



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: 24 AUGUST 2023

COMPULSORY BRIEFING MEETING DATE: 30 AUGUST 2023

VENUE: JDA BUS FACTORY OFFICES

TIME: 10H00 – 11H00

CLOSING DATE: 26 SEPTEMBER 2023

CLOSING TIME: 12H00

BID DESCRIPTION: RFP – APPOINTMENT OF A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS. THE FOLLOWING PROFESSIONALS ARE REQUIRED: TOWN PLANNER, LAND SURVEYOR, CONVEYANCER, ARCHITECT, QUANTITY SURVEYOR, CIVIL AND STRUCTURAL ENGINEER, ELECTRICAL ENGINEER, MECHANICAL ENGINEER WITH WET SERVICES, GEOTECHNICAL ENGINEER, HEALTH AND SAFETY, ENVIRONMENTAL AND HERITAGE SPECIALIST, FIRE RATIONAL DESIGNER, PROJECT MANAGER AND COMMUNITY PARTICIPATION CONSULTANT.

BID NUMBER: JDADFP/ CITY AND SUBURBAN /23

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) □ 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. Siyambonga Gcobo
Tel:	011 688 7811	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. Manyedi Rakabe
Tel:	011 688 7812	Fax: 011 688 7899	E-mail: MRakabe@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 DISQUAL

OFFER PAGE

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

NAME OF BIDDER

BID NUMBER

BID DESCRIPTION

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

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 Fax..... 0800 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.

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BID NUMBER: JDADFP/ CITY AND SUBURBAN /23

AUGUST 2023

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RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE OF CONTENT

	Page No.
COPY OF ADVERT	6
1. INTRODUCTION	7
2. PROJECT INFORMATION	7
2.1. Background	
2.2. Project Location and Description	
3. SCOPE OF WORKS	9-14
4. PRICING	15-17
5. INDICATIVE PROGRAM	18
6. PROPOSAL CONTENT	19
7. ASSESSMENT CRITERIA	21-29
7.1 Compliance	
7.2 Technical	
7.3 Price and Empowerment	
7.4 Risk Tolerance	
8. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS	29

ANNEXURES

- A : Business Declaration
- B : Declaration of Interest
- C : Declaration of Past SCM Practices
- D : Particulars of Contracts Awarded by an Organ of State
- E : MBD9 Certificate of Independent Bid Determination
- F : Declaration on State of Municipal Accounts
- G : Organogram
- H : Schedule of Completed Contracts

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**COPY OF ADVERT
TENDERING PROCEDURES**

Tender Notice and Invitation to Tender

BID DESCRIPTION: RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON EVERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

BID NUMBER: JDADFP/ CITY AND SUBURBAN /23

The JDA Is Requesting Proposals From Experienced Companies and/or Joint Ventures for the development and design of affordable rental accommodation in the City Of Johannesburg for a Period of 36 Months. Key Resource Requirements Include a Project Manager, Town Planner, Land Surveyor, Conveyancer, Architect, Quantity Surveyor, Civil and Structural Engineer, Electrical Engineer, Geotechnical Engineer, Mechanical Engineer with wet services, Fire Engineer, CPC and and Heritage Specialists as either one professional consulting team or a consortium/ joint venture.

Queries relating to procurement matters may be addressed to Mr. Siyambonga Gcobo at tel (011) 688 7811; fax (011) 688 7899; or [e-mail: sgcobo@jda.org.za](mailto:sgcobo@jda.org.za)

Technical queries or queries relating to the project may be addressed to Ms. Manyedi Rakabe at tel (011) 688 7815; fax: (011) 688 7899; or [e-mail: MRakabe@jda.org.za](mailto:MRakabe@jda.org.za)

Documents may be downloaded from the JDA's website as follows: www.jda.org.za as well as on www.etenders.gov.za from **24 August 2023**. Tenders must only be submitted on the tender documentation that is downloaded from the stipulated websites. The retyping of the tender document is not permitted.

A compulsory tender briefing meeting with representatives of the employer will take place at the Johannesburg Development Agency, The Bus Factory, 3 Helen Joseph Street, Newtown,2000 on **30 August 2023 starting at 10H00 to 11H00**. GPS Coordinates - 26°12'18.4"S 28°01'54.3"E

The closing time and date for receipt of tenders is **12H00pm on 26 September 2023 Telegraphic, telephonic,**

telex, facsimile, e-mail, 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"

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1. PROJECT BACKGROUND

The CoJ as a local authority recognizes its shared obligations, inter alia, to assist affected persons who might be rendered homeless temporarily or indefinitely because of one or more criteria constituting emergencies. In recognizing this shared responsibility. The main primary purpose of this project is to address emergency housing assistance on a temporary basis. The Emergency Housing Programme and the role of local authorities in emergencies that lead to homelessness have over the years received significant attention through various constitutional court judgments such as the Joe Slovo and Blue Moonlight cases, and others. In line with the City's policy, this project aims to implement an emergency housing response thereby enabling the CoJ to respond to a plethora of emergency housing situations.

The CoJ has over the years primarily dealt with emergency situations through its Emergency Management Services department. The focus of EMS has been to respond to emergencies consisting in disasters as provided for in the Disaster Management Act (No. 57 of 2002) and the CoJ Disaster Risk Management Policy. The relief provided by EMS is often limited to emergency assistance for a period of up to 72 hours. During this period different aids would be provided to give support to and make the affected persons' situation more bearable. Where affected persons are rendered homeless resulting from the disaster, they often are provided with shelter in the form of tents, accommodation in community centres et cetera.

It is important to note the ambit of Emergencies has been significantly extended in the text of the EHP and includes, inter alia, floods, earthquakes, sinkholes, hail, snow, strong winds, severe rainstorms, evictions, house demolitions as well as household and communities living in dangerous conditions such as under power lines and on dolomitic land. Often these affected persons remain homeless temporarily or indefinitely after having received some form of initial assistance from EMS and are required to be accommodated. These affected persons then become the prerogative of the Housing department. Whereas the EHP has prescribed responses with options of applying for funding when dealing with Emergencies, the CoJ has experienced several challenges in endeavouring to adopt and implement these responses, particularly within the inner city where there is the highest demand for TEA and where there is little or no available land. To this end, the City will have to primarily rely on, and utilise its own resources to provide TEA for affected persons in the inner city. This type of temporary assistance offered by the CoJ does not detract from its overall responsibility as a municipality in terms of the Constitution and Housing Act, does not promote queue jumping and is limited to temporary assistance in Emergencies.

The JDA is requesting for proposals from experienced consulting companies and consortiums/ joint ventures for the preparation for the development of affordable rental accommodation on erven 918,919,930,931 City and Suburban for a period of 36 months. The project team is expected to acquire development rights convert and develop the build into affordable residential units with a minimum of 200 units on City and Suburban Township, City of Johannesburg jurisdiction. The key resource requirements include a Project Manager, Town Planner, Architect, Geotechnical Engineer, Quantity Surveyor, Civil and Structural Engineer, Electrical Engineer, Land Surveyor, Conveyancer, and Environmental, Heritage Specialists, Fire Engineer and Stakeholder Facilitator. The following resources are required as a professional consulting team or as either or a Consortium/ Joint Venture. The Project Manager will be required to lead the project as well as professional team.

1.2. PROJECT INFORMATION

This land portion has been purchased by the department through Johannesburg Property Company and the City took transfer on the 28 October 2020. The intent is to convert the industrial building into a residential building (Affordable Rental Accommodation) for urgent and immediate development, with a view to resolving the court eviction order within the Inner City and people living in bad buildings.

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This stand is zoned "Industrial 1" in terms of the City of Johannesburg Land Use Scheme, 2018 read in conjunction with the City of Johannesburg By-law, 2016 which permits for the intended use for housing / residential purposes (See attached zoning information).

1.3. STUDY AREA

No.	Stand No	Township	Size	Zoning	Owner
1	Erven 918, 919, 930 and 931	City and Suburban	2160m ²	Industrial 1	City of Johannesburg

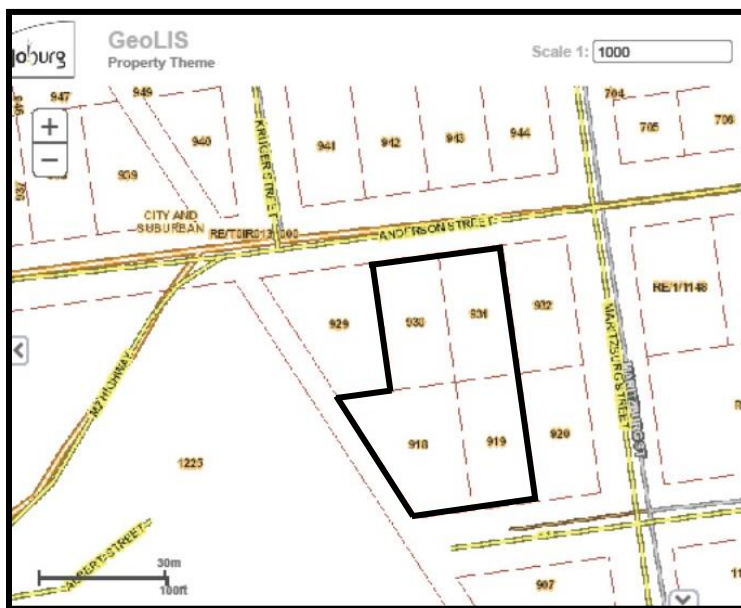


Figure 1: Study Area

1.4. SCOPE OF THE PROJECT

The project team is expected to acquire development rights, convert, develop and build affordable residential units with a minimum of 200 units on City and Suburban Township, City of Johannesburg jurisdiction.

The provision of this Affordable Rental Accommodation is in line with the Mayoral priorities of addressing the housing backlog faced by the City.

The facility will have units that are self-contained comprising of;

- 18sqm dedicated for bachelor units .
- 24sqm dedicated for two bedroom units.
- 40sqm dedicated for a three bedroom units.

The units must conform to the Housing Code standards, i.e. Community Residential Units. The design of the facility to conform to Johannesburg Water, City Power and City of Joburg Building Control Development Standards. The land development application is to be done in terms of the City of Johannesburg Land Use Scheme, 2018 read in conjunction with the City of Johannesburg By-law, 2018

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The application is to be concluded within 6-10 months from the date of appointment. However, stage 4 to 6 will be activated subject to budget availability.

1.4.1. INCLUSIONS

- Service (water, electricity and sewer) into the individual units
- Units to be constructed must have Kitchenette with two plate stoves, windows with Blinds, tiled floors, showers and roof gardens.
- Management of the construction team
- Obtaining Town Planning approvals, following up on the application.
- Central point DSTV connection
- Electricity to be Prepaid

EXCLUSIONS

- Bathtubs are excluded from the dwelling units

CONSIDERATIONS

- The development's overall spatial layout, urban integration, and improvement opportunity; *street interface, orientation, functional open spaces, safe movement and access, outdoor lighting, landscaping, public transport layby areas [pick-up and drop-off.*
- Integrated building efficiency and optimisation systems; *timed sanitation fixtures, motion sensor lighting, alternative water heating (solar geysers/heat pumps).*

The PMBOK risk management process is to be applied in developing a risk response plan. A semi-quantitative risk analysis to be performed and not more than 10% of the project budget must be allocated for risk management activities. The funds for risk management activities exclude the risk treatment costs.

A Work Breakdown Structure and a Gantt chart is to be formulated for each activity to manage the project and ensure that the project is completed on time. Below table indicates the project phases and deliverables:

NO	PHASES	DELIVERABLES
1.	Property Acquisition	<ol style="list-style-type: none"> 1. Power of Attorney 2. Permission to Occupy and build (PTOB)
2.	Inception and Status Quo	<ol style="list-style-type: none"> 1. Agreed scope of work 2. Agreed services 3. Inception Report and Program 4. Town Planning application memorandum with pre-consultation 5. Reports and recommendations (structural, Geo, Environments, traffic and or others) 6. Signed agreement/SLA 7. Stakeholder engagement plan

3.	Concept Design	<ol style="list-style-type: none"> 1. Building Conversion Concept Design approval by Client 2. Building performance modelling (water, energy, waste efficiency) calculations and costs benefit analysis with final recommendations for implementation. 3. Preliminary cost estimate 4. Building Conditional Assessment Report with recommendation 5. Services Report 6. Draft Funding application
4.	Approvals	<ol style="list-style-type: none"> 1. Rezoning/Consolidation Approval 2. Site Development Plan Approval 3. Building Plans Approval 4. Heritage Approval 5. Fire Rational Design Approval 6. Funding Approval
5.	Procurement	<ol style="list-style-type: none"> 1. Prepare Tender documents to procure contractor to do the construction
6.	Construction	<ol style="list-style-type: none"> 1. Detailed cost estimate 2. Demolishing of existing structures 3. Pre-construction 4. Construction 5. Commissioning 6. Close out report
7.	Close Out Stage	<ol style="list-style-type: none"> 1. Building Plans submitted to council 2. Close out report with occupancy documents

The successful bidder is required to conduct Professional services for the development of Temporary Emergency Accommodation that will entail the following:

Phase 1: Town Planning

1.1. Rezoning and Consolidation application

Stage 1 – Inception Deliverables

- 1) Agreed scope of work
- 2) Agreed services
- 3) Signed agreement/SLA

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Stage 2 – Concept and viability deliverables

- 1) Concept Design of Housing Typologies
- 2) Preliminary estimate(s) of construction cost
- 3) Elemental or equivalent estimate(s) of construction cost
- 4) Cost Effective Analyses (CEA)
- 5) Space allocation audit for the project

Stage 3: Design Development

Site Development Plan (SDP) approval
Building Plans approval
Construction Cost estimates

Stage 4: Tender Documentation and Procurement

Procurement of contractor

Stage 5 : Construction and Contract Administration

Project manage the construction and Contract Administration

Stage 6: Project Close Out

Handover file and keys to client

N.B The duration of the entire project is envisaged to be 36 months from the date of appointment. However, stage 4 to 6 will be activated subject to budget availability.

2. APPOINTMENT

The JDA is requesting proposals from experienced companies to provide a consortium and/or Joint Ventures to provide the following services, Town Planner, Architect, Land Survey, Conveyancer, Quantity Survey, Civil and Structural Engineer, Electrical and Mechanical Engineer with Wet Services, Geotechnical Engineer, Health and Safety and Heritage Specialists, Fire Rational Design, Project Manager and Community Participant Consultant for the Planning and Development of Affordable Rental Accommodation on Erf ERVEN 918,919,930,931 City and Suburban For 36 Months.

The Table below outlines the activities required for the completion of the town

planning application as well as stages 1-4.

Table 1: Project preparation

Consultant/		Description of work
A	Town Planner	<ul style="list-style-type: none">• Application for rezoning from Industrial zoning to Business 2 zone to be done with the exclusion of certain rights from the property. Parking ratios not compliant.• Application for parking relaxation to be done.• Application for Consolidation of properties to be done.• Site is located next a canal/water channel which may trigger buffer zones to be implemented on the site. Town planner to advise further•

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B	Architect	<ul style="list-style-type: none"> • Preparation of development concepts and technical drawings for approval of the proposed development • Site is currently used as a recycling centre to recycle plastic and there is an existing structure . Demolition of entire existing structure to be done – demolition permit required. An eviction notice needs to be issued timeously to the current tenants prior to commencement of the demolition. <p>Refer to TEA design guide for further reference. Design to allow for seamless extension to the erf 929, 932 and 920 in future. To investigate viability of access Street as street is currently closed off with a fence</p>
C	Civil and Structural Engineer	<ul style="list-style-type: none"> • Structural Design to allow for seamless extension to the erf 929, 932 and 920 in future • Confirm all drainage systems in place and what may be reused. • Confirm if current services will meet the demand of the anticipated densities. • Determine the expected demand for stormwater drainage to ascertain if existing services will be sufficient
D	Mechanical Engineer with Wet Services	<ul style="list-style-type: none"> • Comment on natural ventilation compliance; • Investigate implementing prepaid water; • Determine if the expected demand for sewer drainage and potable water to ascertain if existing services and supply will be sufficient.
E	Electrical Engineer	<ul style="list-style-type: none"> • Confirm existing main supply will comply with new demand. • Investigate implementing prepaid electricity. • Determine if the expected demand for power supply to ascertain if existing supply will be sufficient
F	Fire Engineer	<ul style="list-style-type: none"> • Comment on required number of staircases and if stairs on • current design is sufficient. • Allocate best position for assembly area in case of fire • Indicate FHR, FH etc • Advise on heat and smoke detection device requirements • Advise on Smoke control requirements • Calculate the expected demand for fire water to ascertain if existing supply will be sufficient

G	Quantity Surveyor	<ul style="list-style-type: none"> • High level cost estimate done • Crafting of procurement documents • Verification of All payment Certificates, BOQ etc
H	Health & Safety	<ul style="list-style-type: none"> • Investigation of a polluted canal which close to the site nearby which dumping in the canal also occurs. • Fumigation of property prior to construction to be factored in.
I	Project Manager	<p>The Project Manager will, as the Lead on the project, be required to undertake project management, administration and coordination duties in line with the fulfilment of project scope which may entail the following:</p> <ul style="list-style-type: none"> • Project Manager will be principal agent • Management and tracking of project timeline and deliverables • Scheduling of meetings required for the project • Agenda and Meeting Minutes for project meetings • Consolidating and submitting all team deliverables to the client • Tracking project finances and invoicing • Keeping the client and team members apprised of any ad-hoc changes or decisions made • Presenting final deliverables to the Client Team 1 week before final due dates for final comments and approval • Submitting monthly Progress Reports in writing to the JDA and Client Team • Regular Update emails for fast-moving tasks (weekly) • Ensuring that a cloud-based file-sharing folder is created and continuously updated for access by all team members for the duration of the project (e.g. Google Drive)

J	Community Participation Consultant	<p>The project program should be designed to proactively and accessibly provide stakeholders with different opportunities to provide input into the process where necessary. 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 when necessary in the project. The project may require consultation with various City Departments and Entities (and where applicable other government agencies) and inputs from identified stakeholders may also be required.</p> <p>Key internal stakeholders are listed below (not limited to):</p> <ul style="list-style-type: none"> • City Departments/MOEs; • Regional Office (CRUM) • And any other Government departments and fora that the client and the bidder may identify <p>Key external stakeholders are listed below (not limited to):</p> <ul style="list-style-type: none"> • Residents • Resident Associations • Businesses • Business Associations • Property Owners • Ward Councilors • SHRA
	Land Surveyor	<p>The Land Surveyor will need to survey the proposed consolidated property and draw a diagram of the new property. The land surveyor will be responsible for the submission of the draft diagram to the office of the Surveyor-General, for approval.</p>
	Conveyancer	<p>The Conveyancer will be responsible for the registration and lodgment of the new consolidated property erf number. The consultant is required to ensure that the project property is promulgated and registered with the Deeds Office confirmed through the new title deed</p>

3. Notes

- 3.1. **Appointments for the 2024/25 financial year will be dependent on satisfactory performance and budget availability. An addendum will be issued at the commencement of the new financial year to confirm continued appointment.**
- 3.2. Applicants are to ensure that they have adequate resources to undertake the work under stringent timeframes.
- 3.3. Tenderers are required to take cognisance of the role of the other professionals and work coherently with them where required.
- 3.4. The JDA reserves the right to ask tenderers to replace any member/s of the proposed team if they do not meet the JDA requirements.
- 3.5. Successful tenderers will be required to sign the JDA's Standard Form of Agreement.
- 3.6. Tenderers must note that they will be required as and when necessary to attend (a) presentations to JDA, COJ, and stakeholders; (b) design, progress / site meetings and inspections; and (c) consultations with relevant persons and authorities including site visits. This needs to be taken into consideration in the tenderer's fee proposal.
- 3.7. Tenderers must also note that revisions to reports and / or designs may be required following feedback received from relevant stakeholders and / or approving authorities which may necessitate some rework, additional presentations, and meetings. This needs to be taken into consideration in the tenderer's fee proposal.
- 3.8. Tenders must take note that the discount percentage applied at tender stage will be applied for the duration of the project whether the project value increases or decreases.

4. PRICING

The **estimated** total construction value is R50 m excluding Value Added Tax (VAT).

The **estimated** demolition cost is R 474 364

The **estimated** construction period is 36 calendar months.

Detailed below is information upon which fees must be based. This is followed by **item number 4. which all applicants are required to take careful note of.**

Said proposal **MUST:**

- a) indicate the method of calculation used
- b) indicate any discounts applied
- c) discounts applied will remain constant for the duration of the project

Tenderers are to complete the table overleaf and submit as part of their detailed fee proposal and the total fee vat exclusive for the full scope of services must be carried to the "Offer" page. The detailed fee proposal must indicate items (a) to (c) as detailed above. Failure to (i) replicate the pricing table, (ii) carry the total to the summary correctly to the offer page, and (iii) provide a detailed fee proposal (which indicates ALL items (a) to (c) above) will result in the tender being disqualified for non-compliance.

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.

BIDDERS must submit a detailed fee proposal to render the full scope of services as per the deliverables below and must include a price must include for the entire project

1. TOWN PLANNER					
No.	Service	Unit of Measure	Qty	Number of Units /Unit Price	Total Amount
1	Inception report and program	Sum	1	R	R
2	Town Planning Application Memorandum inclusive of pre consultation	Hourly	20	R	R
3	Submission of the Application	Hourly	40	R	R
4	Advertisements and Notices Newspaper Adverts Government Gazette Registered Mail X10	No. of notices	14	R	R
5	Tribunal Hearings (TMP)	Hourly	8	R	R
6	Final Rezoning Approval & Close Out.	Hourly	20	R	R
7	Concept Design inputs	Hourly	20	R	R
8	Site Development Plan Input	Hourly	20	R	R
9	Land Surveying	Hourly	40	R	R
10	Conveyancing	Hourly	40	R	R
TOTAL - A VAT EXCL Total to be carried correctly to the Summary Page					R

2. ARCHITECT		FEE (excluding VAT)
Full Scope of Services for Architects services based on R 50m ex VAT		R
Stage 1 :	R.....	R
Stage 2 :	R.....	R
Stage 3 :	R.....	R

Stage 4 :	R.....	R
Stage 5 :	R.....	R
Stage 6 :	R.....	R
Total to be carried to Summary Page		R

3. CIVIL & STRUCTURAL ENGINEERS WITH GEOTECHNICAL ENGINEERING.	FEE (excluding VAT)
Full Scope of Services for Civil and Structural Engineers services based on R 50m ex VAT	R
Stage 1 : R.....	R
Stage 2 : R.....	R
Stage 3 : R.....	R
Stage 4 : R.....	R
Stage 5 : R.....	R
Stage 6 : R.....	R
Total to be carried to Summary Page	R

4. ELECTRICAL ENGINEERS	FEE (excluding VAT)
Full Scope of Services for Electrical Engineering services based on R 50m ex VAT	R
Stage 1 : R.....	R
Stage 2 : R.....	R
Stage 3 : R.....	R
Stage 4 : R.....	R
Stage 5 : R.....	R
Stage 6 : R.....	R
Total to be carried to Summary Page	R

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5. MECHANICAL ENGINEERS WITH WET SERVICES	FEE (excluding VAT)
Full Scope of Services for Mechanical Engineering services based on R 50m ex VAT	R
Stage 1	R
Stage 2	R
Stage 3	R
Stage 4	R
Stage 5	R
Stage 6	R
Total to be carried to Summary Page	R

6. QUANTITY SURVEY	FEE (excluding VAT)
Full Scope of Services for Quantity Surveys services based on R 50m ex VAT	R
Stage 1 : R.....	R
Stage 2 : R.....	R
Stage 3 : R.....	R
Stage 4 : R.....	R
Stage 5 : R.....	R
Stage 6 : R.....	R
Total to be carried to Summary Page	R

7. PROJECT MANAGER	FEE (excluding VAT)
Full Scope of Services for Project Managers services based on R 50m ex VAT	R
Stage 1 : R.....	R

Stage 2 : R.....	R
Stage 3 : R.....	R
Stage 4 : R.....	R
Stage 5 : R.....	R
Stage 6 : R.....	R
Total to be carried to Summary Page	R

8. FIRE RATIONALE DESIGN-	FEE (excluding VAT)
Full Scope of Services for Fire Rational Design services is deliverable based	
Fire Safety Assessments Report: Conducting comprehensive assessments of buildings and structures to identify potential fire hazards and assess the overall fire safety level.	R
Fire Safety Strategies: Developing fire safety strategies and plans tailored to specific buildings or projects, considering factors such as building design, occupancy, and intended use.	R
Fire Protection Systems Design: Designing fire protection systems, including fire alarms, sprinklers, fire suppression systems, and smoke control systems, to meet relevant safety standards and regulations.	R
Fire Risk Assessments: Evaluating the risk of fire occurrence and its potential impact on people, property, and the environment, and recommending appropriate mitigation measures.	R
Code Compliance: Ensuring that buildings and projects comply with local, regional, and national fire safety codes and regulations.	R
Emergency Response Planning: Assisting in the development of emergency evacuation plans and procedures to ensure the safe evacuation of occupants in case of a fire or other emergencies.	R
Total to be carried to Summary Page	R

9. HERITAGE SPECIALIST	FEE (excluding VAT)
Full Scope of Services for Heritage and Specialist services is deliverable based	R
Heritage Feasibility Report- Conduct heritage feasibility of the building	R
Heritage Site Assessment: Conducting surveys and assessments of historic sites, buildings, monuments, artifacts, and other cultural resources to determine their historical and cultural significance	R
Cultural Resource Management: Working with government agencies, non-profit organizations, and other stakeholders to manage and protect cultural resources, often in accordance with legal and regulatory requirements	R
Documentation and Research: Gathering historical data, conducting archival research, and documenting the heritage resources using various methods, including photography, mapping, and written records	R

Obtain Herigate Approvals. - conduct, apply and facilitate heritage approvals ensuring that valuable historical and cultural assets are conserved, celebrated, and shared with the public in a responsible and sustainable manner.	R
Total to be carried to Summary Page	R

10. HEALTH AND SAFETY	FEE (excluding VAT)
Full Scope of Services for Health and Safety services based on R 50m ex VAT	R
	R
Stage 1 : R.....	R
Stage 2 : R.....	R
Stage 3 : R.....	R
Stage 4 : R.....	R
Stage 5 : R.....	R
Stage 6 : R.....	R
Total to be carried to Summary Page	R

11. COMMUNITY PARTICIPATION SERVICES

No.	Description	Unit of Measurement	Unit Price (Rand)	Quantity	Total Price (Rand)
1	Briefing of the Regional Office – CRUM to advise of project				
	Arrange, attendance and record briefings	No.	R	2	R
2	Briefing of the Ward Councillor and / or Ward Committee				
	Arrange, attendance and record briefings - 2 meetings per ward	No.	R	2	R
3	Stakeholder Engagement Strategy with Communication Plan	No.	R	1	R
4	Stakeholder identification and compilation of an interested and affected parties (IAP) database				
	Provide a lump sum price to complete the database	No	R	1	R
5	Maintenance of the IAP database				
	Maintain / update the database quarterly x 12 quarters	No.	R	12	R
6	One on one sessions with interested and affected stakeholders				
	Arrange, facilitate and minute sessions x 12 quarters	No.	R	12	R
7	Ward public meetings	No	R	3	R
	Arrange, facilitate and minute ward public meetings <i>(Allow for 3 ward public meetings – 2 to introduce the projects at the different phases and to advise of employment opportunities and 1 to</i>				

	<i>introduce the main contractors and CLO's at the different phases.)</i>				
8	Conduct CLO, local labour and SMME registrations				
	Arrange venue, date and time for registrations in consultation with the Ward Clr, Place advertisements and notices for registrations. Receive submissions from 8am to 4pm for a period of 5 days per ward. Compile databases for skilled, semi-skilled and unskilled labour and for SMME's. Verify compliance to the requirements. Submit CV's for CLO's to Ward Governance for shortlisting. Provide a lump sum total price for the entire process	Lumpsum	R	1	R
9	SMME selection process: Attend and minute the following -				
	SMME briefing session, SMME interviews with the main contractor, Feedback session on the selection of SMMEs for the project. Allow 5 days from 8am to 4pm per ward in total for the entire process. Provide a lump sum total price for the entire process	Lumpsum	R	1	R
10	CLO Recruitment Process				
	Attend and minute the interviews of the shortlisted CLO candidates with the main contractor. Allow a day/s for the interviews. Provide a lump sum total price	Lumpsum	R	1	R
11	Induction, monitoring and managing the CLO	No.	R	12	R

	Induct the CLO, Monitor the performance of the CLO and manage the CLO in terms of their reporting quality and deadlines, use of the labour database, feedback at public meetings etc. for 12 months				
12	Project Steering Committee (PSC) Arrange, attend, facilitate and record Include issue and conflict management and resolution, if so required.				
	External PSC 1 meeting a month per ward	No	R	12	R
	Technical PSC 1 meeting per quarter	No	R	4	R
13	Project Team Meetings and Site Progress Meetings				
	Attend one project meeting per month (minimum 60 meetings)	No.	R	36	R
14	EPWP and SMME reporting	No	R	12	R
	Ensure the timeous, complete and accurate reporting of labour usage figures (EPWP templates) and SMME progress and expenditure by the main contractor. Submit monthly reports which includes the verified labour usage figures (EPWP templates) and SMME progress and expenditure information. Include issue and conflict management and resolution, if so required. Allow for reporting over 12 months				
15	Issues Management	No	R	24	R
	Assist the contractor by resolving problems with local stakeholders and challenges concerning labour and SMME's during construction x 12 months Provide a price per month				

16	Information Dissemination				
	Meeting venues, AP system, projector	SUM	R		R
	Brochures (50/ward)	No	R	50	R
	Posters (10/ ward)	No	R	10	R
	Digital media accounts- creation and management (twitter, Facebook, Youtube, Instagram)	SUM	R		R
	Adverts (local radio station, 2 newspapers)	SUM	R		R
17	TOTAL FEE CARRIED TO THE OFFER PAGE		EXCLUSIVE OF VAT		R
			INCLUSIVE OF VAT		R

ESTIMATED COST OF WORKS: AS INDICATED BELOW.		TORAL FEE (excluding VAT)
1.	Town Planner	R
2.	Architects	R
3.	Civil & Structural Engineers with Geotechnical Engineering.	R
4.	Electrical Engineers	R
5.	Mechanical Engineers with Wet Services	R
6.	Quantity Survey	R
7.	Project Manager	R
8.	Fire Rationale Design	R
9.	Heritage Specialist	R
10.	Health And Safety	R
11.	Community Participation Consultant	R
VAT EXCLUSIVE TOTAL TO BE CARRIED CORRECTLY TO OFFER PAGE		R

5.3 Notes

- 5.3.1 **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.**
- 5.3.2 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.
- 5.3.3 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.
- 5.3.4 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.
- 5.3.5 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).
- 5.3.6 Successful tenderers will be remunerated in accordance with JDA’s Standard Form Agreement, Appendix 4 which is included under Annexure I for information purposes.

6. PROPOSAL CONTENT

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:

- 6.1 **THE “OFFER” PAGE MUST BE COMPLETED IN FULL AND SIGNED. Any bidder who fails to do so will be disqualified.**
- 6.2 **Tenderers are required to submit a detailed fee proposal, including discounts offered, 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.**
- 6.3 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 BBBEE.**

An EME must submit an 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.

- 6.4 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.
- 6.5 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.
- 6.6 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.

- 6.7 Audited financial statements for the past three years.
- 6.8 Details of directors / partners / members and shareholders with certified copies of their identity documents.
- 6.9 The forms A to H annexed, must be scrutinized, completed in full and signed.
- 6.10 **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 similar nature and scale to this project i.e Planning and Construction of Housing Development 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

6.11 **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 i.e Planning and Construction of Housing Development.

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 civil public environment upgrade project involving roads, services, pavements, urban furniture, lighting and landscaping*), a description of the service rendered (*must be clear that the service rendered is aligned to the service being tendered for ie. project management, or quantity surveying, or civil engineering*), the value of the constructed works (*must be equal to or higher than the minimum values required ie. R30m*), the date when the project was completed (*must be between 2015 and 2019*) 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 :

- 6.11.1 *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.*
- 6.11.2 *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 G will be considered as supporting documentation.*

- 6.12 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 6.3 TO 6.11 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 6.2 to 6.9**
- **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 / BBBEE
- 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 pricing table and 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, e-mailed and late submissions.
- 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).
- No award will be made to any bidder whose company director's municipal rates and taxes are owing more than 90 days.

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:

- key returnable documents,
- Capability of the proposed key team members (i.e. experience, qualifications, and memberships to professional associations per Item 6.10 above).
- The experience of the company (i.e. civil public environment upgrade projects (involving roads, services, pavements, urban furniture, lighting and landscaping), above R30m and references per Item 6.11 above) and,
- Contactable reference letters which talk to item (iii) above.

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 732 points, 70% (out of 1046 maximum points score able).

Variables	Total Points	Criteria	Description of criteria	Points	Points
(i) KEY RETURNABLE DOCUMENTS per item 6 herein	16	Valid BBBEE status level certificate	Points will only be allocated for key returnable documents submitted as required / stipulated in item 6 herein Points will not be allocated for making reference to attached	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 – H completed in full and signed		16	
Variables	Total Points	Criteria	Description of criteria	Points	
CAPABILITY OF PROPOSED TEAM per item 6 and Annexure G	100	1. Urban/Town Planner			
		Minimum Seven (7) years or more experience in statutory town planning. Evidence of working on at least Three (3) similar projects in terms of scale and complexity (required services on ONLY The following types of processes will be counted as valid for scoring:	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	100	

		<ul style="list-style-type: none"> Rezoning Applications Township Establishment Consolidation/subdivision applications <p>(NOT Building Line Relaxations and consent applications)}</p>			
		A bachelor's degree in Town and Regional Planning, equivalent or higher.	Certified proof of qualification must be provided to obtain the points		
		Valid Professional registration with SACPLAN as a Professional Planner / similar.			
	70	2. Project Manager			
		Minimum Ten (7) years post qualification experience in Project Management Field. Evidence of working on at least Three (3) 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	40	
		A bachelor's degree in Built Environment with Project management certificate NQF level 5	Proof of qualification must be provided to obtain the points	20	
		National Diploma in Built Environment with Project management certificate NQF level 5		10	
		Professional registration with SACPMP as a Professional	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	
	70	3. Heritage Specialist			
		Minimum Seven (7) years post qualification experience in Heritage Assessments Evidence of working on at least three (3) 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	40	
	A bachelor's degree in architecture or urban Design	Certified proof of qualification must be provided to obtain the points	20		

		National Diploma in Architecture		10
		A valid Professional registration with South African Council for the Architectural Profession (SACAP) or SAIA	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

	70	4. Civil and Structural Engineer		
		Minimum Seven (7) years post qualification experience in Civil Engineering and Structural Engineering Services. Evidence of working on at least Three (3) 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	40
		A bachelor's degree in civil engineering or higher	Certified proof of qualification must be provided to obtain the points	20
		National Diploma in civil and Structural Engineering		10
		A valid professional registration with ECSA as Professional Engineer	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
	70	5. Electrical Engineer		
		Minimum Seven (7) years post qualification experience in Electrical Engineering. Evidence of working on at least Three (3) 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	40
		A Bachelor's degree in Electrical Engineering or higher	Certified proof of qualification must be provided to obtain the points	20
		National Diploma in Electrical Engineering		10
		A valid Professional registration with ECSA as Professional Engineer.	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
	70	6. Mechanical Engineer with Wet Services		
		Minimum Seven (7) years post qualification experience in Mechanical with Wet Services and Fire rational. Evidence of working on at least three (3) 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	40
		A bachelor's degree in Mechanical engineering or higher	Certified proof of qualification must be provided to obtain the points	20
		National Diploma in Mechanical Engineering		10

		A valid Professional registration with ECSA as a Professional	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
	70	7. Health and Safety Specialist		
		Minimum Seven (7) years post qualification experience in occupational Health & Safety for construction projects. Evidence of working on at least three (3) 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	40
		A bachelor's degree in environmental/ health and safety.	Certified proof of qualification must be provided to obtain the points	20
		Qualification of a National Diploma in Occupational Health and Safety		10
		A valid Professional registration with SACMP	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
	70	8. Quantity Surveyor		
		Minimum Seven (7) years post qualification experience in Quantity Surveying. Evidence of working on at least three (3) 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	40
		A Bachelor's degree in Quantity Surveying or higher	Certified proof of qualification must be provided to obtain the points	20
		Qualification of a National Diploma in Quantity Surveying		10
		A valid Professional registration with SACQS as a Professional	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
	70	9. Architect		
		Minimum Seven (7) years post qualification experience in Architecture. Evidence of working on at least Three (3) 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	40
		A Bachelor's degree in architecture or higher	Certified proof of qualification must be provided to obtain the points	20
		National Diploma in Architecture		10
		A valid Professional registration with SACAP as a Professional Architect	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
	70	10. Conveyancer		
		Minimum 7 years post qualification experience in conveyancing. Evidence of	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	40

		working on at least two (2) similar projects in terms of scale and complexity		
		A degree in LLB/Law or higher		20
		Admitted to the high court of RSA	Valid LSSA (Law Society of South Africa) or similar .	10
		11. Land Surveyor		
	70	Minimum 7 years post qualification experience in conveyancing. 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	40
		A bachelors' Degree as in Land Surveying/ Geomatics or higher	Certified proof of qualification must be provided to obtain the points	20
		A national diploma in land Surveying		10
		A valid Professional registration with SAGC as a Professional/Technologist or similar		10
	60	11. Community Participant Specialist		
		Minimum Eight (7) years post qualification experience in Stakeholder engagement. Evidence of working on at least five (5) similar projects . Degree in built environment, social science, social work, psychology DPSA Guidelines	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	40
		Bachelor's degree in social science or related	Proof of qualification must be provided. to obtain the points	20
		A National Diploma in Social Science or related		10

Variable	Total Points	Criteria	Description of criteria	Points
COMPANY EXPERIENCE per item 6.11 and Annexure H	100	SCHEDULE OF COMPLETED PROJECTS		
		Five or me projects competed of similar nature, scale and complexity.	Points will only be allocated for having rendered the required services in a building construction projects with a minimum value of R5m	50
		Three to four projects completed of similar nature, scale, and complexity		30
		One to two projects completed of similar nature, scale and complexity		10
		REFERENCES FOR COMPLETED PROJECTS		
		Five satisfactory project references	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. If any of the required information is not contained in the reference then zero points will be awarded	50
		Three to four satisfactory project references		30
		One to two satisfactory project references		10

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 preference 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: (below)

Price and Preference	<p>PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022</p> <p>The 80/20 preference point system will apply to this tender and the lowest acceptable tender will be used to determine the applicable preference point system The 80/20 price/preference points system will be applied to the evaluation of responsive tenders up to and 20 including a Rand value of R50'000'000 (all applicable taxes included), whereby the order(s) will be placed with the tenderer(s) scoring the highest total number of adjudication points.</p> <p>Price shall be scored as follows:</p> $P_s = 80 \times (1 - (P_t - P_{min}))$ <p style="margin-left: 20px;">P_{min}</p> <p>Where: P_s is the number of points scored for price;</p>
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Pt is the price of the tender under consideration;

Pmin is the price of the lowest responsive tender.

Preference points shall be based on the Specific Goal as per below:

Table B1: Awards UP TO R50 mil (VAT Inclusive)

To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for (a) price and (b) specific goals.

To be completed by organ of state (maximum point for the tender as below allocation

	POINTS
PRICE	
SPECIFIC GOALS	

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence
Race – people who are Black, Coloured or Indian (ownership)* More than 50% black ownership = 10 points; 0% black ownership = 0 points	10		<ul style="list-style-type: none"> • B-BBEE certificate or QSE/EME Affidavit; • Company Registration Certification • Certified Identification Documentation. • CSD report
Gender are women (ownership)* More than 50% women ownership = 5 points;	5		<ul style="list-style-type: none"> • Company Registration Certification • Certified Identification Documentation • CSD report
SMME (EME or QSE)	5		<ul style="list-style-type: none"> • BBBEE Certificate/ Affidavit CSD Registration
Total Points	20		Failure to attach evidence will lead to scoring zero points

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 preference points. 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 preference status per the table under item

Points scored will be rounded off to the nearest 2 decimal places

Schedule 3:

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

Notes:

8.3.1.1 "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).

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

		<p>8.3.1.4 The submission of such certificates must comply with the requirements of instructions and guidelines issued by the National Treasury and are in accordance with notices published by the Department of Trade and Industry in the Government Gazette.</p> <p>8.3.1.5 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.</p> <p>8.3.1.6 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.</p> <p>8.3.1.7 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.</p> <p>8.3.1.8 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.</p> <p>8.3.1.9 No tender will be awarded to a bidder whose tax matters are not in order with SARS.</p> <p>8.3.1.10 No tender will be awarded to a bidder who is not registered on CSD.</p> <p>8.3.2 Formula for scoring tender price</p>
		<p>The following formula will be used to calculate the points for price. $P_s = X [1 - (P_t - P_{min})]$</p>
		<p>P_{min} 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</p>
		<p>8.3.3 The total preference points for a tender are calculated with the</p>
		<p>Formula $PP = P_s + P_{bee}$ 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</p>

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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 8.3.1
- Points scored will be rounded off to the nearest 2 decimal places

8.3.1 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 :

- 8.3.1.1 “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).
- 8.3.1.2 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.**
- 8.3.1.3 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.
- 8.3.1.4 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.

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

- 8.3.1.5 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.
- 8.3.1.6 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.
- 8.3.1.7 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.
- 8.3.1.8 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.

8.3.2 Formula for scoring tender price

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

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

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

8.4 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 (eg. 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 (eg. 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)

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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.

9. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

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

“RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS”

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 26 September 2023

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

NO LATE / TELEPHONIC / FAXED / E-MAILED/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:

Manyedi Rakabe

E-mail [MRakabe @jda.org.za](mailto:MRakabe@jda.org.za)

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

Form A: Business Declaration

Tender/RFP Number :

Tender/RFP Description :

Name of Company :

Postal Address :

Physical Address :

Telephone :

Fax :

Contact Person :

Cell Phone 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 firm has been in business:

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

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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. What is the enterprise’s latest annual turnover (excl. VAT): R.....

8. List the personnel or firms who provide the following services:

SERVICE	NAME	CONTACT PERSON	TELEPHONE
ACCOUNTING			
LEGAL			
AUDITING			
BANKING			
INSURANCE			

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

CONTRACT DESCRIPTION	LOCATION	COMPANY/ EMPLOYER	CONTRACT AMOUNT	EXPECTED COMPLETION (MONTH & YEAR)

SIGNATURE :

NAME IN FULL :

CAPACITY :

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

BANK DETAILS

I/We hereby request and authorize 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 authorized 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:

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 :

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

FORM 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
.....
.....

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

FORM 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:		

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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:		
Item	Question	Yes	No
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 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

.....

DATE

.....

NAME OF BIDDER

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

ANNEXURE E: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

for

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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);

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

- (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

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

(of person authorised to sign on behalf of the Tenderer)

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

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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.

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

- 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

Dat

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

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

TABLE 1: TOWN PLANNER

Key Resource Information	
Resource Information	
Designation:	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	

AUGUST 2023

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AUGUST 2 0 2 2

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS FOR THE DEVELOPMENT OF SOCIAL HOUSING ON REMAINDER OF PORTION 55 OF THE FARM BRAAMFONTEIN 53-I.Q FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR 24 MONTHS

TOWN PLANNERS EXPERIENCE

Project Name	Project Type (Township Establishment, Consolidations and Subdivisions, Assessment/Analysis Report/ Land Pre-feasibility Report, Precinct Planning and Concept Development and Design /etc)	Client Name & Contact Details	Specific Tasks completed by yourself

Aug 2023

RFP - APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRANSPORT ENGINEERING, COMMUNITY PARTICIPATION, URBAN PLANNING/ URBAN DESIGN AND ECONOMIST TO COLLECT AND ANALYZE DATA FOR THE TO DEVELOP A PARKING MANAGEMENT POLICY AND BYLAW FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY OVER 18 MONTHS.

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 2: ARCHITECT

Key Resource Information	
Resource Information	
Designation:	ARCHITECT
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	

AUGUST 2023

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ARCHITECT EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

Aug 2023

RFP - APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRANSPORT ENGINEERING, COMMUNITY PARTICIPATION, URBAN PLANNING/ URBAN DESIGN AND ECONOMIST TO COLLECT AND ANALYZE DATA FOR THE TO DEVELOP A PARKING MANAGEMENT POLICY AND BYLAW FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY OVER 18 MONTHS.

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TABLE 3: CIVIL AND STRUCTURAL ENGINEER

Key Resource Information	
Resource Information	
Designation:	Civil and Structural Engineer
Name & Surname	
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	

AUGUST 2023

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CIVIL AND STRUCTURAL ENGINEER EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 4: ELECTRICAL ENGINEER

Key Resource Information	
Resource Information	
Designation:	Electrical Engineer
Name & Surname	
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	

AUGUST 2023

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ELECTRICAL ENGINEER EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 5: MECHANICAL ENGINEER

Key Resource Information	
Resource Information	
Designation:	Mechanical Engineer
Name & Surname	
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	

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

MECHANICAL ENGINEER EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

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TABLE 6: QUANTITY SURVEYOR

Key Resource Information	
Resource Information	
Designation:	Quantity Surveyor
Name & Surname	
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	

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QUANTITY SURVEYOR EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

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TABLE 7: PROJECT MANAGER

Key Resource Information	
Resource Information	
Designation:	Project Manager
Name & Surname	
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	

AUGUST 2023

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PROJECT MANAGERS' EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 8: FIRE RATIONAL ENGINEER

Key Resource Information	
Resource Information	
Designation:	Fire Rational Engineer
Name & Surname	
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	

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

FIRE RATIONAL EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 9: HERITAGE SPECIALIST

Key Resource Information	
Resource Information	
Designation:	Heritage Specialist
Name & Surname	
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	

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HERITAGE SPECIALIST EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 10: HEALTH AND SAFETY

Key Resource Information	
Resource Information	
Designation:	Health and Safety
Name & Surname	
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	

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HEALTH AND SAFETY EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

AUGUST 2023

RFP – APPOINT A TEAM OF PROFESSIONAL CONSULTANTS IN THE FORM OF A MULTI-DISCIPLINARY COMPANY / CONSORTIUM / JOINT VENTURE FOR THE DEVELOPMENT OF AFFORDABLE RENTAL ACCOMODATION ON ERVEN 918,919,930,931 CITY AND SUBURBAN FOR 36 MONTHS

TABLE 11: COMMUNITY PARTICIPATION CONSULTATNT

Key Resource Information	
Resource Information	
Designation:	Community Participation Consultant
Name & Surname	
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	

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COMMUNITY PARTICIPATION CONSULTANT EXPERIENCE

Project Name	Project Type	Client Name & Contact Details	Specific Tasks completed by yourself

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

AUGUST 2023

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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	

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

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Company Project Related Experience								
Project Name	Project Type (Township Establishment, Consolidations and Subdivisions, Assessment/Analysis Report/ Land Pre-feasibility Report, Precinct Planning and Concept Development and Design /etc)	Project Value (Excluding Construction Costs)	Construction Value (if available)	Project Start Date	Project End Date	Project Description	Client Name & Contact Details	Specific Tasks completed relevant to this Tender Proposal Terms of Reference
1.								
2.								

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3.								
4.								
5.								

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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

AUGUST 2023

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Aug 2023

RFP - APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRANSPORT ENGINEERING, COMMUNITY PARTICIPATION, URBAN PLANNING/ URBAN DESIGN AND ECONOMIST TO COLLECT AND ANALYZE DATA FOR THE TO DEVELOP A PARKING MANAGEMENT POLICY AND BYLAW FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY OVER 18 MONTHS.