 th Ave, Broad Rd	Alt 05	26.69km	Pink

The demand figures along the corridor from Orange Farm to Johannesburg Inner City corridor must be verified and compared to existing demand analysis. The long-term intervention was listed as articulated buses, but this is what must be tested in the feasibility analysis, as other modes and possible combination of modes must be evaluated.

1.2.2 PROJECTS UNDERWAY IN THE STUDY AREA

The City's Transport Sector is currently implementing the following projects underway or planned in the study area:

- PTF: Public Transport Facilities - Vlakfontein, Lehae, Driezik, Stretford, Zakariyya Park
- Turffontein (Deep South) Public Environment Upgrades
- Selby Depot
- Turffontein Clinic
- Other relevant plans will be made available to the successful bidder.

The successful bidder will be required to engage with the plans and also with other consulting teams that will be undertaking projects in the affected area.

2. PROPOSAL OBJECTIVE

The objective of this project is to evaluate the feasibility of an ICM for the proposed corridor. This includes the development of the ICM concept of operations and feasibility analysis that will enable the City of Johannesburg to evaluate the possible implementation of the ICM corridor as a phase roll-out.

To meet the objective the City appointed an **external project manager**. The external project manager will assist JDA and the City to oversee the rollout of all three of the ICM feasibility studies, however each appointed consultant will be responsible for their own project management on their specific ICM project. The appointed bidder will be required to attend project, consultation and other meetings with the external project manager and the designated city officials.

3. SCOPE OF WORK

The project must be completed in a **16 month period** from the date of appointment and includes the following phases:

- Phase 1: Project Inception and Project Planning
- Phase 2: Data Collection and Surveys

- Phase 3: Status Quo Assessment
- Phase 4: Feasibility Study
- Phase 5: Proposed Implementation Plan

The scope of work for the phases are discussed in the following sections.

3.1 PROJECT PHASE 1: PROJECT INCEPTION & PROJECT PLANNING

3.1.1 Project Inception

The bidder will be required to present a feasible approach/methodology to undertake this ICM corridor project that will be in line with the City's objectives. This project stage shall outline detailed work plans, timelines, project deliverables, capacity building arrangement and mitigation measures to prevent possible challenges that may be encountered during the project.

As part of the tender proposal document the bidder is required to include the following:

- Project Work Flow Diagram
- Project Plan
- Project Milestones
- Risk Plan with mitigating measures
- Capacity building programme

The Project Workflow Diagram (with **swimlanes**) must clearly show how the project will be rolled out. It is a diagram in a simple form of Flowchart depicting the **flow of tasks** or actions from one person or group to another. The project workflow diagram must clearly show your understanding of the tasks required to deliver each phase of the project and each deliverable. The input and outputs to tasks / processes must be clearly shown. An example of a generic Work Flow diagram is in **Figure 5**.

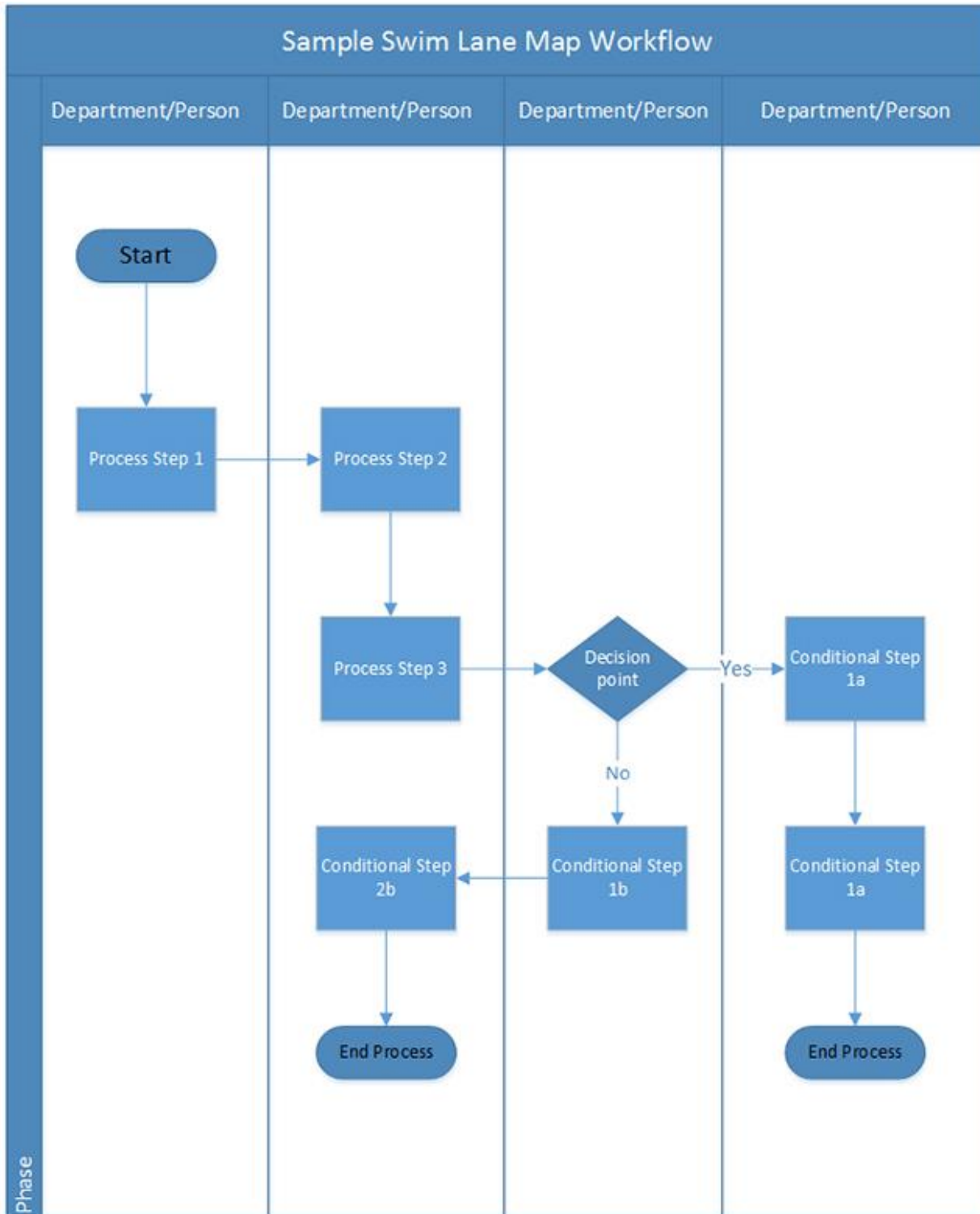


Figure 5: Generic Work Flow Diagram

3.1.2 Review of Relevant Studies & Literature

The review of all relevant City studies, policies, local and international case studies will be undertaken and should be used as a basis to this plan. The documentation that will be made available to the successful bidder include the following:

- Managed Lanes Policy (2012)
- Strategic Integrated Transport Plan Framework (2013)
- Metrobus Operational Plan (2014)
- The Operational Plan for the Integrated Public Transport Network
- Phased Implementation Plan for the Integrated Public Transport Network (May 2019)
- Johannesburg Road Agency Intelligent Transport System's Strategy
- Precinct Plans and other land use and development plans for the areas under consideration (i.e. Marginalised areas assessment and Turffontein Strategic Area Framework)
- Previous Traffic Impact Assessments concluded on the corridor
- Other documents such as the City's progress reports on the above.
- CoJ Household Travel Surveys, 2014
- Integrated Public Transport Network
- CSIR: CoJ Mode Hierarchy Framework and Total Social Cost Framework (Currently available as a draft version)
- Other documents such as the City's progress reports on the above.

As part of the literature review a clear understanding must be developed on the ICM concept and the options for the corridor that might be considered that could include: trunk-, feeder-, complementary- or a combination of the aforementioned routes and services.

The conclusion of the literature review should be an update to the status quo section of the final report and recommendations as to where specific data should be collected to support the development of the feasibility analysis.

3.2 PROJECT PHASE 2: DATA COLLECTION AND SURVEYS

The data collection phase of this project will start as soon as a data collection and survey plan is submitted and approved by JDA, CoJ and the CoJ appointed Project Manager. This phase will include, demand verification and corridor specific surveys.

The existing demand figures for the specific corridor was determined during a previous modelling project. The successful bidder is required to propose a detailed plan on how the demand will be verified along the proposed corridor as part of their tender proposal. A survey plan that includes the type of surveys and location of the surveys must be provided along and with detailed costing. Should a survey point be a public transit facility, adequate allowance should be made to involve facility operators and or employees as surveyors or survey assistants in the data collection. **Due to the Covid-19 Pandemic, delays might be experienced on the project**, the project management plan proposed must take this into consideration. The project duration has been extended by 4 months to allow for the impact of the Pandemic.

3.2.1 Infrastructure Surveys and OD Surveys at Public Transport Facilities

To inform the feasibility study and the implementation plan, infrastructure surveys are required along and in the corridor to support the analysis. This includes the location of existing Public Transport facilities (formal and informal) as well as the first order locations for potential new facilities and stops. If the facility is a taxi rank or bus terminal additional O-D surveys may be required (**14** facilities should be allowed for, to be confirmed with client and its representatives).

3.2.2 Current Public Transport Operations

Current public transport operations refer to the existing services that operate along the corridor. This also includes intersecting, crossing and partial overlap public transport services for all modes.

The bidder shall collect the data, **from the industry**, in order to assess **all** road based public transport operations (Rea Vaya, Gautrain buses, other commuter buses, minibus taxis, tuk-tuks, metered taxis and other e-hauling services). The existing numbers of passengers using the services must be determined by way of cordon and screen line surveys along the corridor. **50 cordon counts (AM peak- 5 hour period 5am-10am)** will be required to determine Public Transport and private car utilisation, capacity and

occupancy. Where possible cordon counts should be conducted at intersections as a fully classified count that could include obtaining the signal plan.

3.2.3 Current Traffic Volumes and Journey Times

Current traffic conditions refer to the speeds and journey times along the corridor. A clear understanding of the current situation is required to develop medium, short and long term interventions. **12 hour classified traffic counts (including pedestrians & cyclists)** will be required at **100 locations** along the corridor and existing signal plans must be obtained from JRA. **12 hour un-classified traffic counts** will be required at **20 locations** along the corridor. Journey times along **8 routes** must be surveyed (**AM, Midday, PM Peak Period; 3 runs per direction**). During site observations congestion hotspots must be visually identified.

The City conducted various traffic counts in the Inner City during 2019, these counts will be made available to the successful Bidder. Should the count locations fall within the corridor then the successful Bidder will not be able to claim for the count unless it is deemed necessary and agreed on by the Steering Committee members to redo the count.

3.2.3 Origin-Destination (OD) Surveys and Road Side Interviews

OD surveys must be conducted during a typical weekday at **8 locations**. OD information must be collected from roadside interviews to inform the analysis on:

- Trip(s) purpose
- mode of transport
- reason for mode choice
- time of trip
- reason for using the corridor (travel time, etc)
- could an alternative be used; what route
- will you consider an alternative mode; why
- information on all trips during a typical day along the corridor

The bidder may make use of other data sources to provide the required data as requested above (3.2.1 to 3.2.3), i.e. Tom Tom or Tracker data or Google Traffic data or other to collect this data. Bidders should indicate where data will be sourced in the approach and methodology of this bid.

3.2.5 Land Use and Trip Generators

Current land use information must be obtained along the corridor. Potential public transport stops will be influenced by the land use, specific activities in the area and the major trip generators. The tender proposal must include a plan on how land use information will be obtained and utilised in the practical feasibility section of the analysis.

The following information will be required to support the ICM corridor feasibility analysis:

- Obtain land use, type of ownership (public & private) and parking availability of existing and potential park and ride facilities as per information provided by the transport team
- Obtain land use and type of ownership of potential areas that could be utilised for Public Transport Facilities as per information provided by the transport team
- Obtain information on planned developments from the City's Development Planning Department and other relevant sources
- Obtain information on informal trading activities along the corridor based on information obtained from DED and supplemented by site observations identifying locations of activity.

Note that an estimated number of surveys are allowed for in the pricing table and only surveys agreed on in the survey plan will be considered for invoicing.

3.3 PROJECT PHASE 3: STATUS QUO ASSESSMENT

The data collection phase must inform the status quo analysis phase. A Status Quo report detailing the current situation must be developed and clear recommendations must be made to assist the development of the feasibility section. The status quo assessment must include at least the following:

- A literature review
- A data collection plan & survey methodology
- Transport Network description
- Public transport operations description (services, stops, headways/frequency, modes, volumes, utilisation, fares, etc.)
- Description of the mode share along the corridor
- Description of the current journey times along the corridor and public transport routes
- Traffic volumes
- Congestion hotspots / bottlenecks and recommendation on how to unlock it
- Queue jumping opportunities

- Assessment of the elements that influence the transport system along the corridor
- Potential Park & Ride facilities
- Potential Public Transport Facilities
- Land use and development
- GIS mapping of the transportation system per mode including the infrastructure and facilities
- High level input on AFC, APTMS and ITS components

In summary, the Status Quo Assessment Report shall include an assessment of the existing transport system, the existing land use and infrastructure within the corridor.

3.4 PROJECT PHASE 4: FEASIBILITY STUDY

The bidder will be expected to undertake a feasibility study that will include at least the following:

- Pre-feasibility Options Development,
- ICM Operational Concept Development, and
- Feasibility Analysis.

The feasibility analysis will be an iterative process during which options are tested and evaluated.

3.4.1 Pre-feasibility Options Development Phase

During this phase of the feasibility study, **nine (9) options** will be developed for consideration for the ICM Operational Concept development. The options will have to consider all the elements of the ICM in order to make a high level recommendation on which options to take further for analysis. It is envisaged that the options will be presented in a matrix format for consideration.

During this phase the options will be workshopped with the client and the client's project management team. Following the workshop, **three (3) options** will be identified that will be used in the ICM Operational Concept Development and the Feasibility Analysis.

3.4.1 ICM Operational Concept Evaluation

This section of the feasibility report must describe the ICM concept in full and must include amongst others the following:

- ICM Network & System Components

- ICM Operations (passenger volumes, modes, routes, stops, fares, headways / frequency etc.)

The successful bidder will be required to provide analysis tables in MS Excel format to support the development of the ICM concept. Thus the parameters that are evaluated must be given in a format where quantities can be easily changed and the effect should be evident in the subsequent analysis tables.

Further to the Excel model, a proposal must be made on how the corridor will be analysed in terms of the impact of the additional services, this could take the form of various models and the best suited one must be discussed and the use thereof outlined in the proposal some of these could be an mesoscopic or a hybrid model.

The following items must be evaluated during the ICM Concept Development:

- Type of service (Trunk, feeder, kerb-side, etc.)
- Mode mix
- Operating Elements
 - Line & route
 - Stop & station
 - Modes: Vehicle and fleet size
 - Passenger volumes
 - Headways & Frequency
 - Travel Times
 - Capacity
 - Utilisation
 - Speeds
- Infrastructure and other fixed assets
 - Roadway / geometric improvements
 - Universal Access components
 - Top structures of stations / stops
 - Land and property acquisition
 - Other infrastructure components
- Vehicles
- Fares
- Supporting Services
- Marketing
- Monitoring
- Law enforcement
- Institutional arrangements
- Funding Sources

Transitional items are excluded from this project and therefore excludes:

- Industry VOC consultations
- Industry compensation
- Transition support

3.4.3 Financial Analysis and Feasibility Analysis

The operational feasibility must first be evaluated before the financial feasibility is done. Financial analysis and feasibility must evaluate all cost components, capital costs and revenue for establishing and operating the ICM system. This includes the evaluation of all three (3) options. The evaluation should be delivered as a section in the feasibility report and must contain a MS Excel financial model.

Amongst other the following must be included in the section:

- Operational Costs
- Capital Costs
- Fare Analysis
- Revenue Analysis
- Marketing and other sources of income
- PTNOG Grant
- Subsidies
- Possible Municipal Funding
- Other sources of funding

The items above must be evaluated per operational service proposed so that a comparison can be made between the various modes and combinations of modes for the ICM.

Please note that the ICM items evaluated must support the submission to Treasury for the PTN grant in the latest prescribed tables.

3.5 PROJECT PHASE 4: PROPOSED IMPLEMENTATION PLAN

The successful bidder will be expected to propose an implementation plan based on the findings from the feasibility analysis. This should include specific projects within the corridor with a budget and a project plan for the implementation thereof.

The implementation plan must consist of the following:

- Project list with clear description of the project specific objectives & deliverables
- Prioritised list of projects
- Short, medium and long term rollout plan
- Budget per project per financial year

Note that the implementation plan will only be required should there exist a feasible ICM option. In the case where none of the options are feasible then this item will be excluded and no claim will be possible for the fees associated with this phase of the project.

3.6 CAPACITY BUILDING

In the quest to ensure that City officials and anyone associated with the City has the necessary skills required to undertake our daily activities and to provide professional services to the residents of the City of Johannesburg, the Transport Department always uses its projects to mentor staff members or trainees in the Department or tertiary students in need of in-service training which is a requirement for the completion of their studies. This project will also be used as a tool for capacity building. Bidders will be required to use this project to mentor a minimum of two professional staff members that the City will choose from the beginning up to handover of the project. Based on this, bidders are required to include in their proposal a structured mentoring program that will enable City officials to obtain professional registration with the Engineering and Town Planning bodies or the necessary training required for the National Diploma. When costing their proposals, bidders must take into consideration this **compulsory** training requirement. **Bidders should note that the CoJ takes this task very seriously and they will not be exempted from providing this training.**

A clear plan with milestones on how the bidder will provide this training shall be included in the proposal. Training reports shall be prepared and submitted after each training milestone has been completed. The extent of the training to be provided will be monitored closely by the City and if need be, changes to the training plan can be introduced at any stage if the successful bidder or City official/s does not perform to the required standard. The details of this training will be discussed with the CoJ project manager at project inception. The bidder is expected to provide the salary for the temporary employment of the students, as indicated in the pricing schedule. All associated costs, with the temporary employment, should be included in the overall project management costs of the project of the bidder.

Bidders are required to provide detailed costing for Capacity Building under the Pricing Schedule found in Section 7 of the document.

3.7 STAKEHOLDER CONSULTATION

We believe that it is essential that the end user-communities, pedestrians, public transport users and general motorists be engaged in co-research, co-ideation, and co-design of solutions for this plan. The Community Participation Consultant (CPC) will play a critical role in designing and hosting engagement sessions using creative co-production techniques – the content and direction of which will be influenced and guided by the Transport Planners.

However, it will remain the responsibility of the Transport Planner/Project Leader to ensure that the collaborative engagements are conducted according to project deliverables and program and that inputs and insights gained from these sessions are appropriately interpreted and applied in terms of overall Feasibility Study.

The project will require consultation with various City Departments and Entities (and where applicable other government agencies) and inputs from identified stakeholders will be required. The service provider will be required to, at appropriate stages in the process, hold work sessions with a Technical Committee, which will consist of various CoJ departments, municipal entities and other stakeholders.

Stakeholder engagements required for this deliverable must support and ensure effectiveness and co-production. This approach must:

- Ensure sufficient and meaningful stakeholder engagement and collective visioning,
- Utilise various co-production techniques that ought to be designed and developed in collaboration with the urban planner and project leader.
- Therefore, the transport planners and urban planner will play a critical role in these engagements, particularly with regards to preparing mapping content and interpreting inputs into spatial proposals.
- The administrative functions of these engagements will be the primary responsibility of the Community Participation Consultant and it is anticipated that external work to be carried out during this period, will also make use of this established engagement platform to ensure uniformity and reduce confusing and conflicting outcomes.
- It will be the responsibility of the Project Leader (Transport Planner) to engage other contributing departments throughout the TMP development process.

The project program should be designed to proactively and accessibly provide stakeholders with different opportunities to provide input into the process. In order to ensure that the voices of the communities are heard, a mechanism must be developed to effect greater equity in the public participation process.

The project team may be required to make presentations or make available current presentation materials to City's staff to enable the officials to provide additional updates/briefings to various other committees, commissions, stakeholder groups as needed at key milestones in the process. These are categorised as **Internal stakeholder engagement** and are separate from and in addition to the monthly Project Steering Committee Meetings with the client and its project manager.

The process for Mayoral Committee approval includes engaging the internal structures such as Section 79 Committee, Technical Executive Management Team (EMT), Sub-Mayoral Committees amongst others, this processes can take up to 1 month. The successful bidder needs to take this into consideration when developing the project plan.

Key internal stakeholders are listed below (not limited to):

- City Departments/MOEs;
- Section 79 Transport Committee;
- Public Safety and Johannesburg Metro Police Department (JMPD)
- Emergency Management Services (EMS)
- Regional Office (CRUM)
- Johannesburg Intermodal Planning Committee (JIPC)
- And any other Government departments and fora that the client and the bidder may identify

The successful bidders are requested to budget for a minimum of **3 internal stakeholder** engagements.

The successful bidder will also be required to engage with external stakeholders ensuring that a multitude of interested parties are provided with an opportunity to voice their needs, wishes and concerns.

Key internal stakeholders are listed below (not limited to):

- Residents
- Resident Associations
- Businesses

- Business Associations
- Property Owners
- Informal Traders
- Taxi drivers and Associations (kindly note does not include negotiations only consultation on routes and passenger numbers)
- Community Participation Consultants on previous COJ projects in the areas
- Ward Councillors
- Consulting Engineering Firms

The successful bidder will be expected to:

- Map key stakeholders
- Develop a stakeholder plan and schedule
- Develop and run a communication plan for the consultation process
- Take minutes at meetings and ensure the timeous dissemination of minutes to the project steering group and various other groups. Proof of meetings will be required in the form of agendas, minutes and attendance registers.
- Make presentation at formal committee briefings and provide presentation materials.

All bidders shall make allowance for **54** stakeholder meetings. This **excludes the sixteen (16)** project steering meetings that will be part of the agreed project process plan.

- Internal Stakeholder engagements **3** meetings
- External Public Participation **54** meetings

The whole project team will be required at the monthly sixteen (16) project steering committee meetings. The CPC will be at all meetings with internal and external stakeholders. However the successful bidder should allocate the team efficiently and only members required for information retrieval and presentations, when required, should attend engagements with Internal and External stakeholders. Team members who do attend meetings with stakeholders should be able to represent all project information adequately at that meeting.

As per National Treasury Guidelines, the City of Johannesburg will not provide catering for meetings less than 5 hours duration.

3.8 PROJECT MANAGEMENT AND CO-ORDINATION

CoJ/JDA appointed a project manager to co-ordinate the development of the ICM corridors. The successful bidder will be required to arrange regular project co-ordination meetings which will consist of the JDA Project Manager, COJ Transport project manager, appointed Project Manager for the ICM approach, various CoJ departments, municipal entities and other stakeholders. The successful bidder shall perform secretariat duties of minute taking (which shall be approved by the City) and dissemination of minutes/meeting notes after each meeting. The project co-ordination meetings shall happen once monthly for the project duration. Sixteen (16) meetings in total will be required. Monthly progress reports shall be prepared and submitted to the City's steering committee.

A project steering committee will be formed whereby the appointed bidder will be required to make presentations and table proposals with regards to the project.

3.9 PROJECT DELIVERABLES

The project deliverables will include the following:

- A Project Inception Report
- A transport survey report with accompanying data in electronic format
- Status Quo Assessment Report with incremental partial updates
- Pre-Feasibility Initial Options Report (9 Options)
- Feasibility Report (3 Options)
- Phased Implementation Plan
- Presentations for Stakeholder Consultation
- Stakeholder Consultation Strategy Document and Stakeholder Consultation Report illustrating the consultation process that has been undertaken prior to the finalization of the project.
- Capacity Building Report

The pricing schedule, included as part of this document, must be completed and submitted together with your proposal. In addition to the pricing schedule, the bidder is expected to provide a detailed cost breakdown for the various project activities.

The City requires the submission of the various project documentation as follows:

3.8.1 Progress Reports

- **Hard Copy:** 4 colour hard copies of the progress report (bound, may be printed double-sided)
- **Soft Copy:** Progress report should also be submitted in PDF (Acrobat) and Word file format.

3.8.2 Draft Documents

- **Hard Copy:** 4 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** 4 CD-Roms / USB of the draft products in PDF (Acrobat) and Word file format.

3.8.3 Final Documents

- **Hard Copy:** 4 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** 4 CD-Roms / USB of the draft products **in** PDF (Acrobat) and Word file format. One of the soft copies must be typed to allow direct single-sided A4 printing.

3.8.4 Maps/Plans and drawings

GIS – All map layers and analysis must be delivered in an ArcGIS compatible format, i.e. shape files. Associated attribute files must also be included. The City's approved standard 26-digit code must be used as the unique property identifier. The data must be in a Transvers Mercator projection using LO29 as the central meridian. The Hartbeeshoek datum (WGS84) must be used. Data can be transferred via CD's or DVD's or USB.

All other drawings prepared using AutoCAD, MicroStation or any other drawing software shall be submitted in a compatible format that can be open or converted to DWG, DXF and DGN format.

The Feasibility Study will need to be of a nature and content that permits ease of presentation to Council Committees for adoption.

The deliverables will need to include very high quality visual products that can be used as marketing and promotion tools to encourage and promote buy-in to the proposals and business cases, and will include PowerPoint Presentation materials for work-shopping / meeting / stakeholder engagement purposes.

3.9 Data Ownership

All milestone products, developed for the purpose of this project, in addition to the final document, all associated map work, operational and financial models, and statistical work shall remain the property of the CoJ. All model files shall be delivered to the City in the agreed format.

4. PROFESSIONAL FEES

4.1 Pricing Table

Detailed below is information upon which fees must be based for the traffic and transportation study. The pricing schedule, included as part of this document, must be completed and submitted together with your proposal. In addition to the pricing schedule, the bidder is expected to provide a detailed cost breakdown for the various project activities.

Item	Description	Type	Qty	Rate	Price
1	PROJECT INCEPTION & ADMINISTRATION				
1.1.	Project planning (Project Work Flow Diagram, Project Plan), and preparation of the Inception Report, including capacity building plan.	Item	1	R	R
1.2	Project Management, administration, client liaison, steering committee meetings	Monthly rate	16	R	R
2	DATA COLLECTION AND SURVEYS				
2.1	Develop Data Collection Plan & Survey Methodology	Item	1	R	R
2.2	Infrastructure Surveys along corridor and parallel routes	Item	1	R	R
2.3	OD Survey at Public Transport Facilities	No.	14	R	R
2.4	Cordon Counts (Mostly at intersections)	No.	50	R	R
2.5	12 hour classified intersection traffic counts including pedestrian & cyclists (Including Signal Plan Costs)	No.	100	R	R
2.6	12 hour unclassified intersection traffic counts	No.	20	R	R
2.7	Journey Time Surveys (AM, Midday and PM peak period) Or Use of key data source (i.e. Google Traffic, Tom Tom, Tracker or other)	km	1700	R	R
2.8	O-D Surveys and Roadside Interviews	No.	8	R	R

Item	Description	Type	Qty	Rate	Price
2.9	JMPD Costs for Roadside Interviews (8 Officers & Equipment)	No.	8	R 12 000	R 96 000
2.9	Collect Land Use & Development Data	Item	1	R	R
2.10	Collect Informal Trading Information	Item	1	R	R
2.11	Collect Park & Ride Data	Item	1	R	R
3	STATUS QUO ASSESSMENT				
3.1	Literature Review	Item	1	R	R
3.2	Transport Network	Item	1	R	R
3.3	Public Transport Facilities & Infrastructure Analysis	Item	1	R	R
3.4	Corridor Traffic Analysis & Modelling	Item	1	R	R
3.5	Demand Verification / Analysis	Item	1	R	R
3.6	Public Transport Operations	Item	1	R	R
3.7	Land Use Analysis	Item	1	R	R
3.8	Status Quo Report	Item	1	R	R
4	FEASIBILITY STUDY				
4.1	Pre-feasibility Options Development	Item	1	R	R
4.2	ICM Operational Concept Development / Evaluation & Modelling	Item	1	R	R
4.3	Financial Analysis & Feasibility	Item	1	R	R
4.4	Preparation of the Draft Feasibility Study	Item	1	R	R
4.5	Preparation of the Final Feasibility Study	Item	1	R	R

Item	Description	Type	Qty	Rate	Price
5	IMPLEMENTATION PLAN				
5.1	Preparation of the Draft Implementation Plan	Item	1	R	R
5.2	Preparation of the Final Implementation Plan	Item	1	R	R
6	STAKEHOLDER CONSULTATIONS				
6.1	Stakeholder Mapping/ Database	Item	1	R	R
6.2	Stakeholder Plan and schedule	Item	1	R	R
6.3	Stakeholder communication plan	Item	1	R	R
6.4	Cost of communication materials (e.g., newspaper advertisements). Newspapers adverts for consultation on the Draft Feasibility Study, A5 notice to appear once in 'The Star', 'The Sowetan', 'Business Day' and 'Inner City Gazette'	Item	1	R	R
6.5	External Costs to Public Transport Operators associated with data gathering for public transport operations.	Item	8	R 12 000	R 96 000
6.6	Facilitate and attend stakeholder workshops- internal stakeholders	Item	3	R	R
6.7	Facilitate and attend stakeholder workshops- external stakeholders	Item	54	R	R
7	Capacity Building				
7.1	Salaries for the in-service trainees (to be paid from the successful bidder, as per allocation indication here) (Minimum 2 trainees for a period of 16 months)	Item	2	R 96 000	R 192 000
7.2	Administration costs associated with 7.1 (Please specify in your methodology the specific items)	Item	1	R	R
	Total excluding VAT			R	
	VAT			R	
	Total including VAT			R	

Bidders are to replicate the table above and submit as part of their detailed fee proposals (which proposal must show pricing as requested for each of the items and the total fee must be carried to the 'Offer' Page. Failure to price as required will result in the tender being disqualified for non-compliance.

Bidders should make sure that they provide a firm offer to the City and all the costs should be included in the proposal. If a firm offer is not provided to the City, the bidder shall detail the reasons for not providing a firm offer Professional fees should include the cost of travelling, stakeholder consultation, printing and any other cost not mentioned. Bidders should note that the City will neither entertain any claims for additional costs nor will it accept proposals to amend or reduce the scope of works once the successful bidder has been appointed. Hence bidders are required to go carefully through this document to make sure that they understand every aspect of the City's requirements in this regard and cost that accordingly. However, bidders should also take into consideration that this is a competitive process and inflated fees will not be accepted

4.2 SUBCONTRACTING REQUIREMENTS

CoJ promotes enterprise development. In this regard, successful bidders are required to subcontract a minimum **15%** of the contract value to one of following designated groups as contemplated in the Preferential Procurement Regulations of 2017 in terms of Section 5 of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000):

1. an Exempted Micro Enterprise (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by black people;
2. an EME or QSE which is at least 51% owned by black people who are youth;
3. an EME or QSE which is at least 51% owned by black people who are women;
4. an EME or QSE which is at least 51% owned by black people who disabilities;
5. an EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships;
6. a cooperative which is at least 51% owned by black people;
7. or an EME or QSE which is at least 51% owned by black people who are military veterans;

5. TIMELINES AND INDICATIVE PROGRAMME

This project should be completed and handed over to the City by end of 16 months after the date of appointment of the successful bidder.

5.1. INDICATIVE PROGRAM

The table below outlines the anticipated completion dates of certain milestones for the project:

Milestone	Date
1. Professionals tender closure	November 2020
2. Awards completed	February 2021
3. Inception, outlines scheme report, concept designs	February 2021
4. Survey Plan	March 2021
5. Start of surveys	May 2021
6. Status Quo Assessment	July 2021
7. Draft Feasibility	November 2021
8. Final Feasibility Study	January 2022
9. Proposed Implementation Plan with revised summarised feasibility study	April 2020
10. Document Hand Over	May 2022

6. PROPOSAL CONTENT

6 Notes

- 6.1 Tenderers must ensure that the final **TOTAL FEE** is correctly carried to the “offer” page. The value recorded on the offer page will be regarded as the tendered amount to render services for the complete project period. Failing to price as required per item 4 above will result in the tender being disqualified.
- 6.2 All values are subject to change (increase or decrease) depending on the requirements of the project. However the fee calculation submitted by the tenderers on tendering will determine the fee due. **The calculation method** including the version of the fee scales applied at the time of tendering, as well as any percentage discounts are to remain fixed irrespective of an increase or decrease in construction value.
- 6.3 Fees **must** include standard disbursements such as typing, drawings, reproduction, copying, binding of documents, telephonic / electronic and facsimile communications, courier, local travel and accommodation, etc.
- 6.4 For every tangible deliverable, two hard copies and one electronic copy must be issued to the client [over and above the documentation required for submission to various authorities, to the contractor, etc.], the cost of which **must** be included.
- 6.5 Fees for consultation work required to produce deliverables and obtain approvals thereof is deemed to be included in the price (this also includes consultation work required to make revisions, resubmissions, updated presentations, etc. following feedback received from the relevant approving authorities).
- 6.6 Successful tenderers will be remunerated in accordance with JDA’s Standard Form Agreement, Appendix 4 which is included under Annexure I for information purposes.

The bidder’s submission must provide the JDA with sufficient information to enable the employer to make a sound and fair evaluation of the proposal. It must clearly indicate the **relevant** previous experience, capability, and capacity of the bidding entity to undertake the project. The proposal should **use the same item numbers as below.**

The following minimum documentation must be provided:

6.7 THE “OFFER” PAGE MUST BE COMPLETED IN FULL AND SIGNED. Any bidder who fails to do so will be disqualified.

6.8 Tenderers are required to submit a detailed fee proposal based on the requirements set out in item 4 above and to ensure that the final TOTAL FEE IS CORRECTLY TRANSFERRED TO THE “OFFER” PAGE. Any bidder who fails to do so will be disqualified.

6.9 A valid BBBEE status level verification certificate substantiating the bidding entities BBBEE rating. Only certificates issued by verification agencies accredited by the South African Accreditation System (SANAS), or by registered auditors approved by the Independent Regulatory Board of Auditors (IRBA) will be accepted. **FAILURE TO SUBMIT A BBBEE STATUS**

LEVEL CERTIFICATE WILL RESULT IN THE BIDDER SCORING ZERO (0) POINTS FOR BBEE.

An EME must submit a sworn affidavit confirming the following :

- Annual turnover revenue of R10 million or less; and
- Level of black ownership

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE Act as amended.

6.10 Company registration documents and a copy of a valid tax compliance status (CTS) letter issued by SARS. No tender will be awarded to a bidder whose tax matters are not in order with SARS at the time of award.

6.11 A certified copy of the bidder's Professional Indemnity Insurance certificate indicating the maximum value per claim in an insurance period, the applicable excess, and the expiry date. A minimum cover of R2m is required for this project.

6.12 A copy of the bidding entity's current municipal rates account in the name of the bidding entity or alternatively in the names of the directors / partners of the bidding entity. **If not applicable, an affidavit to this effect is required.** Copies of lease agreements or accounts with lessors will NOT be accepted.

6.13 Audited financial statements for the past three years.

6.14 Details of directors / partners / members and shareholders with certified copies of their identity documents.

6.15 The forms A to F annexed, must be scrutinized, completed in full and signed.

6.16 Complete in full all information required on Annexure G: Organogram

Provide information on the key personnel required per the organogram who will be assigned to this project.

The following supporting documentation **must** be provided:

- detailed CV's for each resource indicated on Annexure G.
CV's must note the resources' specific relevant project experience [ie. **project description, role played and responsibilities, project value, start and end dates**]. **The number of years of experience in the required role on civil public environment upgrade projects (involving roads, services, pavements, urban furniture, lighting and landscaping) with a minimum value of R30m per project must be clearly demonstrated in the CV's to indicate compliance with the minimum requirements.**
- relevant qualifications and attach certified proof hereof
- individual memberships to the stipulated professional associations and attach proof hereof

6.17 Complete in full all information required on Annexure H: Schedule of Completed Contracts

ONLY list a **maximum of 5 projects** completed by the bidding entity in the past 5 years of a similar nature and scale to this project ie. IRPTN / IPTN / Public Transport Operational Plans that consists of **Planning and Feasibility components**, **construction projects will not qualify**.

The following supporting documentation **must** be provided:

- Contactable references: References must be for COMPLETED projects only. References must be on the client's letterhead or on a document with the client's company stamp and signed by the client. The letter / document **must** confirm the name of the project / description of the project (*must be clear that the project was a relevant **Transportation Planning Project***), a description of the service rendered (*must be clear that the service rendered is aligned to the service being tendered for ie. project management, transportation planning, feasibility study*), the value of the transportation planning component of the project, the value of the constructed works, the date when the project was started and completed (*must be between 2015 and 2020*) and it must rate the service rendered (*eg. good, satisfactory, poor etc. and not just state that the bidder was involved in the project or that they completed the project*).

NOTE :

- 6.18 *Letters of appointment or completion certificates will NOT be accepted as reference letters, NOR will letters from other consultant's on the project serve as reference letters. Only letters from the client or documents signed and stamped by the client will be accepted.*
- 6.19 *Information contained elsewhere in the submission and / or on other schedules will NOT be considered. Only the information entered on Annexure H will be considered as previous experience and only reference letters related to the projects listed on Annexure H will be considered as supporting documentation.*

6.20 Tenderers are to submit 2 copies of their proposal (1 original plus 1 copy).

FAILURE TO COMPLY WITH THE REQUIREMENTS IN ITEM 6.1 and 6.2 WILL RESULT IN TENDERERS BEEN DISQUALIFIED FOR NON-COMPLIANCE.

FAILURE TO COMPLY WITH THE REQUIREMENTS IN ITEMS 6 WILL RESULT IN TENDERERS BEEN NEGATIVELY SCORED IN THE TECHNICAL ASSESSMENT.

Note for consortium and joint ventures

- A lead consultant is to be appointed and noted in the submission. JDA will conclude a contract with the lead consultant
- **Only the lead consultant is to submit the requisite documents and / or information as requested in items 6.7 to 6.17**
- **Item 6.11 MUST be addressed by each member of the consortium / joint venture**
- An Agreement or Heads of Terms recording the arrangement between the parties to the consortium / joint venture is to be submitted.
- A trust, consortium or joint venture will qualify for points for their BBBEE status level as an unincorporated entity, provided that the entity submits their consolidated BBBEE scorecard as if they were a group structure and that such a consolidated BBBEE scorecard is prepared for every separate tender.

Failure to comply with these conditions may invalidate your offer.

7. ASSESSMENT CRITERIA

Submissions (responses to item 6 above) will be evaluated on the following criteria:

- Compliance
- Technical
- Price / BBEE
- Risk Tolerance

7.1 Compliance

Bidders will be disqualified in the following instances:

- If any of its directors are listed on the register of defaulters;
- In the case of a bidder who during the last five years has failed to perform satisfactorily on previous contracts with the JDA or any other organ of state after written notice was given to that bidder that performance was unsatisfactory;
- Bidders who did not complete, in full, the tender offer page (i.e. priced, all registration numbers provided and signed);
- Bidders whose tender document has been completed in pencil;
- Bidders whose document has been faxed;
- Bidders whose tender document has been received after the closing time;
- Bidders whose tender document has not been deposited in the tender box at the time of closing;
- Bidders who fail to price as required i.e. as stipulated in item 4 herein;
- Bidders who failed to attend the compulsory tender briefing session;
- Bidders who have any directors in the employment of the state;
- No award will be made to any bidder whose tax matters are not in order with the receiver of revenue (SARS);
- No award will be made to any bidder who is not registered on the National Treasury Central Supplier Database (CSD);

Tenderers will have to adhere to the compliance items above in order to be considered further in the evaluation process.

7.2 Technical

The technical assessment is based on the criteria set-out below namely (i) key returnable documents, (ii) capability of the proposed key team members (ie. experience, qualifications, and memberships to professional associations per Item 6.10 above) and (iii) the experience of the company (ie. IRPTN / IPTN / Public Transport Operational Plans that consists of Planning and Feasibility components.

Tenderers will have to submit compliant documents and score a minimum number of points in the technical evaluation in order to be considered further in the evaluation process.

Bidders are expected to score a minimum of **650 points**, 65% (out of 1000 maximum points score able).

Variables	Total Points	Criteria	Description of criteria	Max Points	Points Awarded
KEY RETURNABLE DOCUMENTS per item 6.3 to 6.19 herein	100	Valid BBBEE status level certificate	Points will only be allocated for key returnable documents submitted as required / stipulated in item 6.3 to 6.19 herein	N/A	Y / N
		Company registration documents		N/A	Y / N
		CTS letter from SARS		N/A	Y / N
		Valid Professional Indemnity Insurance R2m		N/A	Y / N
		Current municipal rates account / affidavit		N/A	Y / N
		3 Years audited financial statements		N/A	Y / N
		Certified copies of identity documents		N/A	Y / N
		Annexure A (in full and signed)		1	
		Annexure B completed in full and signed		1	
		Annexure C completed in full and signed		1	
		Annexure D completed in full and signed		1	
		Annexure E completed in full and signed		1	
		Annexure F completed in full and signed		1	
		Annexure G completed in full			
		• Organogram	4	Point will only be awarded if all tables are completed in full and includes relevant Planning Project Experience	
		• Table 1: Project Lead Info & Experience	15		
		• Table 2: Traffic Engineer Info & Experience	15		
		• Table 3: Urban / Town Planner Info and Experience	15		
		• Table 4: Transport Economist / Financial Expert Info and Experience	15		
		• Table 5: Urban / Town Planner Info and Experience	15		
Annexure G completed in full Company Completed Projects	15				

Variables	Total Points	Criteria	Description of criteria	Points	
CAPABILITY OF PROPOSED TEAM per item 6 and Annexure G	200	PROJECT TEAM			
		Project Lead			
		Minimum Ten (10) years post qualification experience in traffic/transport engineering Evidence of working on at least two (2) similar projects in terms of scale and complexity (a. Planning projects of a similar nature (IRPTN / IPTN / Public Transport Operational Plans)	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	20	
		A Honours Degree in civil and/or traffic/transport engineering	Certified proof of qualification must be provided to obtain the points	10	
		A Bachelor's Degree in civil and/or traffic/transport engineering		8	
		A Diploma in civil and/or traffic/transport engineering		3	
		Professional registration with ECSA as Professional Engineer/ Technologist	Proof of registration must be provided to obtain the points. This is also a minimum requirement and failure to comply will lead to disqualification.	15	
		Transport/Traffic Engineer			
		Minimum Five (5) years post qualification experience in traffic/ transport engineering planning projects. Evidence of working on at least two (2) similar projects in terms of scale and complexity.	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	20	
		A Bachelor's degree in civil engineering and/or traffic engineering	Certified proof of qualification must be provided to obtain the points	8	
		Qualification of a diploma in civil engineering and/or traffic engineering		3	
		Professional registration with ECSA as Professional Engineer/ Technologist	Proof of registration must be provided to obtain the points. This is also a minimum requirement and failure to comply will lead to disqualification	10	
		Urban/Town Planner			
		Minimum Ten (10) years post qualification experience in Town and Regional Planning (both strategic and statutory planning will be considered) with a focus on land use planning	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	20	
		A Honours degree in Town and Regional Planning	Certified proof of qualification must be provided to obtain the points	10	
A Bachelors degree in Town and Regional Planning	5				

		A diploma in Town and Regional Planning		3
		Professional registration with SACPLAN	This is also a minimum requirement and failure to comply will lead to disqualification	10
		Transport Economist/ Financial expert		
		A Minimum of Ten (10) years of post-qualification experience with specific experience of at least three (2) projects concluded with extensive financial modeling of transport services.	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	15
		A Minimum of B.Com Honours in Transportation Economics or a M.Com or higher in Economics	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	10
		A transport economics and/or economics and/or finance diploma.		5
		Community Participation Consultant		
		Ten (10) years experience as lead community participation consultant with experience in planning and executing professional Community Participation processes. Evidence of working on at least two (2) similar projects in terms of scale and complexity.	CV's must show projects, values, roles played and period. If any information is not contained in the CV then zero points will be awarded	10
		A Bachelor's degree in Humanities and/or Social Sciences and/ or Built Environment and/or Development Planning and/or Social Development)	Certified proof of qualification must be provided to obtain the points	10
		A diploma in Humanities and/or Social Sciences and/ or Built Environment and/or Development Planning and/or Social Development)		5

Variables	Total Points	Criteria	Description of criteria	Points
		COMPANY SCHEDULE OF COMPLETED PROJECTS		
COMPANY EXPERIENCE per item 6 and Annexure H	100	Four or more planning projects completed	Points will only be allocated for having rendered the required services on Transportation Planning Projects (IRPTN/ IPTN/ Public Transport Operational Plans)	50
		Two to three planning projects completed		30

		One planning project completed		10
		REFERENCES FOR COMPLETED PROJECTS		
		Four satisfactory planning project references	<p>Points will only be allocated for having rendered the required services on Transportation Planning Projects (IRPTN/ IPTN/ Public Transport Operational Plans)</p> <p>References must be on client letterhead or document stamped and signed by the client and must include the name / description of the project, it must confirm the service rendered, the value of the constructed works, the date completed and a comment of the level of satisfaction with the service. References must be for projects listed above under project experience, and relevant to this project only. Appointment letters, Purchase Orders etc. will NOT be considered as references.</p> <p>If any of the required information is not contained in the reference then zero points will be awarded</p>	50
		Two to Three satisfactory planning project references		30
		One to two satisfactory project references		10
	Total Points	Criteria		Maximum Points
D Approach and Methodology D1 Approach and Methodology to the outlined scope of Works Points will be awarded according to the quality, completeness and insight shown into this type of project as it relates to each item defined in the methodology and the Terms of Reference. 0 Points Copy / Paste / Limited additional information provided	A total of 600 points is achievable under section D, approach and methodology	a. Project Work Flow Diagram <ul style="list-style-type: none"> - Project Workflow Diagram (with swimlanes) must clearly show how the project will be rolled out. - Your understanding of the tasks and people involved must be clearly shown and how they interact throughout the project 		60
		b. Describe Data Collection & Survey Methodology <ul style="list-style-type: none"> - A survey plan that includes the type of surveys and location of the surveys must be provided along with detailed costing including each mode as described under Scope of Works 		60
		c. Describe how the Status Quo assessment will address the following: <ul style="list-style-type: none"> • A literature review • A data collection plan & survey methodology • Transport Network description • Public transport operations description (services, stops, headways/frequency, modes, volumes, utilisation, fares, etc.) • Description of the mode share along the corridor • Description of the current journey times along the corridor and public transport routes • Traffic volumes • Congestion hotspots / bottlenecks and recommendation on how to unlock it • Queue jumping opportunities • Assessment of the elements that influence the transport system along the corridor • Potential Park & Ride facilities • Potential Public Transport Facilities • Land use and development 		60

<p>10% of the Points All items discussed, methodology is however unclear and contains gaps that are not sufficiently addressed</p> <p>65% of the Points All items discussed, methodology is CLEAR with some insight provided on how to address potential gaps and risks.</p> <p>100% of the Points All items discussed, methodology is CLEAR with EXCEPTIONAL insight provided on how to address potential gaps and risks. Gaps and risks are addressed with reference to previous experience in the specific field with specific examples listed.</p>		<ul style="list-style-type: none"> GIS mapping of the transportation system per mode including the infrastructure and facilities High level input on AFC, APTMS and ITS components 	
	d.	Describe how you would develop the Nine (9) prefeasibility options must be developed for consideration for the ICM Operational Concept development. The options will have to consider all the elements of the ICM in order to make a high level recommendation on which options to take further for analysis.	45
	e.	Describe your understanding of the ICM Concept Development and Evaluation - The ICM concept must be described in full and must include amongst others the following: <ul style="list-style-type: none"> ICM Network & System Components ICM Operations (modes, routes, stops, fares, headways / frequency etc.) 	75
	f.	Describe your understanding of the corridor modelling that will be undertaken to analyse the impact of the additional services. with specific reference to the parameters that will be evaluated to proposed mitigating measures on the road network and affected existing services.	75
	g.	Describe the methodology which will be used in your Financial Analysis to comply with the objectives of this project: - Feasibility must evaluate all cost components, capital costs and revenue for establishing and operating the ICM system	60
	h.	Describe how you would develop an Implementation Plan (where feasible). The implementation plan must consist of the following: <ul style="list-style-type: none"> Project list with clear description of the project specific objectives & deliverables Prioritised list of projects Short, medium and long term rollout plan Budget per project per financial year 	60
	i.	Stakeholder Consultation - Describe how the internal and external stakeholder engagement will be undertaken to ensure an inclusive participatory process as part of the feasibility.	45
	j.	Capacity Building - Describe how the trainees will be integrated into the project and what skills will be transferred.	30
	k.	Proposed project plan and schedule in alignment with project scope and critical milestones - Should include a key project plan and schedule for how and when tasks required will be completed.	30

Points will only be allocated for thorough documentation under the approach and methodology to each of the critical aspects identified above. Project information contained elsewhere in the tender submission will not be considered.

7.3 Price and Empowerment

Having completed a technical evaluation, the procedure for the evaluation of technically qualifying tenders is Method 2 (Price and Preferences). The Preference Point System assigns a score to each tenderer based on the tender price and on the tenderer’s BBBEE status. These scores are combined to determine an overall score for the tender. The tender with the highest score will be considered for acceptance.

The Preference Point System will be applied as follows :

- For tenders up to R50 million
 - 80 points are assigned to price
 - Up to 20 points are assigned to BBBEE status per the table under item 7.3.1
- Points scored will be rounded off to the nearest 2 decimal places

7.3.1 Points awarded for BBBEE status level

Points will be awarded for empowerment (BBBEE), in accordance with the Preferential Procurement Regulations 2017 published in Government Gazette No. 40553 dated 20 January 2017. The table overleaf is applicable in this regard :

B-BBEE Status Level Of Contributor	Number of Points
	Tenders up to R50 million
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant contributor	0

Notes :

- 7.3.1.1 “B-BBEE status level of contributor” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act (Act No.53 of 2003).
- 7.3.1.2 Tenderers must submit their original and valid B-BBEE status level verification certificate substantiating their B-BBEE rating. Certificates issued by either verification agencies accredited by the South African Accreditation System (SANAS) or by registered auditors approved by the Independent Regulatory Board for Auditors (IRBA) are acceptable.

FAILURE TO SUBMIT A BBBEE STATUS LEVEL CERTIFICATE WILL RESULT IN THE BIDDER SCORING ZERO (0) POINTS FOR BBBEE.

- 7.3.1.3 An EME must submit a sworn affidavit confirming the following:
- Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- 7.3.1.4 The submission of such certificates must comply with the requirements of instructions and guidelines issued by the National Treasury and be in accordance with notices published by the Department of Trade and Industry in the Government Gazette.
- 7.3.1.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 7.3.1.6 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.
- 7.3.1.7 A person will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for.
- 7.3.1.8 A person awarded a contract will not be permitted to sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned.

7.3.2 Formula for scoring tender price

The following formula will be used to calculate the points for price.

$$P_s = X \left[1 - \frac{(P_t - P_{\min})}{P_{\min}} \right]$$

Where

P_s = Points scored for comparative price of tender under consideration

P_t = Comparative price of tender under consideration

P_{\min} = Comparative price of lowest acceptable tender

X = Points assigned to price

7.3.3 The total preference points for a tender are calculated with the formula

$$PP = P_s + P_{bee} \text{ Where}$$

PP is the total number of preference points scored by the tenderer

P_s is the points scored for the comparative price of the tenderer, and

P_{bee} is the number of points awarded to the tenderer based on his certified B-BBEE status level

7.4 Risk Tolerance

The JDA has adopted a Risk Tolerance Framework (RTF) which enjoins the JDA to consider its risk exposure to contractors / service providers in terms of the number of contracts awarded to a single contractor / service provider in a particular year.

In terms of the Risk Tolerance Framework, the JDA determines the risk exposure as excessive in instances where the value of the contracts for individual professional service providers (e.g. project managers / engineers / quantity surveyors / consultants) is either:

The greater of R8 million or four contracts / projects in the current financial year or

The greater of R12 million or six contracts / projects over two financial years (current year and previous financial year)

And in instances where the value of contracts for multi-disciplinary professional service providers (e.g. more than one discipline / service is provided by the same bidder) is either:

The greater of R12 million or six contracts / projects in the current financial year or

The greater of R20 million or nine contracts / projects over two financial years (current year and previous financial year)

A risk analysis shall be undertaken on the bidder with the highest number of points obtained, to determine whether the tenderer does not exceed the JDA's risk framework criteria as stated above. In other words, whether it falls within the ambit of the Risk Tolerance Framework as acceptable.

JDA reserves the right to award a contract to a bidder who has exceeded the threshold as stated above.

8. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

The completed tender document shall be placed in a sealed envelope. The words:

“FEASIBILITY STUDY FOR THE INTRODUCTION OF AN INTEGRATED CORRIDOR MANAGEMENT APPROACH FOR THE ORANGE FARM TO JOHANNESBURG INNER CITY CORRIDOR IN THE CITY OF JOHANNESBURG”

must be written / typed clearly on the envelope.

The envelope must be deposited in the tender box at the **Johannesburg Development Agency, Ground Floor, The Bus Factory, 3 Helen Joseph Street (Formerly President Street), Newtown** only between the hours of 08H00 and 12H00.

The Tender closes at 12h00 on 02 December 2020

Envelopes will be stamped on receipt. There will be a public opening of tenders.

NO LATE / TELEPHONIC / FAXED / POSTAL TENDERS WILL BE ACCEPTED OR CONSIDERED.

The Johannesburg Development Agency's selection of qualifying tenders shall be in the Johannesburg Development Agency's sole discretion and shall be final. The Johannesburg Development Agency does not bind itself to accept any particular tender and no correspondence will be entered into.

Unsuccessful bidders will have the opportunity to query the award or decision within fourteen (14) calendar days from the day of notification.

The tender offer validity period for this tender is 120 days.

Queries can be addressed in writing to:

Xoli Sithole

E-mail : xsithole@jda.org.za

ANNEXURE A : BUSINESS DECLARATION

Tender/RFP Number :

Tender/RFP Description :

Name of Company :

Contact Person :

Postal Address :

.....

Physical Address :

.....

Telephone Number :

Fax Number :

Cell Number :

E-mail Address :

Company/enterprise Income

Tax Reference Number :

(Insert personal income tax number if a one person business and personal income tax numbers of all partners if a partnership)

VAT Registration Number :

Company Registration Number :

1. Type of firm

- Partnership
- One person business/sole trader
- Close corporation
- Public company
- Private company

(Tick one box)

2. Principal business activities

.....
.....
.....

3. Total number of years company has been in business:

4. Detail all trade associations/professional bodies in which you have membership

.....
.....
.....

5. Did the firm exist under a previous name?

- Yes
- No

(Tick one box)

If yes, what was its previous name?

6. How many permanent staff members are employed by the firm:

Full Time :

Part Time :

7. In the case of a firm which renders services for different disciplines, how many permanent staff members are employed by the firm in the discipline for which you are tendering:

Full Time :

Part Time :

8. What is the enterprise’s annual turnover for the last three years and what is the estimated turnover of current commitments from 1 July 2017 to 30 June 2018 (excl. VAT):

R Year

R Year

R Year

R Year

9. List all contracts which your company is engaged in and have not yet completed:

CONTRACT DESCRIPTION	LOCATION	COMPANY/ EMPLOYER	PROJECT VALUE	ESTIMATED FEES	EXPECTED COMPLETION (MONTH & YEAR)

10. Banking details

I/We hereby request and authorise you to pay any amounts which may accrue to me/us to the credit of my/our account with the mentioned bank.

I/We understand that the credit transfers hereby authorised will be processed by computer through a system known as the “ACB Electronic Fund Transfer Service” and

I/We also understand that no additional advice of payment will be provided by my/our bank, but details of each payment will be printed on my/our bank statement or any accompanying voucher.

This authority may be cancelled by me/us giving **30 days** notice in writing.

BANK :

BRANCH :

BRANCH CODE :

ACCOUNT NUMBER :

ACCOUNT HOLDER :

TYPE OF ACCOUNT :

CONTACT PERSON :

CONTACT NUMBER :

PLEASE INCLUDE ORIGINAL SIGNED AND STAMPED LETTER FROM THE BANK CONFIRMING THE COMPANY'S BANKING DETAILS, PHOTOSTAT COPIES AND LETTERS BEARING ELECTRONIC SIGNATURES WILL NOT BE ACCEPTABLE.

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the company, affirms that the information furnished in response to this request for proposal is true and correct :

SIGNATURE :

NAME IN FULL :

CAPACITY :

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

COMPANY STAMP

ANNEXURE B : DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.

- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name:

3.2 Identity Number:

3.3 Position occupied in the company (director, trustees, shareholder**)

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state* **YES / NO**

If yes, furnish particulars

.....
.....

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

If yes, furnish particulars

.....
.....

3.10 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders or stakeholders of this company have any interest in any other related companies or businesses whether or not they are bidding for this contract? **YES / NO**

If yes, furnish particulars

.....
.....

4. Full details of directors / trustees / members / shareholders.

FULL NAME	IDENTITY NUMBER	STATE EMPLOYEE NUMBER

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
 Signature

.....
 Position

.....
 Name of Bidder

.....
 Date

- * MSCM Regulations: "in the service of the state" means to be –
 - (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
 - (b) a member of the board of directors of any municipal entity;
 - (c) an official of any municipality or municipal entity;
 - (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
 - (e) a member of the accounting authority of any national or provincial public entity; or
 - (f) an employee of Parliament or a provincial legislature.

** "Stakeholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

ANNEXURE C : DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury’s website, www.treasury.gov.za, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		

Item	Question	Yes	No
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE D : PARTICULARS OF CONTRACTS AWARDED BY AN ORGAN OF STATE* DURING THE LAST 5 YEARS**

(In the event of insufficient space, kindly attach documentation)

EMPLOYER	CONSULTING ENGINEER	NATURE OF WORK	VALUE OF WORK	YEAR COMPLETED

ANNEXURE D : PARTICULARS OF CONTRACTS AWARDED BY AN ORGAN OF STATE*** DURING THE LAST 5 YEARS cont.

EMPLOYER	CONSULTING ENGINEER	NATURE OF WORK	VALUE OF WORK	YEAR COMPLETED

*** Organ of State means-

- ◆ a) a national or provincial department;
- ◆ b) a municipality;
- ◆ c) a constitutional institution defined in the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- ◆ d) Parliament;
- ◆ e) a provincial legislature;
- ◆ f) any other institution or category of institutions included in the definition of "organ of state" in section 239 of the Constitution and recognised by the [Minister](#) by notice in the *Government Gazette* as an institution or category of institutions to which [this Act](#) applies

.....
 Signature
 (of person authorised to sign on behalf of the organisation)

.....
 Position

.....
 Name of Bidder

.....
 Date

ANNEXURE E : CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

for
*FEASIBILITY STUDY FOR THE INTRODUCTION OF AN INTEGRATED CORRIDOR MANAGEMENT
APPROACH FOR THE ORANGE FARM – JOHANNESBURG INNER CITY CORRIDOR IN THE CITY
OF JOHANNESBURG*

in response to the invitation for the bid made by:

Johannesburg Development Agency

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:

_____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.

-
7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE F : DECLARATION ON STATE OF MUNICIPAL ACCOUNTS

A Any bid will be rejected if:

Any municipal rates and taxes or municipal service charges owed by the bidder or any of the directors to the municipality or a municipal entity, or to any other municipality or municipal entity, are in arrears for more than three months.

B Bid Information

- i. Name of bidder:
- ii. Registration Number:
- iii. Municipality where business is situated:
- iv. Municipal account number for rates:
- v. Municipal account number for water and electricity:
- vi. Names of all directors, their ID numbers and municipal account number.
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.

C Documents to be attached

- i. A copy of municipal account mentioned in B (iv) & (v) (Not older than 3 months)
- ii. A copy of municipal accounts of all directors mentioned in B(vi) (Not older than 3 months)
- iii. Proof of directors

I/We declare that the abovementioned information is true and correct and that the following documents are attached to this form:

.....
.....

Signature:.....

Date:.....

ANNEXURE G : ORGANOGRAM THIS ANNEXURE IS CRITICAL FOR THE TECHNICAL EVALUATION AS DETAILED UNDER ITEM 7.2 HEREIN

The tenderer shall list below the key personnel proposed for this project in the discipline and designation being tendered for as per 6.10 and 7.2 herein.

Provide a Project Organogram.

TABLE 1: PROJECT LEAD

Table G-1.1 : Key Resource Information	
Resource Information	
Designation:	Project Leader/Manager
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

PROJECT LEAD EXPERIENCE

Project Name	Project Type (IRPTN/IPTN/PTN/Ops Plan/etc)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Planning Projects will be evaluated for points.

TABLE 2: TRAFFIC ENGINEER

Table G-1.2 : Key Resource Information	
Resource Information	
Designation:	Traffic Engineer
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

TRAFFIC ENGINEER EXPERIENCE

Project Name	Project Type (IRPTN/IPTN/PTN/Ops Plan/etc)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Planning Projects will be evaluated for points.

TABLE 3: URBAN/TOWN PLANNER

Table G-1.3 : Key Resource Information	
Resource Information	
Designation:	Urban/ Town Planner
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

PROJECT LEAD EXPERIENCE

Project Name	Project Type (IRPTN/IPTN/PTN/Ops Plan/etc)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Planning Projects will be evaluated for points.

TABLE 4: TRANSPORT ECONOMIST / FINANCIAL EXPERT

Table G-1.4 : Key Resource Information	
Resource Information	
Designation:	TRANSPORT ECONOMIST/ FINANCIAL EXPERT
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

TRANSPORT ECONOMIST / FINANCIAL EXPERT EXPERIENCE

Project Name	Project Type (IRPTN/IPTN/PTN/Ops Plan/etc)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Planning Projects will be evaluated for points.

TABLE 5: COMMUNITY PARTICIPATION CONSULTANT

Table G-1.5 : Key Resource Information	
Resource Information	
Designation:	Community Participation Consultant
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

COMMUNITY PARTICIPATION CONSULTANT EXPERIENCE

Project Name	Project Type (IRPTN/IPTN/PTN/Ops Plan/etc)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Planning Projects will be evaluated for points.

NOTE: Detailed Curriculum Vitae (CV's) of the above proposed candidates must be provided. Said CV's MUST indicate the name and description of the project, role played in the project, project value, and the start and end dates of the project. In addition certified proof of relevant qualifications and proof of memberships to stipulated professional associations must also be provided for the above proposed personnel.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE H: SCHEDULE OF COMPLETED CONTRACTS

THIS ANNEXURE IS CRITICAL FOR THE TECHNICAL EVALUATION AS DETAILED UNDER ITEM 7.2 HEREIN

The tenderer shall list below a **maximum of 5 projects of a similar nature and scale** to this project as described under item 6.11 and 7.2 herein.

Table H : Company: Project Related Experience	
Company Information	
Company Name	
Year Established	
Professional Registration Body / Institution	
Date of Professional Registration	

Company Authorised Representative	
Authorised Representative Name	
Representative Contact Number	
Representative Contact Email	

Company Project Related Experience							
Project Name	Project Type (IRPTN/IPTN /PTN/Ops Plan/etc)	Project Value (Excluding Construction Costs)	Construction Value (if available)	Project Start Date / End Date	Project Description	Client Name & Contact Details	Specific Tasks completed relevant to this Tender Proposal Terms of Reference
1.							
2.							
3.							
4.							

5.							
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NOTE: Only relevant Planning Projects will be considered for points, construction projects will not be considered.

NOTE: Contactable references for the above listed projects must be provided. Said references MUST be on the client's letter head or on a document stamped and signed by client and must confirm the name of the project, description of the project, description of the service rendered, the value of the project, the completion date, and it must rate the service rendered.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE J : APPENDICES TO CONTRACT