



**TO:** BIDDERS  
**FROM:** THE HDA  
**DATE:** 06 June 2025

**DESCRIPTION** THE APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER TO PROVIDE MULTI-DISCIPLINARY TECHNICAL DELIVERY CAPACITY SUPPORT FOR THE REFURBISHMENT OF THE EXISTING FORMER ESKOM OFFICE BUILDING INTO A SOCIAL HOUSING OR AFFORDABLE RENTAL PROJECT IN BRAAMFONTEIN JOHANNESBURG

**TENDER NUMBER:** HDA/HO/2025/01

**Note:**

**"4.4. In terms of the Rules of Conduct for Registered Persons published by the Engineering Council of South Africa, the Registered Persons may only undertake work for which their education, training and experience have rendered them competent to perform. Therefore, in addition to the qualification requirements above, the Registered Persons must also have sufficient experience in line with the scope of work".**

**The HDA requires all service providers who attended the compulsory briefing to conduct building assessments over a four-day period, from 9:00 to 14:00 daily, in order to determine the specific needs and requirements of the development.**

**While the HDA has provided initial personnel expectations, it acknowledges that not all required roles may have been listed. Therefore, bidders are expected to submit a comprehensive methodology, including the responsibilities of each proposed professional team member, as outlined on page 29 of the bid document.**

**Should the bidder lack internal capacity for any of the required functions, it is expected that appropriate third-party service providers will be appointed, with associated costs clearly reflected in the submission.**

**Question 1:**

- a. Who is required to sign off documents, must it be the project lead or can the JV agreement partner sign? **Tender documents should be signed by nominated personnel or a representative usually a company director. Project documents are to be signed off by the project leader. Technical Sign-offs should be by a respective professional individuals (Engineers, Architects, QS, etc.) SCM Compliance sign-offs can be done by a nominated personnel or same technical professional if officially nominated.**
- b. In regard to Part B( technical/ functional evaluation), Is the bidders work experience provided solely by the project lead or is it required to be a compilation of all team members? **All team members are to provide work experience of undertaking scope of works of a similar projects**
- c. The qualification required from an Architect is listed as B.Tech is that the minimum qualification required for this project? **Bachelor of Science: Architecture or B-Tech in Architectural Technology -That is the minimum requirement**

**Question 2:**

- a. Usually the professional fee is derived from the construction estimate and seeing that we do not have an estimate, how are we to price? – could you maybe at least give us the floor area of the building if we are to work out our own estimate. **The link for Architectural working drawings is shared with all personnel who attended the compulsory tender briefing. These drawings are based on what was received from CoJ**
- b. Page 25 – Bidder's work experience: are we to provide reports for point A and B and in addition 2 appointment letters and reference letters for the 2 points? **Page 25 makes reference to feasibility reports: Yes, the bidder is to submit that a feasibility report of work of a similar nature and scope of works. One report is sufficient for this requirement.**
- c. Page 26 – We are to provide appointment letters for housing projects (8points) and appointment letters for student housing project (8 points), so the 4 points allocated for the appointment letters and reference letters for which projects are they for?

**8 points allocation** – Provide any work experience the bidder has on conversion of office blocks to housing project. These could be linked to any programmes of the Housing Code 2009 i.e Social Housing , Gap Housing, Rental Stock etc

**8 points allocation** – Provide any work experience the bidder has on conversion of office blocks to Student housing

**4 Points allocation** : These are for the two projects submitted above for housing project and student housing

**There should be no mix match of project : If bidder submits work experience for a project (Project A), then the bidder must submit an appointment and reference letter for the same project (Project A).**

- d. The 5 completed projects for the structural engineer that are mentioned, is it 5 projects for structural assessments, 5 projects for planning, 5 projects for designs and 5 projects building conversions or it can be 5 projects combined?

No, the list of projects should be 5, encompassing all aspects of structural engineering including management of it. Note: any work experience, any evidence can be provided to support the fact that the structural engineer has worked on all aspects of structural engineering focusing on housing projects.

Below guideline is of the different activities of a project that a structural engineer can be involved in, in a particular time of a project typically

Assessments - list a project

Planning – list a project

Design – list a project

Supervision/management/ close-out - list a project

Giving technical inputs to other structural engineering projects or even writing a technical paper will be considered – list a project , mention the title of the paper

e. With regards to the OHS Specialist, do you require an Agent or Officer. At the bidder's discretion, but the Safety personnel registered with SACPCMP should be part of the team. Bidder to cater for Environmental Management requirements of the project such as EMP.

Bidder to make reference to section 1.1 of the bid document.

**Question 3:**

- a. There is no town planner listed as part of team composition. Please advise if all town planning issues, particularly rezoning, have they been resolved or in the process of being resolved?

There is no town planner listed as part of the project team because there is no rezoning required for this development. The existing land use rights permit the intended redevelopment. The site falls within **Height Zone A** under the **City of Johannesburg Land Use Scheme (2018)**. In this zone, **there is no requirement for on-site parking provision**, particularly for developments such as social housing, which are typically supported in strategic urban locations to encourage density and public transport use.

As such, **no town planning application, including rezoning or parking relaxation, is required at this stage**. Should there be any change in use or development intensity that triggers a planning requirement, appropriate measures will be taken in consultation with a professional town planner.

- b. The building is over 60 years old; in the tender briefing we were advised that a heritage specialist is not required. Please confirm this and advise if there is a heritage report available outlining what needs to be preserved. **Based on the initial investigations conducted , the building is not listed under the Heritage Register . However, this does not limit the bidder to do further investigations and provide all necessary requirements for redevelopment.**
- c. There is no marketing specialist listed as part of team composition; however, the scope of work is still indicated. Please confirm that the market study should be priced as part of tender.

Marketing of the project will be done by the Housing Development Agency.

Market Study or Market Demand Study – To be done by the bidder. The bidder is expected to sub-consult this area of work to companies that have expertise and undertaken such works.

- d. There is no requirement for a Water specialist listed as part of team composition. Have the water issues in the Basement been resolved or are we still required to include that in the pricing? **Ground water management is still an issue that needs to be resolved. Include this in your pricing.**
- e. There is a requirement for only a Project Administrator as part of the team composition. Please advise if the HDA will be bringing in their own Project Manager? **Project administrator is a requirement from the bidder. Project Manager is required from bidder. Note the Civil Engineer required on the technical evaluation will play a dual role as he/she will be registered with ECSA and SACPCMP.**
- f. In terms of required consultant experience, please provide a definition of high rise. No. of storeys?

Commented [LM1]: @Emily and @Mxolisi. Please review

In South Africa, there is **no single universally adopted classification system** for building heights across all regulatory bodies. However, based on industry norms, planning guidelines, and global best practices, the following table provides a commonly accepted framework for classifying building heights within the South African built environment:

Classification	Height Range (Typical)
Low-rise	1-3 storeys
Mid-rise	4-8 storeys
High-rise	9+ storeys
Skyscraper	>100m
Super tall	>300m

Mid-rise and high- rise will be evaluated the same.

While this classification system is used informally in project assessments, the Housing Development Agency (HDA) categorizes projects based on complexity as set out in the South African Council for the Architectural Profession (SACAP) Identification of Work (IDoW) guidelines.

According to Part 3 of SACAP's IDoW, this development is considered a High Complexity Project, which is defined as follows:

"High Complexity Projects" refer to buildings or groupings of buildings with substantial or complicated form, size, or use that significantly impact their environment. These typically:

- Demand high-performance standards;
- Require a sophisticated level of architectural design and detailing;
- Include extensive structural, civil, mechanical, electrical, and specialist systems.

This classification aligns with the HDA's internal framework for assessing project scale and risk and further supports the rationale for assembling a multidisciplinary professional team with adequate technical capacity

- g. Is the Mechanical scope inclusive of Wet services, Fire and Vertical Circulation/ Lifts? **Yes, the Mechanical scope includes Wet Services, Fire Protection, and Vertical Circulation (Lifts). However, please note that the appointment of third-party consultants for these services is at the discretion of the Bidder. The Bidder may choose to engage specialist sub-consultants where necessary to ensure compliance and technical adequacy.**

**Question 4:**

- a. Some contractual issues in the GCC July 2022 may need to be superseded by an SCC for many engineering consultants to obtain the required PI cover. One such matter is point 15, titled warranty, which may raise some red flags for various legal teams, as warranties do not generally cover engineering services. Is it possible to add this to the SCC?
- b. There is no discussion on the limitation of liability to the professional team. The bid document discusses a requirement for PI of at least R10 000 000, however, this is not indicated in the contract. Will it be added to the SCC?
- c. Please provide an extension of time for the bid submission to the 23rd of June to allow time to compile the bid document once responses to the queries and drawings have been received.

HDA is not at the contracting stage, However, before HDA appoints a successful bidder. A letter of intent will be issued to discuss any aspects of the project including a contracting strategy.

**Question 5:**

- a. Can you please indicate which Fee Guidelines are applicable to the tender for all disciplines involved ie: Engineers, Architecture, Quantity Surveyor, Project Management & Occupational Health and safety Consultants.

There are no prescribed fee guidelines for this tender. Bidders are permitted to adopt any reasonable and competitive pricing strategy they deem suitable to execute the required scope of work. This may include the use of Gazetted Fee Guidelines or other market-related fee structures.

Bidders may also base their pricing on benchmarks from previous projects of a similar nature and scale. The emphasis is on value for money, cost-effectiveness, and the Bidder's ability to deliver a complete and compliant solution within budget.

- b. Can you please give an indication of the expected Construction Duration. The 24-month period indicated in the bid documentation includes the full construction duration. Bidders are expected to submit an indicative programme that covers all phases of the redevelopment — including planning, statutory approvals, design development, procurement, construction, and project close-out.  
The programme should reflect a realistic timeline aligned with the scope and complexity of the project.

**Question 6:**

- What is the maximum discount allowed, if any?, pg33 item 1.7  
The HDA is not mandating or requesting a discount for this tender. However, Bidders are encouraged to remain mindful of National Treasury's cost containment measures. Should a Bidder wish to offer a discount, they may do so at their own discretion, provided it does not compromise the quality or completeness of the services offered.
- TOWN PLANNING: Is there rezoning required? No town planner included in the team.  
Addressed above
- SECURITY: these type of projects, Social Housing and/or Students accommodation require security specialists, will the electrical engineer deal with this?

If the Bidder does not have in-house capacity to address the security requirements, they are expected to appoint a qualified third-party Security Consultant as part of their professional team.

- HERITAGE: No heritage consultant included in the PSPs team who pays for it

Addressed above section

- Who will do in our team the feasibility study Part A and B? The project administrator in the team? or it would be a sub consultancy

Addressed above section

#### Question 7

On bidders works experience a) and b "Provide reports for the following to sections"

Are we required to submit as part of our bid documents the feasibility studies conducted by our institution as **hard copies of the entire reports?** Page 25 makes reference to feasibility reports: Yes, the bidder is to submit that a feasibility report of work of a similar nature and scope of works. One report is sufficient for this requirement.