

REQUEST FOR PROPOSALS

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: 02 February 2022

DUE TO THE COVID-19 PANDEMIC, A TENDER BRIEFING SESSION WILL NOT TAKE PLACE. QUERIES ON THE BID TO BE [FORWARDED TO NMOTSOARI@JDA.ORG.ZA OR LNTULI@JDA.ORG.ZA](mailto:FORWARDED_TO_NMOTSOARI@JDA.ORG.ZA).

CLOSING DATE: 01 April 2022

CLOSING TIME: 12H00

BID NUMBER: JDA/ICR CARR STREET TP 001

BID DESCRIPTION: RFP - APPOINTMENT OF PROFESSIONAL TOWN PLANNERS FOR INNER CITY RANKS: CARR STREET FOR A PERIOD OF 36 MONTHS.

BID DOCUMENTS MUST BE DEPOSITED IN THE TENDER 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.

You are advised to arrive early for parking and COVID-19 Screening procedures. No mask, No entry.

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 -
Tel: 011 688 7800

Contact Person: Lerato Ntuli
E-mail: ntuli@jda.org.za

ANY REQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department: Development Implementation
Tel: 011 688 7800

Contact Person: Ntombi Motsoari
E-mail: nmotsoari@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)**

BID: RFP NUMBER	JDA/DI/INNER CITY RANK: CARR STREET/CN008			
BID: RFP DESCRIPTION	RFP - APPOINTMENT OF PROFESSIONAL TOWN PLANNING SERVICES FOR INNER CITY RANK: CARR STREET PUBLIC TRANSPORT RANKS FOR A PERIOD OF 36 MONTHS.			
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
EMAIL ADDRESS				
VAT REGISTRATION NUMBER				
CSD SUPPLIER NUMBER				
COMPANY REGISTRATION NUMBER				
TAX VERIFICATION PIN				
TOTAL BID PRICE excluding Value Added Tax	R			
TOTAL BID PRICE in WORDS excluding Value Added Tax				
BIDDING COMPANY'S CONTACT PERSON and EMAIL:				
SIGNATURE OF BIDDER				
CAPACITY UNDER WHICH THIS BID IS SIGNED				
DATE				

PLEASE INSERT YOUR **COMPANY'S BBBEE**
CERTIFICATE OR SWORN AFFIDAVIT HERE

PLEASE INSERT YOUR COMPANY'S PROOF
OF CSD REGISTRATION HERE

PLEASE INSERT CERTIFIED COPY OF VALID
SACPLAN CERTIFICATE HERE

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

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. Lerato Ntuli on 011 688 7800

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 Fax 0800 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.

ADVERT DATE: 28 FEBRUARY 2022 DUE TO THE COVID-19 PANDEMIC, A TENDER BRIEFING SESSION WILL NOT TAKE PLACE. QUERIES ON THE BID TO BE FORWARDED [TO NMOTSOARI@JDA.ORG.ZA](mailto:NMOTSOARI@JDA.ORG.ZA) OR LNTULI@JDA.ORG.ZA. QUESTIONS AND ANSWERS WILL BE UPLOADED ON THE JDA WEBSITE. CLOSING DATE: 28 MARCH 2022

CLOSING TIME: 12H00

BID NUMBER: JDA/INNER CITY RANKS: CARR STREET HOLDING FACILITY

BID DESCRIPTION: RFP - APPOINTMENT OF PROFESSIONAL TOWN PLANNING SERVICES FOR THE INNER-CITY RANKS: CARR STREET FOR A PERIOD OF 36 MONTHS.

MARCH 2022

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COPY OF ADVERT

TENDERING PROCEDURES

Tender Notice and Invitation to Tender

RFP - APPOINTMENT OF PROFESSIONAL TOWN PLANNING SERVICES FOR THE INNER-CITY RANKS: CARR STREET HOLDING FACILITY SITUATED ON FARM PORTION 78/91 – IR CITY OF JOHANNESBURG METROPOLITAN MUNICIPALITY FOR A PERIOD OF 36 MONTHS.

The Johannesburg Development Agency requests proposals from suitably qualified and experienced Town Planners for Town Planning Services for Inner-City Ranks: Carr Street Holding Facility Project situated on Farm Portion 78/91- IR City of Johannesburg Metropolitan Municipality.

Queries relating to procurement matters may be addressed to Lerato Ntuli at tel: (011) 688 7800 or e-mail: Lntuli@jda.org.za

Technical queries or queries relating to the project may be addressed to Ntombi Motsoari at (011) 688 7800 or e-mail: nmotsoari@jda.org.za

Documents may be downloaded from the JDA website: www.jda.org.za and e-Tender portal: www.etenders.gov.za on **02 March 2022**. Tenders must only be submitted on the tender document that is downloaded from the stipulated websites only. The retyping of the tender document is not permitted.

DUE TO THE COVID-19 PANDEMIC, A TENDER BRIEFING SESSION WILL NOT TAKE PLACE. QUERIES ON THE BID TO BE FORWARDED TO NMOTSOARI@JDA.ORG.ZA OR LNTULI@JDA.ORG.ZA.

The closing date and time for receipt of tenders is **12:00pm on 01 April 2022**. Telegraphic, telephonic, telex, facsimile, e-mailed and late tenders will not be accepted.

The physical address for the delivery of tender documents is Johannesburg Development Agency, Ground Floor Reception Area, The Bus Factory, 3 Helen Joseph Street (formerly President Street), Newtown 2000.

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 Johannesburg Development Agency acting on behalf of the City of Joburg's Department of Transport invites proposals from suitably qualified professionals to provide town planning services to support the development of Inner-City Ranks: Carr Street.

2. PROJECT INFORMATION

2.1. Background

The JDA is intent on upgrading the Carr Street taxi holding facility as part of the City's inner city regeneration programme. The upgrading of the facility will also address the strategic outcomes of the Johannesburg Growth and Development Strategy.

The intention is to upgrade the existing facility into a fully-fledged, multi-modal / transit orientated mixed-use development making provision for:

- a. Intermodal transport facilities.
- b. Formal and informal retail.
- c. Formal and informal food vending / retail and restaurants
- d. Any other uses that may seem considered suitable by the City

2.2 Project Purpose

The upgrading of the Inner-City Ranks is intended to fulfil the broader regeneration objectives including to address the relevant Johannesburg Growth and Development Strategy outcomes, which aim to promote the following:

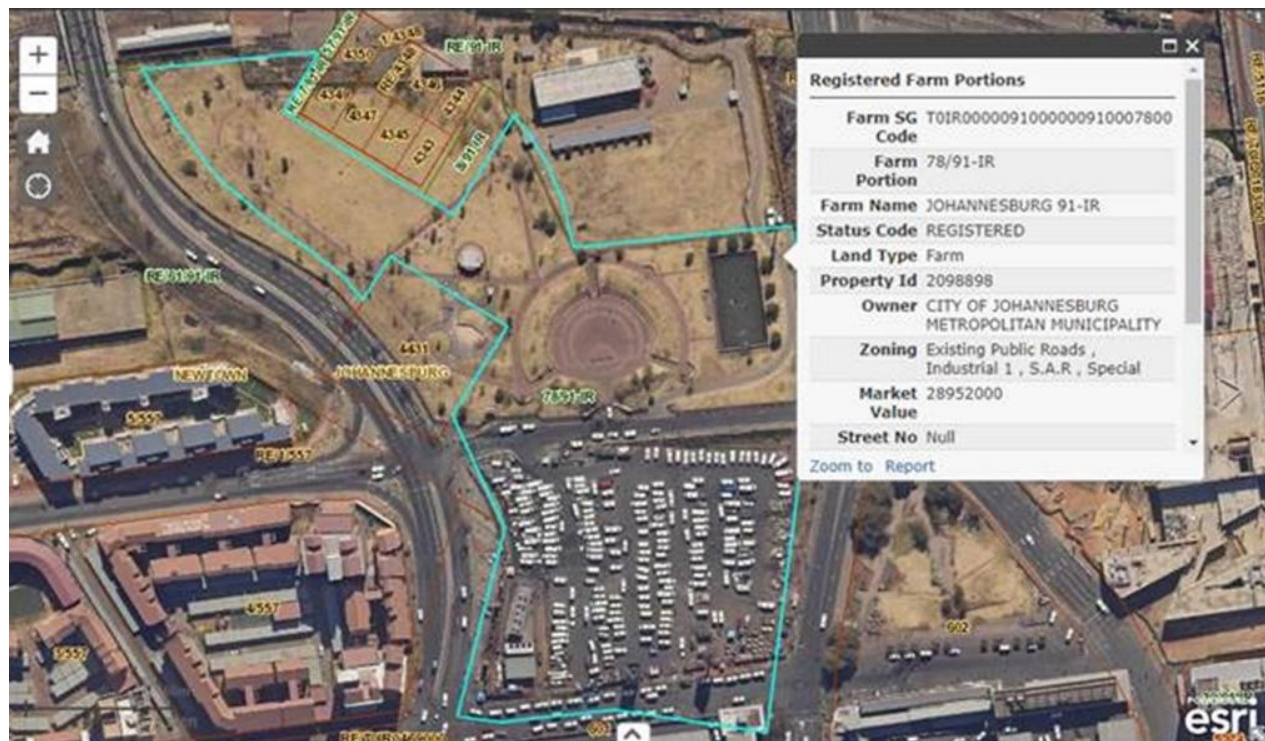
- Economic growth;
- Environmental quality;
- Accessibility and connectivity;
- Liveability (create a vibrant public realm with high quality public space);
- Social cohesion and inclusivity; and
- Public transport orientated development and intermodal integration.

2.3 Project Location and Description

The project is located on Carr Street in Johannesburg CBD, Farm Portion 78/91-IR in City of Johannesburg Metropolitan Municipality. The property is bound by Ntemi Piliso Street, Gwigwi Mwrebi Street, Sauer Street, Simmonds Street, Biccard Street and is also traversed by Carr Street.

2.4 Current Statutory Status of the Property

The project site forms part of a larger farm portion known as Portion78 of the FARM JOHANNESBURG No. 91 IR.



Local Map: Extent of Farm Portion

2.5 Ownership

The ownership of the site vests with the City of Johannesburg Metropolitan Municipality

2.6 Current Zoning

The property is currently zoned 'S.A.R.', 'Existing Public road', 'Industrial 1', and 'Special'. The Town Planner will have to consult with City's Land Use Management Directorate (LUM) in order to determine the accurate zoning as well as the application required for the full scope of the project.

2.7 Proposed Zoning and Recommended Town-Planning Approach

The development intent of the City for the project site is a transit orientated mixed use, multi-modal facility that is cognisant of the statutory status of the site, and its surrounding land uses towards the attainment of strategic development objectives of the City.

The ancillary uses of the proposed holding facility should be informed by a Market Study that will provide a detailed assessment of the project property's highest and best use as well as optimal return on the City's investments.

Town planner must undertake a township establishment process for Portion 78/91-IR upon which a taxi holding facility is currently situated as well as alienate portions that are currently used as public open space and public road.

The precise zoning to be applied for through the proposed township establishment application should be workshopped and confirmed in consultation with the client (JDA) and Municipality. The Town Planner to recommend based on needs and demand analysis the basket of rights that suits the role and intended development function of the upgraded facility. This needs to be informed by a comprehensive Market Study to undertaken as part of the application process.

The application process to be undertaken by the Town Planners should include the following:

1. Prepare and inception report that will outline the Town Planners understanding of the scope, approach to be adopted for the project, and the workplan to inform project deliverables.
2. Conduct base planning for the application process which will provide the status quo/ current conditions of the site:
 - i. Current Zoning and Land Use rights
 - ii. Site features and constraints
 - iii. Road proposals, points of access
 - iv. Ownership and availability of Title Deeds for Land Parcel
 - v. Geo-Technical Information and or Surveyor-General information.
 - vi. Availability of Electricity, Water and Sanitation connections on sites

The submission of a Township Establishment Application Memorandum with:

- Market Needs and Demand Analysis
- Civil Services Outline Scheme Report;
- Electrical Services Outline Scheme Report;
- Geotechnical Report;
- Traffic Impact Assessment;
- EIA or exemption application
- Conveyancers Certificate;
- Land Surveyors Certificate with General Plan;
- Any other requirements that may be required by the City's LUM department

3. Maintain ongoing frequent communication with the City of Joburg Land Use Management Directorate to track applications, deal with public objections, appeals and amendments.

4. Support the professional team on all land use requirements

- i. Design layouts – (Incorporation into town planning submissions)
- ii. Assess planning proposals
- iii. Draft and review designs (Town Planning aspects)
- iv. Development research
- v. Advise on neighborhood development

5. Ensure that any objections received on the application are addressed, and adequately represented

6. Tribunal Hearings.

7. Ensure that the application is approved by coordinating the statutory requirements necessary e.g. approved General Plan, lodging and registration of property at Deeds Office, and gazetting of proclamation.

3. APPOINTMENT

The JDA is requesting proposals from experienced and registered companies to render **Town Planning services** for thirty-six months.

3.1 Appointed Consultants

The project has appointed the following services :

- Civil and Structural Engineer;
 - Traffic Engineer as sub-consultant
- Architect
- Project Manager and Principal Agent
- Mechanical engineer
- Electrical Engineer;
- Geotechnical Engineering Services
- Land Surveyor.

The Town Planner will be required to obtain the services of suitably qualified and experienced Property Economist and Conveyancer for the Market study and lodging and registration of the property successively.

3.2 Deliverables

1. Inception Document- Interpretation of Brief, Project Process, Project Timelines, Milestone and Deliverables
2. Base Planning Report
 - Township Establishment Application with:
 - Market Study
 - Civil Services Outline Scheme Report;
Electrical Services Outline Scheme Report;
Geotechnical Report;
 - Traffic Impact Assessment;
EIA or exemption application
 - Land Surveyors Certificate with General Plan;
 - Conveyancers Certificate; and any other reports that may be required by the City.
3. Approved Township Establishment application- i.e. approved General Plan, Township registered with Deeds Office and Gazetted Township Proclamation.
4. Close Out Report

3.3. Data Ownership and Critical Milestones

3.3.1. Data Ownership

All milestone products, developed for the purpose of this project, in addition to the final document and all associated map work, shall remain the property of the CoJ.

3.4. Critical Milestones

The critical milestones for this project shall be delivered as illustrated in **Table 1**. Due to the changing nature of project processes all the following timelines are **indicative** and subject to confirmation by the client department

Table 1: Critical milestones and delivery timelines

Milestone	Delivery Timeline
1. A project inception report	End of month 2 weeks after appointment
2. Base Plan report report with accompanying data in an electronic format	End of month 1
3. Application Memorandum	End of month 4
4. Approved applicationApproved	End of month 10
5. Project Handover Report	End of month 11
6. Conclusion Report	End of month 12

4. TARGET AUDIENCE

The following form the primary and secondary recipients and audiences of the work produced.

Primary	Secondary
▪ City of Joburg Dept. Transport ▪ City of Joburg Dept. Development Planning / City Transformation ▪ Johannesburg Development Agency ▪ Johannesburg Property Company ▪ City of Joburg Dept. Economic Development ▪ City of Johannesburg Community Development ▪ Johannesburg Roads Agency	▪ General public / community ▪ Inner City Office ▪ CRUM - Citizen Relation and Urban Management in Region G ▪ Key Developers stakeholders in the precinct ▪ Local Business Forum ▪ City of Joburg Dept. Community Development

5. FORMAT OF FINAL OUTPUTS

5.1 Progress reports

- **Hard copy:** 4 colour hard copies of the progress report (bound, may be printed double-sided) to be provided at each project progress meeting.
- **Soft copy:** Progress report should also be submitted in PDF (Acrobat) and Word file format

5.2 Draft documents

- **Hard copy:** 4 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft copy:** Soft Copy to be provided in PDF (Acrobat) and MS Word file format

5.3 Final documents

- **Hard copy:** 6 colour hard copies of the final documents (bound, may be printed double-sided)
- **Soft copy:** 6 soft copy of the draft products in PDF (Acrobat), MS Word and MS Powerpoint file formats. One of the soft copies must be typed to allow direct single-sided A4 printing.

a. Maps/Plan

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 approval standard 26-digit code must be used as the unique property identifier. The Hartebeeshoek datum (WGS84) must be used. Data can be transferred via CD's or DVD or USB.

The proposed Carr Street Holding Facility project documents 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 to 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.

6. TIMEFRAMES

The JDA is requesting quotations to render Town Planning services required for Inner City Ranks: Carr Street project for 36 months

7. ASSESSMENT CRITERIA

Submissions will be evaluated on the criteria to follow:

- Compliance
- Technical Competence
- Price and Empowerment

7.1 Compliance

Bidders will be disqualified for:

- 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 (i.e. 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 9 herein;
- Bidders who have any directors in the employment of the state.

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. The final price to be transferred to the offer page correctly and failing which, bidders will be disqualified.

A.	KEY RETURNABLE DOCUMENTS	
A1	Valid BBBEE status level certificate	Y / N
	Company registration documents	Y / N
	CTS letter from SARS	Y / N
	Current municipal rates account / affidavit	Y / N
	3 Years audited financial statements	Y / N
	Certified copies of identity documents	Y / N
	Annexure A :Business Declaration completed in full	Y / N
	Annexure B :Declaration of Interest completed in full	Y / N
	Annexure C :Declaration of Past SCM Practices completed in full	Y / N
	Annexure D :Particulars of Contracts Awarded by an Organ of State completed in full	Y / N
	Annexure E :MBD9 Certificate of Independent Bid Determination completed in full	Y / N
	Annexure F :Declaration on State Of Municipal Accounts completed in full	Y / N

7.2 Technical Competence

The technical assessment is based on the criteria set out below. Tenderers will have to submit compliant documents and score a minimum score of **210 out of a possible 300 points (70%)** in the technical evaluation in order to be considered further in the evaluation process.

A	RELEVANT PROFESSIONAL EXPERIENCE	200
1	Lead Town Planner	
	CV's must show projects, values, roles played and period. If any information is not contained in the CV or Annexure G then zero points will be awarded.	10 Years more experience in statutory town planning 50
		Between 5-9 years experience in statutory town planning 30
		Less than 5 years experience in statutory town planning 10
	A minimum qualification of a B. Tech or bachelor's degree in Town Planning	Certified proof of qualification must be provided in tender document to obtain the points 20
	Valid Professional Registration with SACPLAN	Proof of registration must be provided to obtain points 10
	Property Economist	
	CV's must show projects, values, roles played and period. If any information is not contained in the CV or	10 Years more experience in conducting property/ real estate market Studies 50

	Annexure G then zero points will be awarded.	Between 5-9 years' experience in conducting property/estate market Studies	30
		Less than 5 years' experience in in conducting property/estate market Studies	10
	A minimum qualification of a B. Tech or bachelor's degree in Property Studies or related qualification	Certified proof of qualification must be provided in tender document to obtain the points	0
	Conveyancer		
	A minimum qualification of a Bachelor's degree in LLB/ Law	10 Years more experience in conveyancing	50
		5-9 years' experience in conveyancing	30
		Less than 5 years' experience in conveyancing	10

	A minimum qualification of a Bachelor's degree in LLB/ Law	Certified proof of qualification must be provided in tender document to obtain the points	10
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B	PROJECT EXPERIENCE OF THE LEAD TOWN PLANNER		50
	Number of Statutory Town Planning Processes Completed and Approved		
	ONLY The following types of processes will be counted as valid for scoring: ✓ Rezoning Applications ✓ Consent Use Applications ✓ Township Establishment ✓ Consolidations and Subdivisions ✓ Land Use Rights Zoning Assessment/Analysis Report/ Land Pre-feasibility Report (NOT Building Line Relaxations)	5 or more processes completed and approved (comprising of minimum 3 Township Establishment approvals and any 2 other listed applications)	50
		3 to 4 processes completed and approved (comprising of minimum 3 Township Establishment approvals and any 2 other listed applications)	30
		1 to 2 processes completed and approved (comprising of minimum 3 Township Establishment approvals and any 2 other listed applications)	10
C	REFERENCES		50
1	Each Reference MUST be matched to the list of completed work provided in the category above Each Reference Letter MUST: - Appear on the clients letterhead OR be stamped by the client - Be signed by the client - Name the Project - Provide the date of completion - Provide the Project Value - Include comment on the client's satisfaction with the work done - Provide client's e-mail and telephone contact details	5 or more relevant references	50
		3 to 4 relevant references	30
		1 to 2 relevant references	10
		MAXIMUM POSSIBLE POINTS – TOTAL	300

		(MINIMUM SCORE REQUIRED to PROCEED TO PRICE/BBBEE Evaluation)	210
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7.3 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

7.3.1.1 Points awarded for BBBEE status level

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

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:

Notes:

- 11.3.1.1 "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).
- 11.3.1.2 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.

FAILURE TO SUBMIT A BBEE STATUS LEVEL CERTIFICATE WILL RESULT IN THE BIDDER SCORING ZERO (0) POINTS FOR BBEE.

11.3.1.3 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.

11.3.1.4 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.

11.3.1.5 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.

11.3.1.6 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.

11.3.1.7 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.

11.3.1.8 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.

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

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

11.3.2 Formula for scoring tender price

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

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

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

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

$PP = P_s + P_{bee}$ 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

8. 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. 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

9. PRICING SCHEDULE

Detailed below is information upon which fees must be based for the Inner-City Public Transport Ranks. The pricing schedule, included as part of this document, must be completed and submitted together with your proposal.

In completing the pricing schedule, bidders are to read the schedule together with the scope of works.

In addition to the pricing schedule, the bidder is expected to provide a detailed cost breakdown, separate to this pricing schedule, for the various project activities.

Item	Description	Unit of measure	Quantity	Unit Price	Total Amount
1	PROJECT INCEPTION				
1.1.	Project planning (Project Work Flow Diagram, Project Plan), and preparation of the Inception Report	Sum	1		
2.	TOWNSHIP ESTABLISHMENT PROCESS				
2.1	Base Plan	Sum	1		
2.2	Draft Memo with specialist studies	Sum	1		
2.3	Submission of Application to Council	Sum	1		
2.4	Approved Application	Sum	1		
3	STAKEHOLDER CONSULTATIONS				
3.1	Participate in the stakeholder engagement process (Meetings)	No	10		
3.2	Public Notices (Site Notices and Local Newspaper Adverts	Sum	1		
4	ECONOMIC PROPERTY SPECIALIST				
4.1	Market Study	Sum	1		
5	CONVEYANCER				
5.1	Registration of Township	Sum	1		
5.	ADMINISTRATION & REPORTING				
5.1	Project Management, administration, client liaison, steering committee	Monthly rate	36		
	Handover Report	Sum	1		
	TOTAL EXCLUDING VAT			R	

Service Providers 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 quoted amount. Failure to carry price for all items and carry the amount to the offer page will result in disqualification.

10. HOW TO COMPILE YOUR PROPOSAL SUBMISSION

Submissions are to consist of a short and comprehensible report that must provide the JDA with sufficient information to make a sound and fair evaluation of the quotation as well as the experience and capability of the applicant to undertake and manage the project successfully.

The report should be structured and submitted **using the same item numbers as below** for the required sections of the report. With all the requested information must be clearly spelt out:

Section Number	ITEM	Information Required
A	OFFER PAGE	Tender OFFER Page, completed in FULL and signed.
		Applicants must ensure that the TOTAL FEE IS CORRECTLY CALCULATED AND TRANSFERRED TO THE OFFER PAGE.
		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.
B	BBBEE CERTIFICATE	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 Exempted Micro Enterprises (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.
C	PROOF OF CSD	Copy of CSD No award will be made to a service provider who is not registered with National Treasury Central Supplier Database.
D	PROOF OF SACPLAN REGISTRATION	Certified Copy of valid SACPLAN Registration (Valid at the date of tender closing)
E	ANNEXURES A TO F	ALL ANNEXURES COMPLETED IN FULL and SIGNED
F	ORGANOGRAM	ORGANOGRAM depicting who the Project Lead is and the names and roles of any supporting resources. A detailed project organogram identifying the entity's management structure and all staff resources to be employed on the project/s and the percentage time allocation of the staff to the project/s.

Section Number	ITEM	Information Required
G	CV's AND CERTIFICATES	CV and Certificates of all members of the team in line with the organogram
H	COMPLETED APPROVED APPLICATIONS + REFERENCES	List each completed and approved environmental studies application Attach a Reference Letter from a client for each of these
I	PRICING SCHEDULE	Tenderers are to replicate the Pricing Schedule as per Section 13 and submit it as part of their fee proposal. The cost of the required services must be defined in rand terms. All figures are quoted excluding VAT. Applicants must ensure that the TOTAL FEE IS CORRECTLY CALCULATED AND TRANSFERRED TO THE OFFER PAGE.
J	ANY SPECIAL DISBURSEMENT NOTES	Any Special Notes: Please document any conditions related to your bid proposal. E.g. on any Special Disbursements Required. Please make any proposed additional explicit with separate motivation.
K	COMPANY BROCHURE	Corporate brochure, if any. Alternatively a summary of the entity's background and experience
L	COMPANY REGISTRATION DOCUMENTS	Company registration documents and a copy of a valid tax compliance status (CTS) letter issued by SARS. No tender will be awarded to a bidder whose tax matters are not in order with SARS at the time of award.
M	MUNICIPAL RATES ACCOUNT	A copy of the bidding entity's latest municipal rates account in the name of the bidding entity or alternatively in the names of the directors / partners of the bidding entity. If not applicable, an affidavit to this effect is required. Copies of lease agreements or accounts from a lessor will not be accepted.

Section Number	Information Required
N	Signed Audited Financial Statements for the past 3 Financial Years
O	Details of Director's/Partner's/Members and Shareholders with certified copies of their identity documents.
P	A schedule of completed contracts of a similar nature. Details to be provided in the schedule must include: Description of the project Name of Employer/Client and representative with contact details Cost of the works Fee for services Date of completion
Q	A schedule of current contracts of a similar nature with details
R	A schedule of contracts awarded by an organ of state during the past five (5) years with details
	NOTES IN RESPECT OF CONSORTIUMS AND JOINT VENTURES • EACH party to a Consortium and Joint Venture is to submit the requisite document and/or information K. L. M, N, O, P, Q, R above • A trust, consortium joint venture must obtain and submit a consolidated B-BBEE Status Level for every separate bid. • An agreement or Heads of Terms recording the arrangement between the parties to the Consortium/Joint Venture is to be submitted with the proposal. • The lead consultant must be identified in the proposal. JDA will conclude a contract with the lead
	Tenderers are to submit 2 copies of their proposal/s. (1 original plus 1 copy) FAILURE TO COMPLY WITH THE REQUIREMENTS LISTED IN THE TABLE ABOVE WILL RESULT IN TENDERERS BEING NEGATIVELY SCORED FOR RESPONSIVENESS AND TECHNICAL OR DISQUALIFIED FOR NON-COMPLIANCE.

11. CLOSING DATE, TIME AND VENUE FOR SUBMISSIONS

The completed tender document shall be placed in a sealed envelope, written / typed clearly on the front of the envelope with the words:

“RFP – APPOINTMENT OF PROFESSIONAL TOWN PLANNING SERVICES FOR INNER CITY RANKS: CARR STREET FOR A PERIOD OF 36 MONTHS.”

The envelope must be deposited inside 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.

The Tender closes at 12:00pm on 01 April 2022.

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

NO E-MAILED/ 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 fourteen (14) calendar days from the day of notification.

The tender offer validity period for this tender is 120 days.

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

12. Type of firm

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

Private company (Tick one box)

13. 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 2018 (excl. VAT):

R.....**Year**.....

RYear

RYear

RYear

14. 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)

15. 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 authorized 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

FORM B: DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state*.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their 39rganizati 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

.....

16. 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.
I 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	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes	No
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	No

4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
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	No
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

Signature

Position

Name of Bidder

Date

.....

.....

.....

.....

ANNEXURE D : PARTICULARS OF CONTRACTS AWARDED BY AN ORGAN OF STATE* DURING THE LAST 5 YEARS**

(In the event of insufficient space, kindly attach documentation)

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** a46rganizatised by the [Minister](#) by notice in the *Government Gazette* as an institution or category of institutions to which [this Act](#) applies

Signature

(of pers46rganizatised to sign on behalf of t46rganzationion)

Position

Name of Bidder

Date

ANNEXURE E : CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

For

R-P - APPOINTMENT OF TOWN PLANNING SERVICES FOR THE INNER CITY: CARR STREET PUBLIC TRANSPORT RANKS FOR A PERIOD OF 36 MONTHS

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. 1 of 2004 or any other applicable legislation

ANNEXURE F : 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, and no arrangement of payment is in place.

B Bid Information

- i. Name of bidder.....
- ii. Company 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

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:_____

ANNEXURE G : ORGANOGRAM

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

DESIGNATION	NAME AND SURNAME	DETAILED CV; CERTIFIED ACADEMIC QUALIFICATION AND VALID PROFESSIONAL REGISTATON (WHERE APPLICABLE)
Lead Town Planner 1 x resource required		
Conveyancer 1 x resource required		
Economic Property Specialist 1x 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 together with certified academic qualification and valid professional registration (where applicable)

END OF TENDER DOCUMENT

AS A COURTESY **PLEASE USE DOCUMENT
TAGS OR DIVIDERS** TO DEMARCATE THE SECTIONS OF YOUR BID SUBMISSION
FOR EASE AND RAPIDITY OF EVALUATION

REFER TO THE TABLE IN SECTION 14 ABOVE