



a world class African city

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: 12 October 2018

CLOSING DATE: **2 November 2018**

BID NUMBER: □ DF 009_2019/20

TIME: 12H00

CLOSING TIME: **12H00**

BID DESCRIPTION: REQUEST FOR PROPOSALS FROM A SERVICE PROVIDERS WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING TO PREPARE A TRANSPORT MASTERPLAN FOR THE JOHANNESBURG INNER CITY

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

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

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

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

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

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

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Procurement
Contact Person: Mr. Mike Mabunda
Tel: 011 688 7811

Fax: 011 688 7899

E-mail: mmabunda@jda.org.za

ANY REQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department: Development Facilitation
Contact Person: Nicolette Pingo
Tel: 011 688 7865

Fax: 011 688 7899

E-mail: npingo@jda.org.za

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

OFFER

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

NAME OF BIDDER

BID NUMBER

POSTAL ADDRESS

STREET ADDRESS

CONTACT PERSON

TELEPHONE NUMBER CODE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER

E-MAIL ADDRESS

.....

COMPANY REGISTRATION NUMBER

NATIONAL CENTRAL SUPPLIER DATABASE NUMBER

VAT REGISTRATION NUMBER

TAX VERIFICATION PIN NUMBER

TOTAL BID PRICE Excluding Value Added Tax

TOTAL BID PRICE in words

.....

.....

..... Excluding Value Added Tax

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED

DATE

SUPPLIERS DATABASE REGISTRATION

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

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

Transitional Period (1 September 2015 to 30 June 2016)

1. During the transitional period suppliers are requested to register on the website where all their essential information such as Tax Clearance Certificates, VAT, and 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.

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

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 centralize 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.

Mr. Mike Mabunda on 011 688 7811

TRANSPORT MASTERPLAN FOR THE JOHANNESBURG INNER CITY

Project Plan & Strategy 2018/19 TO 2020/21

REQUEST FOR PROPOSAL FOR:

1. A Consortium/Joint Venture of the following Disciplines:

- a. Project Leader/Manager: traffic/transport engineer/technologist**
 - b. Traffic Engineer**
 - c. Transport modeller/planner**
 - d. Urban Designer**
-

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- A : Business Declaration
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- C : Declaration of Past SCM Practices
- D : Particulars of Contracts Awarded by an Organ of State
- E : MBD9 Certificate of Independent Bid Determination
- F : Form of Agreement for Appointment of Consultants – For information only, NOT for completion
- G : Appendices to contract
- H : Demo Tax Compliance Status Pin Letter
- I : Organogram
- J : Schedule of similar completed contracts
- K : Declaration on state of municipal accounts

COPY OF ADVERT

TENDERING PROCEDURES

Tender Notice and Invitation to Tender

TRANSPORT MASTERPLAN FOR THE JOHANNESBURG INNER CITY for 2018/19 to 2020/21

The JDA is requesting proposals from joint ventures to render professional Transport Engineering, Transport Planning/Modelling and Urban Design services required for the planning, data collection, data analysis and planning proposals for TRANSPORT MASTERPLAN FOR THE JOHANNESBURG INNER CITY over three financial years.

Documents may be collected from 22 October during working hours from (Monday to Friday between 08:00 and 17:00). The physical address for the collection of tender documents is Johannesburg Development Agency, Ground Floor Reception Area, The Bus Factory, 3 Helen Joseph Street (formerly President Street), Newtown 2000.

The last day for selling and collecting tender documents will be 1 November 2018 at 17:00. A non-refundable tender fee of R250 must be deposited in the JDA bank account, Standard Bank Account No: 000198366, Branch Code: 000205. Proof of payment is required on collection of the tender documents.

Queries relating to the issue of these documents and procurement related issued may be addressed to Mr. Mike Mabunda, Tel: 011 688 7811 or E-mail: mmabunda@jda.org.za
Technical queries or queries relating to the project may be addressed to Ms Nicolette Pingo (011) 688 7865; or e-mail: npingo@jda.org.za

A compulsory Clarification Meeting with representatives of the Employer will take place at the Johannesburg Development Agency, The Bus Factory, 3 Helen Joseph Street, Newtown on Thursday 25 October 2018, starting at 10h00.

**PLEASE TAKE CAREFUL NOTE Tender closing will be as follows;
12:00pm on Friday 2 November 2018.**

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 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"

1. INTRODUCTION

The JDA is requesting proposals from experienced consultant companies and joint ventures to render transport engineering, planning, modelling and urban design services for the develop the Transport Masterplan for the Johannesburg Inner City over two financial years, 2018/19 and 2019/20.

2. PROJECT INFORMATION

2.1. INTRODUCTION & BACKGROUND INFORMATION

2.1.1. Inner City Transformation Roadmap

The Inner City vision is defined as 'A place of opportunity: a well governed, transformed, safe, clean and sustainable Inner City of Johannesburg, which offers high quality, sustainable services, supports vibrant economic activity, and provides a welcoming place for all residents, migrants, commuters, workers, traders, investors and tourists.

Today the Inner City is a crucial hub within a sprawling metropolis of multiple centres. In the last twenty years the Inner City has been established as a place of increased residential development, improved transport and growing business and cultural sectors. However, there are signs of decline as service levels, maintenance and facilities have not kept pace with investment or with the enormity of change that is the hallmark of Johannesburg's inner city.

The Inner City Transformation Roadmap (CoJ, 2014) is the CoJ's statement of intent for transforming the Inner City of Johannesburg. It is a framework that recognizes the central role of the Inner City as an entry point and a place of opportunity for many, including the poor. The Inner City continues to be a meeting point for diverse cultures, as scores of individuals aspire to create a livelihood and find a foothold in the heart of Johannesburg

The overall impact of this roadmap will be a regenerated and transformed Johannesburg Inner City. The impact will be realized on the following five pillars:

- Strategy for a well governed Inner City
- Strategy for a clean and safe Inner City
- Strategy for a sustainable Inner City
- Strategy for a productive Inner City
- Strategy for an inclusive Inner City

The transport sector is positioned within the 'Sustainable Inner City Strategy' whose objectives are the following:

- High quality, effectively functioning infrastructural services;
- Be green and promote sustainable practices in transport provision, building design, waste management and energy; and

- The Inner City will be well connected with safe, reliable public transport, rationalized vehicular routes and pleasant, walkable pedestrian pathways. High quality, sustainable, integrated public transport services will be based on infrastructure that supports each transport mode.

Transport's roles in the achievement of the sustainable Inner City strategy requires the City to provide a well-connected, high quality, sustainable, integrated public transports services. Transit oriented development should be promoted and the public environments around transport interchanges must support walkable and safe environments for commuters and cyclists.

2.1.2. Inner City Traffic and Transport Study

The City developed an Inner City Traffic and Transport Study (2010) (ICTTS) with the aim of delivering a sustainable transport system for the Inner City. The ICCTS considered the future development of the Inner City and its future transport demand. A sustainable transport system, which prioritised public transport and non-motorised transport system was proposed. A number of projects were identified, projects which would assist the City in meeting the identified goal of sustainable transport.

The Inner City Traffic and Transport Study (2010) undertook an in-depth analysis of all traffic and transport issues in the Inner City. The approved plan detailed a number of short-term, medium-term and long-term interventions that were required to ensure that the Inner City's transport system is able to manage its travel in a sustainable manner.

Since then, a number of those identified short to medium projects have been implemented by the City. However, there have been changes to the public transport system through the implementation of Phase 1A and 1B of the Rea Vaya BRT, Soweto Highway and Empire-Perth Corridor. The City is in a process of implementing Phase 1C of the Rea BRT along the Louis Botha Corridor to Sandton, it is expected that the corridor will be operational in October 2018

The Inner City continues to experience an increase in demand for road space, due to shifts in travel patterns, increase in the number of minibus taxis, introduction of cross-border buses, urban renewal projects, the return of some businesses to the Inner City and the increase in overall demand for freight traffic which results in the demand for loading bays to accommodate freight transport. Other contributors to traffic congestion include pedestrians; who are forced to use the road space and compete with vehicular traffic due to the pedestrians' competition with informal traders for the limited sidewalk space and 'trolley pushers or recyclers'.

2.2. STUDY AREA

The location of the study area for the Inner City Transport Masterplan at a Regional Scale is indicated in **Figure 1**. The location of the study area at a site scale is indicated in **Figure 2**.

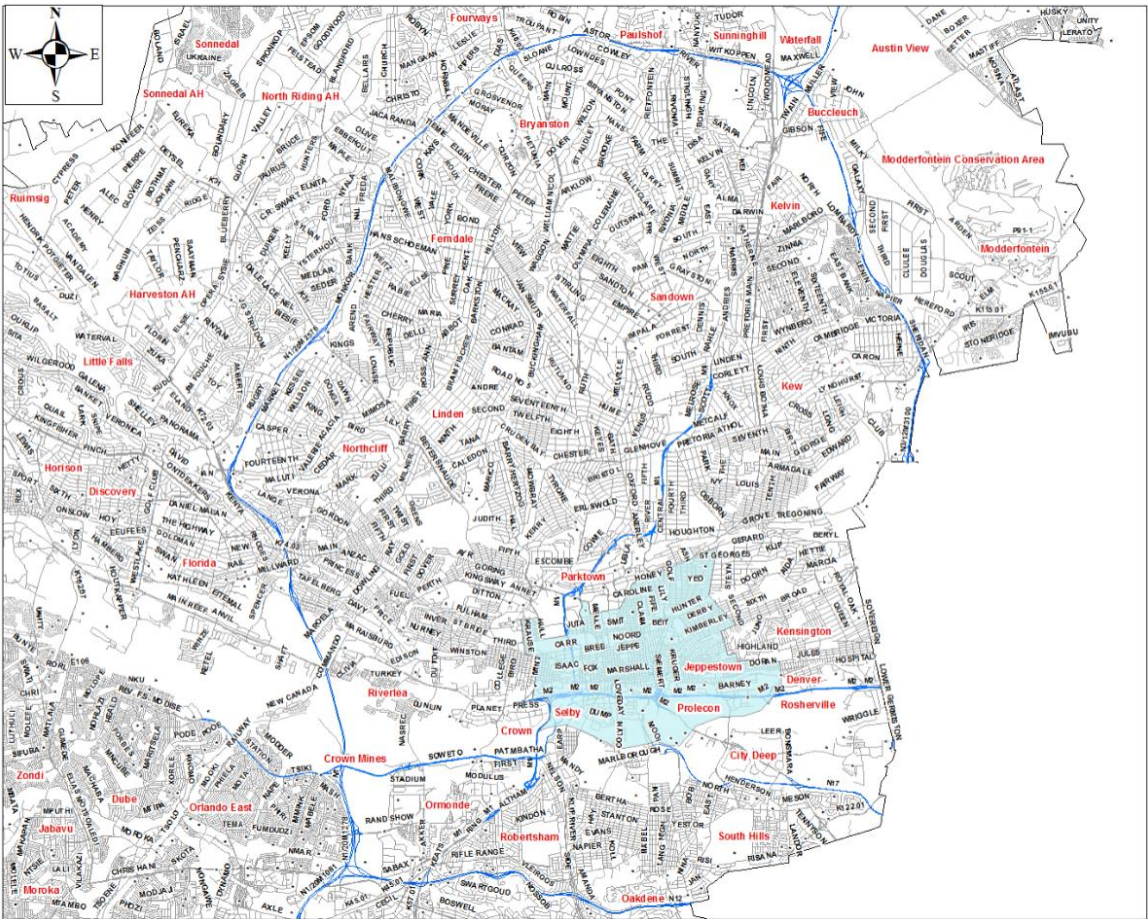


Figure 1: Study Area at a Regional Level

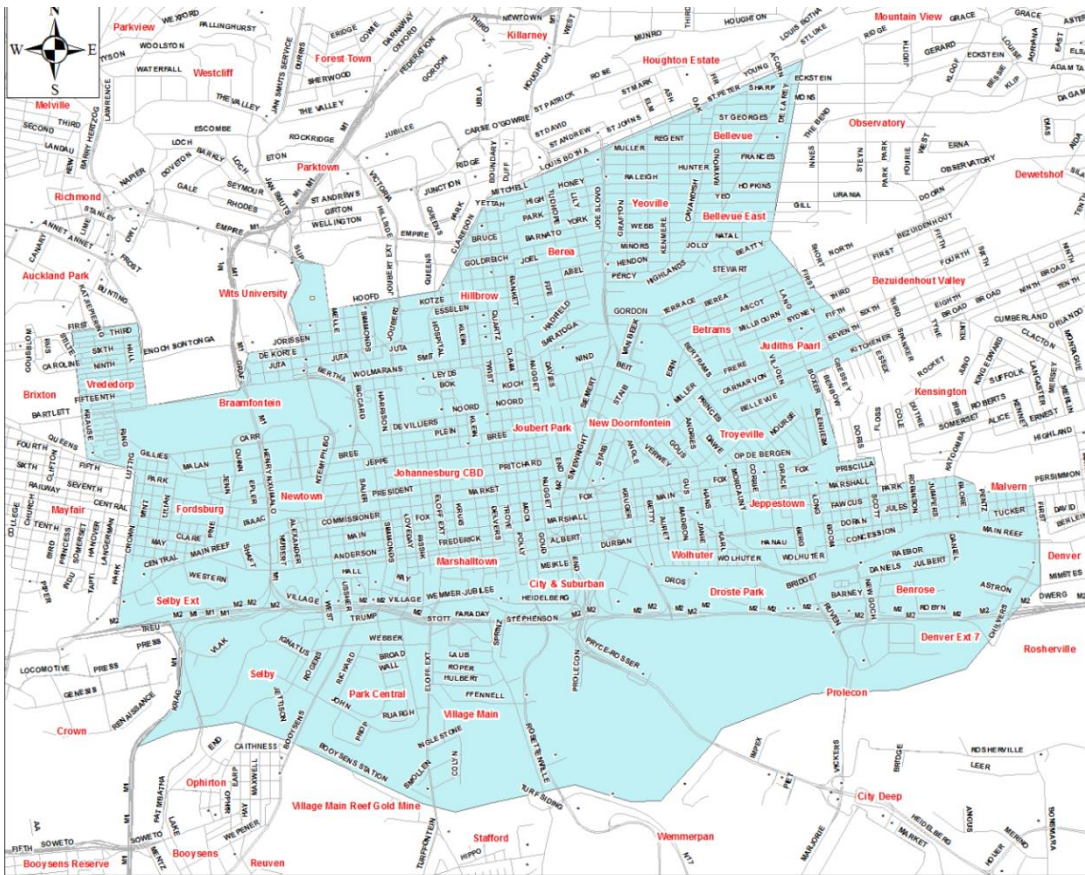


Figure 2: Study Area at Site Scale Level

2.3. PROJECTS UNDERWAY IN THE STUDY AREA

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

- Braamfontein Traffic and Transport Study
- Gandhi Square East Traffic and Transport Study Feasibility Study on new access from the M1 North to Newtown
- Managed Lanes Implementation on Eloff Street
- North-East Quadrant Rea Vaya Phase 1C Operational and Business Plan
- Construction of the Johannesburg International Transport Interchange
- Parking Stress Surveys for Braamfontein West, Newtown and Yeoville
- Cross Boarder Transport Study (verify name)
- Turffontein Transport Masterplan

The Transport Department, their City departments and entities are undertaking a number of projects within the regional study area which may influence the development of the Transport Masterplan. Details of those plans will be provided to the successful bidder. The successful service provider will be required to engage with the plans and also with other service providers that will be undertaking projects.

3. PROPOSAL OBJECTIVE

To take this project forward the City's Transport Department would like to invite experienced firms of consulting engineers with expertise in transport planning and traffic engineering to submit proposals to conduct an in-depth review of the existing transport system and the impact of the implemented interventions in achieving a sustainable transport system. Upon the completion of the in-depth review of the existing Inner City's transport system and the impacts of all those interventions, the service provider must develop a revised transport masterplan which will provide the transport framework for the Inner City and guide both public and private investment in infrastructure in the Inner City. This will ensure that the City's agenda to ensure that public transport and non-motorised transport are the modes of choice by 2040 is achieved.

At a broad level the Transport Masterplan should address the City's political priorities which are as follows:

Priority 1: Promote economic development and attract investment towards achieving 5% economic growth **that reduces unemployment.**

Priority 2: Ensure pro-poor development that addresses **spatial** and income inequality and provides meaningful redress.

Priority 3: Create a culture of enhanced service delivery with pride.

Priority 4: Create a sense of security through improved public safety.

Priority 5: Create an honest and transparent City that fights corruption.

Priority 6: Create a City that responds to the needs **of citizens, customers and businesses.**

Priority 7: Enhance our financial sustainability.

Priority 8: Encourage innovation and efficiency through the Smart City **programme.**

Priority 9: Preserve our resources for future generations

At a precinct level, the plan should be guided by the need to:

- Create a compact, well connected transport that prioritizes pedestrian movement and NMT;
- Build distinctive and attractive public spaces;
- Promote public transport, walking and cycling that is supportive of current and future land uses;
- Promote and enable mixed land use activities;
- Limit on street parking and more pro-active management of parking;
- Reduce dependency on private cars; and
- Evaluate current and future needs of public transport facilities (formal and informal)

4. SCOPE OF WORK

The project has been divided into two phases as follows:

- **Phase 1 : Review of the Inner City Transport System** and
- **Phase 2: Development of a Revised Inner City Transport Masterplan**

The scope of work for both phases is as discussed in the sections which follow.

4.1 PROJECT PHASE 1: REVIEW OF THE INNER CITY'S TRANSPORT SYSTEM

4.1.1 Project Inception

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

4.1.2 Review of Relevant Studies & Literature

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

- CoJ's Growth and Development Strategy (2011)
- CoJ's Spatial Development Framework (2016)
- Inner City Urban Design Implementation Plan (2009)
- Inner City Transformation Roadmap (2015)
- Inner City Housing Implementation Plan (2017)
- Inner City Traffic and Transport Study (2010)
- Inner City Meter Taxi Audit
- City of Johannesburg Complete Streets Policy (2013)
- CoJ's Household Surveys (2013)
- Gauteng Household Survey
- Strategic Integrated Transport Plan Framework (SITPF) 2013
- CoJ Parking Policy
- JRA's Study on long-term extension to the M1 Freeway
- CoJ Freight Management Plan
- Fordsburg and Mayfair Urban Development Framework (2016)

- Inner City Eastern Gateway Urban Development Framework (2016)
- Gandhi Square East Transport and Urban Design Plan (2018)
- Newtown Urban Development Framework (currently underway)

The CoJ Wider Traffic Model and the Inner City SATURN model will be made available to the successful bidder.

4.1.4 Transport Data Collection

A thorough understanding of existing conditions is needed to accurately recognize current and potential transport problems in order to develop effective solutions. The development of representative transport and traffic simulation models are required to evaluate the performance of the current situation and a range of development alternatives.

Due to the limited available data with respect to traffic and pedestrian counts for the study area, there is a need for data collection. A traffic (motorized and non-motorised) survey plan is to be prepared and presented to the CoJ team for discussion prior to the commencement of the surveys. The survey data is to be presented in a survey report and the processed data is to be submitted with the survey report in electronic format (Excel, GIS format compatible with CoJ's and kmz format)

Data collected must enable the service provider to cost-effectively develop a robust and a comprehensive Inner City Transport Master Plan (ICTMP) that will accurately represent actual conditions and which facilitates future year forecasts.

Detailed requirements for the transport data collection are discussed in the following sections.

A) SITE VISITS

Site visits will be required to collect additional information to inform the status quo assessment.

B) STUDY AREA MODAL SHARE FOR 2017

The modal share of the study area needs to be determined. Input data must be collected in a consistent way for the future analysis and must consider the multi-modal nature of journeys undertaken in the Inner City.

The modal share represents the ratio of different transport modes in the total journey from origin to destination. The difference between modal split and vehicle counting must be acknowledged because vehicle counting provides only information about traffic volume in an area.

C) PEDESTRIANS AND CYCLISTS

Key pedestrian desire lines throughout the study area will be identified. The bidder must undertake pedestrian and cyclist volumes counts at a sub-regional scale to determine the pedestrian and cyclist inbound and outbound person and cyclist trips from 06:00 to 18:00. The bidder shall note that the level of service for non-motorised transport adjacent to public transport nodes is an important component which needs to be evaluated.

The bidder will be expected to undertake pedestrian and cyclist volume at key locations on the various links/pathways through the study area to determine person trips during the AM Peak Period (05:30 to 09:00), MIDDAY Peak Period (11:00 to 14:00) and PM Peak Period (15:00 to 19:00).

The bidder shall identify established pedestrian networks from the railway stations to other nodes in the area and also ascertain any existing impediments to the movement of pedestrians at these pedestrian linkages to the commuter rail stations. The existing land use shall also be assessed in relation to its influence on the current pedestrian network in the area.

The existing pedestrian and cycle network must be assessed and any safety related issues must be identified. The road safety statistics shall be used to determine areas in the study area which are hazardous for the movement of pedestrians and cyclists.

The bidder shall be expected to assess the condition of the sidewalks/pathways used by pedestrians and cyclists and identify areas where there are impediments to the movement of pedestrian due to street furnisher, missing paving blocks, amongst others. The bidder will then be expected to place all the information on mapping which illustrates the conditions observed on site. The safety of pedestrians is important and the bidder shall assess how feelings of safety have an impact on pedestrians in the City.

D) ROAD NETWORK

The current standard of the road network in terms of geometry, accessibility, congestion shall be reviewed. In addition, the bidder shall identify which roads currently have full, partial or no vehicular access.

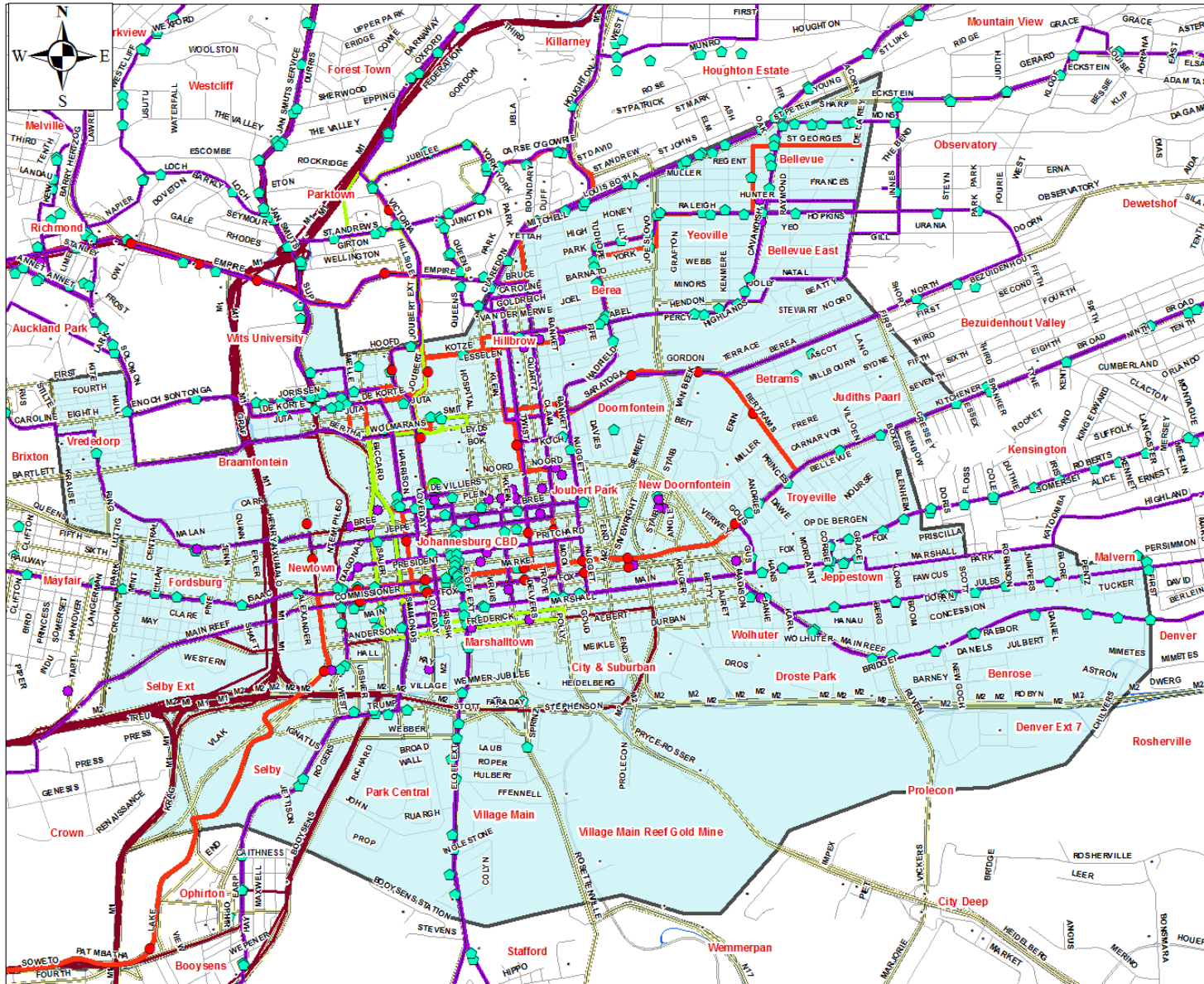
The total daily traffic volumes on the major routes into and out of the study area shall be determined through undertaking 7 day electronic counts which will assist in identifying the peak flow period during a typical 7 day period.

In addition, traffic count surveys shall be done at approximately 160 intersections within the study area to establish the AM peak and PM peak period flows through intersections. Traffic surveys are to include 12 hour classified intersection turning movements (06:00 to 18:00). The vehicle classification shall include light vehicles, heavy vehicles, minibuses taxis and commuter buses. Vehicle queue lengths shall also be determined at those locations.

Traffic journey times through the study area shall be measures to determine existing travel time by all modes from all entry to exit of the study area in all directions (south to north and vice versa and east to west and vice versa). The bidder shall also obtain, record and reflect actual traffic signal timings at signalized intersections.

E) ROAD BASED PUBLIC TRANSPORT SERVICES

The bidder shall collect the data in order to assess **all** road based public transport operations (Rea Vaya, Gautrain buses, other commuter buses and minibus taxis). The existing numbers of passengers using the services to access the Inner City shall be determined together with the spare capacity available in the existing operations. **Figure 3** shows the known existing public transport routes and facilities in the study area.



Inner City Study Area

- Legend**
- BRT_Stations_1b
 - BRT_Stations_1a
 - Taxi_Ranks
 - Metrobus_Stops
 - Metrobus_Routes
 - Gautrain_Bus_Routes_2013
 - BRT_Phase_1A&1B
 - Putco_Routes
 - Taxi_Routes
 - Inner City Study Area

The service provider shall obtain data of the location of all public transport facilities (on-street and off-street). Thereafter, the bidder shall evaluate the capacities and constraints of all 'legal' and 'illegal' public transport services within the study area.

The location of meter taxi stops in the study area shall be identified through the 'Inner City Audit' report which was undertaken to understand meter taxi operations in the Inner City. In addition, the bidder shall carry out site visits to confirm the data on the report and collect additional data on meter taxi operations in terms of passenger numbers, loading and holding facilities within the study area.

The data gathering exercise shall include consulting commuter bus operators to ascertain existing schedules. Consultation shall also be undertaken with minibus taxi and meter taxi operators to understand the existing operations.

In conclusion the bidder shall use the data collected to evaluate the capacities and constraints of public transport operations and facilities in the study area.

F) FREIGHT MOVEMENT

The bidder shall initially collect information of all approved freight loading bays throughout the study area and then identify the routes that are frequented by high volumes of freight in the study area. Restrictions to the movement of freight in the study area shall be identified. The bidder shall use the traffic count data to determine freight volumes and the periods of movement within the study area through the 12 hour traffic counts referred to in **section 3.1.3 b**.

The data collected shall be used in developing a Freight Management Plan for improved management of freight in the Inner City.

G) RAIL SERVICES

The bidder shall collect and assess data to understand the operations of existing rail services (both commuter and long-distance) within the study area. Some of the information which needs to be calculated shall include passenger numbers for rail services and available capacity. The bidder shall also obtain data on the rail network performance and planning from PRASA and Gautrain.

H) TROLLEY PUSHERS AND TUK TUKS

The bidder shall collect and assess data of operations of other modes like tuk-tuks and trolley pushers within the study area in terms of existing volumes, origins and destination, ranking and holding areas within the study area.

I) PARKING

Mapping which identifies the extent of known off-street parking area (both public and private) and on-street is available from the City. However, the bidder will still be expected to work on the basis of this available information and carry out his own investigations to confirm or add to the available data.

The bidder will be expected to determine the existing demand for parking in the study area and the available capacity at the off-street parking facilities (public and private facilities) and on-street parking. The parking facilities' impact on traffic flow shall also be determined.

H) INFORMAL TRADING

The CoJ's Informal Trading Plan shall form the basis for the accommodation of informal traders in the Inner City.

4.1.5. Land Use Data Collection

The data collection requirements for this shall include the following:

- i) Obtain information on City morphology and urban form – city blocks, public versus private space, building heights, urban massing, active edges, road reserves, sidewalks and road cross- sections
- ii) Obtain information on existing land use patterns, zoning, ownership,
- iii) Obtain information on land ownership information
- iv) Obtain information on planned developments from the City's Development Planning Department and other relevant sources.
- v) Obtain information and understand the planning initiatives underway, within the study area, by major property developers and institutions.

4.1.6. Parks Data Collection

The data collection requirements shall include an audit of parks (public and private) by considering. The impact of these parks on pedestrian and vehicular movement need to be understood so that safety issues can be better addressed through both better designed roads and public education.

Bidders may refer to the Inner City Safer Parks Strategy (2017) for reference material.

4.1.7. Status Quo Assessment

The Status Quo Assessment shall include an assessment of all data collected (for the Transport, Land Use and Open Space).

This assessment shall be compiled into the Status Quo Report which shall be submitted to the CoJ for comment. The bidder shall allow for a period of two weeks for comment from the CoJ before proceeding to the next phase of the project.

The assessment of the transport data shall include an understanding of all factors affecting the functioning of the existing transport system. The identification and evaluation of the current transport problems within the study area and the causes of the identified transport problems shall also be assessed.

Each component of the existing transport system shall be analysed and mapping of the existing transport system and facilities shall be prepared.

The mapping which shall be included in the status quo assessment report shall include, but may not be limited to the following:

- Study area scale – demographics and modal share
- Regional scale roads
- Sub- Regional Scale – inbound and outbound vehicle demand, inbound and outbound person trips
- Study area scale – movement (people and vehicles), inbound and outbound (AM and PM peak periods)
- Study area scale – total traffic volumes per hour for 12 hour day (all study area entrances)
- Study area scale – total daily traffic volumes of major routes into the Inner City
- Regional Scale – BRT Planning and Implementation, with operational data
- Study area scale – BRT Planning and Implementation, with operational data

- Regional Scale – Bus transport movement/routes Study area scale – Bus transport, with operational data
- Regional scale – Rail transport, with operational data
- Study area scale – Rail transport, with operational data
- Regional scale – Minibus taxis movement with associated volumes
- Study Area Scale - Minibus Taxi Facilities –Existing utilisation, and capacity.
- Study area scale – Public transport facilities and (Rail Transport and Road based public transport)
- Study area scale – Public transport routes
- Study area scale – Non-motorised transport routes
- Regional scale – freight movement with associated volumes
- Study area scale – freight movement/routes with associated volumes
- Regional scale – trolley pusher and tuk tuk movement with associated volumes
- Study area scale – trolley pusher and tuk tuk movement/routes with associated volumes
- Study area scale – on-street and off-street parking location with associated utilisation levels
- Study area scale – informal trading location and numbers
- Study area scale – City morphology & Urban Form, Active Edges
- Study area scale – City blocks – built form, public versus private space, building height, urban massing
- Study area scale – Public versus private parks, identified pedestrian movement to and from parks and any safety related issues.

The status quo assessment of the land use will provide a clear and accurate understanding of the present role and function of the study area and this will provide a basis for the transport plan as a development perspective will be developed from the land use analysis.

The status quo assessment shall evaluate the audit of the existing parks and shall detail current activity patterns, visual and physical relationships, connectivity, quality, scale, safety, challenges and opportunities.

In summary, the Status Quo Assessment Report shall include an assessment of the existing transport system, the existing land use and existing open space network within the study area.

4.1.8. Determining the Impact (Comparison of the 2010 and 2017 Inner City Transport System)

As the status quo assessment will provide data on the current performance of the transport system, this information needs to be compared with the transport system's performance of 2010.

The following comparisons will need to be made:

- The study area's road network and assessment of its historical (2010) and current (2017) performance (from the AM, Midday and PM peak periods)
- Compare public transport routes (inclusive of public transport volumes) of the Inner City of 2010 and 2017.
- The historical (2010) and current (2017) performance of all off-street and on-street public transport facilities (minibus taxis, commuter buses) in the study area for the time period from 05:00 to 19:00)
- The performance of the pedestrian environment in 2010 and in 2017. The service provider will be expected to map 2010 pedestrian network and will evaluate the causes, if any, to this network since 2010.
- The performance of public transport services (Rea Vaya, Metrobus, Gautrain buses, amongst others) in 2010 and 2017.
- Determine the demand and utilization of the rail network in the Inner City in 2010 and 2017.
- Determine the utilisation and demand for on-street and off-street parking in 2010 and 2017
- Compare the modal share for the study area in 2010 to 2017.
- Obtain data on all projects implemented by the City and others in the Inner City since 2010
- Determine the impact of all implemented projects on the Inner City's transport system and modal share
- Advise the City on where we are in terms of reaching the stated goals for a sustainable transport system by 2040.

This phase of the project will culminate in the delivery of the report with applicable mapping and a summary of data collected which will tell the City where it was in 2010, what have been the changes to the transport system since 2010, the reasons for the existing performance of the transport system and what impact, if any, the interventions have had on the transport system and the management of travel demand in the Inner City.

5. PROJECT PHASE 2: DEVELOP A REVISED INNER CITY TRANSPORT PLAN

5.1. Review of Inner City Transport Vision

The bidder will be expected to undertake a review of the vision stated for the Inner City in 2010. Its current relevance, based on the prioritization of the Inner City, will have to be determined in collaboration with the City officials from various departments and entities

5.2. Transport Development Concept

Critically assess all identified issues, problems and opportunities from the status quo assessment with a focus on integrating issues across modes and transport system components.

This stage will include the development and testing of initial ideas or proposals for transport development options. Inputs from the land use assessment and the role of BRT, commuter buses, minibus taxis, rail, pedestrians, cyclists and freight are key inputs into the transport planning process.

5.3. Land Use and Mode of Transport Growth Scenarios

In order to deal with increasing congestion levels, it is necessary to quantify motorized trips.

a) Land Use Scenarios

Using the ITN's Spatial Distribution, and the revised Inner City Transport vision, the bidder is required to determine the potential development of Inner City by determining the maximum trip generation by different future and existing land uses.

The ITN has a base of 2014, 2025 and 2040 year land use model. For this project, it is required that the bidder will update and extent the micro-simulation model for the area taking into account the outcomes of the ITN.

b) Development of a Micro Simulation Transport Model

The aim of the development of the micro-simulation traffic model is to evaluate the impact of the transport demand on the existing road network. However, a particular emphasis on non-motorised transport must be

prioritized and the expected future pedestrians and cyclists shall be accommodated given the proposed developments in the area.

The service provider will be required to:

- a) Extract travel demands for the study area from the existing CoJ strategic model. It is important that the bidder understands the level to which the strategic model has been calibrated as it will be necessary to make further adjustments to the demand to ensure that the micro-meso simulation model is fit for purpose.
- b) Calibrate the base year demand model to develop a 2017 operations model reflecting the actual traffic flow patterns (restricted by road network supply capacity)
- c) Validate the base year demand to a sufficient degree of accuracy
- d) Prepare up to three development and traffic demand scenarios for Base year, 5 year and 10 year horizons based on obtained land use and transport system information. The ultimate scenarios will be agreed upon with the CoJ.
- e) Develop 5 and 10 year design year traffic models for the evaluation of road network upgrades (if any) required to accommodate the expected future travel demand.
- f) Preparation of a Base Model Development Report which will include data collected, network development, demand development, model calibration, model validations and demonstrate that model is fit for purpose.
- g) Preparation of Model Scenarios and Options Report which will include the summary of the scenarios, methodology of assessment of scenarios, evaluation of scenario results, model source data and modelling assumptions and electronic copies of model input file with description of the data files

5.4. Inner City Transport Master Plan (ICTMP)

Using the travel demand results, the bidder is required to develop an ICTMP that maximizes development potential of the area and supports the future road network in the wider area.

The ICTMP will be prepared as a report and shall have supporting detailed drawings (AutoCAD, GIS and pdfs) showing all the proposed interventions which will address the following aspects:

- Roads Master Plan
- Traffic Model illustrating the effect of growth that includes expected traffic volumes, vehicular volumes and pedestrian volumes;
- Plan showing where all public transport modes need to operate (buses, BRT, minibus taxis and meter taxis) with due regard to the routes identified in the Integrated Public Transport Network;

- Pedestrian and Cycle network for the study area and linkages to the existing and planned Open Space in the study area ;
- Plan showing the existing on-street and off-street public parking;
- Identification of public transport facilities including holding and ranking together with the capacities and utilisation;
- Freight management plan for Inner City
- Appropriate and implementable Travel Demand Measures for the Study Area (Park n ride, carpooling, amongst others)
- Plan proposing detailed interventions with associated indicative costs for implementation;
- Maps showing proposed projects including roads, road reserves, etc. Phasing of projects must be clearly indicated on the plan.
- Accommodation of Informal Traders (whether on-street or off-street) in accordance with the City of Johannesburg's Complete Street Guidelines and Informal Trader Policy and By-Laws.
- Accessibility including compliance to universal access guideline.
- Land Use Plan for the Inner City

5.5. Prioritised Infrastructure Implementation Plan

The service provider shall provide the City with an implementation plan for the 5 year and 10 year horizon years per each intervention. The prioritized and sequenced implementation strategy shall take into account infrastructure planning, urban management as well as dependencies that influence the phasing and roll-out of the various infrastructural interventions. The development of prioritised implementation plan shall consider planned infrastructure from other City Departments and entities.

6. CAPACITY BUILDING

In the quest to ensure that City officials and anyone associated with the City has the necessary skills required to undertake our daily activities and to provide professional services to the residents of the City of Johannesburg, the Transport Department always uses its projects to mentor staff members in the Department or tertiary students in need of in-service training which is a requirement for the completion of their studies. This project will also be used as a tool for capacity building. Bidders will be required to use this project to mentor a minimum of two professional staff members that the City will choose from the beginning up to handover of the project. Based on this, bidders are required to include in their proposal a structured mentoring program that will enable City officials to obtain professional registration with the Engineering and Town Planning bodies or the necessary training required for the National Diploma. When costing their

proposals, bidders must take into consideration this **compulsory** training requirement. **Bidders should note that the CoJ takes this task very seriously and they will not be exempted from providing this training.**

A clear plan with milestones on how the bidder will provide this training shall be included in the proposal. Training reports shall be prepared and submitted after each training milestone has been completed. The extent of the training to be provided will be monitored closely by the City and if need be, changes to the training plan can be introduced at any stage if the successful bidder or City official/s does not perform to the required standard. The details of this training will be discussed with the CoJ project manager at project inception.

7. STAKEHOLDER CONSULTATION

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

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

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.

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

Key stakeholders are listed below:

- Councillors;
- City Departments/MOEs;
- Section 79 Transport Committee;
- Public Safety and Johannesburg Metro Police Department (JMPD)
- Emergency Management Services (EMS)

- Regional Office (CRUM)
- Public Transport Operators (through legal structures)
- Business Organizations;
- Consulting Engineering Firms
- And any others that the client and the bidder may identify

The successful bidders will be expected to:

- Take minutes at meetings and ensure the timeous dissemination of minutes to the project steering group and various other groups. Proof of meetings will be required in the form of agendas, minutes and attendance registers.
- Make presentation at formal committee briefings and provide presentation materials.

All bidders shall make allowance for **20** stakeholder meetings.

This **excludes** project steering meetings that will be part of the agreed project process plan.

The costs for meeting venues, advertising of public meetings (including audio-visual and catering requirements) will be covered by the City.

8. PROJECT MANAGEMENT AND CO-ORDINATION

The successful bidders will be required to arrange regular project co-ordination meetings which will consist of various CoJ departments, municipal entities and other stakeholders. The successful bidder shall perform secretariat duties of minute taking (which shall be approved by the City) and dissemination of minutes/meeting notes after each meeting. The project co-ordination meetings shall happen once monthly for the project duration. Monthly progress reports shall be prepared and submitted to the City's steering committee.

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

9. PROJECT DELIVERABLES

The project deliverables will include the following:

1. A Project Inception Report

2. A traffic survey report with accompanying data in electronic format
3. Status Quo Assessment Report
4. Transport Development Concept Report
5. Transport Model Report
6. An Inner City Transport Master Plan as indicated in **Chapter 3.2.4**
7. Presentations for Stakeholder Consultation
8. Stakeholder Consultation and Stakeholder Report illustrating the consultation process that has been undertaken prior to the finalization of the project.
9. Prioritised Implementation Plan
10. Capacity Building Report

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

9.1 Maintenance Period

The successful bidder will be expected to attend to queries and provide additional information on the Transport Model to the City for a period of 12 months after project handover. The cost of the maintenance shall be included in the total cost.

9.2 Progress Reports

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

- **Hard Copy:** 6 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.

9.3 Draft Documents

- **Hard Copy:** 6 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** 6 CD-Roms of the draft products in PDF (Acrobat) and Word file format.

9.4 Final Documents

- **Hard Copy:** 6 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft Copy:** 6 CD-Roms 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.

9.5 Maps/Plans and drawings

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

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

The proposed Transport Master plan will need to be of a nature and content that permits ease of presentation to Council Committees for adoption.

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

9.6 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 Traffic model files shall be delivered to the City in the agreed format.

10. SUBCONTRACTING REQUIREMENTS

CoJ promotes enterprise development. In this regard, successful bidders are required to subcontract a minimum 30% of the contract value to one of following designated groups as contemplated in the Preferential Procurement Regulations of 2017 in terms of Section 5 of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000):

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

11. EXPERIENCE REQUIREMENTS

11.1 Project Leader/Manager

The project team shall be led by a **traffic/transport engineer/technologist** and **must** meet the minimum criteria detailed below:

- A Honours degree in civil engineering and/or traffic engineering
- A minimum of ten years post qualification experience (Honours degree) in traffic engineering
- Be registered as a Professional Engineer/Technologist with the Engineering Council of South Africa (ECSA)
- Evidence of working on at least two similar projects in terms of scale and complexity. The bidder shall supply a list of projects with a reference list with an accompanying reference letter from clients indicating satisfactory completion of the projects
- Experience of dealing with local government departments and a range of public and private stakeholders

11.2 Traffic Engineer

- A Bachelor's degree in civil engineering and/or traffic engineering
- A minimum of 5 years post qualification (Bachelor's degree) experience in traffic engineering

11.3 Transport modeller/planner

- A bachelor's degree in civil engineering and/or traffic engineering
- A minimum of 5 years post qualification (Bachelor's degree) experience transport modelling

11.4 Urban Designer

- A Honours degree in Town and Regional Planning or Urban Design or Architecture
- A minimum of 5 years post qualification (Honours Degree) experience

12. 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 Traffic model files shall be delivered to the City in the agreed format.

13. Notes

13.4.1 **Appointments for the 2019/20 and 2020/21 financial year will be dependent on satisfactory performance and budget availability. Addenda letters will be issued at the commencement of each new financial year.**

13.4.2 Proposals should be packaged to render ALL services.

13.4.3 Bidders are to ensure that they have adequate resources to undertake the work under stringent timeframes.

13.4.4 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.

13.4.5 Successful tenderers will be required to sign the JDA's Standard Form Agreement upon appointment, the appendices of which are attached as Annexure F *for information purposes*.

13.4.6 Tenderers must note that they will be required as and when necessary to attend (a) presentations to JDA, COJ, and stakeholders; (b) design, progress / site meetings and inspections; and (c) consultations with relevant persons and authorities including site visits. This needs to be taken into consideration in the tenderer's fee proposal.

13.4.7 Tenderers must also note that revisions to the feasibility studies and / or designs may be required following feedback received from relevant stakeholders and / or approving authorities which may necessitate some rework, additional presentations, and meetings. This needs to be taken into consideration in the tenderer's fee proposal. Disbursements are not separately priced.

13.4.8 No tender will be awarded to a bidder whose tax matters are not in order with SARS.

13.4.9 No tender will be awarded to a bidder who is not registered on CSD.

14. **PRICING**

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

Item	Description	Type	Quantity	Rate	Price
1	PROJECT INCEPTION AND ADMINISTRATION				
1.1.	Project planning, and preparation of the Inception Report	Item	R		
1.2	Project Management, administration, client liaison and steering committee	Monthly rate	18		R
2.	DATA COLLECTION				
2.1	TRANSPORT DATA	Item	R		
2.1.1	Modal Share Data	Item	R		
2.1.2	12 hour classified intersection traffic counts	No.	160		R
2.1.3	Journey Time Surveys (AM, Midday and PM peak period)	km	130		R
2.1.4	12 hour classified pedestrian and cyclists counts	No.	100		R
2.1.5	Cordon Counts	No	10		R
2.1.6	Commuter Bus Operations (Gandhi Square)	No	1		R
2.1.5	Minibus Taxi Operations				
a)	Metro Mall	No	1		R
b)	Carr Street	No	1		R

Item	Description	Type	Quantity	Rate	Price
c)	Westgate	No	1		R
d)	Park City	No	1		R
e)	Jack Mincer	No	1		R
f)	Noord Street	No	1		R
g)	Faraday	No	1		R
2.1.6	Rail Transport (Metro Rail & Gautrain) Data	Item	R		
2.1.8	Parking Data (On-street & Off-street)	Item	R		
2.2	LAND USE DATA	Item	R		
2.3	OPEN SPACE DATA	Item	R		
2.4	SURVEY REPORT	Item	R		
3.	STATUS QUO ASSESSMENT				
3.1	Desktop Study	Item	R		
3.2	Transport System Analysis	Item	R		
3.3	Land Use Analysis	Item	R		
3.4	Open Space Analysis	Item	R		
3.5	Status Quo Report	Item	R		
4	TRANSPORT DEVELOPMENT CONCEPT				
4.1	Transport Concept Report	Item	R		

Item	Description	Type	Quantity	Rate	Price
5	STRATEGIC MODEL DEVELOPMENT				
5.1	Take receipt of information from the CoJ Traffic model and develop initial wider area traffic model including the disaggregation of the road network and zone system where necessary and prepare the AM and PM 'Prior' trip matrices from the CoJ model information	Item	R		
5.2	Calibrate the strategic model to survey data	Item	R		
5.3	Preparation of the calibration report	Item	R		
5.4	Develop 2025 and 2040 AM and PM peak hour matrices from available land use information	Item	R		
5.5	Identification of network restrictions and development of alternative network proposals	Item	R		
5.6	Report on strategic model results, outcomes and proposals	Item	R		
6	SIMULATION MODELLING				
6.1	Detailed coding of the 'Detailed Study Area' including the first junction outside the boundary, including the disaggregation of the network and zone systems as necessary	Item	R		
6.2	Calibration of the AM and PM peak hour models to reflect the current network operating conditions at the intersection level	Item	R		
6.3	Preparation of the Simulation model development and calibration report	Item	R		
6.4	Identification of the road network and intersection improvements necessary to cater for future demands (private vehicles, public transport) with due regard to implementability	Item	R		
6.5	Transport Model Report (Base Model Report, Model Scenarios and Options Report)	Item	R		

Item	Description	Type	Quantity	Rate	Price
7	Transport Master Plan				
7.1	Preparation of the Draft Transport Master Plan	Item	R		
7.2	Preparation of the Final Transport Master Plan	Item	R		
8	Stakeholder Consultations and Focus Group discussions				
8.1	Arrange and administer stakeholder meetings	Item		20	R
8.2	Prepare a Draft Stakeholder Engagement Report	Item	R		
8.3	Prepare a Final Stakeholder Engagement Report	Item	R		
9.	Transport Model Maintenance Period for 12 months	Item	R		
9	Provision of In-Service Training to two tertiary students	Item	12 000	12	144 000
9.	Other				
9.1	Disbursements	Item	R		
	Total excluding VAT			R	
	VAT			R	
	Total including VAT			R	

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

Bidders should make sure that they provide a firm offer to the City and all the costs should be included in the proposal. Professional fees should include the cost of travelling, stakeholder consultation, printing and any other cost not mentioned. Bidders should note that the City will neither entertain any claims for additional costs nor will it accept proposals to amend or reduce the scope of works once the successful bidder has been appointed. Hence bidders are required to go carefully through this document to make sure that they understand every aspect of the City’s

requirements in this regard and cost that accordingly. However, bidders should also take into consideration that this is a competitive process and inflated fees will not be accepted.

15. **Notes**

15.3.1 **Tenderers must ensure that the final TOTAL FEE is correctly carried to the “offer” page. The value recorded on the offer page will be regarded as the tendered amount to render services for the complete project period. Failing to price as required will result in the tender being disqualified.**

15.3.2 All values are subject to change (increase or decrease) depending on the requirements of the project. However the fee calculation submitted by the tenderers on tendering will determine the fee due. **The calculation method** including the version of the fee scales applied at the time of tendering, as well as any percentage discounts are to remain fixed irrespective of an increase or decrease in construction value.

15.3.3 Fees **must** include standard disbursements such as typing, drawings, reproduction, copying, binding of documents, telephonic / electronic and facsimile communications, courier, local travel and accommodation, etc.

15.3.4 For every tangible deliverable, two hard copies and one electronic copy must be issued to the client [over and above the documentation required for submission to various authorities, to the contractor, etc.], the cost of which **must** be included.

15.3.5 Fees for consultation work required to produce deliverables and obtain approvals thereof is deemed to be included in the price (this also includes consultation work required to make revisions, resubmissions, updated presentations, etc. following feedback received from the relevant approving authorities).

15.3.6 Successful tenderers will be remunerated in accordance with JDA's Standard Form Agreement, Appendix 4 which is included under Annexure F for information purposes.

15.3.7 Disputes shall be settled in good faith between parties in an effort to resolve the dispute. If the dispute is not resolved at that meeting, the Parties will attempt to settle it by mediation.

16. **INDICATIVE PROGRAM**

The table overleaf outlines the indicative completion dates of certain milestones for the project:

Milestone	Date
1. Tender publication	October 2018
2. Tender closure	November 2018
3. Awards completed	December 2018

Milestone	Date
4. Project Inception Report	January 2019
5. Literature Review and Studies	February 2019
6. Data Collection and Analysis- Phase 1	June 2019
7. Final report-Phase 1	September 2019
8. Draft Plan- Phase 2	November 2019
9. Final Plan	June 2020
10. Maintenance Period	June 2021

17. 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, using numbered dividers.**

The following minimum documentation must be provided:

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

17.2 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.

17.3 A valid BBBEE status level verification certificate substantiating the bidding entities BBBEE rating. Only certificates issued by verification agencies accredited by the South African Accreditation System (SANAS), or by registered auditors approved by the Independent Regulatory Board of Auditors (IRBA) will be accepted. IF A COPY IS SUBMITTED IT MUST BEAR AN ORIGINAL CERTIFICATION STAMP. FAILURE TO SUBMIT A BBBEE STATUS LEVEL CERTIFICATE WILL RESULT IN THE BIDDER SCORING ZERO (0) POINTS FOR BBBEE.

An EME must submit a sworn affidavit confirming the following:

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

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

17.4 Company registration documents.

- 17.5** A certified copy of the bidder's Professional Indemnity Insurance certificate indicating the maximum value per claim in an insurance period, the applicable excess, and the expiry date. A minimum cover of R2m is required for this project.
- 17.6** A copy of the bidding entity's current municipal rates account in the name of the bidding entity or alternatively in the names of the directors / partners of the bidding entity. A lease agreement will also suffice
- 17.7** Audited financial statements for the past three financial years.
- 17.8** Details of directors / partners / members and shareholders with certified copies of their identity documents.
- 17.9** The bidding entity's certificates of professional membership/s to industry bodies.
- 17.10** 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.
- 17.11** The forms A to E, I to K annexed, must be scrutinized, completed in full and submitted together with your quotation. Annexure F is for information purposes only.
- 17.12** A corporate brochure alternatively a brief summary of the entity's background.
- 17.13** Provide information on the individuals who will be assigned to **this project (NOT the entire company)**. The following **must** be addressed :
- Organogram (annexure I)
 - role/s and responsibility/ies on this project
 - relevant qualifications and attach proof hereof
 - number of years of relevant experience in the industry **and** in the proposed role
 - detailed CV's for each member of the team noting their specific relevant project experience **[project description, role and responsibilities, project value]**
 - individual memberships to professional associations and attach proof hereof
- 17.14** A schedule of completed contracts of a **similar** nature to this project ie. building projects valued at a minimum of R30m. The following details **must** be included on the schedule (annexure J) :
- 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

- Letter of reference on the client's letterhead or with the client's company stamp that confirms project scope of work, service rendered and project value. *Practical completion certificates do not constitute as references.*

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

FAILURE TO COMPLY WITH THE REQUIREMENTS IN ITEM 6 WILL RESULT IN TENDERERS BEING DISQUALIFIED FOR NON-COMPLIANCE OR NEGATIVELY SCORED IN THE TECHNICAL ASSESSMENT.

Note for consortium and joint ventures

- **EACH** party to a consortium and joint venture is to submit the requisite documents and / or information as requested in item 6 (ie.6.4-6.9, 6.11-6.12, and 6.14)
- An Agreement or Heads of Terms recording the arrangement between the parties to the consortium / joint venture is to be submitted.
- A lead consultant is to be appointed and noted in the submission.
- 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.

18. ASSESSMENT CRITERIA

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

- Compliance
- Technical
- Price / BBBEE
- Risk Tolerance

18.1 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 (ie. 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 did not comply with any other requirement as set out in the tender specifications;

- Bidders who failed to attend the compulsory tender briefing session;
- Bidders who have any directors that are in the employment of the state.

18.2 Technical

The technical assessment is based on the criteria set-out below namely (i) key returnable documents, (ii) capability of the proposed key team members (ie. experience, qualifications, and memberships to professional associations per Item 17.13 above) and (iii) the experience of the company and references per Item 17.14 above) and (iv) approach and methodology per item 17.10.

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

	Total Points	Criteria	Description of Criteria	Points
A Key Returnable Documents	20	Company registration documents	Points will only be allocated for key returnable documents submitted	2
		Proof of Professional Indemnity Insurance of minimum R2m		2
		Current municipal account		2
		3 Years of audited financial statements		2
		Certified copies of directors / partners identity documents		2
		Forms A to E, I to K completed in full and signed		6

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		Urban Designer The incumbent must demonstrate 5 years' experience on Urban Development Frameworks and Transport Master Plans		25
B2 Copies of qualifications and memberships to professional bodies (where stipulated) are required for the proposed team members	A total of 125 points is achievable under section B1 capability	Lead Project Manager The project lead must have an Honours Degree / Bachelor's Degree / National Diploma in a Transport/Traffic Engineer discipline being tendered for <u>and</u> must be registered with a professional association.	Points will only be allocated for proposed team members with the specified qualifications <u>and</u> memberships. If no proofs of qualifications or professional memberships are attached, zero points will be awarded.	50
		Senior Traffic Engineer: The senior person must have an Honours Degree / Bachelor's Degree / National Diploma in the discipline being tendered for <u>and</u> must be registered with a professional association.		25
		Transport Planner/Modeller: The senior person must have an Honours Degree / Bachelor's Degree / National Diploma in the Transport discipline being tendered for		25
		Urban Designer The senior person must have an Honours Degree / Bachelor's Degree / National Diploma in the Built Environment discipline being tendered for		25

--	--	--	--

	Total Points	Criteria	Description of Criteria	Points
C Company experience per Item 6.14 : C1 Experience on similar Transport Masterplan projects.	A total of 150 points is achievable under section C (C1 + C2 + C3), company experience A total of 50 points is achievable for Company experience in similar completed projects under section C1	Five or more projects completed	Points will only be allocated for transport Masterplan related projects as listed in the schedule requested in item 17.14 Project information contained elsewhere in the tender submission will <u>not</u> be considered.	50
		Three to four projects completed		30
		One to two projects completed		10
C2 Contactable references for Transport Masterplans	A total of 50 points is achievable for Contactable references on Transport Masterplans under section C2	Five or more satisfactory references	Points will only be allocated for references on Transport Masterplans in the scheduled requested in Item 6.14 (annexure J to be filled in)	50

		Three to four satisfactory references	References <u>must</u> be on the client's letterhead or on a document stamped by the client and <u>must</u> confirm the project description, services rendered, and values in order to obtain the points.	30
		One to two satisfactory references	<p><u>Practical completion certificates or appointment letters do not serve as reference letters.</u></p> <p>If <u>any</u> of the required information does not appear in the reference, zero points will be awarded.</p> <p>Note that completion certificates will not qualify as references and will be awarded zero points.</p>	10

	Total Points	Criteria	Description of Criteria	Points
D Approach and Methodology 17.10 : D1 Approach and Methodology to the outlined scope of Works	A total of 150 points is achievable under section D, approach and methodology	Data Collection	Points will only be allocated for thorough documentation under the approach and methodology to each of the critical aspects identified here.	20
		Status Quo Assessment		10
	A total of 100 points is achievable for Approach and Methodology provided.	Transport Development Concept	Project information contained elsewhere in the tender submission will <u>not</u> be considered.	20
		Strategic & Simulation Model Development		20

		Transport Master Plan		20
		Stakeholder Consultation		10

Note regarding the submission of reference letters from JDA for JDA projects :

Should completed JDA projects be listed, then bidders are not required to supply reference letters for those JDA listed projects. Points will be awarded if the projects meet the required criteria (ie. Transport Masterplans) and were satisfactorily completed. This will be verified by the JDA managers involved where possible.

18.3 Price and Empowerment

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

The Preference Point System will be applied as follows:

➤ For tenders up to R50 million

- 80 points are assigned to price
- Up to 20 points are assigned to BBBEE status per the table under item 7.3.1

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

18.3.1 Points awarded for BBBEE status level

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

B-BBEE Status Level Of Contributor	Number of Points
	Tenders up to R50 million
1	20
2	18
3	14

4	12
5	8
6	6
7	4
8	2
Non-Compliant contributor	0

Notes:

- 18.3.1.1 “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).
- 18.3.1.2 Tenderers must submit their original and valid B-BBEE status level verification certificate substantiating their B-BBEE rating. Certificates issued by either verification agencies accredited by the South African Accreditation System (SANAS) or by registered auditors approved by the Independent Regulatory Board for Auditors (IRBA) are acceptable. **IF A COPY IS SUBMITTED IT MUST BEAR AN ORIGINAL CERTIFICATION STAMP. FAILURE TO SUBMIT A BBEE STATUS LEVEL CERTIFICATE WILL RESULT IN THE BIDDER SCORING ZERO (0) POINTS FOR BBEE.**
- 18.3.1.3 An EME must submit a sworn affidavit confirming the following:
- Annual Turnover Revenue of R10 million or less; and
 - Level of Black ownership
 - Any misrepresentation in terms of bullet point above constitutes a criminal offence as set out in the B-BBEE Act as amended.
- 18.3.1.4 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.
- 18.3.1.5 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.
- 18.3.1.6 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.
- 18.3.1.7 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.
- 18.3.1.8 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.
- 18.3.1.9 No tender will be awarded to a bidder whose tax matters are not in order with SARS.
- 18.3.1.10 No tender will be awarded to a bidder who is not registered on CSD.

18.3.2 Formula for scoring tender price

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

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

Where

P_s = Points scored for comparative price of tender under consideration

P_t = Comparative price of tender under consideration

P_{min} = Comparative price of lowest acceptable tender

X = **Points** assigned to price

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

$$PP = P_s + P_{bee}, \text{ where}$$

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

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

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

18.4 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:

1. The greater of R8 million 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)

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

3. The greater of R12 million or six contracts / projects in the current financial year or
4. 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.

19. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

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

“TRANSPORT MASTERPLAN FOR THE JOHANNESBURG INNER CITY”

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 17H00.

PLEASE TAKE CAREFUL NOTE Tender closing will be as follows;

12:00pm on Friday 2 November 2018

Bids will be stamped on receipt. There will be a public opening of tenders from 12:00.

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

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

Unsuccessful bidders will have the opportunity to query the award or decision within twenty-one (21) 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:

Nicolette Pingo

E-mail: npingo@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 2016 to 30 June 2017 (excl. VAT):

R Year

R Year

R Year

R Year

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

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

10. Banking details

I/We hereby request and 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 :
CONTACT PERSON :
CONTACT NUMBER :

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

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

SIGNATURE :
NAME IN FULL :
CAPACITY :
DULY AUTHORIZED TO SIGN ON BEHALF OF:
DATE :

COMPANY STAMP

ANNEXURE B: DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state*.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1 Full Name:
 - 3.2 Identity Number:
 - 3.3 Position occupied in the company (director, trustees, shareholder**)
 - 3.4 Company Registration Number:
 - 3.5 Tax Reference Number:
 - 3.6 VAT Registration Number:
 - 3.7 The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state* **YES / NO**
If yes, furnish particulars
.....
.....
 - 3.9 Have you been in the service of the state for the past twelve months? **YES / NO**
If yes, furnish particulars

.....

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

.....

.....

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

.....

.....

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

.....

.....

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

.....

.....

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

.....

.....

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

FULL NAME	IDENTITY NUMBER	STATE EMPLOYEE NUMBER

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

- * MSCM Regulations: "in the service of the state" means to be –
 (a) a member of –
 (i) Any municipal council;

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

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

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

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

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

CERTIFICATION
I, THE UNDERSIGNED (FULL NAME)

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
Item	Question	Yes	No
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the bidder, or any of its directors owe any municipal taxes and rates or municipal charges to the municipality/municipal entities or to any other municipality/municipal entity, that is in arrears for more than three (3) 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"/>

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

9. 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

10. 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
Alexandra Hospice & Marlboro South Light Industrial Business Complex
in response to the invitation for the bid made by:

Johannesburg Development Agency

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

I certify, on behalf of:

_____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

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

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE H: DEMO TAX COMPLIANCE STATUS PIN LETTER

**TAX COMPLIANCE STATUS**
PIN Issued

Enquiries should be addressed to SARS:

Contact DetailSARS
Alberton
1528Contact Centre Tel: 0800 00 SARS (7277)
SARS online: www.sars.gov.za**Details**

Taxpayer Reference Number:

Case Number:

Issue Date:

2016/10/25

Always quote this reference
number when contacting SARS

Dear Taxpayer

TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

TCS Details:	
Taxpayer Name	
Trading Name	
Tax Reference Number(s)	
Purpose of Request	Good Standing
Request Reference Number	
PIN	
PIN Expiry Date	25/10/2017

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel this PIN in the event that it was fraudulently issued or obtained.

Should you have any other queries please call the SARS Contact Centre on 0800 00 SARS (7277). Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

ISSUED ON BEHALF OF THE SOUTH AFRICAN REVENUE SERVICE



2016-12-5 2013.01.01 TCR00_RO

Name		Timestamp	29454291
Tax reference No.		Year	2016
Form ID	RPD101	Page of Page	01/01
Content Version	v2013.01.01	Template version	v2013.01.01

Page: 01/01

ANNEXURE I : ORGANOGRAM

The tenderer shall list below the key personnel proposed for this project in the discipline and designation being tendered for.

DESIGNATION	NAME AND NATIONALITY	SUMMARY OF QUALIFICATIONS & EXPERIENCE
Lead Urban Designer/Architect 1 resource required Lead Project Manager 1 resource required Lead Structural Engineer 1 resource required		
Senior Urban Designer/Architect 1 resource required Senior Project Manager 1 resource required Senior Civil Engineer 1 resource required		
Resident Engineer 1 resource required		

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 proof of relevant qualifications and of memberships to relevant professional associations must also be provided for the above proposed candidates.

.....
Signature

.....
Position

.....
Name of Bidder.....
Date**ANNEXURE J : SCHEDULE OF COMPLETED CONTRACTS**

The tenderer shall list below a **maximum of 5 projects completed in the past 5 years of a similar nature and scale** to this project ie. building projects valued at a minimum of R30 million.

CLIENT Company name and contact person's name, tel, cell & e-mail address	PROJECT Name and description	SERVICE RENDERED	CONSTRUCTION VALUE	COMPLETION DATE

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

.....
Signature.....
Position.....
Name of Bidder.....
Date**ANNEXURE K: 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