CLOSED TENDER PROCESS

NAME OF SERVICE PROVIDER: ____________________________

REQUEST FOR PROPOSALS FOR GOODS AND SERVICES AT JPC

N.B. THIS REQUEST FOR PROPOSAL (RFP) ISSUED ONLY LIMITED TO PROFESSIONALS APPROVED FOR INCLUSION IN THE JPC PANEL OF PROFESSIONALS (POP 03/ 2018) UNDER THE FOLLOWING CATEGORY: TURNKEY PROJECT MANAGEMENT

JPC requests your quotations on the goods and/or services listed hereunder and/or on the available RFP forms. Please furnish all information as requested and return your quotation on the date stipulated. Late and incomplete submissions will invalidate the proposals submitted.

| DATE OF ISSUE | 30 August 2019 |
| CLOSING DATE | 13 September 2019 |
| CLOSING TIME | 10H30 (TELKOM TIME) |
| DEPARTMENT | FACILITIES MANAGEMENT |
| SCM NUMBER | N/A |
| PANEL NUMBER | POP03/2018 PANEL OF PROFESSIONALS |
| DESCRIPTION OF GOODS/SERVICES | TURNKEY PROJECT MANAGEMENT FOR THE REHABILITATION OF THE WALTER SISULU SQUARE OF DEDICATION |
| COMPULSORY BRIEFING SESSION | Venue: Walter Sisulu Square of Dedication Kliptown, Soweto Time: 10H00 Date: 05 September 2019 |

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
<table>
<thead>
<tr>
<th><strong>RFP SPECIFICATION FORMS/DOCUMENTS ARE OBTAINABLE FROM:</strong></th>
<th><a href="http://www.jhbproperty.co.za">www.jhbproperty.co.za</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COMPULSORY REQUIREMENTS</strong></td>
<td>Submission of all required documents</td>
</tr>
</tbody>
</table>
| **SUBMISSION OF QUOTES:** | 1st Floor  
Forum 2, Braam Park  
33 Hoofd Street  
Braamfontein  
2017  
Submissions must be deposited into the RFQ Box at the Reception. No emailed submissions will be accepted |
| **ENQUIRIES:** | Nyeleti Mackay  
010 219 9000 / 9195  
nmackay@jhbproperty.co.za |

N.B. Proposals submitted by Professionals or Service Providers not included in POP 03/2018-Panel of Professionals under Turnkey Project Manager will not be considered.

Proposals above R30 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) & JPC’s Supply Chain Management Policies and Procedures.

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018-Panel of Professionals will not be considered.
**CHECKLIST**

**SCM NO:**

*PLEASE USE THE CHECKLIST TO CONFIRM THAT ALL COMPULSORY DOCUMENTS ARE ATTACHED TO YOUR SUBMISSION.*

<table>
<thead>
<tr>
<th>No</th>
<th>Details</th>
<th>✓</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Certified Copy of Company Registration Document</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Rates &amp; Taxes Account for Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the Commissioner of Oaths/ Arrangements letter</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Rates and Taxes Account for All the Directors of the Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the Commissioner of Oaths/ Arrangements letter</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>MBD 4: Declaration of Interest (Attached)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>MBD 9: Certificate of Independent Bid Determination. (Attached)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>MBD 6.4: Local Content (Attached) (IF REQUIRED)</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Certified Copy of BBBEE certificate</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Valid Tax Clearance Certificate or Pin number</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Empowerment Plan and employment statistics (youth, women and people with disabilities)</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>All alterations must be signed</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Quotation is signed</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>UIF</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Certified ID copies for the Directors or Members of the Entity</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Central Supplier Data Base registration (CSD)</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Works Insurance and Public liability insurance</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Affiliation / Registration with Professional bodies</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Professional Indemnity insurance</td>
<td></td>
</tr>
</tbody>
</table>

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
PLEASE NOTE THAT NOT SUBMITTING THE COMPULSORY DOCUMENTS MAY LEAD TO DISQUALIFICATION

1. Valid Original tax clearance.

   “Declaration on State of Municipal Accounts” form. (Attached)

   Please note the following:

   a) There must be a Rates & Taxes invoice for each of the Directors of the Company as well as for the Company. The Rates & Taxes Invoice cannot be older than 3 months. If Rates & Taxes are in arrears for more than 3 months, the quotation will be disqualified (unless a written proof from the Municipality can be submitted that arrangements have been made with the respective bidder).

   b) If the business is operated from the residence of one of the directors, an affidavit, certified, must be submitted stating the address of the business premises.

   c) If the premises from where business is conducted or where a director is residing, is leased a copy of the lease agreement or an affidavit must be submitted.

3. The quotation page must be signed. If you are using your own format on your Company’s letterhead to quote, please ensure that the proposal is signed.

4. The attached MBD 9 form (Certificate of Independent Bid Determination) must be completed and submitted with the quotation. If the MBD 9 is incomplete or not attached the quotation will be disqualified.

5. The attached MBD 4 form (Declaration of Interest) must be completed and submitted with the quotation. If the MBD 4 is incomplete or not attached the quotation will be disqualified.

6. Both the MBD 4 & 9 forms must be original for each quotation. No copies will be accepted. Both the MBD 4 & 9 forms must be dated within the quotation period.

7. Proof of Directors: A certified copy of your Company Registration Documents

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
8. A certified copy of the B-BBEE Status Level Verification Certificate must be attached. If not attached no points for B-BBEE will be awarded.

9. All price alterations must be signed for by the Bidder confirming that such changes were made by the Bidder.

10. UIF.

11. Professional Indemnity Insurance

12. Copies of ID’s for the Directors or Members of the Entity.

13. Central Supplier Data Base registration.

14. Works Insurance and Public Liability Insurance

15. Affiliation / Registration with Professional bodies

PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL LEAD TO THE DISQUALIFICATION OF THE PROPOSALS SUBMITTED

I HEREWITH CONFIRM THAT HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS

SIGNATURE

NAME

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
CONDITIONS

1. All goods or services purchased will be subject to JPC SCM Policy and Procedures. A copy of said conditions is available from the SCMU office.

2. All purchases will be made through an official order form. Therefore, no goods must be delivered or services rendered before an official order has been forwarded to and accepted by the successful bidder.

3. To participate in JPC’s Quotation process for the procurement of goods and/or services, vendors are advised to get accredited and registered on National Treasury Centralised Supplier Database(CSD). JPC is dealing only with the registered and accredited suppliers on the CSD.

4. All prices quoted must be exclusive of Value Added Tax (VAT). Suppliers who are not registered for VAT will be treated as Non VAT Vendors.

5. Prices quoted must include delivery charges and goods must be delivered to the address indicated on the quotation page.

6. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.

7. Quantities are given in good faith and without commitment to JPC. The JPC reserves the right to increase or reduce the quantity to be in line with the set threshold for quotations prescribed in the SCM Policy.

8. **JPC DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.**

9. **QUOTATIONS SUBMITTED THROUGH FAX/EMAIL WILL BE AUTOMATICALLY DISQUALIFIED.**

I HEREBY CONFIRM THAT I HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS

SIGNATURE __________________________

NAME ________________________________

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
ADDITIONAL REQUIREMENTS

DECLARATION

I certify that the information supplied is correct and I have read and understood the JPC General Conditions and Policies and Procedures and accept same.

I further certify that all the required information has been furnished and the relevant forms completed and are herewith submitted as part of the quotation.

SIGNATURE: __________________________________________

NAME: ________________________________________________

CAPACITY: ____________________________________________

DATE: ________________________________________________

Proposal submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
SUPPLY CHAIN MANAGEMENT

P.O. BOX 31565
BRAAMFONTEIN
2017

VAT. NO: 4010194266/4760117194

BIDDER:

TEL:
FAX:

Your Vendor Number With CSD:

REQUEST FOR QUOTATION

<table>
<thead>
<tr>
<th>RFP NUMBER</th>
<th>RFP DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>30 August 2019</td>
</tr>
</tbody>
</table>

CONTACT PERSON

<table>
<thead>
<tr>
<th>NAME</th>
<th>010 219 9195</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>010 219 9000</td>
</tr>
</tbody>
</table>

Submission Deadline: 13 September 2019
Submission Time: 10H30

VALIDITY OF RFP: 30 DAY

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
OFFICE USE ONLY:
PRICE/S TO BE VAT EXCLUSIVE
Please deposit all quotation in the RFQ box as stipulated in the cover page

RFQ'S above R30 000-00 to a maximum of R50 000 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000), as amended.

STAGE 1 (FUNCTIONALITY ASSESSMENT)

Functionality will be assessed as indicated below:
The minimum threshold of seventy (70) points has been predetermined and all bidders with a score below seventy (70) points will not be considered.

<table>
<thead>
<tr>
<th>Criteria Applicable</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. RELEVANT EXPERIENCE</td>
<td>15</td>
</tr>
<tr>
<td>Number of Previous Relevant Projects Completed</td>
<td>15</td>
</tr>
<tr>
<td>B. CAPACITY &amp; RESOURCING</td>
<td></td>
</tr>
<tr>
<td>Technical skills</td>
<td>20</td>
</tr>
<tr>
<td>Financial capacity</td>
<td>10</td>
</tr>
<tr>
<td>C. METHODOLOGY</td>
<td>65</td>
</tr>
<tr>
<td>Approach and Methodology</td>
<td></td>
</tr>
<tr>
<td>Proposed Conceptual Designs</td>
<td></td>
</tr>
</tbody>
</table>

THE FUNCTIONALITY EVALUATION CRITERIA SHALL BE AS FOLLOWS:

1. TECHNICAL CAPACITY TO DELIVER
1.1 Previous experience of the Bidder.
   - Bidder’s previous experience in executing and successfully completing projects of a comparable and relevant nature

| 0 No relevant projects completed | 0.00 |
| 1 (One to Six) relevant project completed | 1.00 to 5.00 | 10 |

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Completion Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 (Seven to Nine) relevant project completed</td>
<td>06 to 9.00</td>
</tr>
<tr>
<td>3 (Ten to Twelve) relevant project completed</td>
<td>10 to 12</td>
</tr>
<tr>
<td>4 (Above Twelve) relevant project completed</td>
<td>13 to 15</td>
</tr>
</tbody>
</table>

**Required Supporting Documentation:**
The bidder **must** submit signed testimonials / reference letters and completion certificates for previous projects and fill in the schedule of similar previous projects. Testimonials/ reference letters should indicate the following:

i) **Project name,**

ii) **Tender price,**

iii) **The completion date**

iv) **Photographs or schematics (drawings) of previous projects.**

*Points will only be allocated where both testimonials/ reference letters and completion certificates are submitted.*

**Value of relevant completed projects & Bidder’s profiles**

- The value of projects completed by the bidder of a comparable nature

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projects completed Bidder and his professional team of Quantity Surveyor, Architect, Project Manager and Social Facilitator less than R 3 million or less of a similar nature</td>
<td>00 to 01</td>
<td>10</td>
</tr>
<tr>
<td>Projects completed Bidder and his professional team of Quantity Surveyor, Architect, Project Manager and Social Facilitator for above R 7 million and below R 9 million of a similar nature</td>
<td>2 - 3</td>
<td>0.3</td>
</tr>
<tr>
<td>Projects completed Bidder and his professional team of Quantity Surveyor, Architect, Project Manager and Social Facilitator above R 10 million and below R 14 million of a similar nature</td>
<td>4 - 5</td>
<td>0.5</td>
</tr>
<tr>
<td>Projects completed Bidder and his professional team of Quantity Surveyor, Architect, Project Manager and Social Facilitator for above R 15 million and below R 20 million of a similar nature</td>
<td>6 - 8</td>
<td>0.6</td>
</tr>
<tr>
<td>Projects completed Bidder and his professional team of Quantity Surveyor, Architect, Project Manager and Social Facilitator for R 20 million and above of a similar nature</td>
<td>9 - 10</td>
<td>0.9</td>
</tr>
</tbody>
</table>

**Required Supporting Documentation:**
The bidder **must** submit signed testimonials / reference letters and completion certificates for previous projects and fill in the schedule of similar previous projects. Testimonials/ reference letters should indicate the following:

i) **Project name,**

ii) **Tender price,**

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
iii. The completion date

iv. Photographs or schematics (drawings) of previous projects.

Points will only be allocated where Both testimonials/ reference letters and completion certificates are submitted.

2.

2.2 FINANCIAL CAPACITY: An original current letter from the bank/registered financial institution showing the amount of funds available for this project:

<table>
<thead>
<tr>
<th>Financial Details</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working capital of ≥R 3,5 million and above</td>
<td>10</td>
</tr>
<tr>
<td>Working Capital of ≥R 2 million and below R 3,5 million</td>
<td>07</td>
</tr>
<tr>
<td>Working capital of ≥R 1 million and below R 2 million</td>
<td>05</td>
</tr>
<tr>
<td>Working capital of ≥R 500 000 and below R 1 million</td>
<td>03</td>
</tr>
<tr>
<td>Working capital of R 500 000</td>
<td>01</td>
</tr>
</tbody>
</table>

Original or certified letter from the bank and current date certified copies of audited financial statements to be provided with.

3. DESIGN AND APPROACH

3.1 APPROACH AND METHODOLOGY

The bidder must present proposed approach and methodology of how the project will be undertaken, with proposed project program, project team. Bidder to demonstrate an understanding of the project brief.

| Methodology and Project Structure, Project Plan and Timelines | 25     |
| Empowerment Plan during project execution and monitoring tools | 15     |
| Stakeholder Matrix and plan of engagement                   | 15     |
| High level order of magnitude                               | 10     |

Required Supporting Documentation:

i. Approach and Methodology
ii. Bill of quantities
iii. Cash flows
iv. SMME Plan and Empowerment Plan

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018 Panel of Professionals will not be considered.
v. Quality, environmental, and Health and safety systems

- Project Methodology and Project Structure
- Project Plan with timelines
- Empowerment Plan during project execution and monitoring tools
- Stakeholder Matrix and plan of engagement
  High level order of magnitude

Minimum approach and methodology requirements

Approach and methodology to include the following:

i) Proposed Implementation plan - How project is going to be implemented (to include innovative intervention).
ii) Projected Programme - Duration of project
iii) Complete project team Organogram - roles and responsibilities
iv) SMME plan – sub-contracting of minimum of 30% of the works
v) Skills development - Training and transfer of skills (Certification)
vi) Risk analysis - List mitigation
vii) Proposed Quality Management Systems

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
Required Documentation:
1. Draft Site Development Plan (SDP),
2. Floor Plans,
3. Elevations,
4. Axonometric drawing / 3 dimensional plans are compulsory for evaluation of design,
5. Material schedule, and
6. Specifications

Minimum design requirements:
1) Configuration of rooms / units
2) Number of units (maximum yield)
3) Energy Efficiency
4) Cost efficiency
5) Common areas Recreational (Play area, meeting room) well located, functional
6) Security (CCTV, Biometrics, etc.),
7) Street interface

TOTAL 100.00

STAGE 2 (PRICE AND BBB-EE STATUS LEVEL OF CONTRIBUTION)

POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS
A maximum of 80 points is allocated for price on the following basis:
80/20

\[ P_\text{x} = 80 \left(1 - \frac{P_t - P_\text{min}}{P_\text{min}}\right) \]

Where
\( P_\text{x} = \) Points scored for comparative price of bid under consideration
\( P_t = \) Comparative price of bid under consideration
\( P_\text{min} = \) Comparative price of lowest acceptable bid

POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
Points will be allocated as follows:

<table>
<thead>
<tr>
<th>Price</th>
<th>80</th>
</tr>
</thead>
<tbody>
<tr>
<td>Points for B-BBEE (Max of 20):</td>
<td>20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B-BBEE status</th>
<th>Level of Contributor</th>
<th>Number of Points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>18</td>
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<td>3</td>
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<td>14</td>
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<td>4</td>
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<tr>
<td>7</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Non-Compliant contributor</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
SIGNATURE OF BIDDER

CAPACITY

PLEASE NOTE THAT NO PRICE INCREASES WILL BE APPROVED AFTER SUBMISSION OF THE QUOTATION.

REQUEST FOR QUOTATION (RFQ) NUMBER: ____________________________

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.

16
PROPERTY DESCRIPTION:

- Extent: 43354m²
- Zoning: Industrial

The City of Johannesburg Metropolitan Municipality "Council" is the registered owner of the property by power of Deeds of Transfer T71010/2005. Klptown is the oldest residential district of Soweto, and was first laid out in 1891 on land which formed part of Klipspruit farm. The property is situated at Klipspruit Valley Road in Pimville Zone 9.
BACKGROUND

Walter Sisulu Square of Dedication is in the heart of Kliptown, Soweto. It is South Africa’s first township entertainment explosion centre with a strong socio-political heritage. Like other squares throughout the world, it comprises of open spaces as its centre core which is surrounded by structures used for different purposes. The buildings includes retail, a Hotel and offices.

The squares’ features include an open-air museum that explains how the Freedom Charter was written in a collaborative effort made by thousands of South Africans of all races, informal trading and basement parking. The Walter Sisulu Square has an incredible history and the architecture reflects various elements of the area and its people. It is full of symbolism and meaning and is surrounded by the people who were involved in making a democratic history, thus making the rest of Kliptown, a "footprint-museum".

It is one of the “squares” in Johannesburg that offers both local and international visitors a collection of history, shopping, entertainment, accommodation and cultural activities. The Square has since become a frequented place, and is ideal for corporate and social events.

There has been illegal activity in the square whereby the electrical cables were stolen this has led to the tenants attempting to connect electricity without consent of the JPC. The subsoil drainage has risen above the ground level in the basement parking. The Joburg Property Company seeks to find a Tumkey Project Manager to assemble a team of professionals to find a permanent solution for the electrical and subsoil drainage problem. Part of the scope for the team also includes rehabilitation of the Square.

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Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
REQUIREMENTS

The following will be required for this project with regards to the Professional Services but not limited to:

1. **Quantity Surveyor & Assistant**: Lead Consultant (Project Management, Determination of the extent of the scope of works, Professional team coordination, Client Liaison, Cost estimates, cash flow Projections, Payment Certificates)
2. **Electrical & Mechanical Engineer** – Assessment of the Existing Electrical Infrastructure, Designs of the stolen/missing infrastructure, works sign off etc.
3. **Geotechnical & Civil Engineer** – Existing Ground Conditions Investigations, Designs Recommendations and all related external works.
4. **Occupational Health & Safety Consultant** (During Construction) – Health & Safety Plan, Manage OHASA, Carry Out Audits During Construction
5. **Fire Engineer** – Ensure the Building is fully serviceable in case of fire and recommend upgrades where required
6. **Social Facilitator** – Stakeholder Engagement, Liaison between Client, Professional Team and the Community.
7. **Information and communications technology** – ICT Fourth Industrial revolution enablement, Smart Campus conceptualization and Implementation.
8. **Any other Professional(s) required by the Bidder**

The following will be required for this project with regards to the Construction Team but not limited to:

1. Contracts Manager
2. Site Agent
3. Safety Officer

**NB:** Candidates can be used for both the Professional Team and Construction Team roles if the bidder deems them adequately qualified, experienced and competent.

SPECIFICATIONS / SCOPE OF WORKS

The project will be carried out in an existing facility within a built-up area. Proper planning of activities is thus critical before and during the Construction period. The successful bidder should be willing to involve the community as much as feasible for the duration of the Contract. The scope of works can be broadly categorized as follows:

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
1. Quantity Surveyor
   a. Assessment of the existing infrastructure and quantifying the extent of the works to be done.
   b. Costing of the identified scope of works by developing a built environment priced BOQ.
   c. Costing and quantifying all associated external works.
   d. Preparing of the final account (Cost Report)

2. Electrical & Mechanical Engineering
   a. Assess existing electrical infrastructure give recommendations to Quantity Surveyor, and if accepted by Client, execute accordingly. Other related challenges are illegal connections which needs to be corrected.

3. Geotechnical & Civil Engineering
   a. Investigate the source of the potable water that eventually finds its way into the stormwater manholes, give recommendations and if accepted by Client, execute accordingly.
   b. Assess the existing pumps at the pump room in the basement where flooding took place, give recommendations and if accepted by Client, execute accordingly.
   c. Assess the existing stormwater reticulation within and around The Soweto Hotel, give recommendations and if accepted by Client, execute accordingly.

4. Fire Engineering & Construction
   a. Assess the existing building premises and make sure it is fully serviceable in case of fire. recommend upgrades and of accepted by Client, execute accordingly.

5. ICT Requirements, "Refer to annexures one to seven"

1. WLAN
2. Core Networking Devices Specification
3. Smart Campus - Integrated Security Management
4. Smart Campus - Public Address System
5. Smart Lamp Poles Specifications
6. Smart Campus - Smart Parking Specifications
7. Smart Campus - CCTV
8. Provisioning of Connectivity to the Intelligent Operations Centre (IOC) JMPD Martindale Gauteng, all connectivity services must be aligned to Metro Trading Company (MTC) connectivity provider for City of Joburg.

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
Requirements one through seven; must include the assessment of the existing infrastructure and quantifying the extent of the works, including costing of the identified scope of works by developing a built smart campus environment, including costing, priced BOQ and quantifying all associated external works.

**ICT SMART CAMPUS Conceptual Overview:** as per diagram below

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6. Skills transfer

The Professional Team will be required to work with the JPC Facilities Management Department Maintenance unit superintendents and artisans to carry out the work in order to provide skills on the job training:

- Learning to identify works flow processes and to set accurate works programmes for the completion thereof;
- Develop and manage work programmes with time frames with start and ending times;
- Managing milestones or programme interruptions;
- Quality control management in which reports can be generated for future management and preventative planning;
- Best practices in the trade industry where the correct materials used against each application as per industry norms and best practices where warranties / guarantees are affected; and
- Specialist skills in the application of product

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
GENERAL WORKS

1. Securing the Site where required (To Be Advised at the Briefing)
2. General Cleaning of All Areas previously affected by water leaks.

Bidders are expected to provide a project-specific step by step approach methodology to prove their understanding of the scope of works. No generic Approach Methodologies will be accepted.

The successful bidder is required to do the Planning, Design, Seek Approvals and Construction Management of the Entire Scope of Works.

Stage 1

1. Agreed Scope of Works & Services (Scope clarification and obtaining detailed signed brief)
2. Signed Agreement (Contract)
3. Internal Stakeholder Analysis and Engagements
4. Wayleave Applications

Stage 2

1. Agreed Concept Design
2. Preliminary Estimates
3. Stakeholder Consultation
4. Topographical & Cadastral Survey
5. Geotech / Civil Investigations

Stage 3

1. Detailed Design for all affected services
2. Seeking applicable Approvals
3. Generation of Detailed Bills of Quantities

Stage 4

Documentation (Not Applicable in this Contract since it is a Turnkey Project)

Stage 5

2. Detailed Ongoing Stakeholder Engagement where required.

Proposals submitted by Professionals or Service Providers not included in the relevant POP 03/2018- Panel of Professionals will not be considered.
Stage 6

1. Project Handover
2. Project Close-out report (including as-built information)

**NB: Returnable Documents with the bid submission**

For the purposes of evaluating the submissions, bidders are directed to submit the following:

- Project Methodology and Project Structure
- Project Plan with timelines
- Empowerment Plan during project execution and monitoring tools
- Stakeholder Matrix and plan of engagement
- High level order of magnitude

Proposals submitted by Professionals or Service Providers not included in the relevant PCP 03/2018- Panel of Professionals will not be considered.
ALL BIDDERS MUST PLEASE MAKE SURE THAT THEY KNOW WHAT THEY ARE QUOTING FOR

Conditions
1. All prices quoted must be exclusive of Value Added Tax (VAT).
2. Prices quoted must include delivery charges and goods must be delivered to the address indicated.
3. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
4. Quantities are given in good faith and without commitment to the JPC.
5. Vendors not registered for Value Added Tax with SARS will be treated as Non VAT vendors.

Proposal submitted by Professionals or Service Providers not included in the relevant POP 03/2013- Panel of Professionals will not be considered.
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 and/or take an oath declaring his/her interest.

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 Company Registration Number: __________________________________________

3.4 Tax Reference Number: _________________________________________________

3.5 VAT Registration Number: ______________________________________________

3.6 Are you presently in the service of the state* YES / NO

3.6.1 If so, furnish particulars.

........................................................................................................

........................................................................................................

3.7 Have you been in the service of the state for the past twelve months? YES / NO

3.7.1 If so, furnish particulars.

........................................................................................................

........................................................................................................

3.8 Do you, have any relationship

* 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.
(family, friend, other) with persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

3.8.1 If so, furnish particulars.


3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

3.9.1 If so, furnish particulars


3.10 Are any of the company's directors, managers, principle shareholders or stakeholders in service of the state?

3.10.1 If so, furnish particulars.


3.11 Are any spouse, child or parent of the company's directors, managers, principle shareholders or stakeholders in service of the state?

3.11.1 If so, furnish particulars.


CERTIFICATION
I, THE UNDERSIGNED (NAME) .................................................................

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

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.................................................. ..................................................
Signature Date

.................................................. ..................................................
Position Name of Bidder
CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Municipal Bidding Document (MBD) must form part of all bids\(^1\) invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).\(^2\) Collusive bidding is a \textit{per se} prohibition meaning that it cannot be justified under any grounds.

3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
   a. take all reasonable steps to prevent such abuse;
   b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
   c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

\(^1\) Includes price quotations, advertised competitive bids, limited bids and proposals.

\(^2\) Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.
CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

________________________
(Bid Number and Description)

in response to the invitation for the bid made by:

________________________
(Name of Municipality / Municipal Entity)

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\(^2\) will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 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.

\(^2\) Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a 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 Date

............................................................... .............................................................
Position Name of Bidder