



transport

Department:
Transport
REPUBLIC OF SOUTH AFRICA



ADDENDUM TO TERMS OF REFERENCES FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF A COMPREHENSIVE TRAVEL DEMAND MANAGEMENT (TDM) STRATEGY FOR THE DEPARTMENT OF TRANSPORT FOR A PERIOD OF TWO YEARS.

SUMMARY

This addendum clarifies page 10 and 11 of the Terms of Reference on the evaluation criteria as the requirements on the table of project leader experience , project leader qualifications and the team members on the allocation of points were incorrect, to the tender published on 5 August 2026 for the appointment of a service provider to render comprehensive Travel Demand Management to the Department of Transport for a period of two (2) years. The clarification confirms that the correct points were applied as per the table below:

DOT/07/2026/ITP

1. NATURE OF ADDENDUM

This document constitutes an addendum to the original tender published on 5 August 2026. It clarifies the application of Section 2.13 of page 10 and 11 of the Terms of Reference insofar as it relates to evaluation criteria in project leader experience, project team qualifications and project team experience requirements.

This clarifies the error on page 2 of the RFP on the dates for the communications that will be accepted by DOT up till 20 August 2026.

2. CURRENT SECTION 2.13

2.13 EVALUATION CRITERIA

2(b)	Project Leader Experience: Overall competency of the project leader, should have the following experience: I. Transport Planning and Project management experience coupled with experience relating Research/ Report Writing Skills, Data Analysis and Strategy development. Demonstrated experience in designing and evaluating TDM programmes or similar.	15	<table><tr><th>Pts</th><th>Requirement</th></tr><tr><td>0</td><td>No experience</td></tr><tr><td>3</td><td>Less than 3 years relevant experience</td></tr><tr><td>6</td><td>3 or more, but less than 6 years relevant experience</td></tr><tr><td>8</td><td>6 or more, but less than 8 years relevant experience</td></tr><tr><td>12</td><td>8 or more but less than 10 years relevant experience</td></tr><tr><td>15</td><td>10 or more years relevant experience</td></tr></table>	Pts	Requirement	0	No experience	3	Less than 3 years relevant experience	6	3 or more, but less than 6 years relevant experience	8	6 or more, but less than 8 years relevant experience	12	8 or more but less than 10 years relevant experience	15	10 or more years relevant experience	
Pts	Requirement																	
0	No experience																	
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6	3 or more, but less than 6 years relevant experience																	
8	6 or more, but less than 8 years relevant experience																	
12	8 or more but less than 10 years relevant experience																	
15	10 or more years relevant experience																	
3 (a)	Project Team: Qualifications The project team must have thorough technical and operational knowledge as per the TOR, which can be determined from relevant CV's showing proof of their qualifications and experience. Qualification: Collectively the team must have the following minimum qualification:	10	0= No relevant certificate and qualification 3= one (1) certificate and Two (2) qualifications 5= Two (2) certificates and two (2) qualifications 7= Three (3) certificates and three (3) qualifications 8= Four (4) certificates and Four (4) qualifications 10= Five (5) certificates and Five (5) qualifications															

	a. Relevant Certificate, N. Dip. In Civil Engineering and/ B-Tech in Transportation/ BCom Transport Economics. b. N. Dip. and or higher in Urban and Regional Planning (or Town and Regional Planning). c. SAQA recognised Project Management certificate. d. Specialised courses related to Data Analysis and Transport Modelling. The combined team members must collectively possess at least one of the stated professional certificates relevant to transport planning, mobility management, or related disciplines. At least one team member must hold a National Diploma or higher in Urban and Regional Planning or Town and Regional Planning.																																												
3(b)	The Project Team should have the following experience: i. Urban and Regional Planning or Town and Regional Planning): Weight = 15 ii. Research, Data Analysis, modelling and Report writing: Weight = 15 iii. Transport Planning/ Transport Economics: Weight = 10 iv. Policy and Legislation development & analysis: Weight = 10 v. Public transport network integration, NMT Planning and Modal shifts/ Urban precinct development/regeneration: Weight = 15 NB: i. Bidders must provide CVs with certified copies of qualifications.	55	<table><tr><th></th><th>55</th><th>No relevant experience and qualification</th><th>Less than 5 years of relevant experience and qualification</th><th>More than 5 less than 7 years of relevant experience and qualification</th><th>More than 7 less than 9 years of relevant experience and qualification</th><th>Over 9 years of relevant experience and qualification</th></tr><tr><td>(a)</td><td>15</td><td>0</td><td>6</td><td>9</td><td>12</td><td>15</td></tr><tr><td>(b)</td><td>5</td><td>0</td><td>6</td><td>9</td><td>12</td><td>15</td></tr><tr><td>(c)</td><td>10</td><td>0</td><td>4</td><td>6</td><td>8</td><td>10</td></tr><tr><td>(d)</td><td>10</td><td>0</td><td>4</td><td>6</td><td>8</td><td>10</td></tr><tr><td>(e)</td><td>15</td><td>0</td><td>4</td><td>6</td><td>8</td><td>15</td></tr></table>		55	No relevant experience and qualification	Less than 5 years of relevant experience and qualification	More than 5 less than 7 years of relevant experience and qualification	More than 7 less than 9 years of relevant experience and qualification	Over 9 years of relevant experience and qualification	(a)	15	0	6	9	12	15	(b)	5	0	6	9	12	15	(c)	10	0	4	6	8	10	(d)	10	0	4	6	8	10	(e)	15	0	4	6	8	15
	55	No relevant experience and qualification	Less than 5 years of relevant experience and qualification	More than 5 less than 7 years of relevant experience and qualification	More than 7 less than 9 years of relevant experience and qualification	Over 9 years of relevant experience and qualification																																							
(a)	15	0	6	9	12	15																																							
(b)	5	0	6	9	12	15																																							
(c)	10	0	4	6	8	10																																							
(d)	10	0	4	6	8	10																																							
(e)	15	0	4	6	8	15																																							

	ii. The weights will be calculated on the weighted average, if multiple team members are allocated in a specific competency. iii. Minimum size of team must be three (3) members, excluding the Project Leader. iv. In the case of an international qualification, the bidder must attach proof from SAQA. v. Certified copies must not be older than six (6) months on date of bid closing. vi. See attached template for completion (Annexure D). - vii.	
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3. REQUEST FOR PROPOSAL

This clarifies the error on page 2 of the RFP on the dates for the communications that will be accepted by DOT up till 20 August 2026.