



**prasa**

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## REQUEST FOR A QUOTATION

**APPOINTMENT OF A PANEL OF PROPERTY VALUERS TO PROVIDE  
PRASA CRES SOUTHERN GAUTENG REGION WITH VALUATION  
SERVICES AS AND WHEN REQUIRED FOR A PERIOD OF 24 MONTHS.**

<b>SERVICE PROVIDER NAME</b>	
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**September 2022**

## 1. General Information

### 1.1 Description of the Quotation content

PRASA Corporate Real Estate Solutions (PRASA CRES) Southern Gauteng Region wishes to, through this request for quotation, engage competent, suitably qualified and professionally registered Property Valuers to be shortlisted to form part of the Panel of Valuers.

The region will issue request for quotations to the panel of valuers as and when required to estimate the market value to determine property value and market related rentals of PRASA CRES Southern Gauteng Region properties.

The panel will be for a period of 24 months or up to the contract value limit, whichever that comes first.

### 1.2 Minimum Requirements

#### Stage 1 - Administrative and Substantive Responsiveness

The following documents are mandatory and must be submitted, failure to do so will deem the submission disqualified automatically:

- Submit certified copy of valid registration of principal registered with SACPVP
- Submit an organogram showing the team members that will be conducting valuations

### 1.3 Evaluation Criteria

#### Stage 2 – Functionality Evaluation Criteria

No.	Description of the Requirement		
a)	<b>Qualifications</b>		
	Attach proof of qualifications of a team		<b>35</b>
	• Masters relevant to valuations e.g. M Prop or MSC Property Studies/Real Estate	4 points	
	• Honours relevant to valuations e.g. Honours in Property Studies or Real Estate	3 points	
	• Degree relevant to valuations e.g. BSC Property Studies or B.Com Real Estate	2 points	
	• National Diploma relevant to valuations e.g. Property Valuation/Real Estate (Property Valuation)	1 points	
	• Not Submitted proof of certified qualifications	0 point	

	<b>Experience and Track Record</b>		
	<b>Years of Experience - Team Leader</b> experience in property valuation post Professional Registration.  Team leader to Attach comprehensive CV with years of experience, contactable references on valuation jobs.		
b)	<ul style="list-style-type: none"> <li>More than 4 years experience</li> <li>3 years experience</li> <li>2 years experience</li> <li>1 year experience</li> <li>No experience / No CV submitted</li> </ul>	4 points 3 points 2 points 1 points 0 point	<b>30</b>
	<b>Track Record</b>		
	<b>Provide reference letters of similar projects/works completed.</b> Points will be allocated per reference letter that is on client company letterhead, with contact details and signed by client. Work should have been completed in the past past ten years or less, within the following provinces (Gauteng, Free State and Northern Cape)		
c)	<ul style="list-style-type: none"> <li>4 reference letters</li> <li>3 reference letters</li> <li>2 reference letters</li> <li>1 reference letter</li> <li>No letter submitted</li> </ul>	4 points 3 points 2 points 1 points 0 point	<b>25</b>
	<b>Locality</b>		
	<b>Southern Gauteng Footprint</b>		
d)	<ul style="list-style-type: none"> <li>Offices in Gauteng, Free State, Northern Cape</li> <li>Office in Southern Gauteng</li> <li>Office in another region of Gauteng</li> <li>Based outside Gauteng province</li> <li>Not submitted proof of address/FICA</li> </ul> (Submit any FICA document indicating physical address of company office/branches if your company is outside the indicated provinces. FICA/ proof of Address where the business is operating should be in company or directors name). PRASA CRES reserves the right to verify the correctness of the information supplied. Should it be found that the information supplied is incorrect, the Service Provider will be disqualified.	4 points 3 points 2 points 1 points 0 point	<b>10</b>
<b>TOTAL POINTS</b>			<b>100</b>

The proposals scoring a minimum of 60% for functionality points will be short listed and will be invited to participate in the next phase of the procurement process (negotiating standard rates and conditions of contract for the Panel of Valuers for the duration of 24 months). Submissions scoring less than 60% will be deemed to be non-responsive.

PRASA CRES reserves the right to limit the number of service providers on the panel.

## **2. Bid Specification**

### **2.1 PRASA CRES Introduction**

PRASA's secondary mandate is to generate income from the exploitation of assets acquired by it, which includes real estate and property portfolio. PRASA Corporate Real Estate Solutions (CRES) is a division of PRASA which is responsible for managing the company's property portfolio including train stations, corporate buildings, residential, land and depots to name a few.

### **2.2 Request Background**

PRASA CRES Southern Region requires valuations to conclude leases with third parties interested to rent PRASA owned properties managed by the region and also to review the rentals of existing leases

### **2.3 Scope of Services Required**

PRASA CRES requires Professional Valuer/s who are interested to be part of the Panel of Professional Valuers to determine property values and market related rentals for the following lease types below.

- ATM's
- Development Leases where third party developers (tenants) have been granted permission to develop on PRASA property and lease out space to sub-tenants either on retail, residential etc
- Vacant Land (Serviced & Un-serviced)
- Micro Traders (Stalls and demarcated sites)
- Offices
- Residential
- Retail (Shops)
- Taxi Ranks facilities
- Bus Ticket Offices & Loading Bays
- Parking (Open & Shaded)
- Parking management
- Warehouses

Service providers will be required to provide services on an “as and when required” basis.

Valuations to be conducted for Southern Gauteng Region which covers the following areas: Gauteng South, Free State and Northern Cape, but request will not be limited to following corridors and covers as well areas outside the station precincts;

Corridor	Area covered (Train Stations Line)
Southern Gauteng - <b>West</b>	<ul style="list-style-type: none"> <li>• Soweto Line to Houtheuwel and Naledi</li> <li>• Braamfontein to Obelholzer</li> </ul>
Southern Gauteng - <b>East</b>	<ul style="list-style-type: none"> <li>• Braamfontein to Olifantsfontein and Alberton</li> <li>• Germiston to Daveyton</li> <li>• Germiston to Dunnottar (Nigel)</li> </ul>
Free State and Northern Cape	<ul style="list-style-type: none"> <li>• Bloemfontein and other stations (as listed below)</li> <li>• Kimberly and other stations (as listed below)</li> </ul>

#### ***Free State Province***

- Sasolburg
- Koppies
- Kroonstad
- Henneman
- Virginia
- Theunisen
- Brandfort
- **Bloemfontein**
- Bethule
- Harrismith
- Springfontein
- Bethlehem
- Harrismith
- Noupoot
- Colesburg

#### ***Northern Cape Province***

- Warrenton
- Hartswater
- Magogong
- **Kimberley**
- Oranjerivier

## **2.4 Minimum Content of Valuation Report**

While it is not necessary to provide a lengthy narrative in all valuation reports, the following minimum information may be required depending on the property type, and the requirements of PRASA CRES as per task instruction:

- Basis of valuation method used;
- Title Deed Details – Title Deed number. A copy of the original title deed or an Aktex or Windeed summary to be attached
- Erf Number and address of the property;
- Market overview of the area concerned – including market rentals if available;
- Market value if residential
- Extract of SG Diagrams;
- State of repair / Condition of property / unit (Dated photographs of all major areas of the property and individual units within multi-tenanted properties);
- Date of inspection;
- Effective date of the valuation;
- Suggested escalation rate and period of the lease
- Property is to be measured and measurement to be stated
- Any other important and relevant information.

**NB: Kindly use a separate envelope in submitting the rates**

## Annexure A: Rates Pricing Schedule for Services

Bidders are required to expressly cover their proposed fee/price and disbursement structure based on the activities they propose undertaking to provide the services requested.

The PRASA CRES reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.

Service Scope	Rate
<b>Valuation of Residential Property</b>	
Two room house, Less than 250m <sup>2</sup>	
Three room house, Less than 250m <sup>2</sup>	
Two room house, More than 250m <sup>2</sup> but less than 500m <sup>2</sup>	
Three room house, More than 250m <sup>2</sup> but less than 500m <sup>2</sup>	
<b>Valuation of Commercial Property</b>	
Less than 50m <sup>2</sup>	
More than 50m <sup>2</sup> but less than 100m <sup>2</sup>	
More than 100m <sup>2</sup> but less than 150m <sup>2</sup>	
More than 150m <sup>2</sup> but less than 250m <sup>2</sup>	
More than 250m <sup>2</sup> but less than 500m <sup>2</sup>	
More than 500m <sup>2</sup> but less than 1000m <sup>2</sup>	
More than 1000m <sup>2</sup> but less than 5000m <sup>2</sup>	
More than 5000m <sup>2</sup>	
<b>Valuation of Retail Property</b>	
Less than 50m <sup>2</sup>	
More than 50m <sup>2</sup> but less than 100m <sup>2</sup>	
More than 100m <sup>2</sup> but less than 150m <sup>2</sup>	
More than 150m <sup>2</sup> but less than 250m <sup>2</sup>	
More than 250m <sup>2</sup> but less than 500m <sup>2</sup>	
More than 500m <sup>2</sup> but less than 1000m <sup>2</sup>	
More than 1000m <sup>2</sup>	
<b>Valuation of Industrial Property</b>	
Less than 250m <sup>2</sup>	
More than 250m <sup>2</sup> but less than 500m <sup>2</sup>	
More than 500m <sup>2</sup> but less than 1000m <sup>2</sup>	
More than 1000m <sup>2</sup> but less than 5000m <sup>2</sup>	
More than 5000m <sup>2</sup> but less than 10 000m <sup>2</sup>	
More than 10 000m <sup>2</sup>	
<b>Valuation of Vacant Land</b>	
Less than 500m <sup>2</sup>	
More than 500m <sup>2</sup> but less than 1000m <sup>2</sup>	
More than 1000m <sup>2</sup> but less than 5000m <sup>2</sup>	
More than 5000m <sup>2</sup> but less than 10 000m <sup>2</sup>	
More than 10 000m <sup>2</sup> but less than 30 000m <sup>2</sup>	
More than 30 000m <sup>2</sup> but less than 50 000m <sup>2</sup>	
More than 50 000m <sup>2</sup> but less than 70 000m <sup>2</sup>	
More than 70 000m <sup>2</sup> but less than 100 000m <sup>2</sup>	
More than 100 000m <sup>2</sup>	

<b>Special Valuations</b>	
Development Lease (10 000 m <sup>2</sup> - 50 000 m <sup>2</sup> of land) including schedules of rentals from subtenants	
ATM's	
Bus Loading Bay	
Micro Traders Stall or site	
Parking – Open	
Parking - shaded	
Parking - underground	