

a world class African city



City of Johannesburg
Johannesburg Development Agency

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INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: 03 MAY 2024

COMPULSORY TENDER BRIEFING DATE: 07 MAY 2024

TIME: 10H00AM – 11H00AM

LAST DAY FOR RECEIPT OF QUERIES IS 14 MAY 2024.

CLOSING DATE: 17 MAY 2024

CLOSING TIME: 12H00

BID DESCRIPTION: RFP - TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING, COMMUNITY PARTICIPATION, ARCHITECTURE, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 12 MONTHS

BID NUMBER: JDADPF/DTP-JOBURG-001/2024

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
Tel: 011 688 7811

Contact Person: Mr Siyambonga Gcobo

E-mail: sgcobo@jda.org.za

ANY REQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department: Development Facilitation
Tel: 011 688 7812

Contact Person: Ms M Rakabe

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 DISQUALIFIED.

RFP - TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING AND TRANSPORT PLANNING, COMMUNITY PARTICIPATION, ARCHITECTURE, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 12 MONTHS.

OFFER

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

NAME OF BIDDER.....

BID DESCRIPTION.....
.....
.....

BID NUMBER.....

POSTAL ADDRESS.....

STREET ADDRESS.....

CONTACT PERSON

TELEPHONE NUMBER CODE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER

E-MAIL ADDRESS.....

COMPANY REGISTRATION NUMBER

NATIONAL CENTRAL SUPPLIER DATABASE NUMBER

VAT REGISTRATION NUMBER

TAX VERIFICATION PIN NUMBER

TOTAL BID PRICE R..... Including Value Added Tax

TOTAL BID PRICE in words

.....

.....

..... Including Value Added Tax

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED

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SUPPLIERS DATABASE REGISTRATION

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

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

Transitional Period (1 September 2015 to 30 June 2016)

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

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

After Transitional Period 1 July 2016

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

For more information on registration, please:

Mr. Siyambonga Gcobo on 011 688 7851

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To all Stake Holders

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 centralize the reporting of fraudulent and corrupt activities through the establishment of an independent fraud hotline.

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: 0800-0025-87 (all official languages)
- Email Address: Whistle@joburg.org.za
- Walk in: 48 Ameshhof Street, SAPPI Building, East Wing, 5th Floor
- Social Media Pages: Facebook (Group Forensic and investigation services GFIS) and Twitter (@cojgfris)
- Management Request and referrals: Various Departments and Entities



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

WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE

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BID NUMBER: JDADPF/DTP-JOBURG-001/2024

MAY 2024

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COPY OF ADVERT

TENDERING PROCEDURES

Tender Notice and Invitation to Tender

BID DESCRIPTION: RFP - TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING, COMMUNITY PARTICIPATION, ARCHITECTURE, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 12 MONTHS

BID NUMBER: JDADPF/DTP-JOBURG-001/2024

The JDA is requesting proposals from experienced companies and / or joint ventures to render professional services required for the development of a Desmond Tutu Precinct and surroundings for the City of Johannesburg.

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

Technical queries or queries relating to the project may be addressed to Ms. Manyedi Rakabe at (011) 688 7812; fax: (011) 688 7899; or e-mail: MRakabe@jda.org.za

Documents may be downloaded from the JDA website: www.jda.org.za and e-Tender portal: www.etenders.gov.za on **03 May 2024**. Tenders must only be submitted on the tender document that is downloaded from the stipulated websites only. The retyping of the tender document is not permitted.

A Compulsory Clarification Meeting with representatives of the Employer will take place physically at the premises of Johannesburg Development Agency, The Bus Factory, 3 Helen Joseph Street, Newtown on the **7th of May 2024 starting at 10h00am – 11h00am**. The last day for receipt of queries is 14 May 2024.

The closing date and time for receipt of tenders is **12:00pm on 17 May 2024**. Telegraphic, telephonic, telex, facsimile, e-mailed and late tenders will not be accepted.

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

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

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

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

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A TEAM OF PROFESSIONALS, CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING AND TRANSPORT PLANNING, COMMUNITY PARTICIPATION, URBAN PLANNING, ARCHITECTURE/DESIGN AND DEVELOPMENT ECONOMICS TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU AND SURROUNDINGS PRECINCT FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY OVER 12 MONTHS.

1. INTRODUCTION

The Johannesburg Development Agency (JDA) requests technical assistance from a professional Multi-disciplinary team, consisting of Transport Engineer/Planner, Urban Planner/Designer, Community Participation Consultant and Development Economics to prepare a Precinct Plan for the establishment of the Desmond Tutu precinct and surroundings on behalf of the City of Johannesburg for a period of 12 months. The appointed project team will be required to review the precinct and transportation plan as well as the urban development concept and evaluate the impact the precinct will have on transport. The Precinct Plan should be complete with a functional Implementation Plan and Urban Management Plan to assist the City of Johannesburg transform the study area.

2. PURPOSE OF RFP

The JDA is mandated to implement area-based development and regeneration projects. This mandate positions the focus of the JDA on long term change of a neighbourhood through implementing a range of projects in specific areas. The Inner-City Urban Regeneration Programme focuses on an area-based improvement strategy. These Inner-City area-based interventions are in support of the Johannesburg Inner-City Transportation Masterplan and the Inner-City Transformation Roadmap. The project entails detailed planning and design for improved safety, accessibility, and functional linkages between the various inner-city precincts as well as The Establishment of a Desmond Tutu Precinct.

2.1. Background

An internationally-acclaimed icon, Archbishop Emeritus Desmond Tutu (1931-2021) was one of the last giants of the anti-apartheid movement, known for his life-long championing of human rights. Awarded the Nobel Prize for peace in 1984, he has been hailed as a moral beacon, and an exemplary leader.

Much of Desmond Tutu's life was inextricably linked to the city of Johannesburg, where he served as Dean of St Mary's Cathedral (1974-1976) before becoming Bishop of Johannesburg in (1985-1986). Around this period, he elected to make his home in Orlando West, Soweto rather than live in the official Dean's residence in Houghton, then an exclusively white suburb.

Archbishop Desmond Tutu played a leading role in the church and in society, during and after he was Dean of St. Mary's Cathedral and later Bishop of Johannesburg. During the post-apartheid period, Desmond Tutu Chaired the Truth and Reconciliation Commission (TRC) set up to investigate gross violations of human rights, and continued to be a passionate voice for social justice.

In the "Golden Start" Media Briefing on Wednesday 12 January 2022, the then Executive Mayor Dr. Mpho Phalatse pledged to accelerated service delivery and infrastructure upgrades across the administration. A key initiative announced at the briefing by the Executive Mayor was that the Inner City Rejuvenation Programme will be resuscitated,

with the development of a heritage precinct to honour the late Archbishop Desmond Tutu to be established in the environs of St. Mary's Cathedral.

2.2. Cathedral of St Mary the Virgin

St. Mary's Cathedral is a historical landmark of the Johannesburg city centre, and is the mother church of all Anglican churches in Johannesburg. During the apartheid period, St. Mary's stood out as a non-racial place of worship and a bastion of human rights struggles.

St Mary's Cathedral was designed by the Diocesan architect Frank Fleming, in a Romanesque-Italian style with the exterior finished in sandstone, and was consecrated in 1929. The interior, rising some four to five storeys high, is dominated by soaring white-plastered columns and arches, stained glass windows and simple wooden benches. The church holds Cecil Skotnes linoprints, and the pulpit carvings are by Joe Kekana.

An adjoining chapel, All Souls Chapel is the oldest part of the Cathedral which was consecrated in 1919. Designed by the renowned architect Herbert Baker, the Chapel pays tribute to fallen South African soldiers, including anti-apartheid combatants, with lists of 8 000 names of those who died in World War 1.

By the 1950s, St Mary's Cathedral was one of the few non-racial churches in downtown Johannesburg. After the closing down of St. Cyprian's a few kilometres away, black congregants from that church joined the services at St. Mary's, and the congregation swelled. Through the apartheid years, the Cathedral hosted many meetings in support of the liberation struggle, especially around the 1970s and 1980s when Bishop Tutu gave moral and spiritual counselling to activists.

Considering the close connection of Desmond Tutu and St. Mary's Cathedral, it will be fitting to transform and dedicate the Cathedral precinct in honour of his legacy. The Bishop viewed the Cathedral of St Mary the Virgin as a highly significant site that influenced and positively shaped his vision as a leader of church and society. It was in this Cathedral that he was ordained as Deacon and Priest, installed as Dean and later consecrated as Bishop.

Led by a number of outstanding Deans and Bishops, including Gonville French-Beytagh, Simeon Nkoane and Desmond Tutu, the Cathedral stood out for many decades as a bastion against the injustices and brutality of apartheid. After 1994, St. Mary's Cathedral continued to be a place of healing and spiritual comfort.

The adjoining Darragh House, a 19 storey block of flats which belonged to the church, also played an outstanding role in fighting discrimination. Through the apartheid years, the apartment block was a sanctuary for embattled activists evading the police, while the hall at Darragh House was made available for non-racial anti-apartheid meetings.

Darragh House saw the founding of a number of progressive formations, movements and initiatives, including the

Congress of Democrats (COD), the National Union of Mineworkers (NUM), and of the New Nation newspaper.

Luli Callinicos recounts the birth of the Congress of Democrats in her book The World That Made Mandela: a heritage trail: “At a meeting at Darragh Hall called by ANC Secretary Oliver Tambo in 1952, he urged white democrats to form their own organization. The Congress of Democrats (COD) was formed later that year. The constitution of the COD was based on the Universal declaration of Human Rights, and included the principle of one person, one vote”.

An initiative of the Catholic Bishop’s Conference, the New Nation newspaper began at Darragh House, where the newspaper had offices headed by founder-editor Zwelakhe Sisulu. Published on a weekly basis between 1986 and 1997, New Nation was a leading anti-apartheid newspaper, which shone a spotlight on the rights of black workers and issues of inequality and racism.

Much like New Nation, the founders of the National Union of Mineworkers (NUM) used Darragh House as a base and meeting place, located a block away from where the union had its offices. Black mineworkers were involved in gold mining in Johannesburg from 1886, but were excluded from the white miner’s union for many years, and it was only in 1982 that the NUM was formed. The first leader of the National Union Mineworkers was Cyril Ramaphosa, under whom the union grew rapidly.

2.3. Archbishop Desmond Tutu Heritage Precinct

By 2019, a submission was made by the Rector of St Mary’s Cathedral and the Dean of Johannesburg proposing the establishment of “The Archbishop Desmond Tutu Precinct”, with St. Mary’s Cathedral as the centrepiece of the Precinct. Sadly, this proposal was not acted upon by the City during Desmond Tutu’s life-time. Following the death of Desmond Tutu on 26 December 2021, the precinct development has now acquired new sense of purpose and impetus as a way to memorialise and honour the late Archbishop as a national and global icon.

In 2021, the City of Johannesburg through the Heritage Department undertook a Heritage Precinct study that comprised of the city block where St. Mary’s Cathedral and Darragh House.

The intention of the study was to ensure that the city block became a Protected Area under Section 28 of the National Heritage Resources Act (NHRA).Section 28 of the Act, relating to “Protected Areas”, provides that:

“SAHRA may, with the consent of the owner of an area, by notice in the Gazette designate as a protected area—such area of land surrounding a national heritage site as is reasonably necessary to ensure the protection and reasonable enjoyment of such site, or to protect the view of and from such site”

The core block around St. Mary’s Cathedral was thus the focal area of the Archbishop Desmond Tutu Heritage Precinct study, which could in time be extended to encompass other heritage sites nearby. Heritage sites and structures located in close proximity to this core block include Johannesburg Park Station, the Railway Administration Building, and the

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former Transvaal University College. The report and related drawings for this study will be shared with the successful bidder.

3. PROJECT LOCATION AND DESCRIPTION

The study area for the Desmond Tutu Precinct is shown in Figure 1 below. The study area or focus area for the Precinct shown in blue includes other buildings and establishments in the close proximity of the St Mary the Virgin Cathedral. The city block is bounded by Wanderers street to the east, Hoek Street to the west, De Villiers Street to the north and Plein Street to the south. The Cathedral at all times in the planning and development of this precinct should form the focal point.

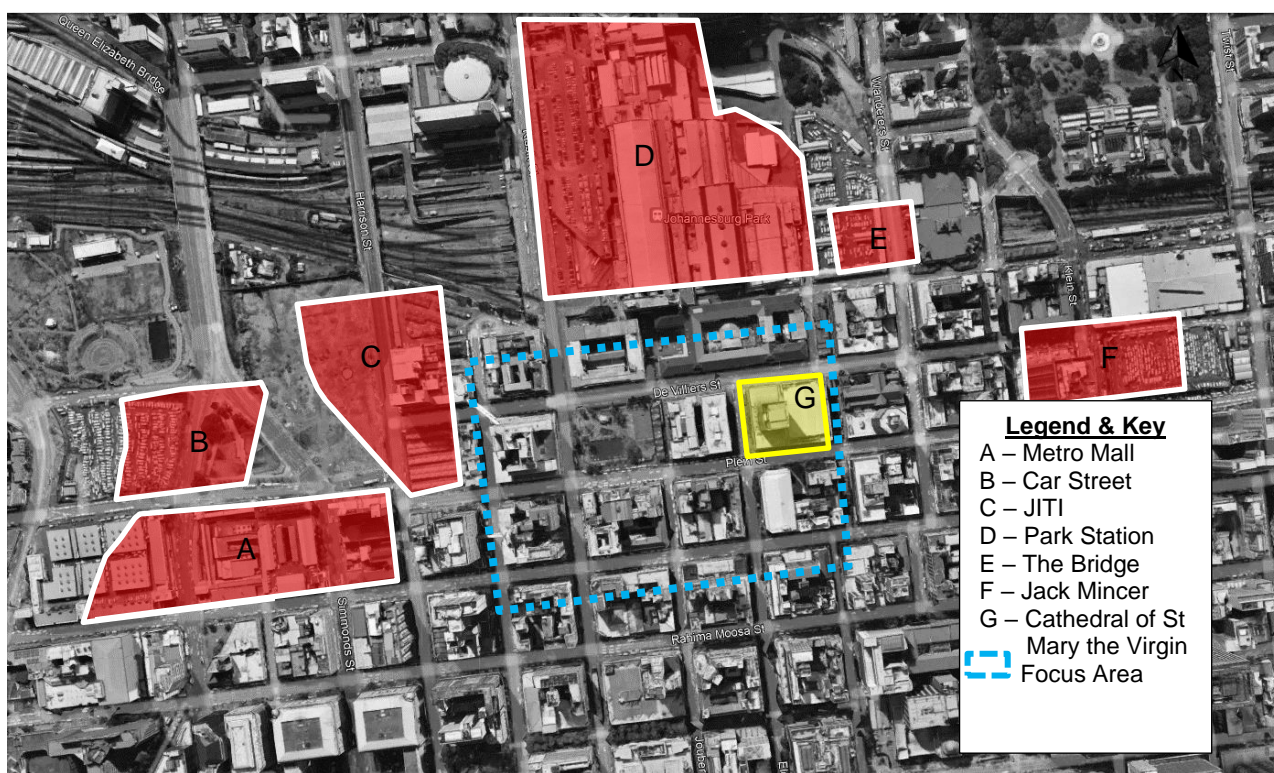


Figure 1: Study Area

The significance of the taxi ranks or public transport facilities shown in Figure 1 should be emphasised as key to the development of the precinct particularly for public transport operations and provision.

Based on surveys carried out in 2019, approximately 2 300 minibus taxis carrying passengers exited formal taxi ranks during peak periods. An additional 461 minibus taxis carrying passengers were counted using informal taxi ranks scattered around the Inner-City during peak periods. It was estimated in the Inner-City Masterplan that number of minibus taxis operating within the Inner-City will increase drastically in the next 10 years due to rapid urbanisation anticipated.

Jack Mincer Taxi Rank has a peak period utilisation of around 8:00 AM peak trips and 4:00 PM peak trips. The MetroMall Taxi Rank serves around 530 and 640 trips in the AM and PM peaks respectively. The 8:00 AM peak trips translate to 12 054

passengers in the AM peak. The Inner-City Transport Masterplan found that the expected growth will far surpass the supply in terms of taxi ranks in the Inner-City. It estimated that in order to meet future demand, the City will have to provide an additional two or three Jack Mincer Taxi Rank sized taxi ranks. The Inner-City Transport Masterplan further made proposals encouraging the City of Johannesburg to rethink current strategies to hold minibus taxis within the Inner-City.

4. PROJECT SCOPE

The appointed project team will be required to review the urban development concept and evaluate the impact the precinct will have on transport. The project programme will comprise of the following;

4.1. Project Inception

The Service Provider will be required to present a feasible approach/methodology to undertake this project that is in line with the City's objectives. Details around proposed methodology, stakeholder engagement and other approaches should be included amongst other relevant topics. This project stage shall further outline detailed work plans, timelines, project deliverables, risk and mitigation measures to prevent possible challenges that may be encountered during the project.

The Service Provider is required to include the following:

- Project Workflow Diagram;
- Project plan;
- Project Milestones;
- Risk Plan with mitigating measures; and
- Invoice Plan.

Deliverables: Project Inception Report

4.2. Status Quo Analysis

Bidders are expected to analyse and outline the current transport system, urban planning management, land use and other related matters at this stage of the project. Bidders are further expected to advise as part of the Economic Study the current socio-economic situation of the study area. The successful bidder will be expected to present the findings of the status quo spatially.

The status quo analysis is expected to identify challenges that are experienced by commuters in the current pick-up and drop-off areas, example: safety, conflict between pedestrian movements and traffic, lack of pedestrian crossings, lack of shelters, lighting, ablution facilities, excepted that the analysis will provide an insight on potential conflicts. The status quo analysis is expected to be based on the below elements:

4.2.1 Site Visit

A successful bidder will be expected to conduct a site visit in order to be acquainted with the focus area and other parts of the City in close proximities to the focus areas. It is expected that the site visit will be conducted prior to the conclusion of the Project Inception Report. The site visit should ideally be undertaken with all stakeholders including Urban Planners and City officials. Bidders are required to include and allow for a site visit in proposals.

4.2.2 Literature Review

The successful bidder will be required to make use of comprehensive literature to understand previous work undertaken in the Inner-City by the City of Johannesburg and provide a detailed gap analysis. The City of Johannesburg undertook and approved a Johannesburg Inner-City Transport Masterplan (JITMP) in May 2021. The JITMP study proposed various strategies to deal with congestions and improve the transport system in the Inner City. Strategies around the Lillian Ngoyi Street as a Public Transport Mall, strategies around taxi holdings at peripheries of the Inner-City should be reviewed thoroughly to understand their relevance in what the City aims to achieve with this Request for Proposal (RFP). There are other strategies contained in the JITMP and other documents that should be reviewed for relevance in this study including the City's approved Integrated Transport Plan.

The City of Johannesburg is also in a process of developing a Precinct around the High Court. The outputs of this study will have an impact on the outcomes of the Desmond Tutu Precinct Plan. Further to that, the City of Johannesburg has embarked on the Lillian Ngoyi Street re-instatement project. The project is aimed at going beyond reinstatement of the street to its previous form but plans on transforming the street into a more walkable street that conforms to sustainable goals in line with the City's Green Strategy. It is expected that the successful bidder will take into account the outcomes of the above-mentioned studies in the development of the Desmond Tutu Precinct Plan. At the commencement of the project, the Service Provider will collect and review all relevant reports, plans with particular attention, but not limited to the following documents.

- Johannesburg Integrated Transport Masterplan;
- City's revised IPTN Phasing approach plan;
- City's Integrated Development Plan (IDP);
- COJ Freight Plan;
- Southern Corridors Integrated Corridor Management (ICM) studies;
- Soweto Integrated Public Transport Operational plan;
- Managed Lanes Policy (2012);
- Strategic Integrated Transport Plan Framework (2013);
- North-East Quadrant (NEQ) Integrated Public Transport Operational Plan;
- JRA 10-year Road Development plan;
- CoJ Household Travel Surveys (2014);
- GAUTENG HHTS, 2019 etc;
- Various Transport Policy Documents;
- Transport Information Register 2013;

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- Integrated Public Transport Network (May 2019);
- Metrobus Operational Plan (2014);
- City of Johannesburg Complete Street Policy, 2013;
- Various Traffic Impact Assessments;
- Informal Trading Policy 2022
- Nodal Review Policy 2020
- Spatial Development Framework 2024; and
- Non-Motorised Transport (NMT) Framework, 2009

4.2.3 Model Review

The City of Johannesburg possesses a strategic transport model conducted in 2014. The model is in the PTV platform and is managed by CSIR. This model will be made available to the successful bidder. The successful bidder is expected to review and update the City on whether the model is fit for purpose. It should be understood that the transport modelling required for purposes of this study is of Mesoscopic and Microscopic nature. The focus area in particular will require some form of a network microscopic modelling to account for pedestrian movement including conflicts between pedestrians and vehicles.

The City also possesses a SATURN Model developed during the JITMP process. The model will be shared with the successful bidder with the same as above expected. The bidder is encouraged to use any platform with good graphics. Further, bidders are encouraged to use any platform with a good visual platform for ease of presentation. The City is however not limiting bidders to a particular platform or software as long as the above is noted.

4.3. Data Collection

4.3.1 Traffic Counts, Pedestrian, Non-Motorised and Cordon Counts

The City of Johannesburg through various projects undertaken over the years in and around the Inner-City has collected extensive amount of transport related data. The most recent data collected for one of the Integrated Corridor Management approach projects was on 08 March 2023. This traffic count data will be provided to the successful bidder at the project Inception Meeting. The bulk of the data to be provided was collected as part of the Johannesburg Inner City Transport Masterplan. In addition, additional traffic count data covering De Villiers Street will be provided during the inception stage of the project.

In order to account for any changes in transport patterns and close any gaps on data, bidders are requested to allow for a minimum of 10 classified intersections traffic counts and 20 pedestrian counts. The traffic counts should include non-motorised transport including waste trolley pushers. These counts will have to be undertaken at strategic locations within the study area for a minimum of twelve (12) hours during the week (Monday to Friday) and a minimum of six (6) hours

on a typical Saturday or Sunday (weekend). The strategic locations will be discussed and agreed at the Inception meeting.

To complete this section, bidders are requested to allow for a maximum of 10 cordon counts. The cordon counts should be used more to estimate public transport passenger demand on public transport routes used by minibus taxis. The public transport demand estimation should be in a form of vehicle occupancy surveys. The bidder is expected to estimate as follows:

- 100 = fully occupied;
- 50% = half or quarter full; and
- 0% = Empty (Zero passengers).
- Origin-Destination Data

The City is not expecting bidders to collect the following information or data:

- Origin-Destination Data (OD);
- Public Transport Utilisation Data; and
- Journey Times.

The above listed information will be provided from data collected during the JITMP study. Some of the data such as travel patterns (OD) can be extracted from various transport demand models in use by the City of Johannesburg. It is expected that the successful bidder will make use of other acceptable alternatives such as Google Traffic Data, Tom-Tom, and Ways to estimate journey times in and around the Inner City. These alternatives should be presented and agreed upon at the Inception meeting.

4.3.2 Land Use Data

The successful bidder is however expected to verify and sought additional planned developments information from other sources such the Johannesburg Roads Agency Traffic Department and City of Johannesburg Development Planning.

Bidders are also expected to include in their proposal plans and strategies to obtain both existing and planned land use information. The proposal should also outline how the obtained land use information will be used. It is expected that any urban management infrastructure such as public green spaces, public amenities, ablution facilities, lighting provision etc will be collected for use in the development of the urban planning status quo.

The successful bidder is further expected to obtain informal trading information from the City of Johannesburg Department of Economic Development (DED). This information should be used in combination with information collected during site observations.

4.3.3 Public Transport Infrastructure

The Desmond Tutu Precinct study area is located within the Public Transport District (as per the JICTMP). The major public transport facilities for all public transport are within walking distance including the two major minibus taxi facilities in Johannesburg. All taxi rank utilisation data will be provided to the successful bidder.

BRT routes are located along Rissik and Harrison Streets. The BRT routes are complete with Stations at strategic locations. The successful bidder is expected to collect public transport infrastructure data and provide an overview of the provision in and around the study area. Bidders are not expected to collect facility or infrastructure utilisation data but are expected to provide an overview of the usage. The how this should be achieved should be included in the methodology proposal.

3.3.4 Non-Motorised Transport Infrastructure Data

The successful bidder is expected to provide an overview of non-motorised transport infrastructure provision in the study area. The overview is expected to include the current state of the infrastructure. An overview on connectivity for users to public amenities particularly for non-motorised transport is expected. Bidders are required to include in the proposal the methodology to be used to collect the required data to form the basis of the overview.

Deliverables: Status Quo Report

4.4. Concept Plan

The role of the urban planner/designer on the project would be to provide and define key spatial/physical interventions and strategies to develop the area into a sustainable cohesive and livable neighborhood as it relates to aspects such as basic services, social and recreational amenities; improved mobility and connectivity and safe and healthy environments (public and private).

It is imperative that the urban planner together with the architect/urban designer who will advise the client on the appropriate urban design guidelines to inform interventions for the study area. The City encourages Urban Design Guidelines for public transport and pedestrian oriented streets that elaborate on identifying opportunities for active ground floor land uses that can be oriented towards the street for increased surveillance. The guidelines should elaborate on the design of public spaces and the street, with well-designed building edges where specific buildings should serve as landmarks and visual references to the corridor. There should be an emphasis on Green Building initiatives to encourage sustainability and resilience of the precinct.

The successful bidder will be required to prepare design concepts in broad outline showing space provisions, planning

relationships, spatially co-ordinate the work designed by consultants and specialists. This stage will again also involve community engagement to confirm the design and revisions required pending input from stakeholders. The consultant will also be required to advise the client on the technical and functional characteristics of the project as proposed, the estimated costs in relation to the budget and the anticipated project programme.

Deliverable: Desmond Tutu Precinct Plan and Urban Design Concept

4.5 High Level Economic Study

High Level Economic impact assessments provide a quantitative method to estimate the economic benefits that a particular project or industry brings to the economy and surrounding communities where the specific project or industry is located. The successful bidder will be expected to conduct high level economic impact assessment. The purpose of the assessment is to estimate the changes in employment, income and levels of business activity that may result from the proposed project. Furthermore, the assessment will identify and examine the variables that will have an influence on the Desmond Tutu Precinct concept that envisions the streets as more walkable. The successful bidder will be expected to provide a synthesis of the detailed economic analysis of the study area. The economic analysis should include the following:

- Economic Activity Analysis which looks at the level of direct and indirect economic activity (e.g. jobs, output, value-added and etc.) that a project will contribute to an economy. This can be undertaken using methods such as input-output analysis and computable general equilibrium modelling;
- Cost benefit analysis (CBA) looks at the costs and benefits of the project, relative to a “without” project scenario, and identifies whether the project would have net benefits to the local and wider economy, particularly Region F in this case;
- Assess how the businesses will be affected directly by the project;
- Profile the existing businesses; and
- Assess the risks associated with the project.

The Service Provider will be required to propose rigorous methodologies to assist with local economic growth, job creation, investment in the study area, and improved infrastructure provision.

Deliverable: Desmond Tutu Precinct High Level Economic Study

4.6 Traffic and Transport Intervention

Traffic and transport interventions into the Precinct should address the following:

- Integration of public transport facilities, including NMT into the precinct;
- Strategies to improve safety of all users, but especially pedestrians;

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- Location and design of ingress and egress points in a way that prevents congestion and improves overall traffic safety;
- Circulation network that prioritises the safety and comfort of pedestrians;
- Efficient parking management;
- Traffic and Transport recommendations based on relevant horizon years which take into consideration future developments;
- Mixed-use development and related parking requirements; and
- Review of traffic infrastructure investments in the precinct and their impact on achieving the goal of improved pedestrian safety and vehicular accessibility of the precinct (improved traffic flow).

In order to quantify the traffic and transport interventions, the successful bidder will be expected to conduct a details traffic impact assessment that covers the following aspects of the study area:

- A review of the Traffic Impact Assessment previously conducted for the Study Area, Innercity Transport Masterplan and other related studies previous conducted by the City of Johannesburg;
- Investigations to ascertain existing roads, access points, public transport and pedestrian facilities; and
- Traffic demand estimation
 - existing traffic demand;
 - 12-hour traffic counts and escalation (catering for both weekdays and weekends) and analysis as per vehicles classes;
 - trip generation;
 - trip distribution; and
 - trip assignment.

The Traffic Impact Assessment should further assess the following:

- The impact of converting certain streets from two directional streets into one ways, if the concept plan suggests such;
- The impact of permanent closure of streets and converting same to pedestrian zones if the concept plan suggests such;
- Assess the impact of implementing traffic calming measures (raised crossings) at identified streets or intersections within the precinct if the concept plan suggests such;
- Proposals for the mitigation of said impact (if any).

The traffic and transportation team will also be responsible for the following:

- Where lane closures (conversion) are feasible as determined by the TIA, prepare relevant application for submission to relevant authorities for approval. Attend to all relevant queries for these applications as required;
- Undertake an all-day parking assessment to assess the parking demand within the precinct and develop a Parking Management Plan for the improved management of on-street and off-street parking in the precinct,

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including freight;

- Oversee the temporary lane closure on certain streets as identified in the precinct and application for wayleave to test closure those streets;
- Oversee the testing of the impact to remove parking (no parking) on certain street if identified by the concept; and
- Project Cost Estimates Report.

The Traffic Impact Assessment should be conducted according to relevant TMH Coto Manual guidelines. Bidders should be aware of the TMH COTO manual requirements when bidding.

Deliverable: Transport Study + Traffic Impact Assessment

4.7 Implementation Plan

A detailed implementation plan should be developed taking into account intervention strategies, projects, costs, timelines etc. The implementation plan should also identify projects that should be earmarked for piloting if there's a need.

Deliverable: Implementation Plan

4.8. Urban Management

The Inner-City Transport Master Plan places an emphasis that the success of well-functioning inner-city relies totally on effective urban management and maintenance of the existing infrastructure and future investments to ensure sustainability in the years to come. If urban management and maintenance is not adequately budgeted for and resourced, further investment in infrastructure and plans becomes futile and the city will continue on a path of urban decline and degeneration. The successful bidder needs to adequately provide a detailed urban management plan for the Desmond Tutu Precinct.

4.9. Stakeholder Engagement

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

The stakeholder practitioner will play a critical role in designing and hosting engagement sessions using creative co-production techniques. The content and direction of which will be influenced and guided by the Transport Planner.

However, it will remain the responsibility of the Project Leader to ensure that the collaborative engagements are

conducted according to project deliverables and program and that inputs and insights gained from these sessions are appropriately interpreted and applied in terms of overall project. The service provider is expected to present to the project steering committee and agree on the stakeholder approach, mapping and program at the inception meeting.

The service provider will be required to, at appropriate stages in the process, hold work sessions with a Technical Committee, which will consist of various CoJ departments, municipal entities and other stakeholders. The service provider will also be required to conduct extensive consultations with external holders to be discussed and agreed at the project inception meeting. Some key external stakeholders include the Minibus Taxi Industry, Property Owners, Residents and Business Forums within the Inner-City. Key internal stakeholders are listed below (not limited to):

- City Departments/MOEs;
- Section 79 Transport Committee;
- JRA;
- JDA;
- Development Planning;
- Economic Development;
- GDRT;
- EISD;
- Regional Office (CRUM);
- Johannesburg Intermodal Planning Committee (JIPC); and
- And any other Government departments and fora that the city and the bidder may identify;
- Ward Councillors and Committees;
- Community members; and
- Organised formal and informal business.

The project team may be required to make presentations or make available current presentation materials to City's staff to enable the officials to provide additional updates/briefings to various other committees, commissions, stakeholder groups as needed at key milestones in the process. All bidders should allow for meetings as follows:

- 20 external stakeholder meetings;
- 5 internal stakeholder meetings
- 10 project meetings including steering committee meetings.

It should be noted that the meetings above exclude regular project meetings.

Deliverable: Stakeholder Engagement Report Containing Stakeholder Mapping, Strategy, Plan / Program

4.10 Project Management

The successful bidder will be required to project manage the whole project. The project manager will be required to arrange regular project co-ordination meetings which will consist of the JDA Project Managers, COJ, various CoJ departments, municipal entities and other stakeholders. The successful bidder shall perform secretariat duties of minute

taking (which shall be approved by the City) and dissemination of minutes/meeting notes after each meeting. A project steering committee will be formed whereby the appointed bidders will be required to make presentations and table proposals with regards to the project.

4.11 Project Close Out

Provide the client with the project file and all documents to be handed over to JDA and COJ.

5. TIMEFRAMES

The project duration is 12 months and the appointed service provider will be appointed for 12 months on the project.

6. PROJECT MANAGEMENT AND CO-ORDINATION

The project lead will be required to arrange regular project co-ordination meetings, which will consist of various CoJ departments, municipal entities and other stakeholders. A project steering committee will be formed whereby the appointed bidder will be required to make presentations and table proposals with regards to the project.

The successful bidder shall perform secretariat duties of minute taking (which shall be approved by the City) and dissemination of minutes/meeting notes after each meeting. The project co-ordination meetings shall happen once monthly for the project duration. Monthly progress reports shall be prepared and submitted to the City's steering committee. The Project leader will be responsible for ensuring that project deliverables are achieved in line with the project schedule and ensure that invoices are accompanied by project/ progress reports

6.1. Project Documentation

The successful bidder will be expected to provide project documentation as listed below.

6.1.1. Progress Reports

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

- **Hard Copy:** 3 colour hard copies of the progress report (bound, may be printed double-sided)
- **Soft Copy:** Progress report should also be submitted in PDF (Acrobat) and Word file format.

6.1.2. Draft Documents

- **Hard Copy:** 3 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** cloud storage folder of the draft products in PDF (Acrobat) and Word file format and 32 to 64GUSB.

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6.1.3. Final Documents

- **Hard Copy:** 3 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** cloud storage folder of the draft products in PDF (Acrobat) and Word file format. One of the soft copies must be typed to allow direct single-sided A4 printing.

6.1.4. Maps/Plans and drawings

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

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

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

6.1.5. Data Ownership

All milestone products, developed for the purpose of this project, in addition to the final document and all associated map work, traffic models and statistical work shall remain the property of the CoJ. All files shall be delivered to the City in the agreed format. The data is not be used without the consent of the City of Johannesburg.

7. PROFESSIONAL FEES AND PROJECT MILESTONES

7.1. 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.

Table 3: Pricing Table

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Item	Description	Units	Quantity	Rate	Price
1	PROJECT INCEPTION, ADMINISTRATION AND PROJECT MANAGEMENT				
1.1.	Project planning, and preparation of the Inception Report	Item	1	R	R
1.2	Project Management, administration and Project Team meetings	Monthly rate	12	R	R
1.3	Project Steering Committee meetings	No of meetings	4	R	R
2.	DATA COLLECTION				
2.1	Draft Data Collection Plan	Item	1	R	R
2.2	Final Data Collection Plan	Item	1	R	R
2.3	<i>12 hour classified intersection traffic counts (10 intersection)</i>	ITEM	10	R	R
2.4	<i>12 hour vehicle occupancy counts</i>	ITEM	10	R	R
2.5	<i>12-hour classified NMT link counts (pedestrian, cyclists, trolley pushers and others) counts – (Intersection to intersection)</i>	ITEM	10	R	R
2.6	Transport Infrastructure Data/Report	Item	1	R	R
2.7	Non-Motorised Infrastructure Data	Item	1	R	R
2.8	Parking Stress Assessment				
2.8.1	<i>On-street 12-hour Parking Utilization</i>	Item	1	R	R
2.8.2	<i>Off-street 12 hours Parking Utilization (Public and Private)</i>	Item	1	R	R
2.12	Land Use data collection for all study areas Report	Item	1	R	R
2.13	Economic activity data collection for the study areas Report	Item	1	R	R
3.	STATUS QUO ASSESSMENT				
3.1	Literature and Model review Report	Item	1	R	R

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Item	Description	Units	Quantity	Rate	Price
3.2	Traffic Data Analysis Report	Item	1	R	R
3.3	Zoning and Land Use Analysis Report	Item	1	R	R
3.4	Development Economic Analysis Report.	Item	1	R	R
4.	STATUS QUO REPORT				
4.1	Draft Status Quo Report	Item	1	R	R
4.2	Final Status Quo Report	Item	1	R	R
5	PRECINCT PLAN				
5.1	Draft Precinct Plan	Item	1	R	R
5.2	Final Precinct and Implementation Plan	Item	1	R	R
5.3	Urban Management Plan	Item	1	R	R
6	Transport Plan				
6.1	Draft Transport Plan	Item	1	R	R
6.2	Final Transport Plan	Item	1	R	R
7	STAKEHOLDER CONSULTATIONS AND FOCUS GROUP DISCUSSIONS				
7.1	Stakeholder Mapping, Draft Stakeholder Engagement and Communication Plan	Item	1	R	R
7.2	Final Stakeholder Engagement and Communication Plan	Item	1	R	R
7.3	Regional Meetings	Number of meetings	3		
7.4	Booking of Meeting venues, PA system, projector, lights etc	Provisional Sum		R 35 000	
7.5	Internal, External Meetings and Focus Groups	Number of meetings	20	R	R

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Item	Description	Units	Quantity	Rate	Price
7.6	Newspaper adverts • local newspaper	Item	6	R	R
7.7	Stakeholder Engagement Report.	Item	1	R	R
8.	CLOSE OUT REPORT				
8.1	Close Out Report	Item	1	R	R
Total Including VAT				R	

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

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

BIDDERS ARE TO USE THE RELEVANT PROFESSIONAL FEES GUIDELINES ISSUED IN TERMS OF APPROPRIATE ACT

7.2. Timelines And Indicative Programme

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

The project is expected to be completed within 12 months from date of award. The indicative critical milestones for this project are illustrated in **Table 5**.

This project should be completed and handed over to the City by end of 12 months after the date of appointment of the successful bidder.

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

8. PROPOSAL CONTENT

Notes

8.1. 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.

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- 8.2. 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.
- 8.3. 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.
- 8.4. 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.
- 8.5. 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).
- 8.6. Successful tenderers will be remunerated in accordance with JDA's Standard Form Agreement, Appendix 4 which is included under Annexure I for information purposes.
- 8.7. 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:

- 8.8. **THE "OFFER" PAGE MUST BE COMPLETED IN FULL AND SIGNED. Any bidder who fails to do so will be disqualified.**
- 8.9. **Tenderers are required to submit a detailed fee proposal based on the requirements set out in item 4 above and to ensure that the final TOTAL FEE IS CORRECTLY TRANSFERRED TO THE "OFFER" PAGE. Any bidder who fails to do so will be disqualified.**
- 8.10. 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 **R2 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.
- 8.11. 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.
- 8.12. 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.
- 8.13. 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.

- 8.14. Audited financial statements for the past three years.
- 8.15. Details of directors / partners / members and shareholders with certified copies of their identity documents.
- 8.16. The forms A to H annexed, must be scrutinized, completed in full and signed.
- 8.17. **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 [i.e. **project description, role played and responsibilities, project value, start and end dates**]. **The number of years of experience in the required role on transport planning and engineering per project must be clearly demonstrated in the CV's to indicate compliance with the minimum requirements.**
- relevant qualifications and attach certified proof hereof
- individual memberships to the stipulated professional associations and attach proof hereof

- 8.18. **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. TMP/ TIA / IRPTN / IPTN, Precinct Plans and Feasibility studies. that consists of Traffic/ Transport Planning components, construction projects will not qualify.**

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

- Contactable references: References must be for COMPLETED projects only. References must be on the client's letterhead or on a document with the client's company stamp and signed by the client. The letter / document **must** confirm the name of the project / description of the project (*must be clear that the project was a relevant **Transportation Planning Project***), a description of the service rendered (*must be clear that the service rendered is aligned to the service being tendered for i.e. project management, transportation planning*), the value of the transportation planning component of the project, the value of the constructed works, the date when the project was started and completed (*must be between 2017 and 2022*) and it must rate the service rendered (*e.g. good, satisfactory, poor etc. and not just state that the bidder was involved in the project or that they completed the project*).

NOTE:

- 8.19. **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.**
- 8.20. **Information contained elsewhere in the submission and / or on other schedules will NOT be considered. Only the information entered on Annexure H will be considered as previous experience and only reference letters related to the projects listed on Annexure H will be considered as supporting documentation.**
- 8.21. Tenderers are to submit 2 copies of their proposal (1 original plus 1 copy).

FAILURE TO COMPLY WITH THE REQUIREMENTS IN ITEM 7.1 and 7.2 WILL RESULT IN TENDERERS BEEN DISQUALIFIED FOR NON-COMPLIANCE.

FAILURE TO COMPLY WITH THE REQUIREMENTS IN ITEMS 8 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 7.7 to 7.17**
- **Item 7.11 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.

9. ASSESSMENT CRITERIA

Submissions (responses to item 7 above) will be evaluated on the following criteria:

- Compliance
- Technical
- Price / BBBEE
- Risk Tolerance

9.1 Compliance

Bidders will be disqualified in the following instances:

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

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

9.2 Technical

The technical assessment is based on the criteria set-out below namely (i) key returnable documents, (ii) capability of the proposed key team members (i.e. experience, qualifications, and memberships to professional associations per Item 7.10 above) and (iii) the experience of the company (i.e. Transport Planning and Engineering components).

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

Bidders are expected to score a minimum of **385 points**, 70% (out of 550 maximum points score able).

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Variables	Total Points	Criteria	Description of criteria	Max Points	Points Awarded
KEY RETURNABLE DOCUMENTS per item 6.3 to 6.19 herein		Valid BBBEE status level certificate	Points will only be allocated for key returnable documents submitted as required / stipulated in item 7.3 to 7.19 herein	N/A	Y / N
		Company registration documents		N/A	Y / N
		CTS letter from SARS		N/A	Y / N
		Valid Professional Indemnity Insurance R2m		N/A	Y / N
		Current municipal rates account / affidavit		N/A	Y / N
		3 Years audited financial statements		N/A	Y / N
		Certified copies of identity documents		N/A	Y / N
		Annexure A (in full and signed)		N/A	Y / N
		Annexure B completed in full and signed		N/A	Y / N
		Annexure C completed in full and signed		N/A	Y / N
		Annexure D completed in full and signed		N/A	Y / N
		Annexure E completed in full and signed		N/A	Y / N
		Annexure F completed in full and signed		N/A	Y / N
		Annexure G completed in full Organogram			
		<ul style="list-style-type: none"> Table 1: a. Project Leader/Manager: /Transport policy Researcher Info & Experience 	N/A	Y/N	
		<ul style="list-style-type: none"> Table 2: Senior Traffic Engineer Info & Experience 	N/A	Y/N	
		<ul style="list-style-type: none"> Table 3: Town / Urban Planner Info and Experience 	N/A	Y/N	
		<ul style="list-style-type: none"> Table 4: Architect/ Urban Designer 			
		<ul style="list-style-type: none"> Table 5: Economist Info and Experience 	N/A	Y/N	
		<ul style="list-style-type: none"> Table 6: Community Participation Consultant Info and Experience 	N/A	Y/N	
Annexure H completed in full Company Completed Projects	N/A	Y/N			

Variables	Total Points	Criteria	Description of criteria	Points
		PROJECT TEAM		

RFP - TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING AND TRANSPORT PLANNING, COMMUNITY PARTICIPATION, ARCHITECTURE, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 12 MONTHS.

CAPABILITY OF PROPOSED TEAM per item 6 and Annexure G	500	PROJECT LEAD (SENIOR TRANSPORT ENGINEER)		
		Ten (10) years and above; Experience in transport planning and engineering, policy research and/or transport policy development. (national, provincial or local level) or research outputs. A Honour's degree in civil engineering and/or-traffic engineering or higher Professional registration with ECSA as Professional Engineer/ Technologist	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 Proof of qualification must be provided to obtain the points Proof of registration must be provided to obtain the points.	100
		TOWN PLANNER /URBAN PLANNER		
		Eight (8) years or above Experience in projects related to planning related to policy research and/or policy development. (national, provincial or local level) or research outputs	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	50
		Five to Seven (5-7) years; Experience in projects related to planning related to policy research and/or policy development. (national, provincial or local level) or research outputs		30
		Five (5) years or above ; Experience in projects related to planning related to policy research and/or policy development. (national, provincial or local level) or research outputs		10
		Honours degree in Urban Planning/Town Planning or Higher	Proof of qualification must be provided to obtain the points	40
		A Bachelor's degree in urban planning/ Town Planning or related		20
		A diploma in Urban Planning/Town Planning or related		10
		Professional registration with SACPLAN as Professional Planner	Proof of registration must be provided to obtain the points.	10
		ARCHITECT/URBAN DESIGNER		
		Eight (8) years or above of Experience in projects related to <ul style="list-style-type: none"> • Precinct Plans • Urban development concepts 	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	50

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	Five to Seven (5-7) years or above of Experience in projects related to <ul style="list-style-type: none"> Precinct Plans Urban development concepts 		30
	Under five (5) years or above of Experience in projects related <ul style="list-style-type: none"> Precinct Plans Urban development concepts 		10
	Masters in Urban Design or Honours degree in Architecture	Proof of qualification must be provided to obtain the points	40
	A Bachelor's degree in Architecture		20
	Professional registration with SACAP as Professional Architect or Technician		10
DEVELOPMENT ECONOMIST			
	Eight (8) years or above of Experience in projects related to the analysis of the economy of an area in the following completed economic, feasibility studies, market studies/plans for Transportation, Informal Trading ,Local economic development plans and property projects.		50
	Five to Seven (5-7) years or above of Experience in projects related to the analysis of the economy of an area in the following projects i.e. TMP, Feasibility Report, UDF. Precinct Plan and research and/or policy development. (national, provincial or local level) or research outputs	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	30
	Five (5) years or above of Experience in projects related to the analysis of the transport economy of an area in the following projects i.e. TMP, Feasibility Report, UDF. Precinct Plan and research and/or policy development. (national, provincial or local level) or research outputs		10
	An Honours Degree in Development Economist / Economics or related	Proof of qualification must be provided to obtain the points	50
	A Bachelor's degree in Development Economist with a major in economics or related		30

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		A diploma in Economics or related		10
COMMUNITY PARTICIPATION SPECIALIST				
		Eight (8) years or above of Experience in stakeholder engagement processes projects related to policy research and/or policy development and planning (national, provincial or local level) or research outputs	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	50
		Five 5 to 7 years of experience in stakeholder engagement processes projects related to policy research and/or policy development and planning (national, provincial or local level) or research outputs		30
		Under 5 years of experience in stakeholder engagement processes projects related to policy research and/or policy development and planning (national, provincial or local level) or research outputs		10
		An Honour's degree in Humanities and/or Social Sciences and/or Development Planning and/or Social Development)	Proof of qualification must be provided to obtain the points	50
		A Bachelor's degree in Humanities and/or Social Sciences and/or Development Planning and/or Social Development)		30
		A diploma in Humanities and/or Social Sciences and/or Development Planning and/or Social Development)		10

Variables	Total Points	Criteria	Description of criteria	Points
		REFERENCES FOR COMPLETED PROJECTS		
		Four satisfactory planning project references	Points will only be allocated for having rendered the required services on Transportation Planning Projects and Precinct Plans, construction projects will not be considered	50
		Two to Three satisfactory planning project references	References must be on client letterhead or document stamped and signed by the client and must include	30

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		One to two satisfactory project references	<p>the name / description of the project, it must confirm the service rendered, the value of the constructed works, the date completed and a comment of the level of satisfaction with the service. References must be for projects listed above under project experience, and relevant to this project only. Appointment letters, Purchase Orders etc. will NOT be considered as references.</p> <p>If any of the required information is not contained in the reference then zero points will be awarded</p>	10
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9.3 Price and Empowerment

Price and Preference

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:

<p>Price and Preference</p>	<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>P_{min}</p> <p>Where: P_s is the number of points scored for price;</p> <p>P_t is the price of the tender under consideration;</p> <p>P_{min} is the price of the lowest responsive tender.</p>
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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	
Total points for Price and	100

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The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be complete d by the organ of state)	Number of points claimed (80/20 system) (To be complete d by the tenderer)	Means of Verification
Business owned by 51% or more - Black People	5		<ul style="list-style-type: none"> • B-BBEE certificate or QSE/EME Affidavit; • Company Registration Certification • Certified Identification Documentation. • CSD report
Business owned by 51% or more — Women	10		Company Registration Certification <ul style="list-style-type: none"> • Certified Identification Documentation • CSD report, B-BBEE certificate or QSE/EME Affidavit;
SMME (EME or QSE)	5		<ul style="list-style-type: none"> • BBBEE Certificate/ Affidavit CSD Registration
Total Points	20		Failure to attach documents for verification 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).

	<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</p> <p>$PP = P_s + P_{bee}$ 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>
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9.4 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)

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.

CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

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

“REQUEST FOR PROPOSALS TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRANSPORT ENGINEERING, COMMUNITY PARTICIPATION, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR 12 MONTHS

must be written / typed clearly on the envelope.

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

The Tender closes at 12h00 on 17 May 2024

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

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

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

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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:

Ms Manyedi Rakabe

E-mail: MRakabe@jda.org.za

ANNEXURE A: BUSINESS DECLARATION

Tender/RFP Number :

Tender/RFP Description :

Name of Company :

Contact Person :

Postal Address :

.....

Physical Address :

.....

Telephone Number :

Fax Number :

Cell Number :

E-mail Address :

Company/enterprise Income

Tax Reference Number :

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

VAT Registration Number :

Company Registration Number :

1. Type of firm

Partnership

One person business/sole trader

Close corporation

Public company

Private company

(Tick one box)

2. Principal business activities

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

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

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

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

5. Did the firm exist under a previous name?

- Yes
- No

(Tick one box)

If yes, what was its previous name?

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

Full Time :

Part Time :

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

Full Time :

Part Time :

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

BANK :

BRANCH :

BRANCH CODE :

ACCOUNT NUMBER :

ACCOUNT HOLDER :

TYPE OF ACCOUNT :

CONTACT PERSON :

CONTACT NUMBER :

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

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

SIGNATURE :

NAME IN FULL : CAPACITY :

.....

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

COMPANY STAMP

ANNEXURE B: DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

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

3.1 Full Name:

3.2 Identity Number:

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

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

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

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

If yes, furnish particulars

.....
.....

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

If yes, furnish particulars

.....
.....

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

If yes, furnish particulars

.....
.....

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

If yes, furnish particulars

.....

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

If yes, furnish particulars

.....

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

If yes, furnish particulars

.....

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

If yes, furnish particulars

.....

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

FULL NAME	IDENTITY NUMBER	STATE EMPLOYEE NUMBER

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

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

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

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

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

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

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4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

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

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

EMPLOYER	CONSULTING ENGINEER	NATURE OF WORK	VALUE OF WORK	YEAR COMPLETED

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

EMPLOYER	CONSULTING ENGINEER	NATURE OF WORK	VALUE OF WORK	YEAR COMPLETED

*** Organ of State means-

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

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

.....
 Position

.....
 Name of Bidder

.....
 Date

ANNEXURE E: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

for

RFP - TO APPOINT A CONSORTIUMS/ JOINT VENTURES WITH EXPERTISE IN TRAFFIC ENGINEERING, COMMUNITY PARTICIPATION, ARCHITECTURE, URBAN PLANNING AND DEVELOPMENT ECONOMIST TO PREPARE THE ESTABLISHMENT OF THE DESMOND TUTU PRECINCT AND SURROUNDINGS FOR THE CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 12 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);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a bid;

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- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE F: DECLARATION ON STATE OF MUNICIPAL ACCOUNTS

A Any bid will be rejected if:

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

B Bid Information

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

C Documents to be attached

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

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

.....
.....

Signature:.....

Date:.....

ANNEXURE G : ORGANOGRAM THIS ANNEXURE IS CRITICAL FOR THE TECHNICAL EVALUATION AS DETAILED UNDER ITEM 8.2 HEREIN

The tenderer shall list below the key personnel proposed for this project in the discipline and designation being tendered for as per 7.10 and 8.2 herein. Provide a Project Organogram.

TABLE 1: PROJECT LEAD- TRANSPORT PLANNER

Table G-1.1 : Key Resource Information	
Resource Information	
Designation:	PROJECT LEAD (TRANSPORT PLANNER)
Name & Surname	
Nationality	
ID / Passport Number	
First Qualification Name Incl. Date of Qualification and Institution	
Highest Qualification Name Incl. Date of Qualification and Institution	
Years Experience after initial relevant Qualification	
Professional Registration Body / Institution	
Date of Professional Registration	
Professional Registration Number	

PROJECT LEAD EXPERIENCE/ TRANSPORT PLANNER

Project Name	Project Type (Transport Policy and Research)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

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

TABLE 2: URBAN/ TOWN PLANNER

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

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URBAN/TOWN PLANNER

Project Name	Project Type (Transport Planning, Engineering Policy Planning and Research)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

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

Table G-1.3 : Key Resource Information	
Resource Information	
Designation:	URBAN DESIGNER/ 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	

URBAN DESIGNER/ ARCHITECT

Project Name	Project Type (Policy Planning and Research)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

TABLE 3: DEVELOPMENT ECONOMIST

Table G-1.3 : Key Resource Information	
Resource Information	
Designation:	DEVELOPMENT ECONOMIST
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	

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DEVELOPMENT ECONOMIST

Project Name	Project Type (Policy Planning and Research)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

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

TABLE 4: COMMUNITY PARTICIPATION CONSULTANT

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

COMMUNITY PARTICIPATION SPECIALIST EXPERIENCE

Project Name	Project Type (Stakeholder Engagement projects related to policy planning and development and research)	Date Started / Date Completed	Client Name & Contact Details	Specific Tasks completed by yourself

Please note that construction products will score zero points as only relevant Transport Policy Planning and Development will be evaluated for points.

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE H: SCHEDULE OF COMPLETED CONTRACTS

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

The tenderer shall list below a **maximum of 5 projects of a similar nature and scale** to this project as described under item 7.11 and 8.2 herein.

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

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

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Company Project Related Experience							
Project Name	Project Type (Transport Policy planning and development and research)	Project Value (Excluding Construction Costs)	Construction Value (if available)	Project Start Date / End Date	Project Description	Client Name & Contact Details	Specific Tasks completed relevant to this Tender Proposal Terms of Reference
1.							
2.							
3.							
4.							

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5.							
----	--	--	--	--	--	--	--

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

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

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