



## REQUEST FOR PROPOSALS

### YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICES

ADVERT DATE: **06 September 2023**

CLOSING DATE: **06 October 2023**

CLOSING TIME: **12H00**

BID NUMBER: **JDA/DI/KVWC /LDSCA : 17/19.3.8.B.8120**

BID DESCRIPTION: **RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE 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.**

**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:** Yandisa Dinga  
**E-mail:** [Ydinga@jda.org.za](mailto:Ydinga@jda.org.za)

**ANY REQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:**

**Department:** Development Implementation  
**Tel:** 011 688 7800

**Contact Person:** Akhona Mnukwa  
**E-mail:** [amnukwa@jda.org.za](mailto:amnukwa@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)**

<b>BID: RFP NUMBER</b>	<b>JDA/DI/KVWC /LDCSA : 17/19.3.8.B.8120</b>			
<b>BID: RFP DESCRIPTION</b>	<b>RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE FOR A PERIOD OF 36 MONTHS.</b>			
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
CSD SUPPLIER NUMBER				
COMPANY REGISTRATION NUMBER				
TAX VERIFICATION PIN				
TENDER VALIDITY	120			
TOTAL BID PRICE INCLUDING VALUE ADDED TAX	R			
TOTAL BID PRICE in WORDS Including Value				
BIDDING COMPANY'S CONTACT PERSON and				
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 VALID PROOF OF SACLAP 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](http://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. Kgadi Mphela 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](mailto:anticorruption@tip-offs.com)
- Web site: [www.tip-off.com](http://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.



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**ADVERT DATE: 06 SEPTEMBER 2023**

**CLOSING DATE: 06 OCTOBER 2023**

**CLOSING TIME: 12H00**

**BID NUMBER: JDA/DI/KVWC /LDCSA : 17/19.3.8.B.8120**

**BID DESCRIPTION: RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE FOR A PERIOD OF 36 MONTHS.**

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**September 2023**





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## **COPY OF ADVERT**

### **TENDERING PROCEDURES**

#### **Tender Notice and Invitation to Tender**

#### **RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECTS FOR KLIPFONTEIN VIEW WELLNESS CENTRE FOR A PERIOD OF 36 MONTHS.**

The Johannesburg Development Agency requests proposals from suitably qualified and experienced landscape architects to render landscape architectural related services for Klipfontein View Wellness Centre Project.

Queries relating to procurement matters may be addressed to Yandisa Dinga at e-mail: [Ydinga@jda.org.za](mailto:Ydinga@jda.org.za)

Technical queries or queries relating to the project may be addressed to Akhona Mnukwa at e-mail: [amnukwa@jda.org.za](mailto:amnukwa@jda.org.za)

Documents may be downloaded from the JDA website: [www.jda.org.za](http://www.jda.org.za) and e-Tender portal: [www.etenders.gov.za](http://www.etenders.gov.za) on **06 September 2023**. 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.

The closing date and time for receipt of tenders is **12:00pm on 06 October 2023**. 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"**

**REQUEST FOR PROPOSALS:**



**Project Name:**

**RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE FOR A PERIOD OF 36 MONTHS.**

## 1. BACKGROUND

The Johannesburg Development Agency has been appointed by the City of Johannesburg for the implementation of the Construction of the new Klipfontein View Wellness Centre.

This contract is for the **Construction of Klipfontein View Wellness Centre.**

The Johannesburg Development Agency (JDA)'s objective is to construct a new Wellness Centre as per the overview of the works below.

The Project will seek to:

- Improve the functionality of the various areas of the Wellness Centre
- Produce a safe working environment for doctors and nurses
- Create a visibly improved health service
- Support local economic development including local SMMEs
- Encourage further investment and upgrading in the area
- Promote improved social cohesion

## EXTENT OF THE WORKS

In general the scope of works is envisaged to comprise of but not limited to the construction of a number of single storey buildings comprising of:

- A new clinic building,
- Treatment centre building with two agricultural tunnels,
- Two guard houses, two refuse buildings with one equipment yard,
- A public ablution building, outdoor market structure,
- Site activities including a splash pad, outdoor playgrounds, outdoor gym, running track,
- Soccer field, grandstands, community farming areas,
- a pathway park & yoga area,
- external works comprising boundary walls/fencing, retaining walls, paving, parking, road works, water tank, outdoor courtyard, landscaping, storm water drainage, sewer reticulation, water reticulation, fire, all associated electrical and mechanical works, etc.



The Johannesburg Development Agency invites proposals from suitably qualified professionals to provide support services as a Landscape Architect on Klipfontein View Wellness Centre project.

The successful bidder will be required to:

- 1.1. Review and develop the landscape design concept prepared by the architects as per the themes for each section as shown in Annexure G provided including site & street furniture and hard and soft landscaping.
- 1.2. Develop a Landscape Site Development Plan and planting plan for all sections, using only low-maintenance, cost-effective indigenous plants, trees and grasses within budgetary constraints.
- 1.3. Attend design coordination and construction supervision meetings as required by the client.
- 1.4. Stormwater management must be included in the landscape design.
- 1.5. Prepare bill of quantities (BoQ) and costing of the landscape design.
- 1.6. Prepare construction drawings and specifications of the landscape design.
- 1.7. Monitor the construction and installation of all hard and soft landscaping
- 1.8. Develop a maintenance plan for each section of the landscape design.

**New Wellness Park** comprising of:

- Outdoor market
- Pathway Park
- Public parking and ablutions
- Soccer field
- Running track
- Splash pad
- Outdoor gym
- Outdoor playground
- Community farming and sorting area

**New Public environment upgrade** comprising of:

- Sidewalks
- Driveway upgrades
- Street lighting
- Street benches
- Dustbins

## 2. SITE LOCATION

The site is located on the corner of Ndamase Street and Saraseen road, Klipfontein



Image: Arial View of Site

## 3. PROJECT DURATION

The duration of the project is estimated to be 36 months from the date of the receipt of the Appointment Letter to final output delivery. This is however dependent on project progress and may be extended. Kindly see scope of work required below.

## 4. STATUS QUO

The contract of the currently appointed landscape architect ends at stage 4. It is therefore critical that the Johannesburg Development Agency seeks another landscape architect to complete Stages 5: Construction and 6: Close-out, going forward at Klipfontein View Wellness Centre. As part of this appointment, the landscape architect will need to allow themselves time to take up the works and familiarize themselves with the project by reviewing Stage 3 Designs. The replacement landscape architect will be given an opportunity to familiarize themselves with designs as prepared by others.



## **5. PROFESSIONAL COMPETENCIES AND EXPERIENCE REQUIRED**

It is expected that the service provider will provide the JDA with a project leader who shall have the following qualifications and experience:

- The Senior Landscape Architect who will act as the Project Leader
- A Bachelor's Degree in Landscape Architecture
- Must have a minimum of 10 years' work experience within the profession
- A Valid professional registration with the South African Council for the Landscape Architectural Profession as a Professional Landscape Architect (SACLAP)
- Demonstrable experience of a landscape architecture work on building and civil projects

## **6. SCOPE OF WORKS**

### **STAGE 3: DESIGN DEVELOPMENT**

- 3.1 Review the documentation programme with the principal consultant and the other consultants.
- 3.2 Attend design and consultants' meetings.
- 3.3 Incorporate the client's detailed requirements into the landscape design.
- 3.4 Give due consideration to, incorporate and co-ordinate the other consultants' designs into the landscape design where necessary.
- 3.5 Prepare design development drawings including draft technical details and outline specifications.
- 3.6 Review and evaluate design and outline specifications and exercise cost control.
- 3.7 Prepare detailed estimates of construction costs.
- 3.8 Liaise, co-operate and provide necessary information to the client, principal consultant and other consultants.
- 3.9 Obtain project specific requirements from the local and or other authorities in order to ensure conformity with requirements.



#### **STAGE 4: DOCUMENTATION & PROCUREMENT**

- 4.1 Assist with local and or other authority submission(s).
- 4.2 Attend design and consultants' meetings.
- 4.3 Prepare specifications for the works and agree preambles.
- 4.4 Co-ordinate services and prepare necessary services co-ordination drawings.
- 4.5 Check cost estimate and adjust documents if necessary to remain within budget.
- 4.6 Assist the principal consultant in formulation of procurement strategy for contractors.
- 4.7 Review working drawings for compliance with the approved budget.
- 4.8 Prepare documentation for contractor procurement.
- 4.9 Assist the principal consultant with calling for tenders and/or negotiation of prices.
- 4.10 Liaise, co-operate and provide necessary information to the principal consultant and the other consultants.
- 4.11 Assist with evaluation of tenders.
- 4.12 Assist with the preparation of contract documentation for signature.
- 4.13 Assess samples and products for compliance and design intent.

#### **STAGE 5: CONSTRUCTION**

- 5.1 Attend the site handover.
- 5.2 Issue construction documentation in accordance with the documentation programme.
- 5.3 Carry out contract administration procedures delegated by the principal agent in terms of the contract.
- 5.4 Prepare schedules of predicted cash flow.
- 5.5 Prepare pro-active estimates for proposed variations for client decision making.
- 5.6 Attend regular site, technical and progress meetings.
- 5.7 Inspect the works for conformity to contract documentation.
- 5.8 Adjudicate and resolve financial claims by contractor(s).
- 5.9 Assist in the resolution of contractual claims by the contractor.
- 5.10 Establish and maintain financial control system.
- 5.11 Clarify details and descriptions during construction as required.



- 5.12 Prepare valuations for payment certificates.
- 5.13 Approve valuations for payment.
- 5.14 Witness and review all tests and mock-ups carried out both on and off site.
- 5.15 Check and approve subcontract shop drawings for design intent.
- 5.16 Update and issue the drawings register.
- 5.17 Issue contract instructions as and when required.
- 5.18 Review and comment on operations and maintenance manuals, guarantees, certificates and warranties.
- 5.19 Inspect the works and issue practical completion and defects lists.
- 5.20 Assist in obtaining statutory approvals where required.

## **STAGE 6: CLOSE OUT**

- 6.1 Inspect and verify rectification of defects.
- 6.2 Prepare valuation for payment.
- 6.3 Approve relevant payment valuations and completion certificates.
- 6.4 Advise on soft landscape maintenance.
- 6.5 Prepare and/or procure operations and maintenance manuals, guarantees and warranties.
- 6.6 Prepare and/or procure as-built drawings and documentation.

## **7. DELIVERABLES**

- 6.1 Review and develop the landscape design concept prepared by the architects as per the themes for each section as shown in Annexure G including site & street furniture and hard and soft landscaping.
- 6.2 Develop a Landscape Site Development Plan and planting plan for all sections, using only low-maintenance, cost-effective indigenous plants, trees and grasses within budgetary constraints.
- 6.3 Attend design coordination and construction supervision meetings as required by the client.
- 6.4 Stormwater management must be included in the landscape design.
- 6.5 Prepare bill of quantities (BoQ) and costing of the landscape design.
- 6.6 Prepare construction drawings and specifications of the landscape design.
- 6.7 Monitor the construction and installation of all hard and soft landscaping.
- 6.8 Develop a maintenance plan for each section of the landscape design.

**NB: Bidders to refer to Annexure G for the architectural drawings.**





## 8. FORMAT OF FINAL OUTPUTS

### Draft documents

- **Hard copy:** 1 colour hard copy of the draft documents (bound, may be printed double-sided)
- **Soft copy:** USB

## 9. ASSESSMENT CRITERIA

Submissions will be evaluated on the criteria to follow:

- Compliance
- Technical Competence
- Price and BBBEE

### 9.1 Compliance

Bidders will be disqualified in the following instances:

- 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 3 herein;
- Bidders who did not comply with any other requirement as set out in the tender specifications;
- Bidders who have any directors in the employment of the state;
- No award will be made to any bidder whose tax matters are not in order with the receiver of revenue (SARS);
- No award will be made to any bidder who is not registered on the National Treasury Central Supplier Database (CSD);

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

## 9.2 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 140 out of a possible 200 points (70%) in the technical evaluation in order to be considered further in the evaluation process.

A	RELEVANT PROFESSIONAL EXPERIENCE		100
1	<b>Project Leader: Landscape Architect</b>		
	CVs 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. Lead Landscape Architect must have a minimum qualification of a Bachelor's degree in Landscape Architecture and be professionally registered with SACLAP	10 Years more experience, with Certified proof of qualification must be provided in tender document to obtain full points and Proof of registration must be provided to obtain full points	100
B	PROJECT EXPERIENCE OF LANDSCAPE ARCHITECTURAL WORK WITH REFERENCES		100
	Experience working as a Landscape architect in the construction industry.	5 or more relevant references	100
	Completed projects in landscape architectural work in the construction industry	4 relevant references	80
	Each Reference <b>MUST be</b> matched to the list of completed work provided in the category above		
	Each Reference Letter <b>MUST</b> :	3 relevant references	60
	- Appear on the clients letterhead OR be stamped by the client	2 relevant references	40
	- Be signed by the client		
	- Name the Project		
	- Provide the date of completion	1 relevant reference	20
	- Provide the Project Value		
	- Include comment on the client's		



	satisfaction with the work done - Provide client's e-mail and telephone contact details		
		<b>MAXIMUM POSSIBLE POINTS – TOTAL</b>	<b>200</b>
		<b>(MINIMUM SCORE REQUIRED to PROCEED TO PRICE/BBBEE Evaluation)</b>	<b>140</b>

### 9.3 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

#### 8.3.1

- Points scored will be rounded off to the nearest 2 decimal places

Points awarded for BBBEE status level

B-BBEE Status Level Of Contributor	Number of Points
	Tenders up to R50 million
<b>1</b>	<b>20</b>
<b>2</b>	<b>18</b>
<b>3</b>	<b>14</b>
<b>4</b>	<b>12</b>
<b>5</b>	<b>8</b>
<b>6</b>	<b>6</b>
<b>7</b>	<b>4</b>
<b>8</b>	<b>2</b>
<b>Non-Compliant contributor</b>	<b>0</b>



**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

The 80/20 preference point system will apply to this tender and the lowest acceptable tender will be used to determine the applicable preference point system. The 80/20 price/preference points system will be applied to the evaluation of responsive tenders up to and including a Rand value of R50'000'000 (all applicable taxes included), whereby the order(s) will be placed with the tenderer(s) scoring the highest total number of adjudication points.

Price shall be scored as follows:

$$P_s = 80 \times (1 - (P_t - P_{min}))$$

$P_{min}$

Where:  $P_s$  is the number of points scored for price;

$P_t$  is the price of the tender under consideration;

$P_{min}$  is the price of the lowest responsive tender.

Preference points shall be based on the Specific Goal as per below:

Table B1: Awards UP TO R50 mil (VAT Inclusive)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence
Race – people who are Black, Coloured or Indian (ownership)* More than 50% black ownership = 10 points; 0% black ownership = 0 points	<b>5</b>		<ul style="list-style-type: none"> <li>• B-BBEE certificate or QSE/EME Affidavit;</li> <li>• Company Registration Certification</li> <li>• Certified Identification Documentation.</li> <li>• CSD report</li> </ul>
Gender are women (ownership)* More than 50% women ownership = 4 points ; Less than 50% women ownership = 2 points; 0% women ownership = 0 points	<b>10</b>		<ul style="list-style-type: none"> <li>• Company Registration Certification</li> <li>• Certified Identification Documentation</li> <li>• CSD report</li> </ul>
SMME (EME or QSE)	<b>5</b>		<ul style="list-style-type: none"> <li>• BBBEE Certificate/ Affidavit</li> <li>• CSD Registration</li> </ul>
<b>Total Points</b>	<b>20</b>		<b>Failure to attach evidence will lead to scoring zero points</b>



Notes:

- 8.3.1.1 “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).
- 8.3.1.2 Tenderers must submit their original and valid B-BBEE status level verification certificate substantiating their B-BBEE rating. Certificates or certified copy 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.**
- 8.3.1.3 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.
- 8.3.1.4 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.
- 8.3.1.5 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.
- 8.3.1.6 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.
- 8.3.1.7 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.
- 8.3.1.8 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.
- 8.3.1.9 No tender will be awarded to a bidder whose tax matters are not in order with SARS.
- 8.3.1.10 No tender will be awarded to a bidder who is not registered on CSD.

### 8.3.2 Formula for scoring tender price

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

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

Where

**P<sub>s</sub>** = Points scored for comparative price of tender under consideration

**P<sub>t</sub>** = Comparative price of tender under consideration



**Pmin** = Comparative price of lowest acceptable tender

**X = Points** assigned to price

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

**PP = Ps + Pbee** Where

**PP** is the total number of preference points scored by the tenderer

**Ps** is the points scored for the comparative price of the tenderer, and

**Pbee** is the number of points awarded to the tenderer based on his certified B-BBEE status level

#### 8.4 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.

Over and above the number of projects and values, bidders will be further evaluated on commercial risks which will include but not limited to the following: Financial capability to undertake the project such as capital required to implement the project in line with CIDB s, poor performance on previous projects, available resources for the project, unduly high or unduly low tendered rates, significant arithmetical errors and omissions in the tender offer.

The above may impact the outcome of the evaluation



JDA reserves the right to award a contract to a bidder who has exceeded the threshold as stated above.

Shortlisted bidders may be requested to attend interviews should there be a need for clarity

Unsuccessful bidders will have the opportunity to query the award within 14 calendar days after regret letters have been issued to the unsuccessful bidder(s).

Bidders are to note that JDA does not bind itself to accept the lowest priced bid  
JDA reserves the right not to award a contract to a bidder who has exceeded the threshold as stated above.



## 10. PRICING SCHEDULE

Note: Tenderers are to replicate the table below and submit as part of their detailed fee proposal and the total fee for the full scope of services must be carried to the "Offer" page. The detailed fee proposal must indicate the **fee scales used and the method of calculation used to determine the fee including any discounts applied if applicable**. Failure to (i) replicate the table, (ii) carry the total to the offer page, and (iii) provide a detailed fee proposal (which indicates the fee scales used and the method of calculation used to determine the fee including any discounts applied) will result in the tender being disqualified for non-compliance. Fees based on an hourly rate will NOT be accepted.

Table A : The following table indicates fee breakdown for Landscape Architectural Services

**Estimated Construction cost\_for Klipfontein View Wellness Centre (Phase 1) = R5 060 000.00**

Landscape Architect cost of works : R5 060 000.00 including VAT		
Stages	Fees Apportionment	FEE (including VAT)
Stage 3 : Design Development Review	20%	R.....
Stage 4 : Documentation and Procurement ("Familiarization and Works Appraisal)	30%	R.....
Stage 5: Construction	30%	R.....
Stage 6: Close out	3%	R.....
<b>TABLE A TOTAL FEE</b>		<b>R.....</b>





Table B: The following table indicates fee breakdown for Landscape Architectural Services

**Estimated Construction cost\_for Klipfontein View Wellness Centre (Phase 2) = R1 265 000.00**

Landscape Architect cost of works : R1 265 000.00 including VAT		
Stages	Fees Apportionment	FEE (including VAT)
Stage 5: Construction	30%	R.....
Stage 6: Close out	3%	R.....
<b>Table B TOTAL FEE</b>		<b>R.....</b>

<b>TOTAL (Total A + Total B)</b>	R .....
<b>15% VAT</b>	R.....
<b>TOTAL OFFER (TOTAL A+TOTAL B) INCLUSIVE OF 15% VAT TO OFFER PAGE</b>	R.....

Tenderers must ensure that the final **TOTAL FEE TABLES (Table A + Table B)** is correctly carried to the “offer” page. The value recorded on the offer page will be regarded as the tendered amount. Failing to price as required will result in the tender being disqualified.



## 11. 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 <b>TOTAL FEE IS CORRECTLY AND TRANSFERRED TO THE OFFER PAGE.</b>
		Tenderers are required to submit a detailed fee proposal based on the requirements set out in item 9 above and to ensure that the final <b>TOTAL FEE IS CORRECTLY TRANSFERRED TO THE "OFFER" PAGE.</b> Any bidder who fails to do so will be disqualified.
		<b>PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022</b>
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 SACNASP REGISTRATION	Certified Copy of valid SACNASP Registration (Valid at the date of tender closing)
E	ANNEXURES A TO G	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	PRICING SCHEDULE	<p>Tenderers are to replicate the Pricing Schedule as per Section 9 and submit it as part of their fee proposal.</p> <p>The cost of the required services must be defined in rand terms. All figures are quoted excluding VAT.</p> <p><b>Applicants must ensure that the TOTAL FEE IS CORRECTLY AND TRANSFERRED TO THE OFFER PAGE.</b></p>
I	ANY SPECIAL DISBURSEMENT NOTES	<p>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.</p>
J	COMPANY BROCHURE	Corporate brochure, if any. Alternatively a summary of the entity's background and experience
K	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.
L	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
M	Signed Audited Financial Statements for the past 3 Financial Years



N	Details of Director's/Partner's/Members and Shareholders with certified copies of their identity documents.
O	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
P	A schedule of current contracts of a similar nature with details
Q	A schedule of contracts awarded by an organ of state during the past five (5) years with details
	<b>Tenderers are to submit 2 copies of their proposal/s. ( 1 original plus 1 electronic copy)</b> <b>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.</b>

## 12. 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 LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE PROJECT 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 12H00.

**The Tender closes at 12:00pm on 06 October 2023.**

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 seven (7) 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 :** .....

**1. Type of firm**



Partnership

One person business/sole trader

Close corporation

Public company

Private company (Tick one box)

**2. 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 .....





.....  
 R ..... Year  
 .....  
 R ..... Year  
 .....  
 R ..... Year .....

**9. List all contracts which your company is engaged in and have not yet completed:**

CONTRACT DESCRIPTION	LOCATION	COMPANY/ EMPLOYER	PROJECT VALUE	ESTIMATE D FEES	EXPECTED COMPLETION ( MONTH & YEAR)

**10. 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 authorised 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



**ANNEXURE 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 authorised 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

.....  
 .....

4. 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;
- (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.

\*\* "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? <b>(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).</b>	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)? <b>(To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</b>	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)

<b>EMPLOYER</b>	<b>CONSULTING ENGINEER</b>	<b>NATURE OF WORK</b>	<b>VALUE OF WORK</b>	<b>YEAR COMPLETED</b>





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

---

**Signature**  
*(of person authorised to sign on behalf of the organisation)*

---



---

**Position**

---

**Name of Bidder**

**Date**

.....



**ANNEXURE E : CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

*For*

*RFP - APPOINTMENT OF PROFESSIONAL LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE FOR A PERIOD OF 24 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); methods, factors or formulas used to calculate prices;
  - (c) the intention or decision to submit or not to submit a bid;
  - (d) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (e) 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. 12 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.

B Bid Information

i. Name of bidder: .....

ii. 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 .....

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 H : ARCHITECTURAL DRAWINGS**

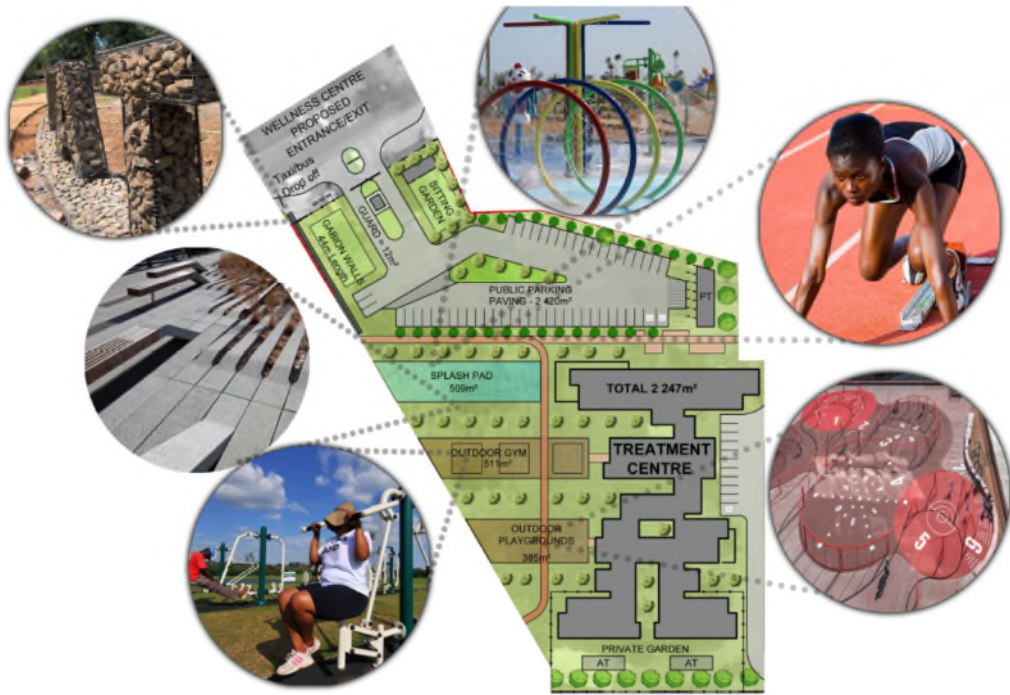


B- Section 1

- PROPOSED CLINIC
- OUTDOOR MARKET
- PATHWAY PARK
- YOGA AREA



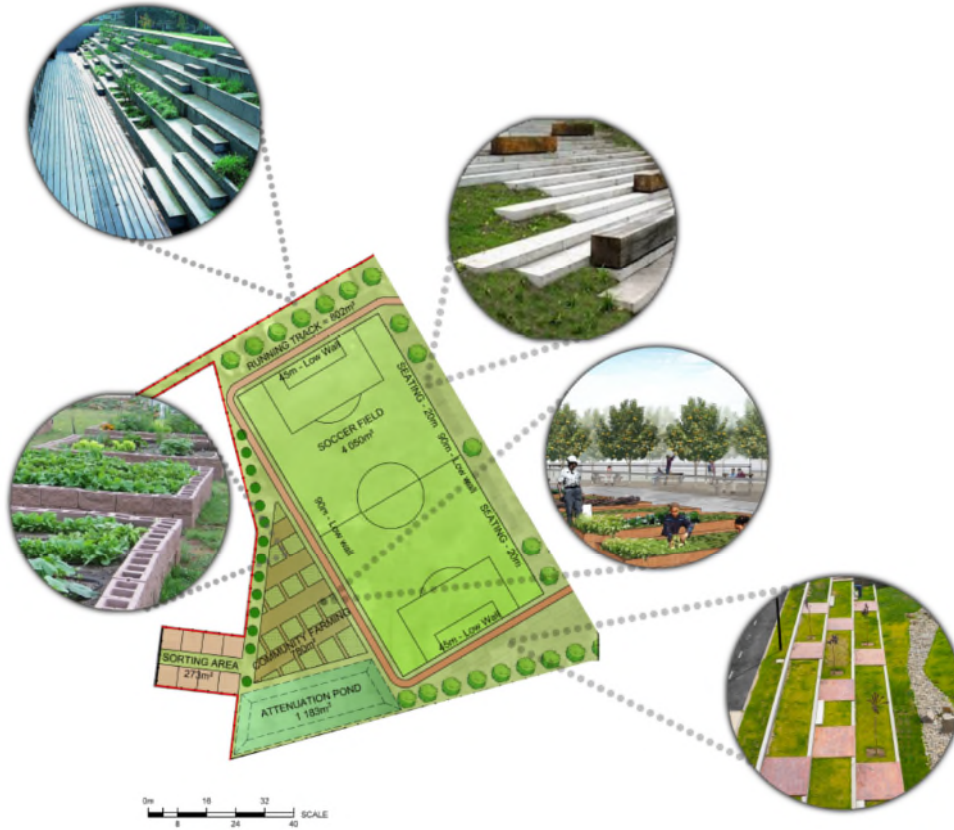
C- Section 2



- PROPOSED TREATMENT CENTRE
- SPLASH PAD
- RUNNING TRACK
- OUTDOOR PLAYGROUNDS
- OUTDOOR GYM
- GABION WALL ENTRANCE FEATURE
- PUBLIC TOILETS



D- Section 3



- SOCCER FIELD
- SEATING AREAS
- REST AREAS
- COMMUNITY FARMING
- SORTING AREA





E- Public Environment Upgrade





**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**  
*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) Specific Goals.

1.4 **To be completed by the organ of state:**  
The maximum points for this tender are allocated as follows:

	POINTS
PRICE	
SPECIFIC GOALS	
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

**2. DEFINITIONS**

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;



- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

**3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

**3.1. POINTS AWARDED FOR PRICE**

**3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

A maximum of 80 or 90 points is allocated for price on the following basis:

<b>80/20</b>	or	<b>90/10</b>
$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

**3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT**

**3.2.1. POINTS AWARDED FOR PRICE**

A maximum of 80 or 90 points is allocated for price on the following basis:

<b>80/20</b>	or	<b>90/10</b>
$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	or	$P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

**4. POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:



- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

*(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.*

*Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)*

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Business owned by 51% or more - <b>Black People</b>	N/A	5	N/A	
Business owned by 51% or more — <b>Women</b>	N/A	10	N/A	
SMME – QSE or EME	N/A	5	N/A	

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s)  
RFP – LANDSCAPE ARCHITECT FOR KLIPFONTEIN VIEW WELLNESS CENTRE



shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

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