



a world class African city



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

CLOSING DATE: **16 September 2016**

CLOSING TIME: **12H00**

BID NUMBER: DF007/2016

BID DESCRIPTION: MELVILLE – UJ PRECINCT PLAN

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

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

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

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

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

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

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Procurement

Contact Person: Ms Claudia Mahlaule

Tel: 011 688 7851

Fax: 011 688 7800

E-mail: cmahlaule@jda.org.za

ANY ENQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department: Development Facilitation

Contact Person: Xolisile Sithole

Tel: 011 688 7800

Fax: 011 688 7800

E-mail: xstithole@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.

To all our stakeholders

RE: The channels of reporting fraudulent and Corrupt Activities

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

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

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

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

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

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



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

SUPPLIERS DATABASE REGISTRATION

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

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

Transitional Period (1 September 2015 to 30 June 2016)

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

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

After Transitional Period 1 July 2016

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

For more information on registration, please:

Ms. Kgadi Mphela on 011 688 7813
Mr. Mike Mabunda on 011 688 7811

REQUEST FOR PROPOSAL FOR:

MELVILLE – UJ PRECINCT PLAN

Tender advertisement: 02 September 2016

Compulsory briefing: 09 September 2016

Closing date: 16 September 2016

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ANNEXURES

- A : Business Declaration
- B : Declaration of Interest
- C : Declaration of Past SCM Practices
- D : Particulars of Contracts Awarded by an Organ of State
- E : MBD9 Certificate of Independent Bid Determination
- F : Conditions of Contract – For information only NOT for completion

COPY OF ADVERT

TENDERING PROCEDURES

Tender Notice and Invitation to Tender

Melville – UJ Precinct Plan

The JDA is requesting proposals from experienced professional team for the development of the Melville – UJ Precinct Plan. The work comprises of the following:

- The development of a co-produced vision for precinct
- Status quo analysis of the current situation to assist in setting the spatial vision for the study area
- To guide spatial and land use solutions for future development
- To ensure the sustainability of the public environment assets created through the Melville - UJ precinct;
- To facilitate the optimal delivery of municipal and any other urban management services;
- To activate the public places and facilities created through the development by introducing place-making strategies; and
- To deepen the impact of the development by strengthening the neighbourhood identity, creating enabling conditions for long-term private investment, and implementing social and economic programmes that benefit the local community

The appointed team will be expected to provide a full scope of services as stated above.

The physical address for collection and submission of tender documents is Johannesburg Development Agency, The Bus Factory, 3 Helen Joseph Street, Newtown 2000.

Documents may be collected during 08:00 to 17:00 from Friday, 02 September 2016.

A non-refundable tender fee of R250.00 must be deposited into the JDA's bank account: Standard Bank; Account Number: 000198366; Branch Code: 000 205 with reference JDA DF007/2016. Proof of payment is required on collection of the tender documents.

Queries relating to the issue of these documents may be addressed to X Sithole, JDA, The Bus Factory, 3 Helen Joseph Street, Newtown 2000 or fax: 086 504 3436 or e-mail: xsithole@jda.org.za

A compulsory briefing session with representatives of the bidders will take place at the Johannesburg Development Agency Offices, 3 Helen Joseph Street, Newtown on 09 September 2016 starting at 10:00.

The closing time for receipt of tenders is 12:00 on Friday, 16 September 2016. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders must only be submitted on the tender documentation that is issued. The retyping of the tender document is not permitted.

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. Correspondence will be entered into with the successful tenderer

“WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE, USING THE ANTI-FRAUD HOTLINE NUMBER: 0800 555 836”

1. INTRODUCTION

DEVELOPMENT CONTEXT

The Johannesburg Development Agency has been engaged in a project on public environment upgrades at the intersection of University Road, Kingsway Avenue and Beyers Naude Drive. The intersection lies along the Empire Perth Corridor which hosts two University of Johannesburg's campuses. The University is also closely located to the Witwatersrand University along the Empire-Perth Corridor which has allowed for one of the characteristics of the Corridor being the institutional knowledge hub.

The project seeks to address the high number of pedestrian-traffic accidents at the intersection. Various proposals have been made to the project stakeholders and an immediate intervention has been agreed on whilst best practice designs are sought for a long term solution. The immediate intervention entails road re-alignment and public space upgrades around the intersection.

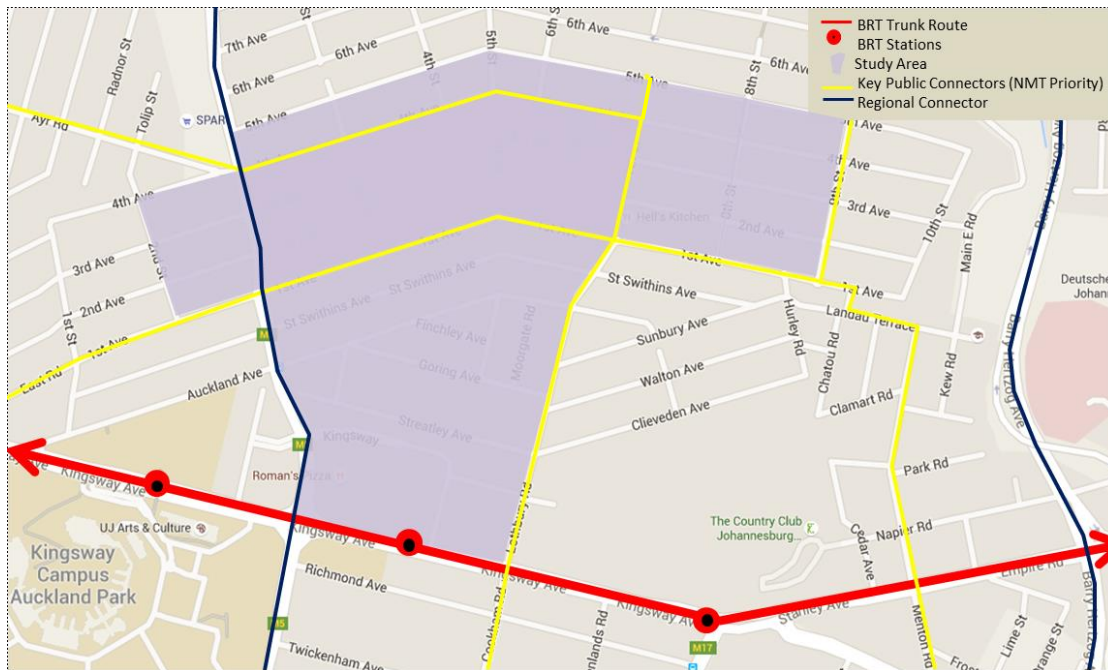
Melville's 7th Street directly links to the BRT trunk route for the Empire Perth Development Corridor and has been identified in the SAF as a Key Public Connector route facilitating Non-Motorised Transit movement. The precinct of 7th Street and 4th Avenue host a wide variety of trendy restaurants, retail facilities and night clubs. The activity node is dominated by a residential component used largely for student and guest houses due to being a popular tourist destination as well being closely located to various parts of the City.

The Corridors of Freedom form priority of the City's investment programmes for the next decade. The programme entails:

- Investing in bulk infrastructure to accommodate significant increases in development densities
- Releasing and developing municipal land to achieve the precinct development visions
- Expanding and improving public transit infrastructure and facilities
- **Investing public funds in public environment upgrading and the provision of public amenities and community facilities to serve a significantly larger and denser population**
- Fast-tracking development of privately owned properties to achieve higher densities, and more intensive mixed land uses
- Capturing the value generated through proximity to improved transit facilities by introducing relevant fiscal instruments, where appropriate
- **Implementing place-making interventions to ensure that the precincts are activated**
- Implementing economic strategies to support the growth of economic activities and create sustainable job opportunities.

The SAF encourages multi-use facilities in multi-storey buildings in character with environments envisaged along the BRT and around transit stations. It uses the BRT routes to form an urban system and network offering sustainable travelling alternatives lined by mixed use developments.

2. STUDY AREA



Melville's 7th Street suburb precinct lies 4km out of the inner city adjacent to Auckland Park, Emmerentia, Brixton and Richmond. It is closely located to the University of Johannesburg, South African Broadcasting Cooperation, Media Park and Campus Square Shopping Centre. The study area is outlined by Kingsway Avenue, Barry Hertzog Avenue, 5th Avenue and Beyers Naude Drive.

The precinct is known as the cultural node of the City being largely populated by students, academia and media professionals. Apart from the mixed use -densified properties along 7th Street and 4th Avenue, the precinct is mostly characterised by residential single story properties.

3. SCOPE OF WORK

The project scope is the development of a Precinct Plan that can be adopted as council policy and inform the Municipality's capital expenditure decisions as well as the private sectors intentions. The **Precinct Plan** must be formulated to direct spatial, socio economic, infrastructural, and development proposals within the study area. The plan should be premised on providing development proposals and solutions aimed at fulfilling place-making and high streets principles within the study area, and optimisation of 7th Street linking to Lothbury Road and 4th Avenue as NMT route.

The objectives of the Precinct Plan shall -

- Conduct a status quo assessment affecting of current reality of the study area in order to advance relevant proposals
- Align the development of the study area through development parameters that are aligned to the broader goals of the Empire Perth Corridor
- Determine development proposals that will make optimal usage of the study area considering its surroundings and impacting development strategies
- Propose urban management interventions to ensure maintained healthy, safe and secure urban environment

- Propose targetable public-private partnership development projects

3.1 The precinct plan should provide a Vision, set Objectives, and consist of a Status Quo Report, an Area Based Management Plan, Urban Design Guidelines as well as an Urban Management Plan as anchoring components of the plan. The plan is to be compiled and packaged as follows:

3.1.1 Vision and Goal

The service provider will be required to develop a vision and set goals for the Precinct area which will have to be reviewed and endorsement by stakeholders. The vision and goals should serve to guide the outcomes of the plan.

3.1.2 Status Quo Analysis

The Analysis should detail the strengths, weaknesses, opportunities and threats in the study area. The successful bidder should provide an analysis of the current conditions in the study area detailing:

Socio-Economic Study -

- Demographical analysis – detailing age, economic status, education
- Identify existing residential, retail and commercial offerings in the study area and provide nature and database thereof
- Detail social facilities and analyse accessibility/ functionality
- Detail levels of informality- trading, homelessness, abandoned/ hijacked buildings
- Provide summary of surveys and interviews
- Determine desired socio-economic conditions

Spatial Study -

- Detail current land use and zoning composition using Town Planning Scheme and surveys including open space network
- Identify emerging development trends and trajectory
- Identify illegal uses and nature of uses
- Analyse quality, capacity and constraints of infrastructure services

Transport and Traffic Study -

- Assess accessibility to the study area using a range of existing and planned transportation modes, including pedestrian access
- Determine current on street and off street parking constraints and identification of new opportunities for on and off street parking; and.
- Assess ease of access and movement along
- Identifying the need for loading facilities for delivery vehicles
- Determine parking strategy in line with achieving a walkable environment
- Conduct key pedestrian counts to assess desire lines and pedestrian demand

3.1.3 Policy Context

It is important that the Precinct plan is in alignment with the Strategic Area Framework and also be considerate of preceding plans and other existing policies.

3.1.4 Urban Design Guidelines

The Precinct Plan should consist of urban design guideline proposals to direct future developments towards the attainment of an inclusive densified mixed use, liveable and walkable area. These proposals should be informed by the SAF and other COJ urban design policies; should be reviewed and approved by stakeholders in spelling out the following objectives but not limited to:

Neighbourhood Portrait -

- Overview of context
- Recent development interventions (government and private)
- Development trends

Urban Design Principles -

- Scale and Intensity of buildings
- Building Frontages
- Building/ Street interfaces
- Streetscapes
- Landscaping

Permissible Land Uses and Development Controls -

- Primary and consent land use rights
- Floor Area Ratio
- Building height and coverage
- Parking ratio
- Building lines, including build to lines and setback lines
- Site and public environment landscaping provisions
- Any other general conditions of zoning which may be necessary

Precinct Movement Framework -

- Derive enhanced pedestrian accessibility, mobility and safety as a core component of the high street functionality
- Derive a parking strategy which identifies on and off street parking opportunities and preserves the mobility function of 7th Street and 4th Avenue
- Derive loading and delivery strategy which meets the needs of businesses operating in the study areas high streets and preserves the mobility

Testing of Interventions

- Proposed interventions will have to be tested through tactical urbanism and provide a report of findings

3.1.5 Urban Management Plan

The plan should address **urban management** challenges identified as part of the status quo analysis with the broader aim of protecting and enhancing the City's capital investment. It should also include an **activation and institutional framework plan** which should be informed and guided by testing of interventions exercise. The management plan should detail the followings aspect:

- Identified urban management hotspots in the study area
- Present detailed management plan for security, cleaning and parking for necessary parts of the study area
- Propose management plan of hard infrastructure, utility and social services and street trading
- Economic and tourism potential
- Propose Social and educational programming opportunities
- Propose/ identify recreational opportunities
- Costing plan for required urban management resources
- Innovative income generation proposals for urban management solutions
- Propose additional potential collaborative programmes that could be applied to increase area management efforts in the study area
- Highlight existing departments, organisations, forums and committees
- Identify linkages and associations that could be formed and roles that could be partaken in improving urban management in the study area
- Indicate the nature of the roles
- Performance monitoring
- Provide a calendar of potential place activation events

- Conceptualise and implement the testing of development proposals and activities
- Cost of programmes
- Propose funding strategy and model
- Provide existing institutional framework

3.1.6 Implementation Plan

This plan should detail a **programme** of required development projects and activities based on proposals as well as a **socio-economic Plan** detailing interventions by stakeholders and departments. The programme should provide a detailed schedule detailing the following:

- Components and sequencing of plan
- Short to long term implementable programmes
- Propose implementing agent and collaborative roles that could be formed
- Task allocation
- Proposed institutional framework
- Propose programme timeframes
- Socio-economic Plan

3.1.7 Media Plan

It is required that the development of the Precinct Plan process is documented and video recorded in a creative manner to contribute to the JDA's information repository, the deliverables should ultimately be but not limited to:

- Stakeholder Engagement Plan
- Abridged Precinct Plan Booklet
- Illustrative mediums e.g. posters, pamphlets etc
- Social Media
- Video recording

4. APPOINTMENT

The JDA is requesting proposals from multidisciplinary teams of consulting professionals to prepare the Melville - UJ Precinct Plan which is to include:

- Urban planner as team leader
- Urban designer
- Socio - Economist
- Transport planner / traffic engineer
- Civil engineer
- Urban management specialist
- Community Participation Consultant
- Media Strategist

5. TEAM COMPOSITION

- The multidisciplinary team is to be led by an urban planner
- An urban designer
- A local economic developer/ socio-economist with at least 5 years of post-qualification experience with a minimum of an honours degree in development economics or similar research degree, and preferably a provable track record in the production / delivery of socio-economic research on informality as well as on retail, commercial and residential property;
- Transportation planner and / or traffic engineer with at least 7 years post qualification experience and a minimum of an honours degree in transportation planning;

- Civil engineer with at least 7 years post qualification experience and a minimum of an honours degree in civil engineering;
- An urban management specialist with at least 5 years of provable experience in the preparation and implementation of management plans and strategies for the urban management of commercial and / or residential areas; and
- A Community Participation Consultant with relevant qualifications and experience in innovative participatory methodologies
- A Media Strategist with relevant qualification and experience in devising innovative media/ marketing plans

5.1. Skills, Experience and Capacity

The lead consultant/s is required to have the following relevant skills, experience and capacity:

- Evidence of working on similar projects in terms of scale and complexity;
- Over 7 years' experience in town and regional planning, urban design or built environment discipline;
- Be registered with an appropriate professional body;
- Be knowledgeable of Municipal policy
- Experience of dealing with City departments and a range of public and private stakeholders;
- Be familiar with municipal, provincial and national government systems and processes, including those related to development planning and capital budgeting;
- Be aware of national and provincial legislation, policies and programmes that have implications for the Melville – UJ Precinct Plan;
- Have knowledge of the functional working relationship between the City of Johannesburg and its Entities;
- Have capacity to manage and deliver the scope of work within the required timeframes.

The consulting team, which may include senior and junior staff, must provide full CV's, proof of professional affiliation and documentation proving adequate experience to deliver the required outputs.

6. PROJECT DELIVERABLES

- 6.1. Two electronic copies and three bound and printed colour copies of Status quo report in A4 or A3 which should include:
 - 6.1.1. Executive summary detailing the purpose, vision and objectives of the plan
 - 6.1.2. Theoretical/ strategical background and methodology towards the compilation of the plan
 - 6.1.3. The status quo detailing historical and present contexts of the Precinct, associated socio-economic, infrastructural, spatial analysis, transport / traffic impact reports
- 6.2. Two electronic copies and three bound and printed colour copies of Urban Design Guidelines:
 - 6.2.1. Neighbourhood Portrait of current precinct context
 - 6.2.2. Urban Design Guidelines proposed to optimise 7th Street and 4th Avenue as high street linking to Corridor
 - 6.2.3. Proposed Precinct Movement Framework to promote Precinct as accessible public space
 - 6.2.4. Proposed permissible Land Uses and Development Controls guided by existing city policies
 - 6.2.5. Digital 3D model to showcase how the study area may develop over time based on the development concept
- 6.3. Two electronic copies and three bound and printed colour copies of Urban Management Plan:
 - 6.3.1. Urban Management Plan
 - 6.3.2. Activation Plan
 - 6.3.3. Implementation Plan
 - 6.3.4. Institutional Framework
- 6.4. Annexures:
 - 6.4.1. Engagement & Process
 - 6.4.2. Maps & Tables

6.4.3.References

6.5. Presentations of the different phases of the Plan have to be work shopped with the City of Johannesburg, JDA and stakeholders and used as the basis for required public meetings. Given the collaborative nature of the project, provision must be made for:

6.5.1. At least six workshops with the local stakeholder project steering committee or focus groups

6.5.2. At least two public meetings with wider area stakeholders

6.5.3. At least two events to analyse the impacts of proposals as part of the Proof of Concept report

7. SUBMISSION REQUIREMENTS

7.1 Final submission must include the following:

- A consolidated and packaged Precinct Plan document
- A set of maps in GIS and PDF format including all shapefiles for the project
- A final presentation in MS Word, MS PowerPoint and PDF format
- Datasets must be handed over to the client as well as the City's Corporate GIS
- Directorate – see requirements attached as Annexure
- Information repository on project and video documenting project
- Three unbound colour printed copies of the final document in either A3 or A4 format.

7.2 Guidelines for the Obtaining of, Capturing and Maintenance of Spatial Data (City of Johannesburg, Corporate Geo-Informatics)

Obtaining of Digital Data for Council Projects

Digital data, e.g. cadastral data or orthophotography, are available for all projects of the Council including those for which the Council has appointed consultants.

Data for Council projects will be transferred free of charge provided that:

- A task request form is completed and signed by the project leader or consultant (see form attached);
- A form on the copyright/data declaration regarding the use of the data is signed by the consultant (see form attached); and
- The consultant supplies a copy of the letter of appointment.

The consultant supplies a letter of appointment/approval from the Council project leader for the obtaining of data from the Council.

Requests on the availability of the data or the obtaining of the data can be directed to:

Corporate Geo-Informatics: GIS Projects

Contact persons: Albert Matsebatlela or Lesley Adams

Tel: (011) 407-6095/6203

Fax: (011) 403-3511

e-mail: CGISProjects@joburg.org.za

Please allow 8 working days for the completion of data request tasks (depending on the content of the request and the pressure of the task request queue). Average turnaround time for digital data is 2-3 working days.

Please note: There will be a charge of R190, 00 per hour for labor costs.

Data Formats

On completion of a project, it is required that data captured be handed over to the Council.

Data must be handed over in an ArcGIS compatible format e.g. shapefiles or ArcInfo coverages. Associated attribute files must also be included.

E.g. of shapefile extensions:

- Roads.shx
- Roads.shp.xml (metadata)

Data Formats

- Roads.shp
- Roads.dbf (database file)
- Roads.sbn
- Roads.prj (projection file)
- Roads.sbx

The Council's approved standard 26-digit code must be used as the unique property identifier. (see example below):

Table 3: New CGIS 26 digit code (Township Erf and Agricultural Holding)

TOIR00540010000012300001RE
Township TOIR0054001

<i>Sgo_cd</i>	T	Office Indicator or Origin of Data	T=Pretoria
<i>Sgr_cd</i>	01R	Registration Division or Administrative District	
<i>Ts_cd</i>	0054	Township Number within Registration Division	Allocated per Township or Agricultural Holding. Farms are indicated by Code 0000
<i>Ext_cd</i>	001	Township Extension	Township Extension
<i>Erf</i>	00000123	Parcel Number	Erf, Stand, Lot or Holding Numbers. Farm Numbers.
<i>Ptn</i>	00001	Portion Number	Sub-division or Farm Portion Numbers
<i>Re</i>	RE (Blank if no RE)	Remainder	Remaining Extent of Parcel

The data must be in a Transverse 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. Electronic mail can also be used provided that files or zipped files do not exceed 2MB in size.

Data Quality Statement / Metadata

Datasets transferred to the Council must have detailed metadata attached or must be accompanied by a statement on the quality of the data. The Metadata or statement must be as comprehensive as possible and must include at least the following:

- Basic project information including the name of the project, contact information of the Council project leader and the consulting firm.
- Name of the files included and a brief description of the content of the files.
- Description of the geographic extent.
- A brief description on the origin of the data (source information) and the processes and transformations that the data has been subject to.
- A description of the positional accuracy must include the scale of the source information, the scale at which the data was captured, the methods used to capture the data and the name of the capturing agency.
- The currency of the data must be stated as a date and/or time (source date). If relevant, updating intervals must be stated. The date the data was captured must also be included.
- A brief description of attributes included in the datasets as well as methods used to collect and capture the attribute data.
- If third party data is used for projects, copyright statements must be included as well as the names of the custodians of the datasets.

Please note that the City of Johannesburg has the copyright on all new datasets created for council projects.

Maintenance of Data

If relevant, a maintenance agreement is completed and signed by the consultant or custodians of the datasets, stating the updating intervals of data.

Inquiries regarding the data format or quality statements can be directed to:

Maintenance of Data

Etienne Erasmus
Tel (011) 407-6124
E-mail: etiennnee@joburg.org.za
Or
Lesley Adams
Tel (011) 407-6203
Email: lesleya@joburg.org.za

7.3. Notes

- 7.3.1 All milestone products in addition to the final document and all associated map work, models and statistical work will become the property of the Johannesburg Development Agency and the City of Johannesburg.
- 7.3.2 Tenderers are to ensure that they have adequate resources to undertake the work under stringent timeframes.
- 7.3.3 Tenderers are required to take cognisance of the role of the other professionals as described in this proposal call and work coherently with them where required.
- 7.3.4 The JDA reserves the right to ask tenderers to replace any member/s of the proposed team if they do not meet the JDA requirements.
- 7.3.5 Successful tenderers must note that they will be required as and when necessary to attend (a) presentations to JDA, COJ and stakeholders; (b) design, progress and site inspection meetings; and (c) consultations with relevant persons and authorities including site visits. This needs to be taken into consideration in the tenderers fee proposal.
- 7.3.6 Tenderers must also note that revisions to the plan may be required following feedback received from relevant stakeholders and / or approving authorities which may necessitate some rework, additional presentations, and meetings. This needs to be taken into consideration in the tenderers fee proposal.

8. PRICING

Detailed below is information upon which fees must be based on independent proposals for the following professional services from a multidisciplinary team of professionals for the preparation of the Melville - UJ Precinct Plan.

This is followed by **item number 6.1 which ALL tenderers are required to take careful note of.**

Tenderers are to replicate the table BELOW and submit as part of their detailed fee proposal [which proposal must show pricing as requested for each of the items] and the total fee for 2016/17 must be carried to the “Offer” page.

Failure to price as required will result in the tender being disqualified for non-compliance.

Multidisciplinary team of professionals for preparation of the Melville - UJ Precinct Plan

The professionals must submit a detailed fee proposal to render services as outlined under items 6 above and in line with the deliverables as outlined in item 8:

ITEM	FEE (R) EXCL VAT
Status quo report: Analysis and synthesis of current situation <ul style="list-style-type: none"> - Status quo report (including socio-economic, traffic, spatial and infrastructure reports) - Draft report and proposal with executive summary, spatial vision and goal, policy framework 	
Draft Urban Design Guidelines: <ul style="list-style-type: none"> - Reflecting current and proposed the neighborhood portrait, urban design principles, development controls, and precinct movement framework 	
Draft Urban Management Plan: <ul style="list-style-type: none"> - Detailing urban management solutions, activation plan and proposed institutional framework 	
Draft Implementation Plan: <ul style="list-style-type: none"> - Detailing short to long term projects, funding strategy/ model 	
Draft Socio Economic Plan: <ul style="list-style-type: none"> - Detailing short to long term socio-economic interventions based on study conducted in status quo 	
Draft Media Plan and Repository entailing but not limited to: <ul style="list-style-type: none"> - Stakeholder Engagement Plan - Abridged Precinct Plan Booklet - Illustrative mediums e.g. posters, pamphlets etc - Social Media - Video recording 	
Final Precinct Plan for commenting <ul style="list-style-type: none"> - Finalised Status quo analysis, urban design guidelines, urban management plan, and implementation plan - Consolidation and packaging of Precinct Plan document 	
3D Model	
TOTAL FEE EXCLUDING VAT	R

Tenderers are to replicate the table ABOVE and submit as part of their detailed fee proposal [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.

In addition to the above fee proposal schedule, the bidder is expected to provide responses to the following:

PLANNING / URBAN DESIGN		
NO.	APPROACH	MAX LENGTH
A	Highlight, in your view any, opportunities or threats, the objectives of the assignment, and how you would propose dealing with them	2 pages
B	Describe the guiding principles and the approach you are proposing to deliver the requested services	2 pages
C	Describe your methodology in this assignment: for each component of the scope, provide a description of the significant tasks, an indicative work schedule and the resources that will be used to carry out the evaluation (in line with the indicative programme in Section 5)	2 pages
D	Structure of team, name of team leader and team as a whole.	Please include brief curriculum vitae of the team leader, other team members
E	Indication of the hourly rates per team member	

8.1 Notes

- 8.1.1 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. Failing to price as required will result in the tender being disqualified.
- 8.1.2 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.
- 8.1.3 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.
- 8.1.4 Successful tenderers will be remunerated in accordance with JDA’s Standard Form Agreement

9. INDICATIVE PROGRAM

The table below outlines the completion dates of certain milestones for of the project which commences on 02 September 2016 and ends on 02 May 2017.

Project // Milestone	Date
1. Professional team tender publication	02 September 2016
2. Compulsory Briefing Session (09 September 2016 at 10am at the JDA offices - The Bus Factory No. 3 Helen Joseph Street (Formerly President Street) Newtown Johannesburg)	09 September 2016
3. Tender for each professional service tender	16 September 2016
4. Professional team appointments completed	31 October 2016
5. Project kick-off meeting	07 November 2016
6. Presentation of consolidated project work plan	14 November 2016
7. Draft Status Quo report	12 December 2016
8. Draft Urban Design Guidelines	16 January 2017
9. Draft Urban Management Plan	20 February 2017
10. Draft Implementation Plan	27 March 2017
11. The Final Draft Precinct Plan submitted with Project Close Out report and a Stakeholder Consultation Report	03 April 2017
12. A Final Meeting / after the submission of the Draft Final Precinct Plan	02 May 2017

10. PROJECT RESOURCES

The successful bidder is expected to draw on the City of Johannesburg's developmental and spatial planning policies and plans which include:

- The City of Johannesburg Growth and Development Strategy 2040;
- The Empire Perth Development Corridor Strategic Area Framework;
- Regional Spatial Development Framework for Region B;
- Other existing policies and
- the project documentation which may emerge from other City of Johannesburg planning, transportation and heritage initiatives underway in the Empire Perth Development Corridor adjoining the study area

11. PROPOSAL CONTENT

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

The following minimum documentation must be provided:

-
- 11.1 **THE “OFFER” PAGE MUST BE COMPLETED IN FULL AND SIGNED. Any bidder who fails to do so will be disqualified.**
- 11.2 **Tenderers are required to submit a detailed fee proposals based on the requirements set out in item 6 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.**
- 11.3 **A copy of a valid Tax Clearance Certificate. Bidder’s whose tax matters are not in order with the South African Receiver of Revenue will be disqualified.**
- 11.4 An original and valid BBBEE status level verification certificate or a certified copy thereof, 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. An EME must submit a sworn affidavit confirming the following:
- Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- 11.5 A certified copy of the bidder’s Professional Indemnity Insurance certificate indicating the maximum value per claim in an insurance period, the applicable excess, and the expiry date. A minimum cover of R1m is required for this project.
- 11.6 A copy of the bidding entity’s municipal rates account for the month July 2016 in the name of the bidding entity or alternatively in the names of the directors / partners of the bidding entity. Copies of lease agreements or accounts from a lessor **will not be accepted.**
- 11.7 A statement from an independent auditor / accountant regarding the tenderer’s financial standing to undertake this project **AND** audited financial statements for the past two years.
- 11.8 Details of directors / partners / members and shareholders.
- 11.9 Certificates of membership/s to industry bodies.
- 11.10 A corporate brochure alternatively a brief summary of the entity’s background.
- 11.11 A schedule of completed contracts of a **similar** nature and scale to this project. The following details **must** be included on the schedule :
- Description of the project
 - Service rendered
 - Name of employer / client and their representative’s contact details
 - Cost of the works
 - Fee obtained for services
 - Date of completion
- 11.13 Provide information on the individuals who will be assigned to **this project (NOT the entire company)**. The following **must** be addressed:
- role/s and responsibility/ies on this project

- relevant qualifications
- number of years of relevant experience in the industry and in the proposed role
- a percentage estimate of the time planned to be dedicated to this project by each person
- detailed CV's for each member of the team noting their specific relevant project experience [project description, role and responsibilities, project value].

11.14 A detailed approach and methodology statement wherein the approach to be followed in each stage of the design and construction process is outlined with clear identification of the deliverables in each stage. This section should show the tenderer's understanding of the process and input required towards the completion of the required services.

11.15 A preliminary design programme that identifies key elements of the design process and the anticipated duration of each stage.

11.16 A forecast of monthly expenditure for the duration of the project. The forecast must take cognisance of all the costs to be incurred on the project, including specialist investigations where required.

11.17 The forms A to E annexed, must be scrutinized, completed in full and submitted together with your quotation.

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

Failure to comply with the requirements in item 11 will result in tenderers been negatively scored for responsiveness or disqualified for non-compliance.

Note for consortium and joint ventures

- The items in item 6 above are to be addressed and completed by **EACH** member of the consortium or joint venture.
- An agreement between all parties of the consortium or joint venture is to accompany the tender submission.
- A lead consultant is to be appointed and noted in the submission.

Failure to comply with these conditions may invalidate your offer.

12. ASSESSMENT CRITERIA

Submissions will be evaluated on the criteria to follow:

- Technical
- Price / BBBEE
- Risk Tolerance

12.1 Technical

The technical assessment is based on the criteria set-out below. With the exception of the compliance category, each item will be scored from 1 to 10 with weightings as indicated. Tenderers will have to submit compliant documents and score a **minimum of 245 points** [out of a possible 350] in the technical evaluation in order to be considered further in the evaluation process.

- 12.1.1 compliance: tenderers will be disqualified if their tax matters are not in order with the South African Receiver of Revenue, for failure to complete the OFFER page in full, for failure to submit a price as requested and for failure to be registered with the National Treasury Central Supplier Database. *(Yes / No)*
- 12.1.2 responsiveness: tenderers will lose points if the items requested under 11 above (excluding points numbered 11.1, 11.2, and 11.3 as these are assessed under 11.1 above) are not submitted or are not submitted as stipulated. The completeness and quality of the information requested in item 11 above will be evaluated. *(Weighting of 5)*
- 12.1.3 capability: refers to the qualifications and previous relevant experience of the proposed team members (refer 11.12 above). The information provided will be evaluated in the context of the requirements of the proposed project. *(Weighting of 10)*
- 12.1.4 previous experience: refers to the bidder's past experience in delivering building projects of a similar nature and scale to the one being tendered for, in the timeline specified (refer 11.11 above). Other criteria that will be considered in this category are found in Annexure A items 2, 3, 4. *(Weighting of 10)*
- 12.1.5 capacity: relates to the bidder's ability to deliver the project on time, within budget, and according to the required specification. Accordingly the bidder's current commitments (refer Annexure A item 9), availability of suitably qualified professionals to execute the works (refer 11.11 above and Annexure A items 6 and 7) will be considered, as well as the tenderers financial standing (refer 11.7 above and Annexure A item 8). *(Weighting of 10)*

In addition, the technical appraisal will consider soundness of methodology to be employed in tackling scope of work (refer 11.13 and 11.14).

12.2 Price and Empowerment

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

The Preference Point System will be applied as follows:

- For tenders above R1 million
 - 90 points are assigned to price
 - Up to 10 points are assigned to BBBEE status per the table under item 7.2.1
- Points scored will be rounded off to the nearest 2 decimal places
- Bidders are to note that JDA does not bind itself to accept the lowest priced bid.

12.2.1 Points awarded for BBBEE status level

Points will be awarded for empowerment (BBBEE), in accordance with the Preferential Procurement Regulations 2011 published in Government Gazette No. 34350 dated 8 June 2011. The table overleaf is applicable in this regard:

B-BBEE Status Level Of Contributor	Tenders above R1 million
1	10
2	9
3	8
4	5
5	4
6	3
7	2
8	1
Non-Compliant contributor	0

Notes :

- 12.2.1.1 “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).
- 12.2.1.2 Tenderers must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating. Certificates issued by either verification agencies accredited by the South African Accreditation System (SANAS) or by registered auditors approved by the Independent Regulatory Board for Auditors (IRBA) are acceptable.
- 2.2.1.3 An EME must submit a sworn affidavit confirming the following:
- Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- 12.2.1.4 The submission of such certificates must comply with the requirements of instructions and guidelines issued by the National Treasury and be in accordance with notices published by the Department of Trade and Industry in the Government Gazette.
- 12.2.1.5 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.
- 12.2.1.6 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.
- 12.2.1.7 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.
- 12.2.1.8 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.

12.2.2 Formula for scoring tender price

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

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

Where

P_s = Points scored for comparative price of tender under consideration

P_t = Comparative price of tender under consideration

P_{min} = Comparative price of lowest acceptable tender

X = **Points** assigned to price

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

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

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

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

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

Bidders are to note that JDA does not bind itself to accept the lowest priced bid.

12.3 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 are:

1. The greater of R 8million or four contracts / projects in the current financial year or
2. The greater of R12 million or six 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.

Shortlisted bidders may be requested to attend interviews should there be any need for clarity.

Unsuccessful bidders will have the opportunity to query the award or decision within 21 days from the day of notification.

Bidders are to note that JDA does not bind itself to accept the lowest priced bid.

The validity period of the tender is 90 days.

13. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

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

The words: **MELVILLE – UJ PRECINCT PLAN – JDA DF007/2016**

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, Newtown** only between the hours of 08H00 and 17H00.

The Tender closes at 12h00 on Friday 16 September 2016.

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

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

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

Unsuccessful bidders will have the opportunity to query the award within 21 working days of the publication of the successful bidder on the JDA website.

Queries can be addressed in writing to:

Xolisile Sithole

E-mail: xsithole@jda.org.za

Tel: 011 688 7800 Fax: 011 688 7800

Form A: Business Declaration

Tender/RFP Number :

Tender/RFP Description:

Name of Company :

Postal Address :

.....

Physical Address :

.....

Telephone :

Fax :

Contact Person :

Cell Phone Number :

E-Mail Address :

Company/enterprise Income

Tax Reference Number ** :

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

VAT Registration Number :

Company Registration Number:

1. Type of Firm

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

(Tick One Box)

2. Principal Business Activities

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

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

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

.....

.....
5. Did the firm exist under a previous name?

Yes

No

(Tick one box)

If yes, what was its previous name?.....

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

Full Time:

Part Time:

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

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

SERVICE	NAME	CONTACT PERSON	TELEPHONE
ACCOUNTING			
LEGAL			
AUDITING			
BANKING			
INSURANCE			

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

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

SIGNATURE :

NAME IN FULL :

CAPACITY :

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

BANK DETAILS

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

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

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

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

BANK:

BRANCH:

BRANCH CODE:

ACCOUNT NUMBER:

ACCOUNT HOLDER:

TYPE OF ACCOUNT:

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

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

SIGNATURE :

NAME IN FULL :

CAPACITY :

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

FORM B : DECLARATION OF INTEREST

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

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

3.1 Full Name:

3.2 Identity Number:

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

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

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

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

If yes, furnish particulars

.....
.....

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

If yes, furnish particulars

.....
.....

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

If yes, furnish particulars

.....
.....

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.

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

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

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

4.2.1	If so, furnish particulars:		
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"/>
Item	Question	Yes	No
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5	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"/>
4.3.1	If so, furnish particulars:		
4.5.1	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 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 Position
(of person authorised to sign on behalf of the organisation)

.....
Name of Bidder Date



a world class African city



ANNEXURE E : CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

Professional Services
Melville – UJ Precinct Plan

in response to the invitation for the bid made by:

Johannesburg Development Agency

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

I certify, on behalf of:

_____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or

services to which this bid invitation relates.

- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date